

# AUDITORS' ANNUAL TOWN REPORT

Town of Fairfax, Vermont



Year Ending December 31, 2003

*Please Bring This Report to Town Meeting*



# 100 YEAR CELEBRATION



1903 - 2003



# **NOTICE**

## **Town & School District Meeting**

**Saturday, February 28, 2004**

**At 10:00 A.M. B.F.A. Elementary Gym  
(All Non-Australian Ballot Articles will be voted on)  
(Informational meeting for Town & School Budgets)**

**Tuesday, March 2, 2004  
Polls Open at 7:00 A.M. to 7:00 P.M.  
B.F.A. Fairfax-Old Gym**

**(All Australian Ballot Articles will be voted on, which includes all  
Town Officers, Town Budget, School Budget)**

The cover celebrates the hundredth birthday of our unique school.

Bellows Free Academy was founded in 1903 using land and railroad stock willed to Fairfax by native businessman and philanthropist, Hiram Bellows. It was Bellows' wish that no child would be denied an education because of lack of money. Bellows Free Academy has grown from its first graduation class of one member to being the largest pre-K through 12 school in Vermont, with a student body of 948.

Front Cover: Top Row - Photos of the original school built in 1903  
Middle Row - School Fire, Hiram Bellows, School Barges  
Bottom Row- New school built after fire and additions added

A 100 Year celebration was held at the school on November 21, 2003. The celebration included students, educators, and staff at Bellows Free Academy. The photo's on the inside cover are a small sampling of the activities and people involved in the celebration. It was a great celebration and fun for all!

Inside Cover: Top Row- Educational Exhibits, Music, Costumes  
Middle Row- Committee Coordinators, Demonstrations, Former Faculty Members  
Bottom Row- Skits, Faculty Kick-Off, Hiram look-alike

Photos were provided by Henry Raymond. Doug Reaves and Al Daniels assisted in the creation and technical work of the covers. Many Thanks for their assistants!

## INDEX

Abstracts:	
2003 School Meeting Minutes.....	63
2003 Town Meeting Minutes.....	10
Anticipated Revenue:	
Town.....	20
School.....	65
Auditors Reports:	
Town.....	16
School.....	73
Budgets:	
Franklin West Supervisory Union.....	82
Town.....	19
School.....	66
Cemetery Report.....	26
Constables Report.....	14
Fire Department Report.....	27
Highway Reports.....	30
Library Report.....	28
Planning Commission Report.....	36
Pollution Control Plant Report.....	60
Rescue Squad Budget.....	40
Selectmen's Notes.....	13
Superintendents Report.....	79
Tax Information:	
State Form 411.....	32
Treasurer's Tax Statement.....	33
Budget & Tax Comparison.....	15
Town Directory.....	4
Town Officers.....	5
Treasurer's Financial Reports:	
Balance Sheet.....	25
Report of Accounts.....	17
Town.....	21
School.....	71
Vital Statistics.....	37
Warnings:	
Town.....	8
School.....	62
Water Department Report.....	59
Zoning Administrators Report.....	35

Auditors'  
Annual Town Report  
Of  
**FAIRFAX**  
Vermont

For The Year Ending  
December 31, 2003

Please Bring This Report to Town Meeting

Printed By Authority  
L.G. Printing

## TOWN OF FAIRFAX DIRECTORY

### Emergency Numbers:

Fire.....	911
Rescue.....	911
State Police.....	524-5993

## SCHEDULED MEETINGS AND HOURS

School Board- 2<sup>nd</sup> & 4<sup>th</sup> Monday evenings of each month at B.F.A.

Selectboard- Each Monday evening 7:30 P.M. - 9:00 P.M. at the Town Office. Open to the public or by appointment.

Town Office- 849-6111 or 849-2202. 9:00 A.M- 4:00P.M. Monday through Friday; 6:00P.M-8:00 P.M. Monday evenings.

Development Review Board Meetings: First and third Wednesday of each month.

Planning Commission Meetings: Every third Tuesday of each month.

Library- 849-2420. Monday 8:00 – 3:15, Tuesday 8:00 – 3:15 and 4:00 – 8:00, Wednesday 8:00 – 3:15, Thursday 8:00 – 3:15 & 5:00 – 8:00, Friday 8:00 – 3:15, Saturday 9:00 – 12:00. Summer hours will be posted.

Zoning Administrator-Available four days a week as posted in addition to Monday evenings 6:00 P.M.-8:00 P.M.

## Property Taxes

Due November 15, 2004. After this date there is a collection fee of 8 %, and an interest charge of 1 % per month for 3 months, 1.5 % per month thereafter.

## WATER & SEWER

Charges are billed quarterly. They are due within 30 days of receiving the billing notice.

## DOG LICENCING

Licensing will be done at the Town Clerk's Office on 67 Hunt Street, any time after January 1, 2004. Office hours are Monday-Friday, from 9:00 A.M. to 4:00 P.M. Also Monday evenings from 6:00 P.M.-8:00 P.M. Dog Licenses are all due on April 1<sup>st</sup>. After April 1<sup>st</sup> late charges will be assessed.

Rabies clinic information is listed in the Constable's letter.

## ELECTED TOWN OFFICERS

		Term Expires
Bernard Keefe	Moderator	2004
Tina Levick	Town Clerk	2004
Donna Meunier	Town Treasurer	2004
Jeff Blake	Selectman-3 Years	2005
Dale Bellows	Selectman-3 Years	2004
Edward Nuttall	Selectman-3 Years	2006
Robert Horr	Selectman-2 Years	2004
Rita Magnan-Resigned	Selectman-2 Years	2005
Douglas Webb-Appointed	Selectman	2004
Robin Chapman	Lister	2005
Patricia McNall	Lister	2004
Sally Mills	Lister	2006
Robin Chapman	Auditor	2004
Patricia McNall	Auditor	2005
Regina Meigs-Appointed	Auditor	2004
Johanna Blake	Tax Collector	2004
Trevor Russell	First Constable	2004
David Rosenlund-Appointed	Second Constable	2004
Trevor Campbell	Town Grand Juror-Appointed	2004
Trevor Campbell	Town Agent-Appointed	2004

## BFA SCHOOL DIRECTORS

Christopher LeBaron	2 Year Term	2004
Margaret Stewart	3 Year Term	2006
Gregory Beeman	3 Year Term	2004
Rachelle Howard	2 Year Term	2005
Jeffrey Loller	3 Year Term	2005

## BFA SCHOOL TRUSTEES

Albert W. Rich		2006
Marti Sterin		2007
Edward Nuttall		2008
Lee D. Minor		2004
John Mitchell		2005

## FAIRFAX COMMUNITY LIBRARY TRUSTEES

Carol Stanley		2006
Rebecca Gomez-Appointed		2007
Cynthia Livingston		2008
Sandy Bochanski		2004
Jill Stevens-Resigned		2005

## FAIRFAX COMMUNITY LIBRARY DIRECTORS

Gregory Beeman		Rachelle Howard
Carol Stanley	Edward Nuttall	Cynthia Livingston

## JUSTICE OF THE PEACE

Arthur W. Webb  
Lee D. Minor  
Phyllis Soule  
James Cleary

James Meunier  
Daniel Gross  
Judy Cleary  
Lena Meunier

## DISTRICT REPRESENTATIVE

Carolyn Branagan  
Brian Dunsmore

Franklin-1  
Franklin-1

## APPOINTED TOWN OFFICERS

Selectboard  
Donald Pigeon  
Dale Bellows  
Colleen Steen  
James Field Sr.  
Steven Bessette  
Duane Leach  
Paul Langelier  
Samuel Hudson  
Jean Guy Rainville  
Rene Boissoneault  
Arthur Webb  
Edward Nuttall  
Brad Murray  
Greg Hartmann

Road Commissioner  
Road Foreman  
Health Officer  
Assistant Health Officer  
Fire Chief  
Asst. Fire Chief  
Fire Warden  
Assistant Fire Warden  
Tree Warden  
Fence Viewer  
Fence Viewer  
Fence Viewer  
Real Estate Agent  
Emergency Coordinator  
Town Service Officer

## ZONING ADMINISTRATOR

Charles (Skip) Taylor

## DEVELOPMENT REVIEW BOARD

Barbara Young  
Lee Denizot  
Fran Conlon  
Gary Pomichter  
James Nixon  
Jason Heyer  
Colleen Steen  
Stacy Wells

Chairperson  
Board Member  
Board Member  
Board Member  
Board Member  
Board Member  
Board Member  
Secretary



## PLANNING COMMISSION

Nicholas Hadden  
 Leebeth Lemieux  
 Doug Lantagne  
 Patricia Hudson  
 Greg Heyer  
 Richard Wimble  
 Randall Mead

Chairperson  
 Board Member  
 Board Member  
 Board Member  
 Board Member  
 Board Member  
 Board Member

## SURETY BONDS

The following surety bonds, as required by law, are on file in the Town Office.

### TOWN

Tina Levick	Town Clerk	\$50,000
Donna L. Meunier	Town Treasurer	50,000
Donald Pigeon	Road Foreman	1,000
Johanna Blake	Tax Collector	2,000
Greg Hartmann	Town Service Officer	2,000
Trevor Russell	1st Constable	1,000
Edward Nuttall	Selectperson	1,000
Dale Bellows	Selectperson	1,000
Jeff Blake	Selectperson	1,000
Douglas Webb	Selectperson	1,000
Robert Horr	Selectperson	1,000
Donna L. Meunier	Treasurer-FHA requirement	116,500
Tina Levick	Asst. Treasurer-FHA requirement	116,500

### SCHOOL DISTRICT

School Treasurer	\$5,000
Asst. School Treasurer	5,000
School Bookkeeper	5,000
Clerk of School Board	5,000
BFA Public Official	5,750

## **WARNING 2004 FAIRFAX ANNUAL TOWN MEETING**

The inhabitants of the Town of Fairfax who are legal voters in the ANNUAL TOWN MEETING are hereby warned and notified to meet in the Elementary Auditorium of Bellows Free Academy Fairfax on Saturday February 28, 2004 at 10:00 A.M. for the purpose of voting upon or transacting such business not involving voting by Australian ballot.

ARTICLE 1 and ARTICLE 2 to be voted upon by the use of the official Australian ballot, the polls will be open on Tuesday March 2, 2004 at 7:00A.M. to 7:00P.M.

ARTICLE 1 To elect from the legal voters of the town the following officers:

Moderator	One Year Term
Selectman	Three Year Term
Selectman	Two Year Term
Selectman	Two Year Term-Remaining 1yr
Town Clerk	Three Year Term
Town Treasurer	Three Year Term
Lister	Three Year Term
Auditor	Three Year Term
Auditor	Three Year Term-Remaining 2yr
Tax Collector	One Year Term
Town Grand Juror	One Year Term
Town Agent	One Year Term
Community Library Trustee	Five Year Term
Community Library Trustee	Five Year Term-Remaining 1yr
Community Library Trustee	Five Year Term-Remaining 3yr
Constable	One Year Term

ARTICLE 2 To see if the voters of the Town of Fairfax will approve a Town Budget of \$1,171,104.00 of which \$883,294.00 is to be raised by taxes.

ARTICLE 3 To act on the reports of the several town officers.

ARTICLE 4 To see if the voters of the Town of Fairfax will approve \$33,780.00 to contract the Franklin County Sheriff for a 20 hour a week 1 year contract.

ARTICLE 5 To see if the Town of Fairfax will authorize the sum of \$3,000.00 for the sidewalk improvement fund. The fund is to improve the existing sidewalks at a total estimated project cost of \$81,000.00.

ARTICLE 6 To see if the voters of the Town of Fairfax will approve a town reappraisal at a total cost of \$139,148.00. A State of Vermont reappraisal grant will fund \$59,148.00 with the remaining \$80,000.00 to be raised from Fairfax property taxes. This will be funded over a two year period, \$40,000.00 in 2004, and \$40,000.00 in 2005.

ARTICLE 7 To see if the Town of Fairfax will allocate the sum of \$14,205.00 in support of Fairfax Rescue to continue service at current level.

- ARTICLE 8 To see if the Town of Fairfax will allocate the sum of \$56,160.00 for the purpose of Fairfax Rescue providing full time ambulance coverage through the use of paid staff, a maximum of five shifts per week. Paid staff will only be used when volunteer staff are unable to fill these shifts. Any unused money to be credited back to the town in the next budget year.
- ARTICLE 9 To see if the Town of Fairfax will allocate the sum of \$18,000.00 for the purpose of subcontracting with AmCare to provide ambulance service on those shifts when volunteers are not available to staff Fairfax Rescue's ambulance. This will consist of approximately ten shifts per month at Fairfax Rescue's current staffing levels.
- ARTICLE 10 To see if the Town of Fairfax will authorize the sum of \$11,787.00 for:
- |                                                    |          |
|----------------------------------------------------|----------|
| Franklin County Home Health                        | 4,350.00 |
| N.W. Regional Planning Commission                  | 3,087.00 |
| Champlain Valley Agency on Aging, Inc.             | 1,400.00 |
| Green Up Vermont                                   | 150.00   |
| VT Association for the Blind and Visually Impaired | 250.00   |
| Northern Vermont RC & D Council                    | 50.00    |
| Voices Against Violence/Laurie's House             | 700.00   |
| Northwest Unit Special Investigations              | 1,000.00 |
| Success by Six                                     | 800.00   |
- ARTICLE 11 Shall the Town compensate the Town Clerk by paying her an annual statutory amount of 10% of the total annual recording fees in addition to her hourly wage as allowed under 32 V.S.A. ~1401. These statutory fees are strictly revenue that the Town Clerk collects for her services. These fees do not come out of the tax payers' dollars.
- ARTICLE 12 To see if the Town of Fairfax will authorize the sum not to exceed \$7,700.00 to offset the loss of funds from revenue voted in Article 11.
- ARTICLE 13 To see if the Town will authorize the sum of \$5,000.00 for the purpose of providing fireworks on July 4th.
- ARTICLE 14 To see if the Town will authorize the Selectmen to place the tax bills in the hands of the treasurer as here to fore.
- ARTICLE 15 To see if the Town will authorize the Treasurer to collect the taxes on real estate that is due to the Town of Fairfax, with a due date of Nov. 15, 2004.
- ARTICLE 16 To see if the Town will authorize the Selectmen to borrow money in anticipation of property taxes for current expenses.
- ARTICLE 17 To act on any other business.
- ARTICLE 18 To adopt the Town report.
- ARTICLE 19 To recess Town Meeting until March 2, 2004 at 7:00A.M.

Dated at Fairfax, County of Franklin, State of Vermont, this 26th day of January 2004.

Dale Bellows    Jeff Blake    Edward Nuttall    Douglas Webb    Robert Horr

## ABSTRACTS OF THE 2003 TOWN MEETING

The inhabitants of the Town of Fairfax who are legal voters in the ANNUAL TOWN MEETING met in the BFA auditorium on Saturday, March 1, 2003 at 10:00 A.M. for the purpose of voting upon or transacting such business not involving voting by Australian Ballot.

ARTICLE 1 thru ARTICLE 4 were voted upon by the use of the official Australian Ballot: the polls opened at 7:00 A.M. on March 4, 2003 and closed at 7:00 P.M.

ARTICLE 1	Elected the following officers:		
	Moderator-Bernard J Keefe JR	One Year Term	768 Votes
	Selectperson-John Meigs	Three Year Term	372 Votes
	-Edward Nuttall		428 Votes
	Selectperson-Rita Magnan	Two Year Term	689 Votes
	Lister-Sally Mills	Three Year Term	722 Votes
	Auditor-Appointed	Three Year Term	
	Constable-Trevor Russell	One Year Term	728 Votes
	Tax Collector-Johanna Blake	One Year Term	724 Votes
	Grand Juror-Appointed	One Year Term	
	Town Agent-Appointed	One Year Term	
	Library Trustee-Cynthia Livingston	Five Year Term	701 Votes
	Library Trustee-Jill Stevens	2Yr of a 5Yr Term	692 Votes
	Library Trustee-Appointed	4Yr of a 5Yr Term	

ARTICLE 2 Voted approval by the use of the Australian Ballot a Town Budget of \$1,124,417.00 of which \$899,688.00 is to be raised by taxes.

IN FAVOR-536 OPPOSED-263

ARTICLE 3 Voted approval by the use of the Australian Ballot a \$31,186.00 contract for the Franklin County Sheriff for a 20 hour a week, one year contract.

IN FAVOR-516 OPPOSED-275

ARTICLE 4 Voted approval by the use of the Australian Ballot the authorization for the Selectboard to borrow a line of credit, at an amount not to exceed a grant award of \$270,000.00 for Recreation park expenses.

IN FAVOR-554 OPPOSED-241

Bernard Keefe-Moderator called meeting to order at 10:00 A.M.

Dale Bellows made motion to postpone action on articles 5-16 until the meeting of the Town School District is held.

Town School District meeting was recessed at 1:15 P.M. and Town Meeting was reconvened.

Carol Lizotte did a presentation on Article 4-grants have been awarded for this project-no tax dollars involved, just approval of a line of credit needed.

ARTICLE 5 To act on the reports of the several town officers.

The following was discussed on this article:

Ed Nuttall asked about a review of the capitol investment and budget plan.

Mike Sullivan asked about the metal recycling bin being abused.

Steve Cothalis asked about the litigation against the town.

Ed Nuttall asked about the traffic ordinance.

Vinod Jiwatram requested an accounting of sheriffs activities and a time sheet.

Ed Nuttall asked about the sidewalk funds and where the money would be used.

Betty Poulin inquired about Town Officers raises.

Johanna Blake discussed that raised were not based on performance.

Ed Nuttall asked about the secretarial position to the DRB Board.

Henry Raymond expressed a need for the secretary to assist the public with information.

Barb Murphy asked about extending the community library hours.

Carol Vallett suggested a job evaluation for Town Officers.

ARTICLE 6 Authorized the Selectboard to initiate the feasibility of selling Town Forest Land on Fletcher Road. Proceeds would be used to purchase land with proven water availability (high yielding well) to serve as a backup water supply for the Fairfax Village Water System.

Mike Sullivan moved to open the article. Jeannette Pigeon seconded the motion.

The following was discussed on the article:

Joey Pigeon asked about the intention of the article.

Greg Beeman asked the acreage, which is 55 acres.

Dale Bellows explained the need for backup water source.

Jeff Chapman asked the feasibility of connecting to the Champlain Water District.

Mike Sullivan asked if a study had been done to determine availability of a water source.

Motion was made to accept the article. So Voted.

ARTICLE 7 Rejected to vote by the use of Australian Ballot any monetary articles beginning in the year 2004.

Barb Murphy moved to open the article. Greg Beeman seconded the motion.

The following issues were discussed on this article:

Henry Raymond spoke in favor of the article because of the number of votes by Australian verses Town Meeting is greater.

Chris LeBaron spoke of the need to obtain information at Town Meeting on these articles.

Mike Sullivan asked if articles could be written in more detail.

Randy Brown spoke of the need to come to Town Meeting.

Patty Smith stated that the voters in attendance at Town Meeting have the right to vote on these articles.

Article was rejected.

ARTICLE 8 Authorized the sum of \$3,000.00 for the sidewalk improvement fund. The fund is to improve the existing sidewalks at a total estimated project cost of \$81,000.00.

Margaret Stewart made motion to move the article. Chris LeBaron seconded the motion.

No discussion.

Motion was made to accept the article. So voted.

ARTICLE 9 Authorized the sum of \$17,205.00 to the Fairfax Rescue Squad, Inc to help defray their operating expenses.

Michael Theoret made motion to move the article. Chris LeBaron seconded the motion. No discussion. Motion was made to accept the article. So voted.

ARTICLE 10 Authorized the sum of \$12,857.00 to support the following:

Franklin County Home Health	4,350.00
N.W. Counseling and Support Svc, Inc.	1,700.00
N.W. Regional Planning Commission	3,087.00
Franklin County Citizen Advocacy Program	500.00
ARC of Northwestern Vermont	600.00
Champlain Valley Agency on Aging, Inc	1,300.00
Green Up Vermont	200.00
VT Association for the Blind and Visually Impaired	250.00
Northern Vermont RC & D Council	50.00
Voices Against Violence/Laurie's House	600.00
VT Center for Independent Living	220.00

Jeff Loller made motion to move the article. Michael Theoret seconded the motion. An amendment was made to delete ARC of Northwestern Vermont from the article. Lena Meunier seconded the motion. Amendment was declined. Voices against violence was discussed. Motion was made to accept the article as is. So voted.

ARTICLE 11 Authorized the selectman to place the tax bills in the hands of the treasurer as here to fore.

Daniel Gross made motion to move the article. Margaret Stewart seconded the motion. No discussion. Motion was made to accept the article. So voted.

ARTICLE 12 Authorized the treasurer to collect the taxes on real estate that is due to the Town of Fairfax, with a due date of November 17, 2003.

Margaret Stewart made motion to move the article. Michael Cain seconded the motion. Motion was made to accept the article. So voted.

ARTICLE 13 Authorized the selectman to borrow money in anticipation of property taxes for current expenses.

Jim Meunier made motion to move the article. Margaret Stewart seconded the motion. Motion was made to accept the article. So voted.

ARTICLE 14 No other business.

ARTICLE 15 Adopted the Town report.

Margaret Stewart made motion to move the article. Michael Theoret seconded the motion. Motion was made to accept the article. So voted.

ARTICLE 16 Motion was made at 3:00P.M. to recessed Town Meeting until March 4, 2003 at 7:00A.M.

## **The Selectboard Report**

The following are some highlights from the year 2003. The Selectboard would like to take this opportunity to thank Rita Magnan, Selectboard member and D. Brad Murray, Emergency Management Coordinator for their service and commitment to the Town of Fairfax for the past years.

