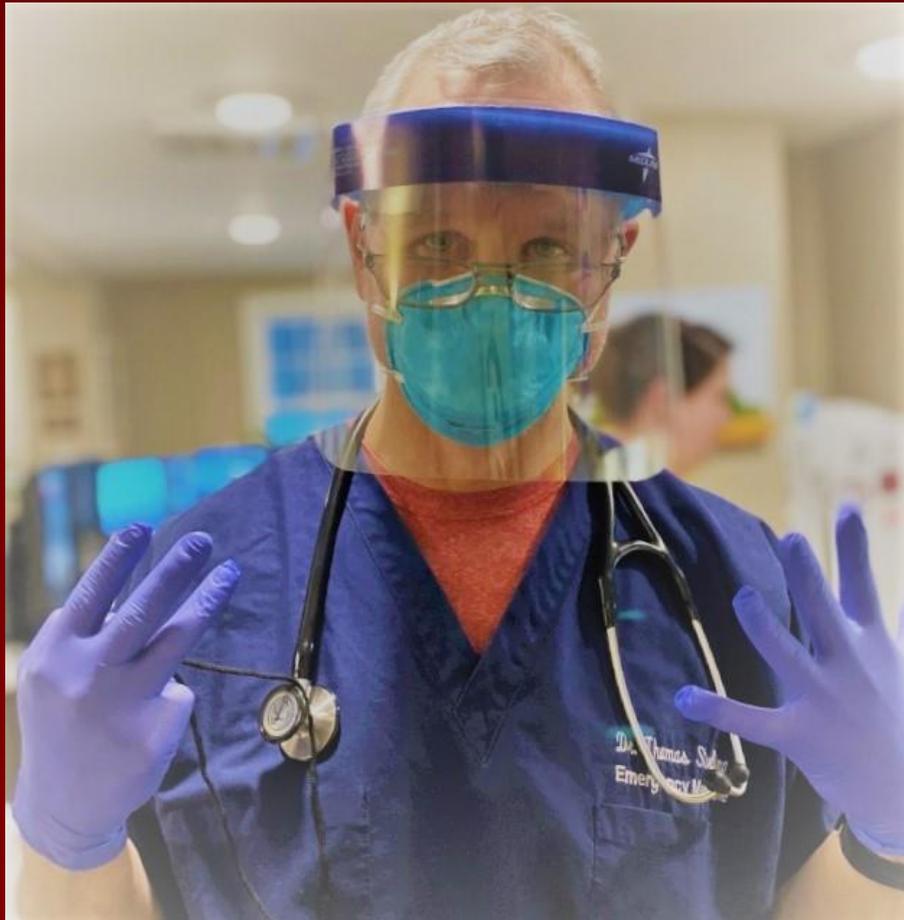


# TOWN OF MANCHESTER VERMONT



**2020 TOWN REPORT**

# DEDICATION

To say that the COVID-19 pandemic dominated society and the news worldwide, nationally, across Vermont and in Manchester in 2020 would be a significant understatement. Like other pandemics in the past, the impact of COVID-19 was felt across all facets of life in America and across the full spectrum of people from coast to coast without exception.

The 2020 Town Report is dedicated to our local health care workers -- nurses, doctors, technicians and medical assistants -- public health officials. Epitomizing these dedicated health care workers is local physician Thomas Sterling, who also serves as the Town's Deputy Health Officer.

Just like firefighters who rush into a burning building while others are running in the opposite direction, while most of us were ordered to stay home and social distance, health care workers sacrificed like no other during the pandemic in 2020. Like warriors heading into battle, they donned layers of armor (in this case known as personal protective equipment or PPE) including disposable masks, glasses, face shields, gowns and gloves. They worked long hours, around the clock and on weekends, slept in hallways and on sofas in lounges, scarfed down a slice of pizza or donut between patient appointments and were fueled by high octane coffee, all in the name of health care and public safety. They did not do it for the glory. They did not do it for the money. They did it because it is what they do. It is in their blood. For many of them, it is what they have wanted to do since childhood. They even endured criticism from those that questioned science and medicine, but their inherent sense of duty and service kept them going despite the politics of COVID-19.