- Employee Policies and Job descriptions were established and were updated throughout the year. Full-time and part-time positions were defined.
- A Traffic Ordinance which established speed limits on town roads was adopted.
- A new zoning administrator and assistant were hired.
- Solid Waste Implementation Plan was drafted in accordance with the State requirements.
- A new Sewer Allocation Ordinance was written. A sewer district map was updated.
- Final sewer capacity figures were determined and allocations were issued.
- The Town Board of Health held was convened to address a septic issue several times.
- Implemented liquid chloride to control road dust.
- A new representative to the Northwest Regional Planning and Transportation Committee was appointed.
- New tandem truck was purchased for the Town Road Department.
- The steps on the sidewalk were repaired on the south side of the Main Street.
- A 200,000 gallon water leak occurred attributed to a private service line.
- On July 28<sup>th</sup> the Selectboard voted to change the Town's insurance carrier to VLCT.
- Numerous joint meetings with the DRB, Planning Commission and Selectboard were held to discuss roads and septic systems.
- Town road maps were updated.
- Speed limit surveys were initiated and completed on Buck Hollow and Fletcher Roads.
- A school crosswalk was painted in August.
- Welcome briefing.
- A new road was built for Carroll Hill Cemetery; plot fees were established.
- A revised Town Plan was adopted on September 29<sup>th</sup>.
- A new lease for the Town Office Building was signed.
- Engineering study for redesign of intersection of Fletcher/Comette Road completed.
- Buck Hollow water line replacement was investigated.
- The Board investigated options for support from the State Police.
- Employee evaluations were conducted for the first time.
- A Sexual Harassment Policy was adopted on October 20<sup>th</sup>.
- A change in library hours was authorized.
- A second Constable was appointed.
- Clean Green Sanitation was chosen as the new solid waste contractor on December 29<sup>th</sup>.
- A new Town Emergency Management Coordinator was appointed.

Please remember that the Selectboard always welcomes community members to attend the Monday night meetings which are held at the Town Office. Please make an appointment to get on the agenda by the previous Thursday if there is an issue that you feel needs our attention.

Fairfax Selectboard

## Fairfax Constables Report

Greetings Fairfax residents! 2003 was a fairly quiet year overall- we only received about 80 calls. Most of them concerned barking dogs or dogs running loose, but rabbits, raccoons, skunks, and bats were also issues in town. Thankfully, no rabies cases were confirmed. In September, the Select board appointed David Rosenlund as Second Constable. He has been assisting Trevor on calls since then, and is quite willing to take calls on his own. Since June, several training opportunities have been available through the Vermont Criminal Justice Training Council and Trevor was able to take advantage of them and learn quite a bit about law enforcement. Hopefully this will directly benefit the Town in the near future. David is hoping to attend the Academy as soon as possible. Here are some highlights for 2004:

**Rabies Vaccinations-** Last year, we had nearly 200 animals receive vaccinations! The staff at Animal Medical Hospital did an excellent job, and they will be returning this year- on *Wednesday, March 31<sup>st</sup> from 4:30 P.M. to 6:00 P.M.* Because several people requested a weekend date, Tamarack Veterinary Hospital will be offering vaccinations on *Saturday, March 20<sup>th</sup> from 9:00 A.M. to 11:00 A.M.* Both clinics will be held at the Town garage on Fletcher Road, and the cost will be \$10/vaccination. Please have cats in cages and dog leashed.

**Dog Licensing-** Dog licensing will not be available at the clinic this year, but can be done anytime the Town Office is open. Licenses are due on April 1<sup>st</sup>, 2004. After that date, a late charge will be assessed. Owners of dogs that remain unlicensed risk a \$75.00 fine per the Fairfax Dog Ordinance.

**New Child Restraint Law-** Remember, as of January 1<sup>st</sup>, 2004, all children under 8 years old must be in a child safety seat. Your child must ride in a rear-facing child safety seat until they are a year old and weigh at least 20 pounds. If they are more than 1 year old and weigh between 20 and 40 pounds, they need to be in a forward-facing safety seat. Children over 40 pounds must ride in a booster seat (a high-back booster if your vehicle doesn't have adequate head support for them) until age 8. Because children learn by example, parents should always buckle up as well.

Again, the select board has decided not to have the Franklin County Humane Society take stray cats. We still get calls about them, so please let either of us know if you're interested in adopting a cat. Because of increased kenneling costs, the Select board would like to look for alternatives. If you're interested in operating a kennel to care for the town's stray dogs, contact Trevor for more information.

Thank you to everyone that assisted in any way by holding or feeding dogs until we could pick them up. Please keep in mind that the Constables don't have a set schedule, and are not available all of the time. Both of us have voice mail, so feel free to leave message. Remember- we can't take care of problems that we don't know about. We both look forward to serving the town in 2004.

Respectfully submitted,

Trevor Russell (849-2415) and David Rosenlund (849-2298)  
Fairfax Constables and Animal Control Officers.



## BUDGET & TAX REQUEST COMPARISON

	2004	2003	Amt. Difference	%Change
<b>TOWN:</b>				
Budget	1,171,104.00	1,124,417.00	36,543.00	3.1%
Tax Request	883,294.00	899,688.00	-16,394.00	-1.9%
Warned Items	125,772.00	64,248.00	61,524.00	48.9%
Total Tax Request	1,009,066.00	963,936.00	45,130.00	4.5%
Hold Harmless	-48,141.00	-48,141.00		
<b>Town Tax Request</b>	<b>960,925.00</b>	<b>915,795.00</b>	<b>45,130.00</b>	<b>4.7%</b>
<b>SCHOOL:</b>				
Budget	9,079,867.00	8,303,354.00	776,513.00	8.6%
Tax Request	4,501,069.00	3,943,132.00	557,937.00	12.4%
Warned Items	215,689.00	96,500.00	119,189.00	55.3%
<b>School Tax Request</b>	<b>4,716,758.00</b>	<b>4,039,632.00</b>	<b>677,126.00</b>	<b>14.4%</b>
<b>TOWN &amp; SCHOOL:</b>				
Budget	10,250,971.00	9,427,771.00	823,200.00	8.0%
Tax Request	5,336,222.00	4,794,679.00	541,543.00	10.1%
Warned Items	341,461.00	160,748.00	180,713.00	52.9%
<b>TOTAL TOWN &amp; SCHOOL</b>	<b>5,677,683.00</b>	<b>4,955,427.00</b>	<b>722,256.00</b>	<b>12.7%</b>

<b>2003 Grandlist</b>	1,808,481.00	Local Education Tax	1.1291
		Municipal Tax	0.874
		2003 Tax Rate	0.506
			2.671

\*This warned item total only includes Articles 4,5,6,7,9,10 and 13. Articles 8 and 12 will increase this number.

**Budgets:** The Town and School budget figures are the total funds needed to finance Town and School services. The Town runs on a calendar year. This budget covers January 1, 2003 to December 31, 2003. The school runs on a fiscal year, this budget covers July 1, 2003 to June 30, 2004. Some of the budget is covered by revenue from other sources than property tax funds. These funds are shown on the revenue budgets for the Town and School.

**Tax Request:** These are the funds we need to raise from taxes. These figures determine the School and Town tax rates. The increase shown will be offset somewhat by a grandlist increase.

**Warned Items:** These are the articles on the Town and School warning that are not included in the regular budget. These need to be added to the tax request for the regular budget and have to be raised from property taxes also.

**Tax Rate:** The tax rate is determined by dividing the total tax request by the grandlist

**Hold Harmless** This is the amount the State pays the Town for the Land Use Program. The funds are used to decrease the amount of tax that has to be raised.

**AUDITOR'S TOWN FINANCIAL REPORT**  
**CASH ASSETS**  
**(CASH BASIS)**

	<u>12/31/02</u>	<u>12/31/03</u>
Cash on Hand	254.17	254.17
Peoples Trust Co-5002320		
Zoning & Planning Funds	5,273.81	4,129.45
General Fund Checking	60,019.00	44,273.25
Fairfax History Book Update #64174	6,451.84	6,508.57
Fairfax Recreation Acct #68915	863.03	870.89
Fairfax Recreation Acct #766291	10,330.19	6,094.67
Cemetery Trust	3,550.03	2,642.77
Library Checking #0433282	1,579.02	2,368.56
Library Savings #66361	5,050.26	5,070.48
Covered Bridge MM #0290546	10,413.22	10,583.57
Accounts Receivable		
General Fund	0.00	23,548.31
Delinquent Taxes	139,842.99	156,982.48
Impact Fees	1,447.62	0.00
Reappraisal Acct Peoples #332486	48,065.26	59,469.30
FLB MM #137960	22,613.55	33,299.29
Impact Fees Peoples #72604	<u>4,676.14</u>	<u>43,412.91</u>
<b>TOTAL CURRENT ASSETS</b>	<b>320,430.13</b>	<b>399,508.67</b>

**FINANCIAL REPORT**  
**LIABILITIES**

	<u>12/31/02</u>	<u>12/31/03</u>
Accounts Payable		
Fairfax Town School District Taxes	103,275.00	161,567.00
Outstanding Payables	35,040.00	15,534.25
Union Bank -Town Truck	0.00	18,000.00
Peoples Trust Co-Fire Truck	<u>0.00</u>	<u>155,000.00</u>
<b>TOTAL CURRENT LIABILITIES</b>	<b>138,315.00</b>	<b>350,101.25</b>

**AUDITOR'S REPORT**

We, the undersigned Auditors of the Town of Fairfax, respectfully report that we have examined and approved, as required by law, the accounts of the Town Officers and find their transactions to be as shown in the several reports.

Patricia McNall

Robin Chapman

Regina Meigs

**AUDITOR'S RECOMMENDATIONS**

All voided checks must be accounted for. Include all voided checks in the selectboard's warrants.

Income sheets should be separated by the month. Start a new sheet for each month.

A new system for tracking recording fees needs to be in place. When payments are received, the invoice should be pulled immediately and marked paid.

# REPORT OF TOWN ACCOUNTS

## Zoning and Planning Funds

<b>Receipts:</b>	
Interest	25.24
State of Vermont-Planning Grant	2,310.00
	<u>2,335.24</u>

<b>Disbursements</b>	
Postage	399.60
Nothwest Regional Planning	3,080.00
	<u>3,479.60</u>

Account Balance Jan 1, 2003	5,273.81
Receipts	2,335.24
Disbursements	-3,479.60
<b>Account Balance Dec. 31, 2003</b>	<u><b>4,129.45</b></u>

Outstanding balance of \$4,320.00 due Northwest regional Planning will be paid by grant.

## Fairfax History Book

Account Balance Jan 1, 2003	6,451.84
Interest	56.73
<b>Account Balance Dec. 31, 2003</b>	<u><b>6,508.57</b></u>

## Fairfax Recreation Funds (Crossland)

Account Balance Jan. 1, 2003	863.03
Interest	7.86
<b>Account Balance Dec. 31, 2003</b>	<u><b>870.89</b></u>

## Cemetery & Geneology Funds

Account Balance Jan. 1, 2003	871.60
Interest	6.73
Donations-Geneology	5.00
Trees removed Beeman Cemetery	-789.00
<b>Account Balance Dec. 31, 2003</b>	<u><b>94.33</b></u>

## Covered Bridge Account

Account Balance Jan. 1, 2003	10,413.22
Interest	170.35
<b>Account Balance Dec. 31, 2003</b>	<u><b>10,583.57</b></u>

## Reappraisal Account

Account Balance Jan. 1, 2003	48,065.26
Receipt-EEGL & Reappraisal Grant	10,521.00
Interest	883.04
	<u>59,469.30</u>
Appraiser	-13,050.00
Listers	-3,012.62
Supplies	-4,286.68
<b>Account Balance Dec, 31, 2003</b>	<u><b>39,120.00</b></u>

# **Franklin Lamoille Bank-Investment Acct**

## **DEPOSITS**

Property Taxes	3,700,000.00
Library Grant	55,546.00
Interest	2,071.79
	<b>3,757,617.79</b>

## **WITHDRAWALS**

Property Taxes	3,700,000.00
Library Grant	39,440.25
Interest	1,716.80
Sidewalk Funds	5,775.00
	<b>3,746,932.05</b>

Account Balance Jan 1, 2003	22,613.55
Receipts	3,757,617.79
Disbursements	-3,746,932.05
Account Balance Dec. 31, 2003	<b>33,299.29</b>

## **ACCOUNT BALANCES**

Library Grant	27,716.76
Sidewalk Funds	853.00
Interest	4,729.53
	<b>33,299.29</b>

Library grant had an outstanding payable to the town for \$286.31

## **Fairfax Recreation Park (CVPS Land)**

## **RECEIPTS**

Donation-Northwestern Medical Center	1,500.00
Grant	11,085.25
Interest	115.13
	<b>12,700.38</b>

## **DISBURSEMENTS**

Lamoureux & Dickinson	2,598.46
Joyal Fuels	2,217.66
Red Hed Supply	2,270.02
Robert Ovitt Construction	8,671.50
Discharge Permit	250.00
J & L Hardware	150.14
L.D. Oliver Seed	44.80
UVM	230.00
Sticks & Stuff	503.32
	<b>16,935.90</b>

Account Balance Jan 1, 2003	10,330.19
<b>Receipts</b>	12,700.38
<b>Disbursements</b>	-16,935.90
	<b>6,094.67</b>

## **IMPACT FEES**

Recreation	4,714.00
Transportation	3,633.20
School	34,852.40
Interest	213.31
<b>Balance Dec 31, 2003</b>	<b>43,412.91</b>

2004 PROPOSED BUDGET							
	2004	2003	2003				
	Proposed Budget	Budget	Actual	Actual	Difference	Budget	% Variance
				Difference		Difference	Budget/Proposed
Town Highways	310,000.00	330,000.00	349,785.34	-19,785.34	-20,000	-6%	
Retreatment/Blacktop	110,000.00	100,000.00	96,786.71	3,213.29	10,000	10%	
Salaries	118,930.00	95,400.00	104,256.81	-8,856.81	23,530	25%	
Officer Training	2,500.00	2,500.00	1,383.47	1,116.53	0	0%	
Social Security & Retirement	33,100.00	29,500.00	28,820.45	679.55	3,600	12%	
Board Meetings	2,250.00	1,500.00	735.00	765.00	750	50%	
Interest	6,000.00	6,000.00	5,811.84	188.16	0	0%	
County Tax	28,804.00	24,394.00	29,173.05	-4,779.05	4,410	18%	
Pollution Control Plant	4,600.00	4,600.00	4,600.00	0.00	0	0%	
Cemeteries	4,000.00	4,000.00	3,792.15	207.85	0	0%	
Fire Department Truck	15,750.00	15,000.00	15,000.00	0.00	750	5%	
Fire Department	57,000.00	46,800.00	136,477.52	-89,677.52	10,200	22%	
Listers Mileage & Expense	1,300.00	1,000.00	1,305.33	-305.33	300	30%	
Landfill & Trucking	261,800.00	289,600.00	297,775.61	-8,175.61	-27,800	-10%	
Community Library	35,990.00	31,000.00	30,162.14	837.86	4,990	16%	
Printing & Publishing	6,900.00	4,650.00	4,379.53	270.47	2,250	48%	
Town Office	35,320.00	22,400.00	22,753.45	-353.45	12,920	58%	
Town Garage	18,300.00	10,300.00	7,227.23	3,072.77	8,000	78%	
Insurance	63,634.00	58,850.00	42,313.63	16,536.37	4,784	8%	
Animal Control	4,900.00	4,900.00	4,328.76	571.24	0	0%	
Zoning & Planning	40,124.00	32,450.00	32,248.01	201.99	7,674	24%	
Other Expenses	9,902.00	9,573.00	8,612.08	960.92	329	3%	
	1,171,104.00	1,124,417.00	1,227,728.11	-103,311.11	46,687	4%	
Additional 2003 Warned		64,248.00	63,747.95				
Assessments							
		1,188,665.00	1,291,476.06				
This budget is offset by Town Revenue which includes recording fees. The revenue decreases the amount raised by taxes.							
Highlights:							
Town Highways- increase State Aid to fund difference							
Fire Department-Insurance claim and Grants to fund difference							
Insurance-Changed insurance Company-only paid 5 month premium in 2003							

ANTICIPATED TOWN REVENUE						
	Anticipated 2004	Anticipated 2003	Actual 2003	Difference		
Interest	2,000.00	2,500.00	1,875.94	-624.06		
Cemeteries	250.00	250.00	282.27	32.27		
Equipment	1,000.00	700.00	456.00	-244.00		
Fire Department	5,000.00	5,000.00	90,853.14	85,853.14		
Highways	113,000.00	100,000.00	118,277.31	18,277.31		
1st & 2nd class Licenses	300.00	300.00	300.00	0.00		
	* 55,000.00	35,000.00	77,770.22	42,770.22		
Delinquent Tax Interest	14,000.00	14,000.00	16,079.92	2,079.92		
School District Treasurer	7,000.00	6,000.00	6,000.00	0.00		
Dog & Kennel Fees	5,500.00	6,000.00	5,290.00	-710.00		
Building Permits, Appeals, Hearings	30,000.00	30,000.00	33,520.00	3,520.00		
Office Receipts	1,000.00	0.00	0.00	0.00		
Land Rent	10.00	0.00	10.00	10.00		
Pilot Program	13.00	0.00	13.00	13.00		
State of Vt. - Land Use Liens	1,000.00	0.00	2,349.60	2,349.60		
Hazardous Waste	450.00	0.00	596.00	596.00		
	<b>235,523.00</b>	<b>199,750.00</b>	<b>353,673.40</b>	<b>153,923.40</b>		
State of Vermont - Hold Harmless			48,141.00			
Beginning Cash Balance	52,287.00	24,979.00	24,979.00			
<b>Total Revenue</b>	<b>287,810.00</b>	<b>224,729.00</b>	<b>426,793.40</b>			
Estimated Expenses	1,171,104.00					
Estimated Revenues	-287,810.00					
<b>TAXES TO BE RAISED</b>	<b>883,294.00</b>					
<b>ANY APPROVED WARNED ITEMS WILL BE ADDED TO THE TAX RECOMMENDATION TOTAL.</b>						
* The recording fees are included in the revenue budget and are part of the revenue that reduces TAXES TO BE RAISED.						
Highlights:	The Hold Harmless will be determined by the State and will be deducted from the taxes to be raised figure.					
	Land Use Liens are paid by residents withdrawing property from the program and developing it.					
	Increased Fire Dept revenue was from insurance claim and Grants.					
	Recording and permit fees exceeded expectations.					
	Increase Highway revenue was from increased State Aid					

# TREASURERS REPORT

## 2003

### RECEIPTS:

Interest	1,875.94
Cemetery Funds	282.27
Equipment	456.00
Fire Department	
2003 Retainer Fee	5,000.00
State of Vermont Grants	8,690.13
Grant-Fire Hydrant	2,500.00
Redland Insurance Co. Claim-damaged truck	74,663.01
Highway Funds	
Vermont State Treasurer-State Aid	113,774.62
Insurance Claims-Stolen Equipment	543.00
Fines	3,959.69
1st and 2nd Class Licenses	300.00
Office Recordings	77,770.22
School District Treasurer	6,000.00
Delinquent Tax Interest	16,079.92
Dogs & Kennel Fees	5,290.00
Building Permits & Appeals	33,520.00
Land Rent	10.00
Pilot Program	13.00
Land Use Liens	2,349.60
Hazardous Waste	596.00
	<u>353,673.40</u>

Hold Harmless	48,141.00
Town Property Taxes	879,447.82
Delinquent Town Taxes	30,376.48
<b>TOTAL TOWN RECEIPTS</b>	<u><b>1,311,638.70</b></u>

### Other Receipts

School District Property Taxes	3,752,127.00
School District Delinquent Taxes	154,504.00
Tax Collector Fees	14,194.56
Prepaid Expense	16,962.00
Reimbursements & Refunds	94,665.30
Borrowed & Transferred Funds	758,000.00
<b>TOTAL RECEIPTS</b>	<u><b>6,102,091.56</b></u>

**DISBURSEMENTS:**

Highway (see report)		<b>446,572.05</b>
Salaries	69,829.47	
Auditors	2,827.76	
Listers	24,332.11	
Health Officer	500.00	
Selectmen	<u>6,767.50</u>	<b>104,256.84</b>
Officer Training & Expenses		
Expenses	91.39	
Mileage	982.08	
Training Programs	<u>310.00</u>	<b>1,383.47</b>
Employee Obligations		
Retirement	7,875.64	
Social Security	<u>20,944.81</u>	<b>28,820.45</b>
Board Meetings & Elections		
Civil Board	150.00	
Annual Town Meeting	<u>585.00</u>	<b>735.00</b>
Interest		<b>5,811.84</b>
County Tax		<b>29,173.05</b>
Pollution Control Plant		<b>4,600.00</b>
Cemeteries (see report)		<b>3,792.15</b>
Fairfax Fire Department (see report)		<b>136,477.52</b>
Listers		
Expenses	281.33	
Mileage	<u>1,024.00</u>	<b>1,305.33</b>
Landfill & Trucking		
Landfill	86,263.74	
Hazardous Waste	3,376.80	
Recycling	30,874.00	
Trucking	<u>177,261.07</u>	<b>297,775.61</b>
Fairfax Community Library (see report)		<b>30,162.14</b>
Printing & Publishing		
Ballots and Programming	1,429.03	
Town Reports	<u>2,950.50</u>	<b>4,379.53</b>
Town Office		
Computer Services	1,000.00	
Electricity	1,048.32	
Equipment & Lease	2,868.29	
Fuel	684.54	
Land Records	4,996.84	
Office Supply	5,951.20	
Postage & Box Rent	4,427.49	
Telephone	1,523.34	
Water & Sewer	<u>253.43</u>	<b>22,753.45</b>