The Town Meeting election is set for Tuesday, March 2, 2021, almost one year after the Town's first meeting with Dr. Sterling on Monday, March 9, 2020. The first case of COVID-19 in Vermont was reported on March 7, 2020 in Bennington. One year later, we still have work ahead of us, although advancements in testing and vaccinations provide some light at the end of the tunnel. Not only did Dr. Sterling serve as the point person for the Town of Manchester and its COVID-19 response, he also provided advice on protocols to local schools as the number of COVID-19 cases increased locally and statewide.

For 2020, the work related to COVID-19 was endless, success was limited and like all other pandemics, while so many people said thank you and expressed gratitude, it was never said enough. Needless to say, COVID-19 is not yet behind us. For 2020 though, we will never truly know all the people that were saved by the hard work of our local health care workers and public health officials, but it is safe to say that their dedication and commitment saved many, many lives. So, from us to you -- Dr. Thomas Sterling and the many other healthcare and public health workers -- a million thanks.

Respectfully submitted,

The Manchester Selectboard: Ivan C. Beattie, Chair; Heidi Chamberlin; Greg T. Cutler; Todd W. Nebraska and Jan K. Nolan

# TOWN MEETING SCHEDULE

## Town “Informational” Meeting (via Zoom)

Saturday, February 27, 2021 @ 1:00 p.m.

<http://manchester-vt.gov/2021-town-meeting/>

## Australian Ballot Voting

Tuesday, March 2, 2021 8:00 a.m.-7:00p.m.

Town Hall

Due to COVID-19, the Town Meeting will look different this year. There will be no in-person floor meeting. Instead, the Town has opted to vote on all articles via Australian ballot on Tuesday, March 2, 2021 at the Town Hall.



Ballots have been mailed to all active registered voters in the Town. Completed ballots should be returned to the Clerk’s Office in the self-addressed stamped envelope provided or deposited in one of the two drop boxes located outside the Town Hall. If you plan to vote in person, please return your unused ballot to the Town Hall on Election Day.

For additional questions, please call (802) 362-1313, Option 1.



There will be a virtual “informational” meeting that will take place on Saturday February 27, 2021 at 1:00 p.m. This meeting is open to the public to join and will take place *only* by telephone or video via Zoom Meetings. The agenda for the meeting and information on how to participate is available on the town’s website:

<http://manchester-vt.gov/2021-town-meeting/>



The Town Report is mailed to all postal patrons of zip codes: 05254 and 05255. Extra copies of the Town Report may be picked up at the Town Hall. Residents may request a copy of the Town Report by calling 802-768-9095 or emailing [m.grimmig@manchester-vt.gov](mailto:m.grimmig@manchester-vt.gov).

The Town Report is also available online at: <http://manchester-vt.gov/document-center/>.

Acknowledgments

Printing: Express Copy

Designed by: Mary Grimmig

Thank you to all contributors without whom this report would not be possible.

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**TOWN HALL OFFICE HOURS**  
**Monday – Friday**  
**8:00 AM – 4:30 PM**  
**(802) 362-1313**  
**[www.manchester-vt.gov](http://www.manchester-vt.gov)**

## SECTION 1 – TOWN DIRECTORY

### TOWN OFFICES

#### Town Hall

40 Jeff Williams Way  
P: 802-362-1313  
F: 802-362-1314

#### Assessing - Option 5

Gordon P. Black - Municipal Assessor  
E: g.black@manchester-vt.gov  
Peter Brabazon, Assistant Assessor  
E: p.brabazon@manchester-vt.gov

#### Clerk - Option 1

Anita Sheldon - Town Clerk  
E: a.sheldon@manchester-vt.gov  
Laura Streiber, Assistant Town Clerk  
E: l.streiber@manchester-vt.gov

#### Finance & Accounting - Option 4

Michael DeCubellis - Director  
E: m.decubellis@manchester-vt.gov

#### Human Resources & Operations - Option 2

Leslie Perra - Manager  
E: l.perra@manchester-vt.gov

#### Planning & Zoning - Option 3

Janet Hurley - Director  
E: j.hurley@manchester-vt.gov  
Peter Brabazon, Assistant Administrator  
E: p.brabazon@manchester-vt.gov  
Leslie Perra, Assistant Administrator  
E: l.perra@manchester-vt.gov

#### Town Manager - Option 2

John P. O'Keefe - Town Manager  
E: j.okeefe@manchester-vt.gov  
Mary Grimmig - Executive Assistant  
E: m.grimmig@manchester-vt.gov  
Kathleen Yanez - Finance Assistant  
E: k.yanez@manchester-vt.gov

#### Factory Point Cemetery

Contact: Peter Brabazon  
P: 802-768-9081  
E: p.brabazon@manchester-vt.gov

### DEPARTMENT OF PUBLIC WORKS

Jeff Williams - Director  
P: 802-362-3283  
E: j.williams@manchester-vt.gov

### WATER & SEWER DEPARTMENTS

Eric Severance - Director  
P: 802-688-4662  
E: e.severance@manchester-vt.gov  
Kathleen Yanez - Billing  
E: k.yanez@manchester-vt.gov  
P: 802-362-1313 Option 2

### POLICE – FIRE - RESCUE

#### Public Safety Building

60 Jeff Williams Way  
P: 802-362-2121  
F: 802-362-0202

#### Animal Control

Manchester Police Department

#### Emergency Management

John P. O'Keefe - Director  
E: j.okeefe@manchester-vt.gov

#### Fire

Chris Towslee - Chief  
E: c.towslee@manchester-vt.gov

#### Police

Patrick Owens - Chief  
E: patrick.owens@state.vt.us

### PARKS & RECREATION DEPARTMENT

#### Park House Offices

340 Recreation Park Road  
P: 802-362-1439  
Brian Van Horn – Director of Operations  
E: b.vanhorn@manchester-vt.gov  
Jacquelyn Lewicki - Programming Director  
E: j.lewicki@manchester-vt.gov

### HEALTH

Peter Brabazon – Health Officer  
P: 802-549-4686  
E: ho@manchester-vt.gov

# SECTION 1 - APPOINTED COMMITTEES & OFFICIALS

## BENNINGTON REGIONAL COMMISSION

Hurley, Janet 2022  
Black, Gordon 2022

## BOARD OF SEWER COMMISSIONERS

Beattie, Ivan - Chair 2023  
Chamberlin, Heidi 2021  
Cutler, Greg 2022  
Nebraska, Todd 2022  
Nolan, Jan 2021

## BOARD OF WATER COMMISSIONERS

Beattie, Ivan Life  
Kilburn, Douglas Life  
Madden, Tim Life

## CONSERVATION/ENERGY COMMITTEE

Benoit, Alan - Chair 2022  
Myrvang, Dee 2024  
Cooperman, Michael 2021  
Bucholt, Carl 2024  
Burg, Leslie 2024

## DESIGN ADVISORY COMMITTEE

Greenland, Joelle 2022  
Gourd, Ramsay 2023  
Watanabe, John - Chair 2021  
Moore, Riley (Alternate) 2021  
Benoit, Alan (Alternate) 2021

## DEVELOPMENT REVIEW BOARD

Ferrarin, Ray 2022  
Kennedy, John 2021  
Stewart, Cathy 2021  
Waker, Tim - Chair 2023  
Watanabe, John 2021  
Kilburn, Cynthia (Alternate) 2021

## INVESTMENT ADVISORY BOARD

Brodie, Donald  
Cestaro, Glen  
Dowden, Tara  
Ferrarin, Marie  
O'Keefe, John  
Shaw, Andrew  
Vogel, Brian - Chair