Town Garage		
Maintenance & Repair	176.20	
Electricity	2,274.52	
Propane & Oxygen	128.15	
Small Tools & Supplies	3,735.74	
Telephone	912.62	<b>7,227.23</b>
Insurances:		
Medical Insurance	30,422.44	
Unemployment & Training	146.19	
Town Liability & Property	5,490.00	
Workman Compensation	6,255.00	<b>42,313.63</b>
Animal Control		
Constables & Expenses	3,135.45	
Humane Society & Miscellaneous	325.00	
Dog Tag & Licenses	221.31	
State Fee	647.00	<b>4,328.76</b>
Zoning & Planning		
Expenses	1,297.44	
Permits	490.50	
Publishing & Notices	1,417.47	
Zoning Administrator	9,123.26	
Zoning Coordinator	9,763.36	
Zoning & Planning Board	4,432.00	
Mileage	38.08	
Attorney Fees	5,685.90	<b>32,248.01</b>
Other Expenses		
Attorney Fees	687.50	
Street Lights	5,051.15	
Copies Emergency Management	20.29	
Fuel-Generator at School	80.14	
Vermont League of C & T Dues	2,773.00	<b>8,612.08</b>
Fairfax Rescue Squad, Inc		<b>17,205.00</b>
Sidewalk Improvements		<b>3,000.00</b>
Franklin County Sheriff		<b>31,185.95</b>
Fire Truck		<b>15,000.00</b>
Tax Assessments		
Champlain Valley on Aging	1,300.00	
Vermont Association for the Blind	250.00	
F.G.I. Home Health Agency	4,350.00	
Voices Against Violence	600.00	
Northwest Counseling & Support Svcs	1,700.00	
Northern VT RC&D Council	50.00	
Regional Planning & Development	3,087.00	
Green Up Vermont	200.00	
Vermont Center for Independent Living	220.00	
ARC of Northwestern Vermont	600.00	<b>12,357.00</b>
<b>TOTAL TOWN DISBURSEMENTS</b>		<b>1,291,476.09</b>

**Other Disbursements:**

School District Property Taxes	3,752,127.00
School District Delinquent Taxes	154,504.00
Tax Collectors Fees	14,194.56
Reimbursed & Refunded	87,519.60
Borrowed & Transferred	758,000.00
Prior Year	16,962.00
<b>TOTAL DISBURSEMENTS</b>	<b>6,074,783.25</b>

**GENERAL FUND BALANCE  
CASH BASIS**

General Fund Balance Jan 1, 2003	44,273.25
Accounts Receivable	23,548.31
Accounts Payable	-15,534.25
	<u>52,287.31</u>

**GENERAL FUND BALANCE  
Modified Accrual Accounting**

General Fund Balance Jan 1, 2003	24,979.00
Total Receipts	6,102,091.56
Total Disbursements	-6,074,783.25
General Fund Balance Dec 31, 2003	<u>52,287.31</u>

Donna Meunier  
Town Treasurer

**TOWN OF FAIRFAX**  
**Combined Balance Sheet**  
**Modified Accrual**  
**December 31, 2003**

	General Fund	Special Fund	Trust Fund	Total
<b>ASSETS:</b>				
Cash	44,527.42	144,113.68	2,548.44	191,189.54
Delinquent Tax Receivables	156,982.48	0.00	0.00	156,982.48
Miscellaneous Receivables	23,548.31	0.00	0.00	23,548.31
<b>TOTAL ASSETS:</b>	<b>225,058.21</b>	<b>144,113.68</b>	<b>2,548.44</b>	<b>371,720.33</b>
<b>LIABILITIES:</b>				
Accounts Payable:				
School Delinquent Taxes	161,567.00	0.00	0.00	161,567.00
Outstanding Accts	15,534.25	0.00	0.00	15,534.25
<b>TOTAL LIABILITIES:</b>	<b>177,101.25</b>	<b>0.00</b>	<b>0.00</b>	<b>177,101.25</b>
Fund Balances:	47,956.96	144,113.68	2,548.44	194,619.08
<b>Liabilities &amp; Balances</b>	<b>225,058.21</b>	<b>144,113.68</b>	<b>2,548.44</b>	<b>371,720.33</b>

## CEMETERY REPORT

	BUDGET	ACTUAL
2003 Tax Assessment	4,000.00	3,509.88
Receipts		282.27
		<u>3,792.15</u>

### RECEIPTS:

Interest		
Peoples Trust Company-Safford Trust		42.27
Town of Georgia-1/2 Mowing		240.00
		<u>282.27</u>

### DISBURSEMENTS:

Cemetery Mowing	2,780.00
Fairfax Plains Cemetery Association	250.00
Sanderson's Corner Cemetery Association	250.00
Flags-Memorial Day	512.15
	<u>3,792.15</u>

## CEMETERY TRUSTS

	12/31/02	12/31/03
Carroll Hill # 41899	988.22	854.80
Kingsbury # 47948	390.21	393.64
Safford Trust # 903865	1,300.00	1,300.00
General Cemetery Account # 64919	871.60	94.33
	<u>3550.03</u>	<u>2,642.77</u>

Patricia McNall  
Regina Meigs  
Robin Chapman  
AUDITORS

### SAFFORD CEMETERY

**Account Balance Dec 31, 2003** 1,300.00

Long term CD interest receipted to town annually.

Received from the Aaron Welch Estate in 1969, \$100.00; interest to be used for perpetual care of the Welch lot.

Added to this fund in 1978 was \$196.16 from the Berkley M. Ballard Estate; interest to be used for perpetual care of the N.H. Buck lot. Received in 1984, a trust from the Ufford Estate, etal, held by the Franklin Bank for many years, in the amount of \$1,002.97, interest to be used for perpetual care of their lots.

### CARROLL HILL CEMETERY

Account Balance Jan 1, 2003 988.22

Interest 9.08

Sale of Lots 525.00

Driveway Access -667.50

**Account Balance Dec 31, 2003** 854.80

Received from the Nina P. Kenyon Estate in 1971, \$100.00, interest to be used for perpetual care of the cemetery.

### KINGSBURY CEMETERY TRUST

Account Balance Jan 1, 2003 390.21

Interest 3.43

**Account Balance Dec 31, 2003** 393.64

Received from the Berkley M. Ballard Estate in 1978, the sum of \$197.17, the interest to be used for perpetual care of the R.T. Ballard lot.

The funds in the General Cemetery Account was spent on tree removal in Beeman Cemetery.

# FAIRFAX FIRE DEPARTMENT REPORT

	BUDGET	ACTUAL
Tax Assessment	41,800.00	40,624.38
Retainer Fee	5,000.00	5,000.00
Grants-Equipment		8,690.13
Grants-Fire Hydrant		2,500.00
Loan-Equipment New Fire Truck		5,000.00
Insurance Claim-Damage Truck		74,663.01
	<u>46,800.00</u>	<u>136,477.52</u>

	2004 BUDGET	2003 BUDGET	2003 ACTUAL
Accident & Liability Insurance	2,000.00	1,500.00	1,813.00
Electricity	3,500.00	3,500.00	3,840.50
Equipment & Supplies	10,000.00	10,000.00	24,099.82
Fleet Maintenance & Repair	5,000.00	5,000.00	77,909.43
Fuel Oil & Burner Service	4,000.00	3,500.00	4,522.10
Fire Warden	100.00	100.00	100.00
Gasoline	500.00	500.00	737.12
Maintenance & Repair	2,000.00	2,000.00	1,678.23
Telephone	7,500.00	2,000.00	1,154.61
Training Program	1,000.00	1,000.00	915.00
Volunteer Firemen	17,000.00	14,000.00	12,868.25
Water & Sewer	700.00	700.00	1,586.73
Landscaping-trees	700.00	0.00	0.00
Other	3,000.00	3,000.00	5,252.73
	<u>57,000.00</u>	<u>46,800.00</u>	<u>136,477.52</u>

James Field Sr  
Fire Chief

## FAIRFAX FIRE DEPARTMENT 2002-2003 RESPONSES (NOV 15--NOV 14)

Total Calls	94
Fire Hours	1142
Training Hours	1525
Total Hours	2761

### RESPONSES BROKEN DOWN:

Structure Fires *	9
Motor Vehicle Accidents	33
Medical Assistance	6
CO Alarms	6
Automatic Alarms	7
Wildland Fires	6
Rubbish/Debris Fires	4
Vehicle Fires	1
Hazardous Conditions	6
False or Cancelled Responses	3
Hazardous Materials	1
Good Intent	7
Service Call Request	2
Rescue Sled Request	3
Out of Town Responses	19
Mutual Aid Given	3
Mutual Aid Received	4

Submitted by Stephen E. Bessette  
NFIRS Manager

\*Chimney Fires are classified as structure fires under NFIRS

## Library Celebrates Thirty Years of Service

Thirty years ago a dedicated group with the vision of a community library for Fairfax moved books and furniture into the “new addition” at BFA. Thanks to the efforts of Justine Coddington and Louise McArdle who wrote the grant request, our town was awarded a \$25,000 grant by the Vermont Department of Libraries to establish a library that would serve both school and town from one site. With the support of the library trustees, school board members, principal Richard Brown, school librarian, Marnie Kneeland, and town library staff of Sharon Horr, Pat Lyons, and Vera McNall, books and furnishings were in place for the library opening on October 8, 1973. Today the Fairfax Community Library, the first of its kind in the state of Vermont, is one of the most successful of twelve community libraries in the state. In fact, our library is unique because we are the only community library located in a pre-Kindergarten through 12<sup>th</sup> grade school.

In 1973 using four remodeled classrooms, the library used space on each side of a busy hallway that connected the Elementary to the Junior and Senior High School. During the 1989-90 construction phase, the library underwent major changes and even spent a number of months operating out of the Elementary basement, which staff referred to as “the dungeon”! In March 1990, the library gratefully reopened in its present location, with only one area dating back to the 1963 addition.

The success of a community library is largely dependent on three things: its ability to serve the needs of a diverse patron base, the staff working to fulfill those needs, and community support. The library is open 46 hours per week during the school year and 37.5 hours per week in the summer. It serves as an educational and recreational resource, is a hub for community meetings, events, workshops, speakers, concerts, book discussions and story times and usually involves a friendly chat with a neighbor or two.

In 2002 and 2003 the library was the recipient of a generous grant, this time from the Vermont Public Library Foundation provided by the Freeman Foundation. The grant enabled library expansion in the areas of programming, technology, books on tape and additional personnel. In May 2003, the library received a \$5,000 grant from Franklin County Early Childhood Advisory Council for resource books and materials for the parents of birth through age 8 children. This grant substantially added to an existing Parent Resource Library that was established by the library with support from the BFA PTSA and the family of Sandy Williamson in her memory.

In 1973 the library collection was 5,800 books and materials, and has grown to 35,196 books, audiotapes, CD's, magazines, maps and other assorted library resources in 2003. In 1974, the first full year of operation as a community library, patrons borrowed 23,803 materials. In 2003, patrons borrowed a total of 56,849 materials. In addition, the library now provides computers with Internet capability including access to online magazine and newspaper databases. At home, townspeople can access both the library's online catalog and the magazine and newspaper databases.

There are many people in our community who have contributed in countless and extraordinary ways to the longevity and success of our unique library. All these efforts have served to bring the town and school populations together to form a cohesive, yet dynamic group we call our Fairfax Community Library.

# Fairfax Community Library Financial Statement

## Balance on Hand, Dec 31, 2002

Petty Cash	44.92
Franklin-Lamoille checking acct. bal. Dec 31, 02	1,579.02
Memorial Fund Savings Account bal. Dec 31, 02	5,050.26

## INCOME

2003 Town Tax Assessment	31,000.00
2003 School Tax Assesment*	117,633.23
Sale of used books	196.87
Payment of lost & damaged books	357.52
Dept. of Libraries Summer Program Grant	100.00
Gifts	596.00
Found/Reimbursed	6.70

TOTAL	156,564.52
-------	------------

\*In order to have a comparable school figure, we have used calendar year expenditures. Actual income from the school budget is available on a July 1 to June 30 fiscal year. This is accurate, since any amount budgeted, but not expended, is not carried over into the next year.

## EXPENDITURES

Salaries & Social Security	105,826.33
Insurance	7,646.88
Books	23,307.79
Magazines	2,449.82
Vertical File Materials	70.09
Supplies	1,622.77
Publicity & Programs	2,958.72
Conference & Mileage	36.80
Miscellaneous	50.82
Capital Expenditures	2,559.17
Audio-Books	264.87
Postage	1,098.82
Telephone	277.80
Computer Software	65.00
Outstanding Accounts Payable	839.22

TOTAL	149,074.90
-------	------------

## Balance on Hand Dec 31, 2003

Petty Cash	50.58
Union Bank Checking Acct.Bal. Dec 31, 03	2,368.56

GRAND TOTAL	151,494.04
-------------	------------

Memorial Fund Savings Acct Bal. Dec. 31, 03	5,070.48
---------------------------------------------	----------

## HIGHWAY REPORT

	<b>BUDGET</b>	<b>ACTUAL</b>
Town Highway	230,000.00	231,508.03
Black Topping	100,000.00	96,786.71
Vermont State Treasurer-State Aid	100,000.00	113,774.62
Fines		3,959.69
Insurance Claims-Stolen Equipment		543.00
	<u><b>430,000.00</b></u>	<u><b>446,572.05</b></u>

### DISBURSEMENTS:

#### Winter Maintenance:

Town Highways		
Deicing Salt	10,120.87	
Labor	53,207.90	
Miscellaneous & Mileage	1,785.68	
Equipment	<u>36,217.00</u>	<b>101,331.45</b>

#### State Aid

Deicing Salt	10,120.87	
Labor	7,111.50	
Equipment	<u>5,800.00</u>	<b>23,032.37</b>

#### Sand Stockpiling

Sand & Salt	22,283.03	
Labor	4,712.50	
Equipment	<u>6,051.00</u>	<b>33,046.53</b>

### **TOTAL WINTER MAINTENANCE**

**157,410.35**

#### Summer Maintenance:

Town Highways		
Cold Patch	2,713.72	
Equipment Rental	620.00	
Chloride & Salt	8,992.00	
Miscellaneous & Mileage	2,478.58	
Labor	48,639.56	
Gravel & Stone	48,868.44	
Equipment	<u>31,376.00</u>	

### **TOTAL SUMMER MAINTENANCE**

**143,688.30**



Other Expense & Inventory		
Bridges	4.75	
Culverts	1,728.98	
Signs	3,667.91	
Equipment	<u>43,285.05</u>	<b>48,686.69</b>
Black Topping-Retreatment		
Buck Hollow Road-State Aid#1	10,000.00	
School Street	9,186.71	
Fletcher Road-State Aid#2	10,000.00	
Huntville Road-TH#25	10,000.00	
Sand Hill Road	8,800.00	
Black Topping-New Surface		
Goose Pond	10,000.00	
McNall Road	10,000.00	
Woodward Road	10,000.00	
River Road	10,000.00	
Toof Road	8,800.00	
	<u>48,800.00</u>	<b><u>96,786.71</u></b>
<b>Total Highway Disbursements</b>		<b><u>446,572.05</u></b>
Total Winter Maintenance		157,410.35
Total Summer Maintenance		143,688.30
Total Other Expenses		48,686.69
Total Black Topping		<u>96,786.71</u>
		<b><u>446,572.05</u></b>

### TOWN HIGHWAY EQUIPMENT

**DISBURSEMENT:**

Diesel Fuel	18,448.43
Gas & Oil	1,320.19
Maintenance & Repair	29,508.61
* New Equipment (Loader)	<u>73,451.82</u>
	<b><u>122,729.05</u></b>

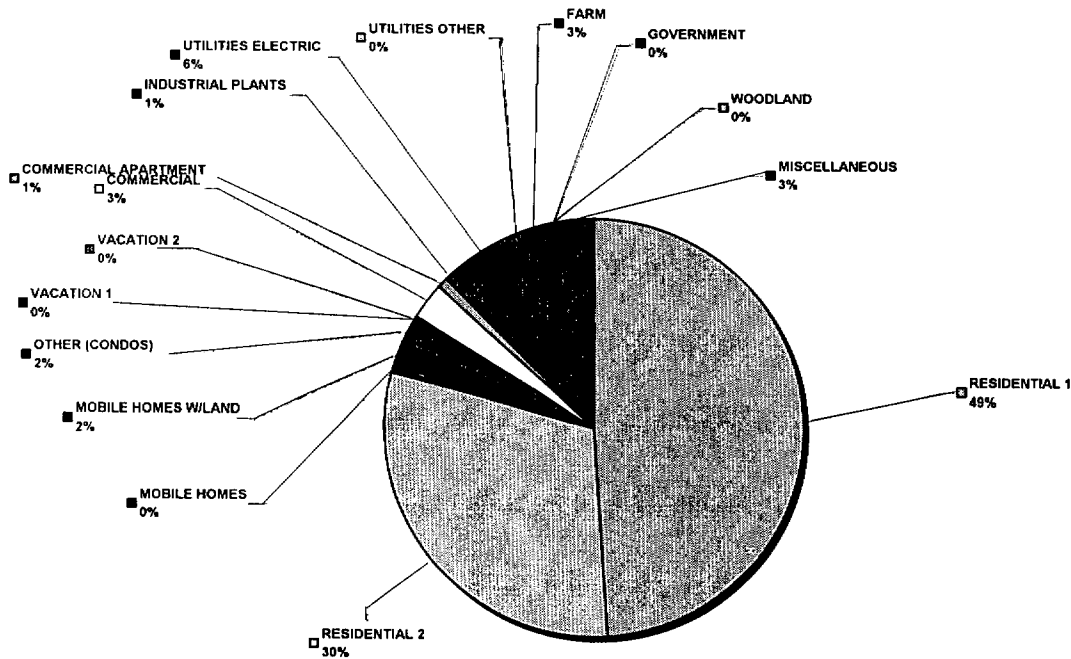
\* A new truck was purchased, \$69,631.02 was paid and a loan for the remaining \$18,000. was taken out at the Union Bank.

Equipment Expenses Allocated as Follows:

Winter Maintenance	36,217.00
Winter-State Aid	5,800.00
Sand Stockpiling	6,051.00
Summer Maintenance	31,376.00
Other	<u>43,285.05</u>
	<b><u>122,729.05</u></b>

**TOWN OF FAIRFAX  
STATE FORM 411**

CATEGORY	TYPE	PARCELS	TOWN	STATE	NON-STATE	CORP	TOTALS
RESIDENTIAL 1	R1	778	85,089,462	2,168,800	1,297,500	0	88,555,762
RESIDENTIAL 2	R2	362	53,116,753	663,736	872,113	0	54,652,602
MOBILE HOMES	MH	28	577,900	0	13,200	0	591,100
MOBILE HOMES W/LAND	ML	57	3,745,300	83,900	0	0	3,829,200
OTHER (CONDOS)	O	71	3,011,100	676,300	0	0	3,687,400
VACATION 1	V1	2	17,800	0	0	13,800	31,600
VACATION 2	V2	3	0	53,700	94,000	0	147,700
COMMERCIAL	C	35	3,427,000	1,259,900	50,500	749,985	5,487,385
COMMERCIAL APARTMENT	CA	4	0	414,400	0	1,017,500	1,431,900
INDUSTRIAL PLANTS	I	1	0	1,045,100	0	0	1,045,100
UTILITIES ELECTRIC	UE	3	0	1,017,000	0	9,204,900	10,221,900
UTILITIES OTHER	UO	3	0	174,700	0	3,500	178,200
FARM	F	29	5,174,608	198,700	0	0	5,373,308
GOVERNMENT	G	0	0	0	0	0	0
WOODLAND	W	3	15,938	0	19,806	0	35,744
MISCELLANEOUS	M	152	1,905,619	2,865,894	733,869	73,862	5,579,244
<b>TOTAL</b>		<b>1,531</b>	<b>156,081,480</b>	<b>10,622,130</b>	<b>3,080,988</b>	<b>11,063,547</b>	<b>180,848,145</b>



## TREASURER'S TAX STATEMENT

**2003 Grandlist** **1,808,481.00**

### TAX RATE

48.3% Statewide Education Tax	1.291
32.7% Local Share Education Tax	0.874
19% Municipal Tax	.506
	2.671

2003 Property Taxes Raised From Grand List 4,830,452.75

Billing Adjustment 15.75

4,830,437.00

Treasurer's Receipts -4,631,574.82

Warrant to Tax Collector 198,862.18

Transferred to School 3,752,127.00

Delinquent Taxes transferred to school 2002 103,275.00

2003 51,229.00

### Reconciliation of Treasurer Receipts and Tax Collector receipts

Treasurer Year 1/01/03 - 12/31/03    Tax Collector Year 1/02/02 - 1/01/04

	Treasurer Receipts 1/01/02 - 12/31/02	Collectors Receipts 2003	Collectors Receipts 2004
Delinquent Taxes Received			
2001 Delinquent	7,135.17	-792.53	0.00
2002 Delinquent	126,515.99	-3,100.59	0.00
2003 Delinquent	51,229.00		735.23
	184,880.00	-3,893.12	735.23
Treasurer's Receipts	184,880.00		
Tax Collector 1/01/03	-3,893.12		
Tax Collector 1/01/04	735.23		
	181,711.69		

### Tax Collector Delinquent Tax Statement

January 2, 2003 to January 1, 2004

#### PROPERTY TAXES

	Received Due	Collected	Bal Due
Year 2001	6,342.64	6,342.64	0.00
Year 2002	133,500.35	123,415.40	10,084.95
Year 2003	198,862.18	51,964.65	146,897.53
<b>TOTAL</b>	<b>338,705.17</b>	<b>181,722.69</b>	<b>156,982.48</b>
Total Tax Collected			181,722.69
Interest			15,473.22
<b>TOTAL COLLECTED</b>			<b>197,195.91</b>

NOTE: The list of delinquent taxpayers is public information and a list is posted at the Town Office.