## PARKS & RECREATION ADVISORY COMMITTEE

Brownlee, William 2021  
Charbonneau, Joe 2021  
Deck, Tom 2021  
Perry, Sarah 2021  
Judge, Thomas 2021  
Larson, Jon 2021  
McCoy, Tom 2021  
Whalen, Patrick 2021  
Miceli, Dave 2021  
Cutler, Greg (Selectboard)

## PLANNING COMMISSION

Boshart, Greg 2021  
Cutler, Tina - Chair 2022  
Glabach, Chris 2022  
Ward, Leon 2023  
Rahona, Ana 2021

## TREE COMMITTEE

Beattie, Ivan 2021  
Benoit, Alan 2021  
Hurley, Janet 2021

## OTHER APPOINTED OFFICIALS

Fire Warden: Grant, Lawrence 2023  
Fire Warden Assistant: Bourn, Grub 2023  
First Constable: Owens, Patrick 2021  
Health Officer: Brabazon, Peter 2023  
Health Officer Deputy: Sterling, Thomas 2022  
Service Officer: Owens, Patrick 2021  
Service Officer Deputy: Bell, Wayne 2021  
Assessor Asst.: Brabazon, Peter 2022  
Zoning Administrator: Hurley, Janet 2023  
Zoning Admin. Asst.: Perra, Leslie 2022  
Zoning Admin. Asst.: Brabazon, Peter 2022  
Tree Warden: Beattie, Ivan 2021

## ADVISORY COMMITTEE ON CEMETERIES

Bell, Wayne 2023  
Ferrarin, Raymond 2021  
Orava, Heather 2023

# SECTION 1 - ELECTED LOCAL, STATE & FEDERAL OFFICIALS

## JUSTICES OF THE PEACE

Bell, Wayne	2023
Burg, Leslie	2023
Heilemann, Martha	2023
Hill, Alison	2023
Hoffman, Ruth	2023
Kilburn, Cynthia	2023
Kropa, Frank	2023
Nawrath, Rebecca	2023
Powers, Barbara	2023
Sheldon, Anita	2023
Streiber, Laura	2023
Towsley, Kelsey	2023

## MODERATOR

Nawrath, W. Michael	2021
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## SELECTBOARD

Beattie, Ivan - Chair	2023
Chamberlin, Heidi	2021
Cutler, Greg	2022
Nebraska, Todd	2022
Nolan, Jan	2021

## TOWN CLERK

Sheldon, Anita	2021
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## TOWN TREASURER

Vogel, Brian, Appointed	2021
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## TRUSTEES OF PUBLIC FUNDS

Brodie, Donald	2021
Ferrarin, Marie	2023
Shaw, Andrew	2022

## PRESIDENT OF THE UNITED STATES

Biden, Joseph R.

## GOVERNOR

Scott, Phil

## LIEUTENANT GOVERNOR

Gray, Molly

## US SENATORS

Leahy, Patrick  
Sanders, Bernie

## US REPRESENTATIVE

Welch, Peter

## VT STATE ATTORNEY GENERAL

Donovan, T.J.

## VT STATE TREASURER

Pearce, Beth

## VT SECRETARY OF STATE

Condos, Jim

## VT STATE AUDITOR

Hoffer, Douglas R.

## STATE SENATORS

Campion, Brian  
Sears, Dick

## STATE REPRESENTATIVE

Bongartz, Seth  
James, Kathleen

## HIGH BALIFF

Gilbar, Frederick

## PROBATE JUDGE

Scanlon, D. Justine

## ASSISTANT JUDGES

Colvin, James  
Mook, Wesley

## STATE'S ATTORNEY

Marthage, Erica

## SHERIFF

Schmidt, Chad

## SECTION 1 - HELPFUL INFORMATION

### **Emergencies: Call 9-1-1**

If you are debating whether to call 9-1-1, stop and call 9-1-1 immediately! Let the trained Police and Fire Departments or Rescue Squad decide the proper response.

### **Non-Emergencies**

During regular business hours, call the town department that is responsible for the service in question. For example, if you are calling about snow plowing, call the Department of Public Works. After hours, call the town's Dispatch Center at 802-362-2121; do not call 9-1-1.

### **Safety**

Keep your neighborhood safe. Don't hesitate to report suspicious or illegal activity to the Police Department. Even if an arrest isn't made, repeated patrols have a positive effect on public safety.

### **Fires**

State law prohibits burning of trash and other hazardous materials. Typically, other burning, such as untreated wood, requires a permit: contact the Manchester Fire Department at 802-362-2121 for more information.

### **Parking**

Parking is prohibited on all town roads and town owned parking lots between November 1 and March 31 from 1:00 AM to 6:00 AM.

### **Water Leaks**

Keep an eye on your water bill - look for spikes in usage because it might be a water leak. Call the Manchester Water Department at 802-362-1313, option 2, if you suspect a water leak. Also, fix running toilets and faucets because they can waste large amounts of water.

### **Building Permits**

Before you build or expand a shed, barn, deck or other structure in the Town of Manchester, call the town's Zoning Administrator at 802-362-1313, option 3 to find out whether you need a building permit.

### **Dog Licenses**

Dogs (and wolf-hybrids) must be licensed by **April 1<sup>st</sup>**, each year. Owners should contact the Town Clerk's Office at 802-362-1313, option 1, for more information. Dogs should be leashed when not on the owner's property and owners must pick up and properly dispose of all waste on public and private property.

### **Trash Removal**

The town does not provide trash removal. There are several solid waste disposal companies in the area. Residents may also bring trash, for a fee, and compostable & recyclable materials directly to the transfer station in nearby Sunderland.

#### **Sunderland Transfer Station**

(Managed by Casella)

4561 Sunderland Hill Road

Arlington, VT 05250

P: 802-362-1789

[www.casella.com/dropoff/vt/arlington/](http://www.casella.com/dropoff/vt/arlington/)

#### **Drop-off Hours:**

Mon - Tue: 7:30 AM - 2:00 PM

Thu - Fri: 7:30 AM - 2:00 PM

Sat: 7:30 AM - 11:30 AM

### **Solid Waste and Recycling Information**

Michael Batchner

Solid Waste Program Manager

802-442-0713, ext. 2

[mbatcher@bcrcvt.org](mailto:mbatcher@bcrcvt.org)

### **Snow Removal**

State Law and Town Ordinance requires residents and businesses to clear snow and ice from sidewalks in front of their property. The town does provide limited sidewalk plowing as a convenience however roadway plowing is always a priority. Please do not push snow into roadways.

### **Vending**

Vending is defined as the selling of merchandise or food at non-permanent locations (essentially not buildings) within the town. Vending requires a permit and is regulated by Town Ordinance. Contact the Town Manager's Office at 802-362-1313, option 2, for more information.

### **Schools**

Bennington Rutland Supervisory Union (BRSU)

P: 802-362-2452

[info@brsu.org](mailto:info@brsu.org)

Burr and Burton Academy (BBA)

P: 802-362-1775

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

Manchester Elementary-Middle School (MEMS)

P: 802-362-1597

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

WARNINGTOWN OF MANCHESTER ANNUAL TOWN MEETING (2021)

*The legal voters of the Town of Manchester are hereby warned and notified to meet at Manchester Town Hall (40 Jeff Williams Way, Manchester Center, Vermont 05255) on Tuesday, March 2, 2021, between 8:00 a.m. and 7:00 p.m. to transact the following business by Australian ballot:*

**ARTICLE 1.** Shall the Town vote to appropriate \$5,979,211 to defray the operating and capital expenses of the Town for the ensuing year, of which \$3,318,311 shall be raised by property taxes and \$2,660,900 by non-property tax revenues (including \$1,170,000 in local option tax revenues); provided, that in the event that local option revenues are less than \$1,170,000, funds from the Property Tax Relief Reserve Fund may be used to offset the deficit?