## **TOWN OF FAIRFAX**

### **Office of the Listers**

Over the past year, the lister's office has been very busy. We received and reviewed 112 new building permits for the 2004 grand list. These permits were for new houses, decks, garages, accessory apartments and porches.

In January we went to Montpelier to appeal our CLA. The result was a slight increase in the CLA to 83.71 percent.

During April we received our Current Use printout showing all enrolled properties. This program is available to land owners having more than 25 acres of woodland and/or agricultural land. Currently 90 land owners are taking advantage of this program. Applications are available in the lister's office.

The grand list process went smoothly in June with an average number of grievances and no BCA hearings.

We attended classes for our new Cap Tap system in July. This is the software program recommended by the state, which allows us to electronically transfer information. We are currently in the process of converting our 1550 files.

We worked with Mr. Ed Moore updating our town parcel map. Our goal is to include every new parcel and each new road within the town. This is an ongoing process. Thanks to Ed for all of his efforts.

We have been receiving \$6.00 per parcel in grant money from the State since Act 60 was implemented in 1998. This money is designated specifically for reappraisal purposes. The Town of Fairfax has contracted with APAS appraisal firm to reappraise the entire town effective for the April 1, 2005 grand list. Property inspections began in August 2003. It is this grant money that has been used to begin the reappraisal process.

We have divided the Town into sections for inspection purposes. Property owners will be notified by postcard prior to inspection of their property. You will not receive a postcard until we are in your area. An appraiser from APAS and a Fairfax lister will complete the exterior inspection and leave a card if you are not home. We will make appointments for interior inspections at your convenience.

Please be aware that an article is on the Town warning to fund the reappraisal. The CLA has now dropped below 80%. The Town will lose State Aid to Education unless we comply by doing a town-wide reappraisal which would result in the CLA being raised to 100%.

Also, to be in compliance with the state's recent revision of the homestead definition, the listers will be recalculating some homestead figures. Be sure to fill out and mail your homestead declaration by April 15, 2004. Please note your span number can be found on your tax bill.

The lister's office is open Thursdays and Fridays between 9am and 4pm. If you have any questions or need further information please feel free to call us at 849-6111 or just stop by and see us in our new office space located on the second floor of the Town Office building.

Patricia McNall, Sally Mills, Robin Chapman

## **Zoning Administrator's Report**

2003 saw changes in the Zoning Office. Maurice Rathbun left his position as Zoning Administrator in March, 2003. Selectman Ed Nuttall filled in as Acting Zoning Administrator until early June, when Skip Taylor was appointed to fill the position. Peggy Gilbert, Zoning and Planning Assistant, also left this past spring. Her position was filled by Joan Wotherspoon in April and subsequently by Stacy Wells in September. We wish to thank those who have departed for their dedicated service.

The Zoning Office continues to be busy. In addition to the permits listed below, we have helped numerous land owners through the subdivision process with the town's Development Review Board. At year end 2003 we had about 30 subdivision projects in various stages of review. We have also published a periodic column in the Fairfax News on a variety of zoning topics, and plan to continue this in 2004. We welcome suggestions for this column.

As you contemplate a project, please touch base with the Zoning Office to determine what permits may be required. Also, as the town's Listers continue the town-wide reappraisal process, they will from time to time call to the Zoning Office's attention structural enhancements or additions they find as they visit each property in Fairfax. If you think you might have something on your property for which a permit was required, contact us and we will help you determine how to come into compliance.

As we begin 2004, the same Zoning Bylaws and Subdivision Regulations are in effect as a year earlier. Now that the new Town Plan is enacted, the Planning Commission will be reviewing these Bylaws and Regulations to determine if changes are needed. The Zoning Office will be participating in this process, and we welcome your input.

Office Hours will usually include Monday Evening from 6-8 PM and daytime hours four days a week. Call the town office to check our hours.

### **2003 Permits**

- 23 Single Family Homes**
- 10 Multi-Family Units**
- 4 Replacement Homes**
- 12 Additions**
- 22 Garages/Barns**
- 39 Others (Pools/Decks/Sheds/Porches)**
- 5 Accessory Apartments**

**Skip Taylor – Zoning Administrator 849-2202**

## PLANNING COMMISSION

The Planning Commission completed preparation of the new Town Plan, a task that is necessary every five years. To do this, the Commission secured a grant from the State to pay for the services of an adviser. The Commission contracted with the Northwest Regional Planning Commission for this function. The Regional Planning Commission provided many extra hours of service to complete the Plan without asking for extra compensation.

To get community input, the Commission met with groups of citizens from every section of Fairfax, in addition to a meeting with a group of large land owners and the Selectboard. The final draft was completed in July. Several public hearings were held. It was approved by the Selectboard and the Regional Planning Commission in September.

Peggy Gilbert resigned her position as Planning Commission Clerk after many years of loyal and efficient service. She will be missed. Her knowledge of the issues, regulations and the Town is irreplaceable. In her stead, Joan Wotherspoon handled the clerical affairs until September when Stacy Wells took over.

Maurice Rathbun resigned his position in April leaving a vacancy for a Zoning Administrator. Selectman Ed Nuttall filled in until a new zoning administrator could be interviewed and hired. It is the Planning Committee's job to nominate candidates to the Selectboard, with the Selectboard making the final decision. There were several highly qualified Candidates. The Selectboard appointed Skip Taylor, effective in June.

The Planning Commission is presently reviewing the Zoning Bylaws and Subdivision Regulations. In the short period of time he has acted as Zoning Administrator, Skip has called to the attention of the Commission several areas where clarification of the By-law and Subdivision regulations would be an improvement. Proposed revisions are being discussed.

The current members are: Nick Hadden (Chair), Greg Heyer (Vice-Chair), Pat Hudson (Clerk), Randy Meade, Ann Lemieux, Doug Lantagne and Richard Wimble. We meet every third Tuesday of the month at 7:30 PM in the Town Office.

Respectfully Submitted,

Stacy M. Wells  
Zoning and Planning Commission Clerk

## BIRTHS IN 2003

NAME	DATE BORN	PARENTS
Britney Mae Hamel	5-Jan-2003	Christina & Jeffrey Hamel
Haleigh Marie Gonyo	9-Jan-2003	Jenna Gonyo & Matthew LeGault
Robert Joseph Flannery Jr	10-Jan-2003	Dawn & Robert Flannery
Kristofer Tyler O'Grady	10-Jan-2003	Sarah O'Grady
James Garrett Lalji	13-Jan-2003	Laura & Inderjeet Lalji
Roarke Liam Estrin	17-Jan-2003	Stephanie & Michael Estrin
Lea Carolyn Hayes	20-Jan-2003	Emily & Justin Hayes
Isaac Dean Decker	21-Jan-2003	Bronwyn & Dean Decker
Owen Robert Biniecki	31-Jan-2003	Tania & Chester Biniecki
Jackson David Kelleher	2-Feb-2003	Darlene & Patrick Kelleher
Olivia Hope Morton	18-Feb-2003	Rebecca Ouellette-Morton & Zachary Morton
Julia Mae Thibault	19-Feb-2003	Maria & Timothy Thibault
Jeffrey George King	27-Feb-2003	Melissa & Robert King
Trevor Charles Gaudette	12-Mar-2003	Lisa & David Gaudette
Jagger Marcel Lehouiller	12-Mar-2003	Erin & Travis Lehouiller
Stephanie Bridget Talbott	18-Mar-2003	Michaela Ryan & Frank Talbott
Macy Jane Lagrow	21-Mar-2003	Sarah & Matthew Lagrow
Aiden James Rooney	22-Mar-2003	Tia & Max Rooney
Collin Scott Combs	31-Mar-2003	Kelly & Lesley Combs
Taylor Jean Miles Dodge	16-Apr-2003	Tiffany Dodge & Chad Miles
Paige Lura Superneau	22-Apr-2003	Dawn & William Superneau
Lauren Lyn Trayah	1-May-2003	Jennifer & Christopher Trayah
Kayla Jean Brouillette	4-May-2003	Jessica & Kevin Brouillette
Olivia Brook Parenteau	10-May-2003	Jessie Cloutier & David Parenteau
Meah Leilani Dearmin	14-May-2003	Beth & Anthony Dearmin
Kolton Christopher Gillilan	29-May-2003	Samantha & Matthew Gillilan
Caelyn Joy Mercer	7-Jun-2003	Joy & Ian Mercer
James Otto Eastman	8-Jun-2003	Cindy & Michael Eastman
Anna Yvonne Picard	14-Jun-2003	Sandra & Christopher Picard
Owen Arthur Young	30-Jun-2003	Christin & Stephen Young
Olivia Aline Koch	3-Jul-2003	Kelley & Christopher Koch
Alexandria Elizabeth Redding	5-Jul-2003	Mary & Vincent Redding
Alex Remington Gaudette	21-Jul-2003	Kristie & Christopher Gaudette
Thomas Joseph Cain	25-Jul-2003	Elena Morrison & Anthony Cain
Jayden Matthew Lewber	25-Jul-2003	Theresa & Chadwick Lewber
Rebekah Marie Mills	29-Jul-2003	Renee & David Mills
Miles Nathan Clokey	6-Aug-2003	Kelly Crawford & Jeffrey Clokey
Kayla Dawn Barrett	14-Aug-2003	Leasa Barrett
Justis Landen Orton	14-Aug-2003	Lynn & Stephen Orton
Kyla Morgan Campbell	20-Aug-2003	Kara & Kevin Campbell
Derrick Matthew Sloan	29-Aug-2003	Terry & Lawrence Sloan Jr
Molly Lauren Reihl	30-Aug-2003	Tori & Frederick Reihl
Cody Lee Senna	31-Aug-2003	Kimberly & Michael Senna
Allen Jacob Ploof	15-Sep-2003	Sheila & Timothy Ploof
Naomi Ann Stowe	20-Sep-2003	Stephanie & Timothy Stowe
Alyssa Grace Cady	30-Sep-2003	Lauren & Michael Cady
Tyler Michael Cady	30-Sep-2003	Lauren & Michael Cady
Nicole Paige Cholewa	2-Nov-2003	Wendy & Troy Cholewa
Aria-Lynn Hilliker	14-Nov-2003	Aimee Doolan & Michael Hilliker
Nathan Harris Delaney	18-Nov-2003	Joanne & Douglas Delaney
Dylan Robert Kissinger	19-Nov-2003	Kimberly & Robert Kissinger
Gabrielle Madeline Jones	28-Nov-2003	Kerry & Jonathan Jones
Logan Clay Zastrow	7-Dec-2003	Kristina & Lloyd Jr Zastrow
Brody Jeffrey Hamel	16-Dec-2003	Christina & Jeffrey Hamel
Sarah Paige Coloney	29-Dec-2003	Heidi & Ty Coloney

## DEATHS IN 2003

NAME	AGE	DATE OF DEATH	PLACE OF DEATH
William Greenlaw Tessin	86	05 Jan 2003	St Albans, VT
Wilfred Joseph Bushey	61	17 Jan 2003	St Albans, VT
Carl Arthur Wold	90	24 Jan 2003	St Albans, VT
Emma Louise Wold	85	29 Jan 2003	St Albans, VT
Rita Goldie Irish	83	11 Feb 2003	St Albans, VT
Jacqueline Jane Spaulding	42	19 Feb 2003	Fairfax, VT
Eriberto Cobeo	40	26 Feb 2003	Burlington, VT
Judy Maude Evans	45	03 March 2003	Burlington, VT
Phyllis Ann Maxfield	71	07 March 2003	Burlington, VT
Nellie Webb	81	08 March 2003	Morrisville, VT
Gordon Charles Lawliss	91	10 March 2003	St Albans, VT
Edith Hilma Lindberg	83	14 March 2003	Burlington, VT
Dennis Paul Palmer	50	04 May 2003	Burlington, VT
Samuel William Webb	90	26 May 2003	Fairfax, VT
Lee Edwin Davis	80	15 June 2003	Burlington, VT
Adalene Alena Lemnah	90	23 June 2003	St Albans, VT
Caleb Kneeland	2	13 Aug 2003	Burlington, VT
Ann M Fox	71	21 Aug 2003	Fairfax, VT
Elizabeth Way Coburn	79	27 Aug 2003	Fairfax, VT
Lawrence H Parsons	73	28 Oct 2003	St Albans, VT
Ramona Beatrice Bruley	61	31 Oct 2003	Burlington, VT
Wayne Morton Moffatt	59	06 Nov 2003	Burlington, VT
John Robert Luman	83	19 Nov 2003	Fairfax, VT
Leslie Grant Palmer	82	20 Nov 2003	Burlington, VT
Victor Paul Parah	35	21 Nov 2003	Burlington, VT
Marcel C Garceau	72	27 Nov 2003	Fairfax, VT
Helen Mable Howard	86	12 Dec 2003	Fairfax, VT
Philip T Parah	70	14 Dec 2003	St Albans, VT



## MARRIAGES IN 2003

GROOM	BRIDE	DATE	PLACE OF MARRIAGE
Sandy Ross Page	Suzanne Belle Lacount	06 Jul 2002	Fairfax, VT
Ronald Ernest Quilliam	Deborah Lee Barton	01 Jan 2003	Swanton, VT
Matthew John Lecorchick	Daniela Brozkova	10 Jan 2003	Fairfax, VT
Nathan D Bellows	Shawntel J Couture	11 Jan 2003	Burlington, VT
Richard Wilbur Thomas	Gloria Lynn Mitchell	01 Mar 2003	Hyde Park, VT
David John Shover	Barbara Colleen Bascom	26 Apr 2003	Georgia, VT
Craig Lyle Broe	Candice Elyse Bryan	07 Jun 2003	Fletcher, VT
Jake Thomas Conner	Kimberly Celeste Brock	07 Jun 2003	St Albans, VT
Matthew John Guerino	Katheryn Sarah Tarr	21 Jun 2003	St Albans, VT
Shaun Michael Yeatts	Katie Ellen Kendrew	05 Jul 2003	Fairfax, VT
Benjamin Michael Piper	Amy Lynn Fitzgerald	11 Jul 2003	Winooski, VT
Kevin Mark Pontbriand	Christina Ann Sartin	26 Jul 2003	Fairfax, VT
Thomas Edward Knight	Amy Barbara Cahalan	26 Jul 2003	Burlington, VT
Aaron Michael Sanders	Heather Rita Weeks	09 Aug 2003	Bakersfield, VT
Chad Allen Young	Sarah Marie St Pierre	16 Aug 2003	Fairfax, VT
Jason Barrett Smith	Danielle Marie Senesac	06 Sept 2003	Milton, VT
David Brian Ginter	Meredith Leigh Roberts	06 Sept 2003	St Albans Bay, VT
Gerald Allen Hartley	Catherine Ann Daigle	12 Sept 2003	Fairfax, VT
Paul Christopher Ritchie	Martha Jane Webb	14 Sept 2003	Fairfax, VT
Shane Michael Corbett	Renee Michelle Ste Marie	27 Sept 2003	Jericho, VT
William Henry Parizo	Nancy Jane Lord	04 Oct 2003	Milton, VT
Michael Salvatore Barron	Melissa Anne LaCroix	11 Oct 2003	Essex Jct, VT
Douglas Michael Marrier	Laura Marie Lachance	23 Oct 2003	Colchester, VT
Frank Robert Drury	Jennifer Tonda Corrigan	29 Nov 2003	So Burlington, VT

## Fairfax Rescue Squad Inc.

Dear Taxpayer,

This year you will notice something different about the financial request made to the taxpayers by Fairfax Rescue. This letter is an attempt to explain the differences in this year's request and the reasons for those differences.

In the past, Fairfax Rescue made one warned request to the taxpayers. The funds requested supported the operational costs of the ambulance service to provide 24 hours per day, 7 days per week coverage for the Town of Fairfax through the use of volunteer staff. In general, the money requested from the town covers a relatively small percentage of the actual operating costs of the ambulance. The balance of the funds needed to cover operating costs were generated through ambulance billing and fund raising efforts.

On the occasions that Fairfax Rescue was unable to respond to a call, Amcare ambulance service from St. Albans would respond. Recently, however, due to a decrease in volunteer staff, and despite our best efforts to recruit volunteers from the community, Fairfax Rescue is only able to staff its ambulance about 70% of the time with our current volunteer staff. To date, the remaining 30% of the time Amcare has provided coverage. This has proved to be an ever-increasing burden on the resources of Amcare, who also provides contractual primary ambulance services for several other communities. In response to the increase in the number of calls they respond to in Fairfax, Amcare has submitted a request for \$37,000.00 to the Town of Fairfax to continue this service.

Fairfax Rescue remains unable to provide emergency medical services at all times due to the lack of volunteer participation within the community. Numerous pleas have been made to the community for volunteers through such media as the Fairfax News and the St. Albans Messenger. Some of our volunteers are currently running as many as 20 shifts per month just to maintain the level of service that we are providing. These volunteers will burn out if the rest of the Fairfax community continues to allow them to run at this level with no reprieve. This being said, the taxpayers of Fairfax are left with two possible options to rectify this problem.

Option one would be to supplement the current volunteers with paid staff as needed. Paid staff would not be regular employees, but rather per diem workers. As such, they would receive no benefits and would only receive an hourly rate for the time worked. At a maximum, five, 2 person shifts would be required per week. The total cost to accomplish this would be \$74,880.00. Fairfax's share of this sum would be \$56,160.00 and Fletcher's share would be \$18,720.00. Any shifts that can be staffed by volunteers will take precedence over using the paid staff, which could substantially reduce this cost. Any funds not used would be returned back to the towns, as Fairfax Rescue is a not for profit organization and by law cannot operate at a profit. This option provides the quickest and most consistent delivery of emergency medical service to the communities Fairfax Rescue serves.

Option two would be to supplement the existing volunteers by subcontracting with Amcare ambulance service out of St. Albans. Through negotiations with Amcare, their original request for \$37,000.00 has been reduced to \$18,000.00. It should be noted, however, that this reduction is for one year only. While this option will provide ambulance service for the towns when Fairfax Rescue cannot staff its ambulance, it comes with a substantially increased response time, as much as 15 to 20 minutes in many cases. Also, the cost of this option is fixed with no possibility for reduction, even if Fairfax Rescue acquires sufficient volunteers to cover all shifts and Amcare is no longer needed as a subcontractor.

Both of the above options would be in addition to the separate request for \$14,205.00. This \$14,205.00 figure covers all our fixed volunteer operating expenses whether we have people to staff the equipment 10% or 100% of the time.

Because of the crisis brought on by the lack of volunteers, Fairfax Rescue is currently not in compliance with Emergency Medical Services regulations. The first option will allow us to meet those requirements, while the second will buy us some time with Emergency Medical Services to attempt to comply. Failure to implement either option will put our ambulance license in jeopardy. If we remain out of compliance, the state could suspend our license, which would leave the town without an ambulance service provider.

We ask that you give careful consideration to these options. Representatives from Fairfax Rescue will be available at town meeting to answer any questions that you might have.

Sincerely

Michael Spaulding EMT-I  
President, Fairfax Rescue

## FAIRFAX RECREATION DEPARTMENT

This past summer of 2003, the Select Board at a joint meeting with the School Board, created the Fairfax Recreation Department to facilitate recreational activities in the town of Fairfax, to include the maintenance and scheduling of the Fairfax Community Parks. This came as a recommendation from the Fairfax Community Park Committee. The Park Committee made this recommendation after several discussions on the future needs of the park area. Also the Park Committee had become aware of several grants that are available to municipal recreation departments and recreation directors. Realizing that Fairfax does not have this Recreation Department infrastructure, Fairfax has not been able to consider these grant opportunities. The Fairfax Community Park Committee recommended, and it was agreed upon by the Select Board, to form the Fairfax Recreation Department. Carol Lizotte was appointed as the acting Recreation Director.

The Recreation Department is composed of a Recreation Director guided by a Recreation Steering Committee (currently the Fairfax Community Park Committee). The Recreation Steering Committee votes to recommend to the joint Select Board and School Board Meeting, issues relating to recreation, park and facilities programs and usage. All policy definitions and charges are to have final approval by the joint Select Board and School Board Meetings. The Recreation Director is to present and report these issues at the joint meetings.

The Recreation Steering Committee is composed of one representative from each of the community sports programs, School Board, Select Board and School Athletics Department. Initially as a volunteer effort this group can pursue athletic facility development through grant application, fundraising, program and facility fees. Primarily the Recreation Department's task is to maintain the park lands and schedule field usage. Ultimately this Recreation Department could facilitate recreation programs.

The Recreation Director initially has been appointed by an annual vote by the steering committee until such a time when this position's duties require it to be a paid position. At that time the position needs to be applied for with the selection of the top 3 candidates, forwarded from the Recreation Steering Committee for interview by the joint School Board and Select Board Meeting. Currently the Recreation Director's duties are to monitor availability of grants and opportunities for Fairfax programs. Once the Community Park Project is completed, this position will become more active. The Recreation Director may be reached at [CAL100@together.net](mailto:CAL100@together.net), 849-6795 or P.O. Box 389, Fairfax.

## **FAIRFAX COMMUNITY PARK & RECREATION PATH PROJECT**

As we come into our third year of construction and fifth year of fundraising, the Fairfax Community Park and Recreation Path Project is slowly becoming a reality. Since early 1992 when several community members envisioned a paved recreation path in Fairfax, fundraising has been supported by the residents of Fairfax, as we continue this year with the Ducky Race (first Saturday in June), the Fairfax Egg Run & Walk (first Saturday in August), and other fund raising events. The Fairfax Community Park Project, first investigated in 1993, as the community needed more athletic field space even ten years ago, has involved many people over the decade and a financial commitment from the Town and School. The Park will become a reality as the Vermont Army National Guard's labor and equipment donation and the Vermont Land & Water Conservation Fund Program Grants (2001-\$70,000 award and 2002-\$98,000 award) support our undertaking. The Fairfax Recreation Path construction will immediately follow the Guard's athletic field construction. The Path Project has been awarded a 2002 Vermont Agency of Transportation Enhancement Grant of \$120,000 for its completion.

Having provided two seasons (2002 & 2003) of their construction assistance, the Vermont Army National Guard are scheduled to return this summer to complete the athletic fields. The Recreation Path construction should follow with hired private contractors. Barring the Guard's activation and/or weather delays, we are looking forward to a Community Park and Recreation Path completion this fall 2004.

The first phase of the Community Park, referred to as the Access Road/Upper Field Phase, is approximately 85% complete and the materials "reimbursement" grant has been less than half used. The LWCF grants cover material expenses that are reimbursed after we provide proof of payment and cannot be transferred to other project phases. At this point it appears the Community Park Phase I will be completed this summer.

The second phase of the Community Park, referred to as the Athletic Fields, hasn't been started yet by the Guard, as once again this past summer construction was delayed due to poor weather conditions. The Guard is in Fairfax to work on our project one weekend per month, so when it rains the days before those Saturday mornings, the ground has been so saturated, it has been impossible to run equipment without tearing up the work already completed. We are all holding the thought that this summer 2004 will have more accommodating weather for our effort.

Since the Community Park Phase II-Athletic Fields and the Recreation Path weren't started last summer, we didn't need to activate the line of credit the Town voters approved last March 2003. The no-cost line of credit will cover material expenses as we proceed through these construction project phases and submit for reimbursement from the grants. It is anticipated that we will be using the line of credit this coming construction season as material expenses will exceed our \$20,000 Recreation Account. The Recreation Account of \$20,000 referred to are funds voters approved in March 2001 for the purpose of providing sponsor match money for the Fairfax Community Park and Recreation Path grant application process. That account has proved very helpful in obtaining grants (over \$294,500 in grants) as we could show this money as the Town's match to the Federal/State grant money. Phase I ended up requiring no match money because the Guard's in-kind service contribution exceeded our material expenses for Phase I. Phase II and the Recreation Path will require that match money to be used. For the summer 2002 and 2003 construction material expenses, we have been able to use the \$20,000 Recreation Account as a "revolving fund". This money is used to pay material invoices (drainage piping, bank run

gravel, equipment fuel) allowing us to provide proof of payment for project costs, which are subsequently reimbursed by the Vermont Land & Water Conservation Fund Grant. So for the beginning of the next construction season the \$20,000 Recreation Account has been replenished for the next season's work. As with the grant application process, the material procurement, volunteer coordination, invoice processing and grant reimbursement processing has been provided by the Project Manager, Carol Lizotte, who has been donating her time as part of the town's sponsor match.

The Fairfax Community Park Committee would like to take this opportunity to extend our gratitude to the Vermont Army National Guard. Without their commitment, Fairfax would not be able to implement this project. Not only is their construction support an incredible and necessary resource, the labor and equipment value they are donating to our effort additionally provides the town's sponsor match for the 50% match required by the Vermont Land and Water Conservation Fund Grant Program. To date, the Guard's in-kind service donation exceeds \$91,912.75. The Vermont Army National Guard 131<sup>st</sup> Engineer Company (CSE) deserve our recognition and gratitude.

The Fairfax Community Park Committee is made up of representatives from the Select Board, School Board, School Athletics and community sports groups. The Park Committee meets periodically to discuss project needs and issues as they arise. Currently the Park Committee consists of Al Daniels (chairperson), Peg Stewart (School Board), Dale Bellows (Select Board), Mike Brown (BFA Fairfax Athletics Director), Don DeMar (FFW Little League president), Karen McNall (Football president), Cheryl Veren (Youth Basketball), David Clark (mens soccer), Melinda Carpenter (women's soccer), Myles Cahoon (Fairfax Recreation Path 2000 Committee), Cathy Larsson (Fairfax Recreation Path 2000 Committee and Cross Country liaison) and Carol Lizotte (Fairfax Recreation Path 2000 Committee president and Park Project Manager). The Park Committee also serve as advisors to the Project Manager, facilitate volunteer coverage for project tasks and provide much volunteer labor themselves. A major effort was made to construct the retaining wall and several committee members and volunteers rose to the challenge; their efforts were invaluable. On behalf of the town, the Project Manager would like the many volunteers to know that their contribution to the project is appreciated and is absolutely creating a lasting result for our own children as well as for future generations.

All town residents who are interested or want to become more involved with the Fairfax Community Park and Recreation Path Project may contact the Project Manager, Carol Lizotte at [CAL100@together.net](mailto:CAL100@together.net), 849-6795 or P.O. Box 389, Fairfax.



7 Lake Street, Suite 201 • St. Albans, VT 05478-1850 • (802) 524-5958 • (800) 564-5958 • Fax (802) 527-2948

December 1, 2003

Dale Bellows, Select Board Chair  
Town of Fairfax  
1408 Main Street  
Fairfax, VT 05454

Re: FY05 Funding Request

Dear Dale:

As you may be aware, this time each year the Regional Commission submits for your consideration our municipal funding request for the coming year.

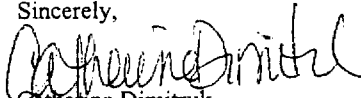
The Regional Commission, a regional planning organization formed by the municipalities of Franklin and Grand Isle Counties, has been providing planning and community development assistance to our member municipalities for over thirty years. All municipalities within the two-county area are members of the Commission, which consists of a board made up of your appointed representatives (two from each municipality). All municipalities in the region have access to the types of services described in the enclosed report. In order to carry out our planning programs, the Commission maintains an office, centrally located in St. Albans, an "800" line for use by local officials and area residents, and a staff of qualified planning professionals.

While the Commission is not a regulatory taxing authority, each year we do request a per capita-based assessment from our members in support of municipal and regional planning programs. This is done in accordance with state statutes and the Commission's adopted bylaws. Funds raised through the municipal assessment help offset the costs of maintaining office and staff, help support the Commission's technical assistance program, and assist in providing matches for other sources of funding, including our transportation planning funds.

The Board of Commissioners voted to maintain the assessment rate of \$0.82 per capita for the FY05 fiscal year, which begins on July 1, 2004. Please include for consideration as a line item in your upcoming budget a Regional Commission request for \$3,087 in support of local and regional planning activities in FY05. This amount is based upon the adopted rate of \$0.82 per person, multiplied by Fairfax's 2000 census population of 3,765. The enclosed report is offered for inclusion in the town's annual report as appropriate.

If you have any questions, please don't hesitate to contact me, your municipal representatives, or Chair Raymond Larose (933-4182). We would also be glad to attend an upcoming meeting to discuss in more detail the Commission's planning programs and services provided to municipalities. Your continued support of local and regional planning is most appreciated.

Sincerely,

  
Catherine Dimitruk,  
Executive Director

cc: Fairfax Regional Commissioners  
Fairfax Clerk

Grand Isle • Highgate • Isle La Motte • Montgomery • North Hero • Richford • St. Albans C. • St. Albans T. • Sheldon • South Hero • Swanton V

Success  
by Six

## BFA-PTSA

Fairfax Success By Six  
75 Hunt Street, Fairfax, VT 05454  
(802) 849-6711

December 28, 2003

Selectboard, Town of Fairfax  
P.O. Box 27  
Fairfax, VT 05454

Dear Board Members,

The Fairfax Success By Six program has been serving the families and children in our community since the mid 1990's. Success By Six receives a state grant designated to foster the well-being of young children and their families. Activities are designated to contribute to the achievement of the following:

- 1) Families, youth, and individuals are engaged in and contribute to their community's decisions and activities,
- 2) Pregnant women and young children thrive,
- 3) Children are ready for school,
- 4) Children live in stable, supported families, and
- 5) Communities provide safety and support for families and individuals.

Fairfax Success By Six is a standing committee of our BFA-PTSA. We run many successful activities for children and families birth to age six that help to foster the principles above. Some of our activities include an Infant/Parent Playtime, PJ Story Time, Weekend Story Time, Preschool Story Time, Playgroup, Open-Tot Gym, Kindergarten Transition Playgroup, Library Outreach, and many other programs throughout the year. These activities are available at all times of the day and week for accessibility by all Fairfax Families. Our Library Outreach Program even brings services to Fairfax Daycare Providers for those families and children in daycare. We serve 5 Fairfax Daycare Providers, provide regular activity notices via email to 68 Fairfax Families, have a minimum of 80 Fairfax Families attend at least one activity on a regular basis, and we have attendance averages between 15-25 children depending on the activity.

Along with our Vermont State Grant, Fairfax Success By Six is supported financially by Fairfax Parents' countless volunteer hours, BFA Fairfax provides us with space for our activities, and the Fairfax Town Community Library provides us with a librarian for our Preschool Story Time. Last year, we received a decrease in our State Grant Funds, and as a result, we had to cut some of the activities that we once provided. The same will happen this year.

The Fairfax Success By Six program requests that the Town of Fairfax include in its annual appropriations, funding for the program in the amount of \$800.00 so that we may continue to provide the strong support for families and children in our community.

Sincerely,  
Lisa Conger  
Fairfax Success By Six Co-Liaison





December 30, 2003

Town of Fairfax  
PO Box 27  
Fairfax, VT 05454

To the voters of the Town of Fairfax:

The Northwest Unit for Special Investigations (NUSI) is requesting financial help from your town for the coming year.

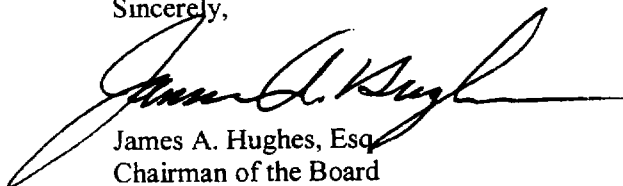
For those of you who are not familiar with the unit, NUSI is a multi-disciplinary task force covering Franklin and Grand Isle counties, created to conduct criminal investigations, prosecute cases and provide victim services in response to reports of sexual assaults, child sexual abuse and other child-related offenses. The staff of the unit consists of a prosecutor, three investigators, a victim advocate and an office manager/administrative support person. These individuals have had and continue to receive specialized training in dealing with these complicated and important cases.

NUSI has struggled with financial difficulties for the past two years. The ideal circumstance would be for NUSI to be completely funded through state revenues. However, having worked closely with our state legislators throughout the past year, we realize this is a goal that is not going to be met in the near future. We have been able to secure federal funds for the next two years for salaries but money for operational costs is still needed.

NUSI conducted 221 investigations into allegations of sexual misconduct and child abuse in 2003. Approximately two thirds of those investigations were prosecuted. The man hours involved in each case is in excess of 77 hours. Each of those man-hours averages \$25.00 per hour. **In the Town of Fairfax**, NUSI prosecuted nine of the thirteen cases investigated at a cost of \$17,325.00. We are asking the Town of Fairfax to allocate \$1,000.00 to help defray these costs.

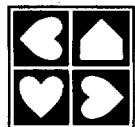
We hope each and every one of you will never have to use the services of the Northwest Unit for Special Investigations but if the need arises, support from towns receiving services is crucial for its continued existence.

Sincerely,



James A. Hughes, Esq.  
Chairman of the Board





F R A N K L I N   C O U N T Y

Home Health Agency, Inc.

3 Home Health Circle, Suite 1  
St. Albans, Vermont 05478  
Telephone: (802) 527-7531  
Fax: (802) 527-7533  
www.fchha.org

December 22, 2003

Fairfax Town Office  
PO Box 27  
Fairfax, VT 05454

Dear Friends,

Franklin County Home Health Agency plays an important role in maintaining and improving the health and well being of the communities in Franklin County. Your past support of an allocation in Fairfax's annual budget has helped us to accomplish this. Please find enclosed an informational sheet about the programs and services we provided to your community last year.

We again ask for your financial support in the amount of \$4350.00 to assure that medically necessary health care services continue to be available to all residents of Fairfax. We are sensitive to the financial pressures that our towns face and, therefore, have not increased the amount of our request since 1993 despite an increasing demand for our services. Our Agency is dependent upon town funds to help provide care and services to your residents who lack health insurance or who have limited coverage. Last year, our Agency provided over \$250,000 in free and subsidized services to Franklin County residents. Although our economy is expected to improve, our Agency will continue to face significant challenges with reductions in federal and state programs as our population ages. Your town's support will help to assure that the health care needs of your residents are met in the comfort of their home.

We look forward to a favorable response to our request. Please call me for any additional information you may need. Franklin County Home Health Agency remains committed to promoting independence, comfort, dignity and quality of life for the residents of Fairfax.

Sincerely,

Janet L. McCarthy, BSN MSA  
Executive Director

Enc.

We need the help of our local communities so we may continue to provide safe shelter and quality services. Please consider a contribution of \$700.00 to support ongoing services to be included in Fairfax's upcoming budget. Making our communities safe is a responsibility we all share. Please know how much your partnership means to all of us at Voices Against Violence, and most especially, to those whose lives will be touched by your commitment.

I have enclosed a program report from our most recent fiscal year for your information. All of us at Voices Against Violence send our sincere appreciation for the continued support shown by the residents of Fairfax. Please feel free to contact me for additional information. I'd be happy to come to one of your meetings to discuss our program in more detail as well. Thank you for your consideration and support - every bit helps.

In Peace,

A handwritten signature in cursive script that reads "Kristin Lukens-Rose". The signature is written in dark ink and is positioned above the printed name.

Kristin Lukens-Rose  
Director

# Voices Against Violence

## Laurie's House

---

P.O. Box 72, St. Albans, VT 05478 • 802.524.8538 office • 802.524.6575 hotline • 802.524.8539 fax  
arcrisis@adelphia.net

December 30, 2003

Town of Fairfax  
Town Clerk's Office  
P. O. Box 27  
Fairfax, VT 05454

To the Select Board of Fairfax, VT:

Each year it is estimated that 3.3 million children are at risk of exposure to parental violence. Between 50 and 70% of men who abuse their female partner, also abuse their children. Frightening statistics. We also know that in order to develop a positive sense of self that is necessary to grow into healthy, productive and caring adults, children need to be safe in their homes.

Laurie's House, our community's shelter for battered women and their children, provides a temporary haven when home is no longer safe. Since this past February when it opened, 53 families (23 children) have sought safety and support at Laurie's House allowing for the expansion of more comprehensive services to children and youth. In addition to our ongoing community education and outreach in area schools, Voices Against Violence now provides direct support and advocacy to children and youth through the shelter and through our Children Who Witness Domestic Violence Support Groups.

Voices needs your help to continue offering our many services including the 24 hour hotline, shelter, crisis intervention, safety planning, advocacy, support groups and community education. It is through the generosity of our community that we can continue to provide these essential services. Last year, town contributions supported the shelter renovation as well as helped us leverage additional dollars for the project. This year, with your help, we will continue to provide a friendly and supportive place for families to stay when home is no longer safe. Your ongoing support provides a vital link for families experiencing violence in our community and helps break the isolation that surrounds them. Last year, Voices Against Violence provided 226 instances of service to 18 victims in Fairfax with 27 children being exposed to violence.



Champlain Valley Agency on Aging

December 22, 2003

Douglas Webb  
Town of Fairfax  
P.O. Box 27, Hunt St.  
Fairfax, VT 05454

Dear Mr. Webb:

As our older population continues to grow, more and more seniors are looking to the Champlain Valley Agency on Aging for assistance. I am writing to request continued support from the Town of Fairfax, in the amount of \$1,400.00 which will be used to help us assist older residents age with independence and dignity.

With your past support, CVAA has been able to offer the following services to older residents of Fairfax: Case Management, Meals on Wheels, Senior Community Meals, Transportation and the Senior HelpLine. Sara Miller, CVAA's Case Manager for Fairfax, visits elders in their homes and helps to connect them with the services and benefits they need in order to maintain their independence.

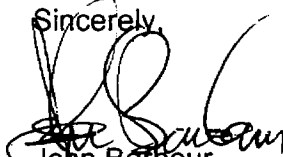
Older people are living longer than ever before, and as a result, they are facing more complex problems and greater challenges to their ability to live independently. The demand for home-delivered meals has grown significantly. Our Case Management caseloads have become more time consuming as Case Managers are frequently called upon to solve problems stemming from a crisis situation such as a serious illness, the death of a spouse, or the cumulative effects of confusion or isolation.

CVAA is facing a deficit in our budget due to level funding from the State of Vermont and moderate reductions from the federal funding as well. These two factors equate into a decrease in the dollars needed to provide our services that assist older Vermonters to live as independently as possible.

We sincerely need the leadership and citizens of Fairfax to lend their financial support for the services CVAA provides within your community.

CVAA remains committed to providing the vital services that our eldest community members need in order to remain in their own homes. If there are any questions regarding our programs or services, please feel free to contact me. Thanks so much for your time and kind consideration.

Sincerely,



John Barbour  
Executive Director

Senior HelpLine: (800) 642-5119 (Voice/TTY)

[www.cvaa.org](http://www.cvaa.org)



P.O. Box 158  
Winooski, Vermont 05404-0158

(802) 865-0360 or (800) 639-2084  
Fax (802) 865-0363



## VERMONT ASSOCIATION FOR THE BLIND AND VISUALLY IMPAIRED

October 16, 2003

Ms. Tina Levick  
Town Clerk  
Town of Fairfax  
67 Hunt St.  
Fairfax, VT 05454

Dear Ms. Levick,

The Vermont Association for the Blind and Visually Impaired (VABVI) thanks the Town of Fairfax for your most recent gift of \$250. The generosity of your townspeople toward their blind and visually impaired neighbors is commendable. Today we respectfully request \$250 for 2004, to again support services for blind and visually impaired people living in your town.

VABVI is the only private, nonprofit organization in the state providing comprehensive training and support for visually impaired Vermonters of all ages. In fiscal year 2003, with the help of concerned donors, VABVI served 1,413 clients – 1,128 adults and 285 children. **Eighty-seven cents out of every dollar we received went back into the community in the form of services we provide**, and we owe this in part to our dedicated corps of volunteers. Last year, 204 VABVI volunteers drove 181,206 miles and donated 14,631 hours of service, either by driving, reading, shopping, Brailleing, working in the office or other capacities.

### A History of Service

Established with assistance from Helen Keller and the American Foundation for the Blind, VABVI has been working for the benefit of Vermonters with vision impairment for over 77 years. We are governed by a 21-member board of directors who come from eight different counties and who meet quarterly at sites around the state. The mission of VABVI is to enable Vermonters with vision problems, whether blindness or impairment, to achieve and maintain independence. Throughout VABVI's history, our services have been provided without charge to our clients so that people who need our services don't decline them due to financial constraints.

### Children's Services Provide a Foundation for a Successful Education

VABVI provides the support and materials necessary for Vermont's blind and visually impaired children and teens to succeed. Our itinerant Teachers of the Visually Impaired (TVI) begin work with infants, children and their families as soon as visual impairment is discovered. We help parents and families learn about resources, teaching techniques and adaptive technology that can ensure the successful development of children in the home, school and community.

37 Elmwood Avenue  
Burlington, VT 05401  
(802)863-1358  
(FAX)863-1481  
Email: VABVI@aol.com  
Website: vabvi.org/main

10 Main St.  
Montpelier, VT 05602  
(802)828-5997  
(FAX)828-5999

10 Burnham Avenue  
Rutland, VT 05701  
(802)775-6452  
(FAX)775-4669

38 Park Place, Suite 2  
Brattleboro, VT 05301  
(802)254-8761  
(FAX)254-4802

Toll free numbers  
Burl (800)639-5861  
Mont (877)350-8838  
Rutland (877)350-8839  
Bratt (877)350-8840



## GREEN UP VERMONT

P.O. Box 1191

Montpelier, Vermont 05601-1191

(802)229-4586, or, 1-800-974-3259

[greenup@greenupvermont.com](mailto:greenup@greenupvermont.com)

October, 2003

Dear Select Board:

**Executive Director**

Melinda Vieux

**President**

F. Sheldon Prentice

**Treasurer**

Raymond Jennett, CPA

**Board Members**

Robert S. Babcock

Andrea Cohen

Julia Quimby-Cohen

Robert Davis

Marc Hall

Kennick Johnson

Donald Knight

Joe Kowalski

John LaBarge

Amy Noyes

E. Hale Ritchie

Larry Smith

Helen Stafford

Hon. Robert Stafford

Thank you for considering Green Up Vermont's request for your community's funding support. Your contribution will help keep Green Up operating not only for your benefit, but for our entire community of Vermont.

We respectfully ask you to include the appropriate amount from the guide below in your budget for next year. The guide remains the same as in previous years.

For towns under 1,000 population . . . . . \$ 50

For towns over 1,000 and under 2000 . . . \$100

For towns over 1,000 and under 3,000 . . \$150

For towns over 3,000 and under 4,000 . . \$200

For towns over 4,000 population . . . . . \$300

Thank you in advance for your contribution.

Sincerely,

F. Sheldon Prentice  
President

P.S. Let us know if you would like to receive information via email.

Our email address is: [greenup@greenupvermont.com](mailto:greenup@greenupvermont.com) and website: [www.greenupvermont.com](http://www.greenupvermont.com)

Information for your Annual Report:

"Green Up Vermont"

Green Up Day, May 1 2004

Thirty-three years strong, "Green Up Day" is a special day when Vermonters clean and spruce up their communities. We were the first state in our nation to designate a day for such cleaning of the entire state. Working together, we can keep our unique Green Up spirit growing for Vermont.

Green Up Vermont is the not-for-profit 501(c)(3) organization that promotes litter-free communities by supporting Green Up Day, civic pride and education.

Over 13,000 Vermonters participated in Green Up Day 2003, using over 33,000 Green Up bags, collecting over 200 tons of trash, piles of mixed metals and tires. Green Up Vermont arranged widespread promotional support in excess of \$25,000.

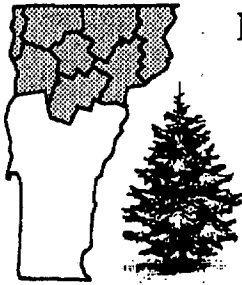
The success of Green Up for Vermont depends upon two essential ingredients. One is the combined efforts of individuals and civic groups who volunteer to make it all possible; and two, the financial support given by the public and private sectors throughout Vermont.

With your town's help, we can continue our unique annual Vermont tradition of, taking care of our beautiful landscape and promoting civic pride so our children grow up with Green Up.

Careful use of resources minimizes Green Up's costs. The State appropriates funds that cover about 15 percent of our budget. The rest comes from gifts from towns, individuals and businesses. These funds pay for supplies, promotion and services of two part-time employees. We ask your community to contribute, according to population, to keep Green Up growing for Vermont.

Contributions to  
Green Up Vermont  
are tax deductible  
to the extent  
allowable by law.





# Northern Vermont Resource Conservation & Development Council

*Rural Development ~ People Making Things Happen*

617 Comstock Rd., Suite 2  
Berlin, Vermont 05602-8498  
(802) 828-4595

November 20, 2003

Dear Board of Selectpersons, Town Clerks and Auditors:

On behalf of Northern Vermont Resource Conservation and Development (RC&D) Council, we hope this letter finds your community closing out a good 2003 and anticipating a hopeful 2004. We respectfully request your continued support by including an appropriation of \$50.00 in your 2004 Selectperson's budget. Being an organization with region-wide responsibility we are not able to petition each of the 113 towns within our area, so we ask that the small amount be included in the Selectboard's Budget.

The Northern Vermont Resource Conservation and Development Council is a 29 year old network of volunteers dedicated to identifying problems and designing solutions which fit the needs of its own communities. RC&D is a unique program that helps people care for and protect natural resources in a way that will improve the area's economy, environment and living standards. We serve our clients by coordinating and facilitating technical and financial assistance to local communities who initiate, sponsor, plan and implement projects.

**Technical assistance through the RC&D is available, at no cost to the community.** We would be happy to work with you on problems and challenges your community is facing and work together to find solutions. We are glad to be a part of the Rural Fire Protection Dry Hydrant Grant Program, Agritourism, Better Backroads Grant Program and Natural Resources Education initiatives which have had significant impact on communities in Northern Vermont this past year. Eligible projects cover many different areas including: community development; improvements to infrastructure and water quality; parks and recreation; and development of a diversified forest and agriculture industry. The RC&D can also assist with finding financial resources and grant requests to carry out planned projects.

Enclosed for reference and information is the Northern Vermont RC&D 2003 Annual Report and Budget, which describes the organization and its accomplishments.

Please consider this letter your invoice and feel free to contact us with your ideas. By working together we can arrive at solutions which will continue to improve our communities! For more information please call Beth Ann Finlay our Coordinator (802) 828-4595 or email: [beth\\_ann.finlay@vt.usda.gov](mailto:beth_ann.finlay@vt.usda.gov).

Respectfully Submitted,

Christine Kaiser, Chairperson

ENC: Annual Report & Budget  
Council Member List  
Invoice

## **Vermont Department of Health Annual Report – for Fairfax**

The Vermont Department of Health works to protect and improve the health of all citizens. The following are some of the essential services available to residents of Fairfax.

**Reportable Disease Case Investigations:** Infectious diseases continue to be a major source of illness, disability and death in the U.S. and Vermont, accounting for 25% of all doctor visits each year. The Health Department investigates all cases of disease such as meningitis, hepatitis, pertussis (whooping cough), and infectious diarrhea to determine their source, to recommend control measures (including current treatment standards) and to prevent further spread of disease. In 2002, the department investigated 82 cases of disease in Franklin County.

**Vaccine-Preventable Diseases:** Proper vaccination protects children and adults against many diseases, saves health care dollars, and minimizes sick leave from school or work. Immunization has reduced reportable cases of preventable diseases in Vermont to record low levels. Still, total annual hospital charges from vaccine-preventable disease in Vermont is \$2.6 Million, and each year 150 – 200 Vermonters die of pneumonia or influenza. During 2002, the Health Department distributed 11,754 doses of vaccine to health care providers in Franklin County. This represents a value of \$159,845.43 to these communities, especially children living in Fairfax.

**West Nile Virus (WNV) Surveillance:** WNV first appeared in the U.S. in New York City in 1999 and has become well established in the United States. Birds, mammals and people can get WNV from the bite of an infected mosquito. The Vermont Departments of Health and Agriculture conduct surveillance for WNV each year from June until cold weather limits mosquito activity in the fall. In 2003, 5 Town Health Officers in different parts of the state also participated in the program, assisting primarily with mosquito trapping. As of September 19, 2003: 450 mosquito pools were tested, with nine positive for WNV, and three horses have tested positive (one each from Addison, Orleans and Franklin Counties). In Franklin County from June-September 19<sup>th</sup> 2003, 162 dead birds were reported, 46 were tested, and 3 were found to be infected with West Nile Virus. There were no reported human or equine cases reported during this same time period.

**New public health issues emerge every year.** Some challenges being addressed by the Health Department include emergency preparedness and response to disease threats like SARS or potential acts of bio-terrorism; expansion of substance abuse prevention and treatment; and improving health care for people with chronic conditions like diabetes, asthma and cardiovascular disease.

If you would like more information about these efforts, or if you have a public health concern, please call the St. Albans District Office at 802-524-7970. Please visit our web site at [www.HealthyVermonters.info](http://www.HealthyVermonters.info) for information on health topics, public health emergency preparedness and response, news releases, publications, reports and general public health information.

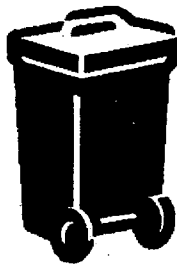




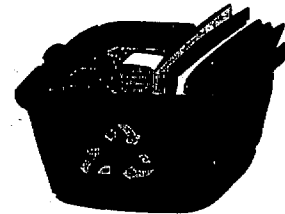
# CLEAN GREEN SANITATION

is your new Rubbish & Recycling Company

- ✓ YOUR PICK-UP DAY WILL  
REMAIN THE SAME
- ✓ PICK-UP TIME IS 7 AM FOR  
RUBBISH & RECYCLING



NEW  
RECYCLING  
IS NOW  
WEEKLY &  
"ALL-IN-ONE"



WE ALSO CAN PROVIDE:  
DUMPSTERS, CONSTRUCTION CONTAINERS, REMOVAL OF  
APPLIANCES, RECYCLING INFO, SPECIAL PICK-UPS

## FOR INFORMATION:

Please call 802-658-8600  
or visit the Fairfax Web Page on our website at  
[www.cleangreen-vt.com](http://www.cleangreen-vt.com)

*We look forward to working for your town !*

*Tim, Dave, & the Clean Green Team*

# CLEAN GREEN SANITATION INC.

## FAIRFAX TOWN RUBBISH & RECYCLING SCHEDULE

### RECYCLING    WEDNESDAY

Weekly	Allen Irish Road
Weekly	Cleary Road
Weekly	Main Street (From Cleary to Highbridge Rd)
Weekly	Toof Road
Weekly	Plains Road
Weekly	Sand Hill Road
Weekly	Crystal Road
Weekly	Lily Road
Weekly	Heights Road
Weekly	Delorme Road
Weekly	McNall Road
Weekly	Richards Road
Weekly	Browns River Road
Weekly	Maple Street
Weekly	Hunt Street
Weekly	Cain Street
Weekly	School Street
Weekly	River Road
Weekly	Goose Pond Road
Weekly	Fireman's Pond Road
Weekly	Fletcher Road
Weekly	Swamp Road
Weekly	Tabor Hill Road
Weekly	Wilkins Road
Weekly	Sweet-Slattery Road
Weekly	Comette Road
Weekly	Coolum Road
Weekly	Fanton Road
Weekly	Shepardson Hollow Road
Weekly	Chaffee Road
Weekly	Stone Brook Road

### RECYCLING    THURSDAY

Weekly	Highbridge Road
Weekly	Spooner Road
Weekly	Main St (From Highbridge to Austin Rd)
Weekly	Rocky Ridge Road
Weekly	Flanders Road
Weekly	Wagner Road
Weekly	Austin Road
Weekly	Rood Mill Road
Weekly	Meade Road
Weekly	Sam Webb Road
Weekly	Buck Hollow Road (From Main to Woodward Rd)
Weekly	Woodward Road
Weekly	Evergreen Road
Weekly	Huntville Road
Weekly	Ferguson Road
Weekly	Boissoneault Road
Weekly	Parker Road
Weekly	Main St (From Austin Rd to Town Line)
Weekly	Cherrierville Road
Weekly	Berthiaume Road
Weekly	Buck Hollow (from Rood Mill to Carroll Hill Rd)
Weekly	Carroll Hill Road
Weekly	West Street (to Box 142)
Weekly	Cadieus Road (to Red Barn with Windmill)
Weekly	Cherrierville (from Berthiaume to Brick Church)
Weekly	Rugg Road (to Box 138)
Weekly	Brick Church Road
Weekly	Windtop Road
Weekly	Snowcrest Road
Weekly	Highland Pond
Weekly	Bessette Road
Weekly	Pilon Road (to Gillen Rd)
Weekly	Nichols Road
Weekly	King Road

**Please Note:**  
**HOUSEHOLD HAZARDOUS WASTE DAYS**  
**FOR 2004 WILL BE**  
**SATURDAY MAY 15 & SATURDAY OCTOBER 16**

*Thank you to those that take the time  
to clear the sidewalks in Town.*

*Please help out during winter snow storms by  
clearing out around a fire hydrant  
in your neighborhood. It may help save a life!*

**Annual Report**  
**of the**  
**Fairfax**  
**Water Department**  
**and**  
**Pollution Control Plant**

**For The Year Ending December 31, 2003**

## FAIRFAX WATER DEPARTMENT

### RECEIPTS:

Water Rents	75,877.54
Interest	186.57
Water Line Break	4,412.33
Refund	1.03
Grant & Transferred Funds	60,889.04
<b>TOTAL RECEIPTS</b>	<b>141,366.51</b>

### DISBURSEMENTS:

Wages	19,085.80
Social Security	1,460.06
Retirement	862.71
Mileage	731.52
Insurance	4,376.23
Electricity	6,465.43
Maintenance & Repair	8,065.39
Samples & Postage	3,581.48
Bond Investment	42,198.04
Interest	975.00
Bond Payment	43,180.74
refund Grant	5,168.00
Well Project	11,858.00
Rental Equipment	456.00
<b>TOTAL DISBURSEMENTS</b>	<b>148,464.40</b>

Cash Balance Jan 1, 2003	15,212.46
Total Income	141,366.51
Total Disbursement	-148,464.40
<b>Cash Balance Dec 31, 2003</b>	<b>8,114.57</b>

## WATER DEPARTMENT FINANCIAL REPORT

### CASH ASSETS

	12/31/02	12/31/03
Peoples Trust Company-Checking Account	15,212.46	8,114.57
Accounts Receivable	308.26	347.13
Money Market Savings # 306966 (Water Bond)	60,501.67	60,273.28
Escrow Acct Water Permits Acct#340961	3,322.29	3,512.40
Grant-Water Well	9,100.00	3,932.00
<b>TOTAL CASH ASSETS</b>	<b>88,444.68</b>	<b>76,179.38</b>

### LIABILITIES

	12/31/02	12/31/03
VT Municipal Bond Bank	2,150,000.00	1,252,241.32

Patricia McNall  
Regina Meigs  
Robin Chapman  
AUDITORS

Grant Funds were used for the Water Well \$11,858.00 and a balance of \$5,168. was returned.

## FAIRFAX POLLUTION CONTROL FACILITY

### RECEIPTS:

Sewer Rents	69,161.57
Town Tax Assessment	4,600.00
Sewer Applications	3,000.00
Transfer from Escrow	2,183.50
<b>TOTAL RECEIPTS</b>	<b><u>78,945.07</u></b>

### DISBURSEMENTS:

Wages	23,365.29
Social Security	1,787.44
Retirement	992.24
Mileage	458.56
Insurance	3,288.09
Electricity	12,975.07
Telephone & Alarm System	1,114.12
Fuel	597.64
Maintenance & Repair	12,095.69
Samples & Postage	1,353.43
Legal Fees	3,092.97
Bond Payment	7,000.00
Interest	2,125.00
Sewer Applications Refunded	2,183.50
<b>TOTAL DISBURSEMENTS</b>	<b><u>72,429.04</u></b>

Cash Balance on Jan 1, 2003	12,203.99
Total Receipts	78,945.07
Total Disbursements	<u>-72,629.04</u>
<b>Cash Balance on Dec 31, 2003</b>	<b><u>18,520.02</u></b>

## POLLUTION CONTROL FINANCIAL REPORT

### CASH ASSETS

	12/31/02	12/31/03
Peoples Trust Company		
Pollution Control Reserve Acct#803230	70,040.92	71,487.93
Peoples Trust Company Checking	12,203.99	18,520.02
Accounts Receivable	1,579.19	1,859.87
Pollution Control Escrow Acct#340961	2,305.78	122.28
	<u>86,129.88</u>	<u>91,990.10</u>

### LIABILITIES

	12/31/02	12/31/03
Community Program Loan Trust		
Sewer System Note	39,000.00	32000.

Patricia McNall  
Regina Meigs  
Robin Chapman  
AUDITORS

**Annual Report**  
  
**Of the**  
  
**Fairfax**  
  
**Town School District**  
  
**Fairfax, Vermont**

**For The Year Ending**  
**December 31, 2003**

## Legal Warning 2004 Fairfax Town School District Annual Meeting

The inhabitants of the town of Fairfax who are legal voters in the Annual Town School District Meeting are hereby warned and notified to meet in the auditorium at BFA Fairfax, on Saturday, February 28, 2004 at 10:00 AM, for the purpose of voting upon or transacting such business not involving voting by Australian Ballot.

Articles I, II, III, IV and V to be voted upon by the use of the Official Australian Ballot. The polls to open Tuesday, March 2, 2004 at 7:00 AM and to close at 7:00 PM.

- Article I** Shall the legal voters from said school district elect the following officers by Australian Ballot?
- *School Director for two year term*
  - *School Director for a three year term*
  - *BFA Trustee for five year term*
- Article II** Shall the voters of said school district appropriate \$9,079,867 to meet the expenses and liabilities of the School District for the fiscal year 2004-2005?
- Article III** To see if the voters of Fairfax Town School District will approve \$65,000 for the purchase of an additional school bus.
- Article IV** To see if the voters of said school district will direct the school directors to appropriate \$50,000 of the budget surplus into a building capital improvement fund.
- Article V** Shall the voters of Fairfax Town School District approve the appropriation of \$100,689 of the budget surplus towards the payoff of the total remaining balance on the School Bus Garage loan?
- Article VI** To see if the voters of said school district will authorize the school directors to borrow money for school expenses in anticipation of revenue for the ensuing year.
- Article VII** To approve the School Directors' report from the previous year.
- Article VIII** To do any other legal business to come before said meeting.
- Article IX** To adjourn.

Approved by the Board of School Directors on January 19, 2004.

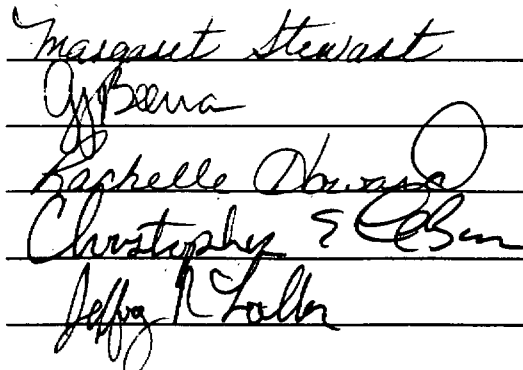
Margaret Stewart, Chair

Gregory Beeman

Rachelle Howard

Christopher LeBaron

Jeffrey Loller

The block contains five handwritten signatures, each written over a horizontal line. From top to bottom, the signatures are: Margaret Stewart, Gregory Beeman, Rachelle Howard, Christopher LeBaron, and Jeffrey Loller. The signatures are written in dark ink and are cursive in style.



## ABSTRACTS OF THE 2003 FAIRFAX SCHOOL DISTRICT MEETING

The inhabitants of the Town of Fairfax who are legal voters in the ANNUAL TOWN SCHOOL DISTRICT MEETING met in the auditorium of BFA Fairfax on Saturday, March 1, 2003 for the purpose of voting upon or transaction such business not involving voting by Australian ballot. The meeting commenced at 10:00 A.M.

ARTICLES I, II, III, IV, and V were voted upon by the use of the official Australian ballot. The polls opened at 7:00 A.M. on March 4, 2003 and closed at 7:00 P.M.

### ARTICLE I Elected the following officers:

School Director for 3yr term	Margaret Stewart	709 Votes
School Director for 2yr term	Rachelle Howard	661 Votes
BFA Trustee for a 5yr term	Edward Nuttall	428 Votes
	Robert Zelle	340 Votes

### ARTICLE II The voters approved the Fairfax Town School District Budget of \$8,303,354.00, to meet the expenses and liabilities of the School District for fiscal year 2003-2004. IN FAVOR-398      OPPOSED-392

School District Meeting was opened for discussion on budget.  
A motion was made by Marti Sterin to allow out of town Administrators to speak at School District Meeting. Motion 2nd by John Lincoln.  
A motion was made by Carol Bessette to allow out of town Representatives to speak at School District Meeting. Motion 2nd by Bob Horr.  
Scott Lang did a presentation on the challenges, growth and gains of the school district.  
Peggy Stewart did a presentation for the School Board.  
Glenn McNail presented the budget.  
The following issues were addressed:  
Questioned if football is included in school extracurricular.  
12% of BFA students are in special ed program.  
Benefits for business office personnel.  
Collection points for student bus pickup instead of covering all roads.

### ARTICLE III Approved to support the repair of the middle school gymnasium roof in an amount not to exceed \$20,000.00. IN FAVOR-662      OPPOSED-136

Greg Beeman made a statement that the roof actually needs to be replaced not repaired.

ARTICLE IV Approved to appropriate \$65,000.00 (sixty-five thousand dollars) plus three percent in each succeeding year for each of the next five years, beginning in fiscal year 2003-04 to be used for the purpose of upgrading the school bus fleet annually.

IN FAVOR-475      OPPOSED-322

The following was discussed on this article:

The oldest bus is being replaced first from the oldest shifting from a 1987 to 1994.

If there is low mileage on the buses why not maintain rather than replace.

The former program was to replace every other year, why are we replacing ever year now?

The maintenance is very good but after a time period the buses need to be replaced.

An explanation was made on the different cost of the buses, being some are vans.

Small buses are no longer safe and are not big enough.

Can the article be rewritten to include only one bus?

Article would have to be rewritten and voted on next year.

Is it legal to appropriate money for future years in one article?

ARTICLE V Approved the purchase of property described as Lots 2, 3, 4 and proposed road from Hunt Street as delineated in a map entitled "Subdivision Map Lee and Louise Minor, Fairfax, Vermont" per the September 24, 2002 Purchase and Sale Contract between the Fairfax School District and Lee and Louise Minor at an annual cost of \$11,500 per year for a period of 10 years.

IN FAVOR-427      OPPOSED-363

The following was discussed on this article:

Explanation of how the land could be by students and residents, possibly recreational use.

Why not use the CVPS land for recreation?

Support for the CVPS land for recreation rather than approving this article.

Could we buy this land and resell?

The School Board should have gotten an assessment on whether the school could use this land for expansion.

Blaisdell property was voted down and there is no more land adjacent to the school.

Jeff Loller did a presentation on the School Revenues.

Chris LeBaron did a speech on the school mission statement.

Don Collins explained the CLA.

Donna Meunier explained the reappraisal process and the effect on the town.

ARTICLE VI Approved the School Director's Report.

Barb Murphy made motion to move the article, Mark Rainville seconded the motion. So voted.

ARTICLE VII Authorized the School Director's to borrow money for school expenses in anticipation of revenue for the ensuing year.

Lena Meunier made motion to move the article, Ed Nuttall seconded the motion. So voted.

ARTICLE VIII No other business.

ARTICLE IX Recessed School District Meeting at 1:15 P.M. until March 4, 2003 at 7:00 A.M.

# Fairfax Town School District

## Summary of Anticipated Revenues

Fiscal Year 2004-2005

	2002-03 Budget	2002-03 Actual	2003-04 Budget	2004-05 Budget
Surplus			50,000	262,136
10-1110.00 Local Share Property Tax	1,292,605	1,271,412	1,600,770	0
10-1110.01 Special Articles-Local	60,000	60,000	96,500	0
10-1322.00 Tuition	800,000	859,942	785,000	840,000
10-1362.00 SPED Tuition	85,000	99,492	75,000	80,000
10-1510.00 Interest Earned	70,000	30,963	65,000	50,000
10-1690.00 Food Service			5,000	2,000
10-1700.00 Game Receipts	2,000	5,919	2,000	4,000
10-1910.00 Hall & Room Rent	1,000	602	1,000	1,000
10-1960.00 Sale of Fixed Assets	0	25	0	0
10-1991.00 Vending Machine Income	500	3,725	1,000	2,000
10-1990.00 Miscellaneous	500	3,221	500	1,000
10-3109.00 GSSG from Town	2,027,520	2,027,520	2,342,362	0
10-3109.00 Homestead Revenue to School				3,283,133
10-3110.00 General State Support Grant	1,878,197	2,112,972	1,866,728	0
10-3110.00 Education Spending Revenue from State				2,215,111
10-3112.00 Non-Residential Property Tax Revenue				1,217,936
10-3115.00 Local Share Support Grant	761,815	784,677	782,232	0
10-3150.00 Transportation Reimbursement	90,000	119,080	80,000	100,000
10-3201.00 SPED Block Grant	210,992	210,992	210,320	224,287
10-3202.00 SPED Intensive Reimbursement	246,017	243,706	244,553	409,800
10-3204.00 Essential Early Ed Grant	35,965	36,039	30,689	31,850
10-3205.00 SPED Care & Custody	12,000	58,418	12,000	35,000
10-2250.00 Title I	81,699	142,407	95,200	126,300
10-3282.00 Driver Ed Reimbursement	5,000	4,893	4,000	4,000
10-3308.00 Voc Transportation Reimbursem	50,000	53,235	50,000	50,000
10-4226.00 IDEA B		5,294	0	0
10-4260.00 Title V -Innovative Education		1,083	0	0
10-5481.00 Medicaid		21,117	0	0
Other grants	0	3,000	0	0
Business Services		31,000	0	0
Total Revenue	7,710,810	8,190,734	8,399,854	8,939,553
Special Program Revenue-ACT 68				140,314
Local Articles				215,689
Gross ACT 68 Revenue				9,295,556

**Bellows Free Academy Fairfax**  
**Operating Expenditure Budget Proposal**  
**Fiscal Year 2004-2005**

	<b>2002-03</b>	<b>2002-03</b>	<b>2003-04</b>	<b>2004-05</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>

**Direct Instructional-General Education**

This program includes all general education classroom activities, guidance, library, nurse, and compensatory education

Salaries, Teachers	3,110,091	3,008,199	3,127,439	3,311,411
Salaries, Paraprofessionals	132,042	184,672	136,163	191,689
Salaries, Substitutes	70,500	50,616	72,615	65,000
Benefits	688,078	697,249	760,237	844,064
Tuition Reimbursements	48,311	66,707	52,688	77,260
Supplies, Books & Materials	202,729	193,062	195,311	193,828
Tuition, Technical Centers	130,000	120,659	136,500	366,250
Professional & Technical Services	93,000	28,641	86,790	68,383
Purchased Property Svcs & equip	120,000	36,870	122,600	35,675
Total Regular Education Program	4,594,751	4,386,675	4,690,343	5,153,560

**Extra-Curricular Programs**

These programs include sports and non-sport activities

Salaries & Officials	90,000	79,178	83,425	90,702
Benefits	7,000	5,159	6,485	5,733
Supplies & Materials & Fees	15,000	13,574	15,450	17,952
Total Extracurricular Program	112,000	97,911	105,360	114,387

**Special Education Program**

This program includes special education, speech, the EEE program; planning room;  
 We receive partial reimbursement for these programs from the State

Salaries, Teachers	371,141	421,039	456,375	510,475
Salaries, Paraprofessionals	299,610	300,206	341,769	414,052
Benefits	115,500	121,372	141,489	161,004
Tuition Reimbursements	11,758	8,708	14,536	23,040

**Bellows Free Academy Fairfax**  
**Operating Expenditure Budget Proposal**  
**Fiscal Year 2004-2005**

	2002-03	2002-03	2003-04	2004-05
	BUDGET	ACTUAL	BUDGET	BUDGET
Contract Services	68,960	39,178	71,029	43,402
Transportation	21,000	42,654	22,050	24,000
Contracted Psych Services	15,000	15,000	15,750	0
Admin Fee from Supervisory Union	39,528	38,823	38,092	35,990
Tuition	87,500	175,775	91,875	100,000
Travel & Purchased Services	14,497	4,510	15,222	10,900
Supplies, Books, Software, Equip, etc.	11,236	8,466	11,574	11,252
Total Special Education Program	1,055,731	1,175,731	1,219,761	1,334,115

**General Administration (Board)**

These expenses include our FWSU assessments, legal fees, audit services, and misc.

SU Assessments	143,612	144,091	153,891	160,552
Legal, Audit & other services	30,000	40,256	45,000	48,691
<b>Total General Administration</b>	<b>173,612</b>	<b>184,347</b>	<b>198,891</b>	<b>209,243</b>

**Office of the Principals**

These expenses include the salaries and benefits for our Principals and Secretaries  
copying, supplies, materials, etc for our two school offices

Principals Salaries	207,430	225,564	204,822	210,967
Benefits Principals	47,008	15,066	51,123	60,224
School Office Salaries	101,782	92,778	111,766	95,128
School Office Benefits	36,070	27,323	42,361	31,132
Purchased Business & Property Service:	10,000	11,875	10,500	11,000
Other Services (phone, postage, travel)	22,000	17,727	23,100	18,500
Supplies & Materials & Graduation	15,000	12,683	15,750	16,800
High School Certification Requirements	4,000	1,567	5,000	15,000
Property, Dues & Fees	4,000	2,820	4,200	3,000
<b>Total Office of the Principals</b>	<b>447,290</b>	<b>407,403</b>	<b>468,622</b>	<b>461,751</b>

**Business Office**

**Bellows Free Academy Fairfax****Operating Expenditure Budget Proposal****Fiscal Year 2004-2005**

	<b>2002-03</b>	<b>2002-03</b>	<b>2003-04</b>	<b>2004-05</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>

These expenses include the salaries and benefits for our Business Manager and Bookkeepers, their office expenses and any short term borrowing costs the district may have. We bill FWSU and Fletcher for the services we provide them.

Business Office Salaries	103,539	120,977	119,902	101,143
Business Office Benefits	28,873	21,468	33,021	30,684
Other	14,359	15,235	14,827	11,303
Short Term Interest	40,000	37	35,000	30,000
Total Business Office	186,771	157,717	202,750	173,130

**Plant Operations**

These expenses include the salaries and benefits for our Buildings and Grounds Staff, Contracted Services, Utilities, Supplies & Materials, misc.

Salaries	185,926	205,435	220,128	230,511
Substitutes	20,000	7,280	21,000	10,000
Benefits	66,074	63,223	75,082	88,117
Other	315,000	534,941	330,750	394,406
Total Plant Operations	587,000	810,879	646,960	723,034

**Transportation**

These expenses include the salaries and benefits for our Transportation Director, Mechanic and Drivers, the cost of maintaining our bus fleet, and specific costs related to the new bus barn yard

Salaries	191,993	171,622	205,614	213,837
Benefits	34,771	29,119	37,803	41,069
Bus Barn Yard	10,000	29,531	20,000	0
Other	45,000	54,992	47,250	67,800
Total Transportation	281,764	285,264	310,666	322,706

**Other Expenditures**

**Bellows Free Academy Fairfax**  
**Operating Expenditure Budget Proposal**  
**Fiscal Year 2004-2005**

	<b>2002-03</b>	<b>2002-03</b>	<b>2003-04</b>	<b>2004-05</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
These expenses consist of our long term debt and interest obligations for bonds and notes payable				
Summer Camp	0	22,397	15,000	17,148
transfers/other funds	0	30,438	0	0
Prior period adjustment	0	(101,738)	0	0
Repayment to the State	0	15,325	0	0
Grant Funded Expenditures	0	8,163	0	0
Land Acquisition	0	0	0	11,500
Long Term Debt Payments	450,000	424,959	445,000	418,979
Total Other Expenditures	450,000	399,544	460,000	447,627
<b>Total Operating Expenditures</b>	<b>7,888,919</b>	<b>7,905,471</b>	<b>8,303,353</b>	<b>8,939,553</b>
<b>Total Operating Increase</b>			<b>414,434</b>	<b>636,200</b>
<b>Rate of Increase</b>			<b>5.25%</b>	<b>7.66%</b>
<b>Special Program Expenditures-ACT 68</b>				<b>140,314</b>
<b>Gross ACT 68 School Budget</b>				<b>9,079,867</b>
<b>Non-Operating Articles</b>				
Bus Purchase	0	0	65,000	65,000
Building/Capital Improvement	40,000	46,243	20,000	50,000
Technology infrasystems	20,000	2,706	0	
Drivers Ed Car	0	0	0	
Land Purchase-Minor	0	0	11,500	
Pay off Loan-School Bus Garage				100,689
Total Articles	60,000	48,949	96,500	215,689
<b>Total School District Expenditures</b>	<b>7,948,919</b>	<b>7,954,420</b>	<b>8,399,853</b>	<b>9,295,556</b>

## PRELIMINARY

## Three Prior Years Comparisons

ESTIMATES  
ONLYDistrict: **Fairfax**  
County: **Franklin**LEA: **071**  
S.U.: **Franklin West**

## Expenditures

## Budget (local budget approved in prior years)

82% of base payment per FTE paid to tech centers by the State on behalf of the district in FY2005

S.U. assessment (included in local budget)

Deficit (if included in local budget)

Block grant paid by State to tech center in prior years

1. Separately warned article passed at town meeting

2. Separately warned article passed at town meeting

3. Separately warned article passed at town meeting

Act 144 Expenditures, (excluded from "Education Spending")

## Act 68 local adopted budget

Union school or joint school district assessment

Deficit if not included in budget or revenues

Special programs expenditures (if not included in local budget)

## Gross Act 68 Budget

Act 144 expenditures (if any - excluded from "Education Spending")

## Revenues

Local revenues (categorical grants, donations, tuitions, surplus, etc., including Act 144 revenues)

Capital debt aid

Special program revenues (if not included in local budget)

Deficit if not included in budget or expenditures

Act 144 revenues

## Total revenues

Fund raising (if any)

## Adjusted local revenues

## Education Spending (Act 68 definition)

Equalized Pupils

## Education Spending per Equalized Pupil

Excess Spending per Equalized Pupil (if any)

Per pupil figure used for calculating District Adjustment

District spending adjustment  
(minimum of 100%)  
(\$8,898 / \$6,800)Anticipated homestead tax rate, equalized  
(130.853% x \$1.10)Household Income Percentage for income sensitivity  
(130.853% x 2.0%)

	FY2002	FY2003	FY2004	FY2005	
1.	7,684,122	7,888,920	8,303,354	8,939,553	1.
2.	not applicable	not applicable	not applicable	163,376	2.
3.	139,742	143,612	153,891	196,542	3.
4.	-	-	-	not applicable	4.
5.	121,817	130,022	154,662	not applicable	5.
6.	58,000	40,000	11,500	100,689	6.
7.	-	20,000	20,000	50,000	7.
8.	-	-	65,000	65,000	8.
9.	-	-	-	-	9.
10.	7,863,939	8,078,942	8,554,516	9,155,242	10.
11.	-	-	-	-	11.
12.	-	-	-	-	12.
13.	168,538	161,379	178,443	140,314	13.
14.	8,032,477	8,240,321	8,732,959	9,295,556	14.
15.	-	-	-	-	15.
16.	1,732,000	1,692,339	1,711,262	2,223,373	16.
17.	-	-	-	-	17.
18.	168,538	161,379	178,443	140,314	18.
19.	-	-	-	-	19.
20.	1,900,538	1,853,718	1,889,705	2,363,687	20.
21.	-	-	-	-	21.
22.	1,900,538	1,853,718	1,889,705	2,363,687	22.
23.	-	-	-	-	23.
24.	6,131,939	6,386,603	6,843,254	6,931,869	24.
25.	771.30	767.25	771.46	779.05	25.
26.	7,950	8,324	8,871	8,898	26.
27.	not applicable	not applicable	not applicable	not applicable	27.
28.	not applicable	not applicable	not applicable	8,898	28.
29.	not applicable	not applicable	not applicable	130.853%	29.
30.	not applicable	not applicable	not applicable	\$1,439	30.
31.	not applicable	not applicable	not applicable	2.62%	31.



**FAIRFAX TOWN SCHOOL DISTRICT**  
**TREASURER'S REPORT**  
**July 1, 2002-June 30, 2003**  
**GENERAL FUND**

	BUDGET 2002-2003	ACTUAL 2002-2003
<b>RECEIPTS</b>		
School Property Tax-Education Tax	2,027,520.00	2,027,520.00
-Local Share Tax	1,292,605.00	1,331,412.00
Tuition	800,000.00	861,592.00
SPED Tuition	85,000.00	99,491.91
Individual Tuition		11,350.00
Interest	70,000.00	30,963.41
Basketball Game Receipts	2,000.00	8,018.57
Hall & Gym Rent	1,000.00	601.82
Vending Machines	500.00	3,724.66
Miscellaneous	500.00	7,620.25
State of Vermont-Education Tax	2,114,641.00	2,112,972.00
State of Vermont-Local Share Tax	761,815.00	784,677.00
Block Grant	210,992.00	210,992.00
Special Ed Reimbursement	246,017.00	257,668.00
Early Ed Grant	35,965.00	23,908.00
Drivers Education	5,000.00	4,893.30
Vocational Transportation	50,000.00	53,235.00
Transportation Reimbursement	90,000.00	102,020.00
Care & Custody	12,000.00	60,711.81
Title I	83,365.00	142,407.00
Essential Early Ed Grant	0.00	36,039.00
<b>TOTAL SCHOOL RECEIPTS</b>	<b>7,888,920.00</b>	<b>8,171,817.73</b>

<b>RECEIPTS</b>	
School Receipts	8,171,817.73
Reimbursements	226,662.73
Transferred - Fund 1	12,381,081.04
Borrowed Funds	2,032,000.00
<b>TOTAL RECEIPTS</b>	<b>22,811,561.50</b>

<b>DISBURSEMENTS</b>	
School District Orders-Fund 1	9,162,184.52
Transferred Funds	11,064,890.63
Borrowed Funds	2,032,000.00
<b>TOTAL DISBURSEMENTS</b>	<b>22,259,075.15</b>

**GENERAL FUND BALANCE  
MODIFIED ACCRUAL ACCOUNTING**

General Fund Balance on July 1, 2002	2,003.02
Total Receipts	22,811,561.50
Total Disbursements	<u>-22,259,075.15</u>
<b>Balance June 30, 2003</b>	<b><u>554,489.37</u></b>

Donna Meunier  
School Treasurer

<b>TUITION RECEIVED:</b>	
Georgia School District	114,295.00
Town of Fletcher	607,647.00
Town of Fairfield	14,700.00
Town of Westford	117,600.00
Miscellaneous	<u>7,350.00</u>
<b>TOTAL TUITION</b>	<b><u>861,592.00</u></b>

# AUDITOR'S SCHOOL DISTRICT FINANCIAL REPORT

## CASH ASSETS

	<u>6/30/02</u>	<u>6/30/03</u>
Bank North Checking & Investments	2,003.02	554,489.37
Chittenden Checking #17005634	0.00	4,344.13
Peoples Trust Co. #62571 Cafeteria Fund	12,564.50	25,087.01
Reserve Account Chittenden #17005650	38,904.97	39,334.43
Student Activity Account #0090887	29,049.37	32,781.66
Principal's Accounts		
Elementary #0125192	52.70	1,213.28
Middle #0125192	1,152.88	0.00
High #0083030	844.60	708.23
Hot Lunch Money		
Checking #0434566	4,595.41	1,313.39
Money Market #0127268	4,308.12	0.00
Scholarship Funds Banknorth #0127255	18,670.00	19,452.04
Union Bank Construction Acct #755346	70.00	70.27
Union Bank Money Market #836214	0.00	6.33
<b>TOTAL CURRENT ASSETS</b>	<b>112,215.57</b>	<b>678,800.14</b>

## LIABILITIES

	<u>6/30/02</u>	<u>6/30/03</u>
Vermont Municipal Bond Bank	720,000.00	630,000.00
Vermont Municipal Bond Bank	2,535,000.00	2,385,000.00
Chittenden Bank Loan	150,000.00	0.00
Banknorth (Garage)	123,300.00	109,600.00
Union Bank (Climate Control)	24,000.00	16,000.00
Outstanding Payable (Elevator)	0.00	40,000.00
<b>TOTAL LIABILITIES</b>	<b>3,552,300.00</b>	<b>3,180,600.00</b>

## AUDITOR'S REPORT

We, the undersigned Auditors of the Town of Fairfax, respectfully report that we have examined and approved, as required by law, the accounts of the Town Officers and find their transactions to be as shown in the several reports.

Patricia McNall

Robin Chapman

Regina Meigs

## **AUDITOR'S FINDINGS AND RECOMMENDATIONS SCHOOL BOOKS**

### **Re: Principal's Accounts**

As recommended last year, we found two active accounts – elementary and high school. We recommend these accounts be combined into one interest bearing account and its use restricted. Any student activity funds should be managed through the student activity account, not the principal's account. All funds withdrawn from the principal's account should be approved by the school board and signed by the school treasurer.

### **Re: Open and Unused Accounts**

We found three accounts that have not been used for a year and in one case, not used for one year and a half. The Chittenden Checking account (#17005634) has had approx. \$4,000 dollars in it for a year and is not in an interest bearing account. This account is inactive and we recommend it be closed.

Union Bank Construction Account (755346) has had \$70.27 in it for one year, not an interest bearing account and inactive for the full year. We recommend this account be closed.

Union Bank Money Market Account (836214) has had \$6.33 in it for one and one half years and has been inactive for this period. We recommend this account be closed.

### **Re: Warrants**

We recommend that all check numbers be shown on the School District warrant sheets.

We also recommend that all checks that are voided should have a warrant issued for tracking purposes.

We recommend that the School Board Clerk date the warrants when he/she signs for them.

### **Re: Prior Year Expenses**

We recommend all prior year expenses should be warranted on a separate order and clearly marked "Prior Year" if paid after the end of the school year.

### **Re: Independent Auditors**

We recommend that the School District independent audit firm be changed immediately. Currently the audit team of Angolano and Co. has been used for the audit of the school books for the past eight (8) years.

## BFA TRUSTEE'S FINANCIAL REPORT

	<u>12/31/02</u>	<u>12/31/03</u>
Checking Account Balance	96.18	224.18
Morgan Stanley Dean Witter	17,441.36	21,336.24
Banknorth Investments	<u>97,345.46</u>	<u>93,533.52</u>
<b>Total</b>	<b>114,883.00</b>	<b>115,093.94</b>

Audited by Patricia McNall, Robin Chapman, Regina Meigs.

### Disbursements made during 2003

Scholarships	1,500.00
Bond	100.00
Community Defibrillator	3,000.00
Graduation Tent	1,000.00
Drama Request	272.00
Health Office Furniture	1,000.00

Submitted by John Mitchell, Treasurer BFA Trustees

# ANGOLANO & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

P. O. BOX 639  
SHELBURNE, VERMONT 05482

LOCATED AT:  
2834 SHELBURNE ROAD

TELEPHONE (802) 985-8992  
(800) 540-8992  
FAX (802) 985-9442

DAVID H. ANGOLANO, CPA  
HEATHER L. ANGOLANO, CPA  
DAVID J. ANGOLANO

## Independent Auditors' Report

To The School Board  
Fairfax School District

We have audited the accompanying general-purpose financial statements of Fairfax School District, Vermont, as of and for the year ended June 30, 2003, as listed in the table of contents. These general-purpose financial statements are the responsibility of Fairfax School District's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general-purpose financial statements referred to above do not include the General Fixed Assets Account Group which should be included in order to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Assets Account Group is not known.

The general-purpose financial statements referred to above do not include the fixed assets in its Proprietary Fund which should be included in order to conform with generally accepted accounting principles. Purchases of fixed assets are charged to current operations and are not depreciated over their estimated useful lives as required by generally accepted accounting principles. The amounts that should be recorded as fixed assets and charged as depreciation expense in the Proprietary Fund is not known.

In our opinion, except for the effects on the general-purpose financial statements of the omissions described in the preceding paragraphs, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of Fairfax School District, Vermont, as of June 30, 2003, and the results of its operations and the cash flows of its proprietary fund type and nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 12, 2003 on our consideration of Fairfax School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of Fairfax School District, Vermont taken as a whole. The combining and individual fund and account group financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements of Fairfax School District. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, except for the effects on the general and capital projects funds of the omissions described in the preceding paragraphs, is fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

*Angelano & Company*

Angolano & Company

Shelburne, Vermont

Firm Registration Number 92-0000141

September 12, 2003

Fairfax Town School District  
Combined Balance Sheet  
All Fund Types and Account Groups  
June 30, 2003

EXHIBIT I

	Governmental Fund Types			Proprietary Fund Type	Fiduciary Fund Types			Account Group		Totals (Memorandum Only)
	General Fund	Capital Project Fund	Enterprise Fund	Agency Funds	Expendable Trust Funds	Nonexpendable Trust Funds	Long-Term Debt			
ASSETS:										
Current Assets:										
Cash and Equivalents	\$ 558,834	\$ 39,404		\$ 44,248	\$ 19,452				\$ 661,938	
Building Contingency	100								100	
Accounts Receivable - State	5,286		\$ 15,233						20,519	
Accounts Receivable - Other LEAs	943								943	
Due From Other Funds	7,183					\$ 6,000			13,183	
Prepaid Expenses	31,482								31,482	
Total Current Assets	603,828	39,404	15,233	44,248	19,452	6,000			728,165	
Other Assets:										
Amount to be Provided for:										
Accrued Vacation								16,356	16,356	
Capital Lease Obligations								6,045	6,045	
Retirement of Long-Term Debt								3,228,572	3,228,572	
Total Other Assets								3,250,973	3,250,973	
TOTAL ASSETS	\$ 603,828	\$ 39,404	\$ 15,233	\$ 44,248	\$ 19,452	\$ 6,000		\$ 3,250,973	\$ 3,979,138	
LIABILITIES AND FUND EQUITY										
Liabilities:										
Cash Overdraft			\$ 14,045						\$ 14,045	
Accounts Payable - Supervisory Union	\$ 13,700								13,700	
Accounts Payable - Other	273,708								273,708	
Accrued Expenses	4,284								20,640	
Due To Other Funds				\$ 4,312	\$ 8,871			\$ 16,356	13,183	
Claims Payable				2,312					2,312	
Amount Held for Agency Funds				37,624					37,624	
Capital Leases Payable								6,045	6,045	
Loan Payable								87,972	87,972	
Notes Payable								125,600	125,600	
Bond Payable								3,015,000	3,015,000	
Total Liabilities	291,692		14,045	44,248	8,871			3,250,973	3,609,829	
Fund Equity:										
Fund Balances:										
Unreserved	262,136								262,136	
Reserved	50,000	39,404			10,581	6,000			99,985	
Restricted									6,000	
Retained Earnings			1,188						1,188	
Total Fund Equity	312,136	39,404	1,188		10,581	6,000			369,309	
TOTAL LIABILITIES & FUND EQUITY	\$ 603,828	\$ 39,404	\$ 15,233	\$ 44,248	\$ 19,452	\$ 6,000		\$ 3,250,973	\$ 3,979,138	



# Franklin West Supervisory Union

P. O. Box 108 • Fairfax, VT 05454 • Central Office: (802) 849-2283 • Business Office: (802) 524-3454 • Fax: (802) 849-2865

**Phil Higgins**

*Superintendent of Schools*  
[phiggins@fwsu.k12.vt.us](mailto:phiggins@fwsu.k12.vt.us)

**Adrienne Fisher**

*Director of Support Services*  
[afisher@fwsu.k12.vt.us](mailto:afisher@fwsu.k12.vt.us)

**Susan Boyer, Ed.D.**

*Director of Curriculum*  
[sboyer@fwsu.k12.vt.us](mailto:sboyer@fwsu.k12.vt.us)

**Chris Sumner**

*Business Manager*  
[csumner@gemsvt.org](mailto:csumner@gemsvt.org)

## Superintendents Report 2004 BFA Fairfax

Education is constantly undergoing change. The Franklin West Supervisory Union and Bellows Free Academy Fairfax are engaged in carrying out the changes identified in No Child Left Behind, an educational law passed by the federal government. Teachers and members of the support staff are required to be highly qualified as measured by this legislation. The State of Vermont is in the process of identifying all teachers that have these qualifications. Professional development courses and workshops are held in the district to give opportunities for additional learning. Students are being assessed by the state and all sub groups within the school must meet high standards. These five sub groups are identified as: ethnic, gender, socioeconomic, limited English proficiency, and students with disabilities. Meeting these requirements is a challenge and the school and Supervisory Union are aligning efforts to implement changes that will help our students succeed.

### Franklin West Supervisory Union Initiatives

- ✦ The Supervisory Union has been engaged in analyzing and interpreting student assessment data to allow administrators to identify areas for change and make data-driven decisions about school programs. A data warehouse is planned for next year, which will expand our current data mining capability, to include greater detail on student achievement by school, class level, and by cohort group as they move through the grades. The student data warehouse will also provide parents and community member's access to specific data in an online format.
- ✦ A Supervisory Union Assessment Committee was established at the beginning of the school year comprised of parents, board members, paraprofessionals, and administrators. The purpose of this committee is to develop accountability procedures for Supervisory Union initiatives, which includes aligning of FWSU priorities and school initiatives, analyzing data to determine the direction, priorities, and resource allocation of the S.U., and the development of long-range planning strategies to successfully move our schools forward.
- ✦ A five-year technology plan was developed in the Supervisory Union. By opting into Citrix™ Thin Client® solution along with BFA, staff can continue to use older computers at the speed of a newer PC. The Central Office alone will save an estimated \$9,000 on new equipment over the next five years, and BFA's savings will be even more significant. A major benefit of this new technology is the pooling of resources among the schools and the S.U.
- ✦ A Supervisory Union-wide technology team was established to coordinate state-required technology plans and to make the S.U. eligible for grants.
- ✦ The PreK-12 Mathematics Curriculum, developed with the hard work of educators from all three of the schools in the S.U., was finalized and is currently being implemented into classrooms. This new curriculum is based on the National Mathematics Standards as well as the Vermont Framework of Standards and Learning Opportunities. At several points during this three-year process, members of the curriculum teams presented drafts to their peers for input and discussion, and brought back comments to the team for consideration. The new math curriculum was introduced to the entire FWSU staff during the August inservice with keynote speaker Dr. Al Gross. Mathematics knowledge and skill is essential in helping people make sense of the world and make informed decisions. The goal of Franklin West Supervisory Union is for all students to become mathematically literate so that they may achieve confidence and competence in mathematics.
- ✦ FWSU has organized five graduate-level courses for teachers and paraprofessional staff, offering professional development in literacy, differentiated instruction, everyday mathematics (new math

program in Fletcher and Georgia Schools), and best practices in mathematics for administrators. Two other professional development opportunities are tentatively scheduled to be offered (based on number of interested participants) on adolescent development and integrating technology in the classroom. Fifteen teachers in the Supervisory Union completed 8 hours of training on drug, alcohol, and substance abuse prevention among students, as recommended by the State.

- ✦ The Supervisory Union brought together teachers with training and experience to form an advisory group of Curriculum Resource Facilitators. This group of teachers was organized in September from the three schools, to focus on literacy, math and the responsive classroom program. These Curriculum Facilitators organize meetings, facilitate discussions, work on assessments to support the new SU curriculum, and offer resources and support to other teachers within the District.
- ✦ While designing programs to support children with disabilities, a special educator is mandated to document all events surrounding the program. The volume of this information quickly becomes unwieldy. With grant support, the Supervisory Union joined in a state-wide SpEdDoc™ program, which helps special educators manage this paperwork in a system that meets the state requirements for reporting. The program was developed by special education administrators and is currently being used in over 65% of the state. SpEdDoc™ is a tool that will continue to enable the S.U. to effectively and efficiently manage and report special education information.

### **School Board Goals**

The Fairfax Board of School Directors adopted the following goals to prioritize their work for this year. These goals were developed based on information gathered by the School Board and administration from the Strategic Planning Input sessions and staff surveys completed last year.

**1. Staff Supervision: To implement the new teacher evaluation model and ensure successful teaching accountability and professional development.**

The school staff and administration has worked for the past year designing an effective teacher evaluation model. Teachers and administrators have attended professional development activities designed to enhance the evaluation process. This model will be evaluated and strengthened in areas to ensure and credit quality classroom instruction.

**2. Leadership Team: To create shared leadership opportunities between the administration, board of directors, faculty, community, and students, to broaden the capacity of our school to engage in continuous and meaningful improvement.**

The Leadership Team at BFA is comprised of teachers representing all levels of the school community and administrators. Currently the team has acted as the Steering Committee for the New England Association of Schools and Colleges (NEASC) accreditation process. This accreditation process is revisited every ten years and the school staff has been taking a very serious look at all aspects of the school program. This is the first year the entire school, from Early Education through grade twelve has been involved in the process and the exchange of ideas and priorities among all the teachers has been healthy for the overall school program. The final self-study report is complete and will be utilized to develop an action plan for school improvement.

**3. Strategic Plan: To continue work on a Long Range Vision and Plan for BFA. The development of this plan to include community members, students and staff.**

This strategic planning process continues with the additional work just completed by the Steering Committee of BFA and with the information gained from a student forum organized by the Student Council. School Climate is a major area discussed by the community forum participants and examined by the NEASC self-study. All groups recognize the positive building climate based on a consistent and realistic approach to behavior. The Responsive Classroom program at the elementary level prepares students for making responsible choices as they grow up. Students at the middle and high school take a greater degree of responsibility for their own actions and behaviors and work with trained staff to solve problem issues. This student accountability and staff support has improved the educational climate within the school to a great degree.

The student population in the school is remaining consistent. The following numbers reflect the tuition students that attend BFA from our neighboring communities. Our class sizes are in line with state guidelines and the school facility will be able to admit additional students in the future.

### **Student Population**

(as of January 2004)

<b>PreK</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
39	46	53	48	54	54	60	80	74	99	90	75	100	75

**Total: 948 Students**

This year, the voters of Fairfax will be asked to consider a budget that reflects an increase in expenditures. A sizable portion of the budget increase - \$303,690 – reflects a state-mandated change in accounting practices that will not impact next year's school tax rate. Last year, state funding for local students participating in technical center programs was directly delivered to the centers where the student was enrolled. This year however, the money will be included in the local districts budget before it gets passed on to the tech centers. All grants received by the school must also be reflected in the expenditure budget voted on by the community. The education funding law, known as Act 68, requires these expenditures to be reflected however, they will not increase the tax rate as they are offset by revenues coming to the school. Without the requirement, our school budget would be up 5.5 percent. Act 68 artificially inflates the budget, but calculations under this new Vermont law, are designed to correct municipal property assessments that are below or above current market values.

The BFA School Board and administration have worked many hours to present a budget that reflects the needs of the school. Some programs have been added back into the proposal that have been deleted in the past. A complete examination of the needs of the school has been carried out and the proposed budget reflects those needs essential to move the school forward.

There are many initiatives and challenges for our school community. New legislation concerning expanded Early Education requirements and school choice will be debated this year. The proposed Regional Technical Academy in Chittenden County will have an impact on our educational program and school resources. The No Child Left Behind legislation will require our schools to assess our students at all grade levels from third to eighth grade and in high school. The results of these assessments will determine how our educational programs will have to be modified to meet the requirements outlined in the new law. Thankfully, the school has a strong professional and paraprofessional staff meeting the needs of students on a daily basis. Our classrooms are alive with positive learning experiences designed by our professionals. The staff continues to be the foundation of the education provided at BFA Fairfax and will meet the challenges that are presented.

The responsibility of your elected officials on the School Board increases every year. The dedication of the Board is to be commended, as countless hours are devoted to ensuring quality education for all our students. Federal and state legislation are making demands on our community that are being addressed, the School Board has prioritized their work based on these outside demands and the input of the community of Fairfax. The challenges will be met and the students will benefit now and in the future.

We thank the community of Fairfax for your continued support of the school. We are listening to your concerns and implementing changes based on your feedback. Our students are our future, and BFA Fairfax continues to provide the education and skills needed so that every student can succeed.

Educationally,

Phil Higgins  
Superintendent of Schools

**FRANKLIN WEST SUPERVISORY UNION**  
**Budget FY-2005**

	<b>Budget FY - 2003</b>	<b>Actual FY - 2003</b>	<b>Budget FY - 2004</b>	<b>Budget FY - 2005</b>
<b>REVENUES</b>				
Carry Forward	3,591	-	10,000	10,000
Interest Earned	5,000	3,025	5,000	3,000
Miscellaneous Income	1,000	6,290	-	-
Grant Administration	98,987	102,361	93,724	93,000
Fairfax Assessment - Supt. & Curr. Coord.	144,091	144,091	274,418	286,700
Fletcher Assessment - Supt. & Curr. Coord.	21,750	21,750	-	-
Georgia Assessment - Supt. & Curr. Coord.	106,028	106,029	-	-
Fairfax Assessment - Student Support Service	38,823	38,823	67,926	64,267
Fletcher Assessment - Student Support Service	5,860	5,860	-	-
Georgia Assessment - Student Support Service	28,568	28,568	-	-
Fairfax School Psychologist	15,000	15,000	-	-
Georgia School Psychologist	7,600	7,600	-	-
<b>TOTAL REVENUES</b>	<b>476,298</b>	<b>479,396</b>	<b>451,068</b>	<b>456,967</b>

	<b>Budget FY - 2003</b>	<b>Actual FY - 2003</b>	<b>Budget FY - 2004</b>	<b>Budget FY - 2005</b>
<b>GENERAL FUND EXPENDITURES</b>				
<b>2211 CURRICULAR COORDINATOR</b>				
110 Curricular Coordinator Salary	65,520	43,860	66,503	63,500
111 Comp Package	9,450	1,101	-	-
210 Insurances	-	14	10,969	12,827
220 Social Security	5,735	3,440	5,927	4,858
250 Workers' Compensation	65	197	100	370
260 Unemployment Compensation	26	8	26	10
270 Continuing Education	2,085	-	2,186	2,500
540 Advertising	-	2,824	-	-
580 Mileage Reimbursement	2,200	416	2,200	2,300
581 Conference Expenses	1,500	-	1,500	1,500
610 Supplies	-	87	-	-
730 Equipment	-	810	-	500
810 Professional Fees	600	525	600	600
<b>TOTAL CURRICULAR COORDINATOR</b>	<b>87,181</b>	<b>53,282</b>	<b>90,011</b>	<b>88,965</b>

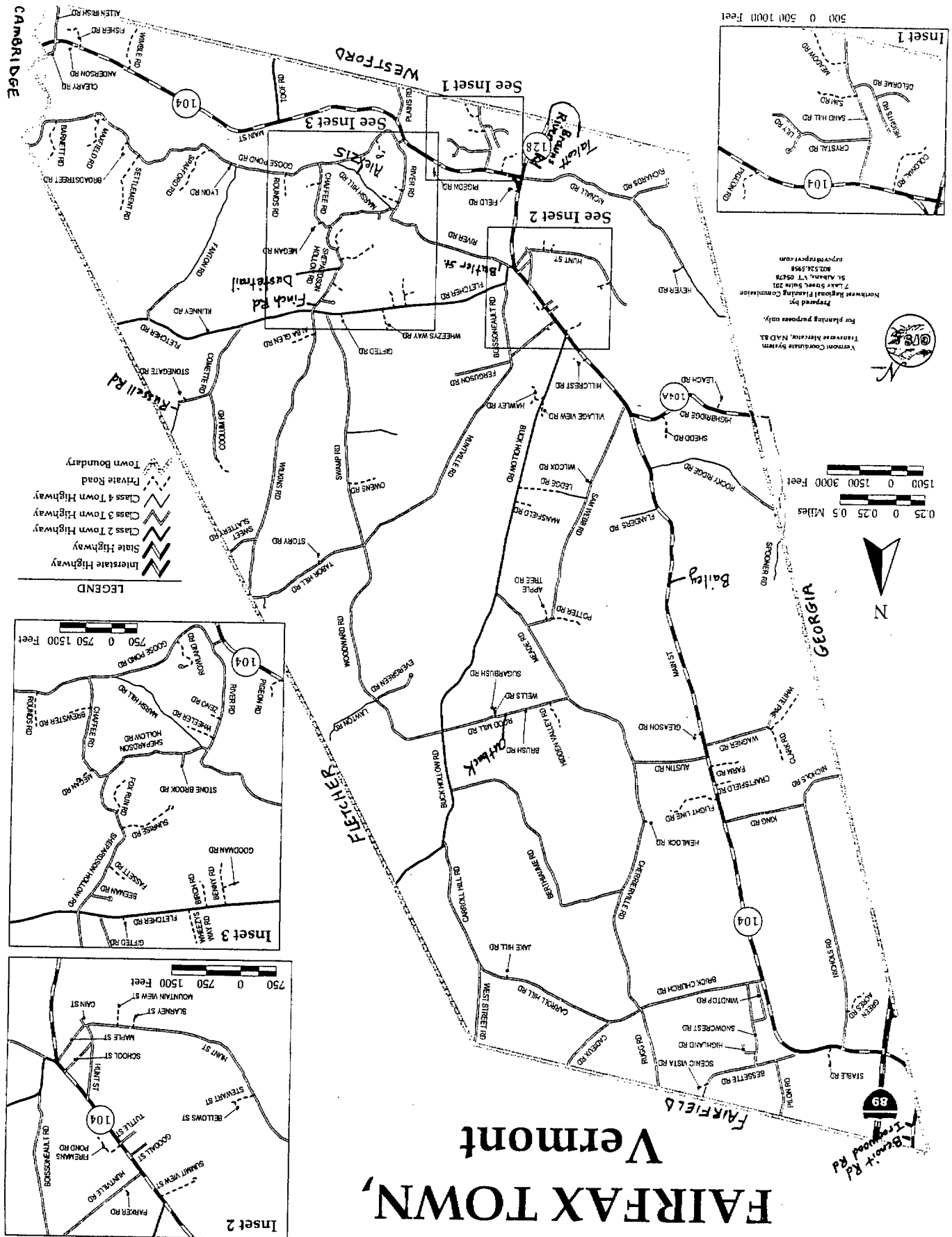
<b>2321 OFFICE OF THE SUPERINTENDENT</b>				
110 Superintendent Salary	82,992	82,992	86,312	88,312
111 Comp Package	1,178	1,085	1,205	-
113 Administrative Asst. Salaries	28,944	24,023	28,685	36,109
117 School Board Secretary Salary	350	272	400	300
210 Insurances	10,227	11,838	13,236	15,540
211 Insurance Buy-Out	-	-	-	2,716
220 Social Security	8,590	8,254	8,828	9,749
240 Municipal Retirement	1,158	1,146	1,174	1,805
250 Workers' Compensation	130	1,026	200	723
260 Unemployment Compensation	51	13	51	15

270	Continuing Education	1,500	1,054	1,516	2,000
360	Legal Fees	-	2,302	250	1,250
370	Audit	3,000	2,100	3,000	3,000
420	Custodial Services	400	-	-	-
430	Maintenance/Support Contracts	1,500	2,194	-	400
440	Office Rent	7,900	7,776	-	-
520	Insurance/Bond/Liability	2,400	1,403	-	-
530	Telephone	2,400	1,364	-	-
531	Postage	700	307	-	-
540	Advertising	-	1,303	1,000	1,000
580	Travel	2,200	2,113	2,200	2,500
581	Conference Expenses	1,500	2,337	1,500	2,500
610	Supplies	2,000	1,526	-	-
615	Copier Expense	1,600	1,600	-	-
620	Utilities	3,000	1,752	-	-
730	Equipment	2,325	4,755	1,000	1,000
800	Taxes & Fees	1,200	1,015	-	-
810	Professional Fees	3,400	2,843	-	-
812	Membership Dues	-	189	3,400	3,200
890	Miscellaneous	300	40	200	200
891	Bank Charges	250	30	-	-
892	Future Planning	-	-	-	-
<b>TOTAL OFFICE OF THE SUPERINTENDENT</b>		<b>171,195</b>	<b>168,650</b>	<b>154,157</b>	<b>172,319</b>

<b>2420</b>	<b>STUDENT SUPPORT SERVICE</b>				
110	Student Support Director Salary	65,520	65,520	68,141	70,141
111	Comp Package	9,450	9,540	10,969	-
113	Administrative Asst. Salaries	20,275	20,268	37,199	28,580
120	Idea B Student Support Salaries	7,500	7,500	-	-
210	Insurances	6,290	2,647	8,925	11,494
211	Insurance Buy-out	-	-	-	3,941
220	Social Security	7,860	7,611	8,898	7,854
240	Municipal Retirement	1,111	1,388	1,488	1,429
250	Workers' Compensation	130	794	250	573
260	Unemployment Compensation	51	11	64	15
270	Continuing Education	2,085	585	1,516	2,800
300	Computer Support	30,000	69,012	-	-
320	Purchase Psych Services	22,500	-	-	-
330	Idea B Purchase Psych Services	-	(3,898)	-	-
420	Custodial Services	600	-	-	-
430	Maintenance/Support Contracts	600	524	-	-
440	Office Rent	5,200	5,137	-	-
530	Telephone	950	1,276	-	-
531	Postage	750	93	-	-
580	Travel	4,800	2,347	4,300	2,500
581	Conference Expenses	1,000	783	1,000	1,500
610	Supplies	3,000	886	-	-
610	Idea B Supplies	-	-	-	-
611	Copier Expense	1,600	1,067	-	-
620	Utilities	800	1,168	-	-
730	Equipment	1,200	1,380	2,200	2,000
731	Equipment	1,000	2,691	-	-

800	Taxes & Fees	800	727	-	-
810	Professional Fees	600	207	600	400
890	Miscellaneous	250	250	250	200
<b>TOTAL STUDENT SUPPORT SERVICE</b>		<b>195,922</b>	<b>199,512</b>	<b>145,800</b>	<b>133,427</b>
<b>2520</b>	<b>BUSINESS SERVICES</b>				
110	Business Office Salaries	-	-	16,380	20,000
210	Insurances	-	-	1,708	-
220	Social Security	-	-	1,253	1,530
240	Municipal Retirement	-	-	655	-
250	Workers' Compensation	-	-	50	116
260	Unemployment Compensation	-	-	26	10
300	Contracted Services	22,000	22,000	1,928	1,000
<b>TOTAL BUSINESS SERVICES</b>		<b>22,000</b>	<b>22,000</b>	<b>22,000</b>	<b>22,656</b>
<b>2600</b>	<b>BUILDING EXPENSES</b>				
110	Custodial Salaries	-	775	1,115	1,134
211	Insurance Buy-out	-	-	-	95
220	Social Security	-	59	85	94
250	Workers' Compensation	-	-	-	7
440	Rent	-	-	13,400	12,960
610	Supplies	-	33	-	150
620	Utilities	-	-	3,100	3,200
800	Property Taxes	-	-	2,000	2,200
<b>TOTAL BUILDING EXPENSES</b>		-	<b>867</b>	<b>19,700</b>	<b>19,840</b>
<b>010-2321</b>	<b>SHARED OFFICE EXPENSES</b>				
300	Computer Services	-	-	2,600	4,660
405	Common Office Expenses	-	-	4,000	5,100
520	Property/Liability Insurance	-	-	2,600	1,400
530	Phone Expenses	-	-	3,400	2,500
531	Postage	-	-	1,550	1,000
610	Supplies	-	-	5,000	5,000
891	Bank Charges	-	-	250	100
<b>TOTAL SHARED OFFICE EXPENSES</b>		-	-	<b>19,400</b>	<b>19,760</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>476,298</b>	<b>444,311</b>	<b>451,068</b>	<b>456,967</b>

# FAIRFAX TOWN, Vermont



FAIRFAX TOWN OFFICE  
P.O. Box 27  
Hunt Street  
FAIRFAX, VT 05454

STD MAIL  
U.S. POSTAGE  
PAID  
Fairfax  
Vermont 05454  
PERMIT No. 5

Vermont Department of Libraries  
109 State Street  
Montpelier, VT 05609-0601