**ARTICLE 2.** Shall the Town vote to charge the maximum interest and penalty allowed by law on overdue unpaid real property taxes, with payments delivered in person at Town Hall, or by U.S. Mail (must be postmarked by the due date), due in two installments, as follows:

1<sup>st</sup> Installment: Friday, September 3, 2021 at 4:30 p.m.: 45% of the town taxes and 60% of the school taxes; and,

2<sup>nd</sup> Installment: Friday, February 4, 2022 at 4:30 p.m.: 55% of the town taxes and 40% of the school taxes?

**ARTICLE 3.** Shall the Town vote to authorize the Selectboard to enter into an agreement for the lease/purchase of a fire truck funded by the Fire Department Equipment Reserve Fund and not to exceed \$400,000, plus interest and fees, and financed over not more than seven years?

**ARTICLE 4.** Shall the Town vote to support entering into an agreement with the Old Railroad Bed, LLC to purchase parcel 11-20-59.01 and improvements that include a trail at a future date, contingent upon obtaining funding for the purchase and improvements, permitting, easements and the Town Meeting votes necessary to purchase the parcel; and to pursue federal, state and other grant monies to support the purchase and development of the trail as a public asset; and to support establishing a subaccount in the recreation fund to solicit and accept donations for the purchase and development of the parcel and trail? (Advisory, non-binding)

**ARTICLE 5.** Shall general obligation bonds or notes of the Town of Manchester in an amount not to exceed One Million, One Hundred Thousand Dollars [\$1,100,000], subject to reduction from available state and federal grants-in-aid [estimated to be Two Hundred Seventy-Five Thousand Dollars (\$275,000)] be issued for the purpose of financing the cost of making public water system supply, transmission and distribution improvements, including replacement of the Barnumville Road Water Main, the estimated cost of such improvements being One Million, One Hundred Thousand Dollars [\$1,100,000]?

**ARTICLE 6.** Shall the Town vote to appropriate \$50,000 to the Manchester Business Association to support marketing activities related to the Town and Village of Manchester in Fiscal Year 2022; and other functions associated with visitor and tourist services, as approved by the Selectboard; provided, that any funds authorized under this Article shall require an equal non-town match?

**ARTICLE 7.** Shall the Town vote to authorize up to \$20,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to provide an additional match for a grant to construct a splash pad, an aquatic feature located near the Town swimming pool, at the Dana L. Thompson Memorial Park?

**ARTICLE 8.** Shall the Town vote to authorize up to \$15,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to provide a match for a grant to construct a crosswalk at the intersection of Bonnet Street and School Street?

**ARTICLE 9.** Shall the Town vote to authorize up to \$10,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to match private funds raised by Troop 332 Boy Scouts for the construction of a pocket park at the intersection of Depot Street and Center Hill Road, on land owned by Green Mountain Power, and under license to the Town of Manchester?

## SECTION 2 - WARNING

*Articles 10 through 23 are under the provisions of 24 V.S.A. § 2691 and § 2692. Shall the Town vote to appropriate general funds to social service agencies?*

**ARTICLE 10.** To appropriate \$243,740 to the Manchester Community Library?

**ARTICLE 11.** To appropriate \$10,000 to the VNA & Hospice of the Southwest Region?

**ARTICLE 12.** To appropriate \$4,000 to the Southwestern Vermont Council on Aging?

**ARTICLE 13:** To appropriate \$2,500 to the Tutorial Center?

**ARTICLE 14:** To appropriate \$2,400 to Bennington Area Habitat for Humanity?

**ARTICLE 15:** To appropriate \$2,000 to Greater Northshire Access Television?

**ARTICLE 16:** To appropriate \$2,000 to Center for Restorative Justice?

**ARTICLE 17:** To appropriate \$1,850 to Project Against Violent Encounters?

**ARTICLE 18:** To appropriate \$1,811 to Community Action in Southwestern Vermont?

**ARTICLE 19:** To appropriate \$1,500 to Retired Senior Volunteer Program?

**ARTICLE 20:** To appropriate \$1,500 to Neighbor to Neighbor?

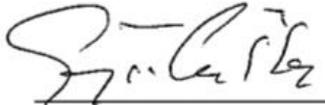
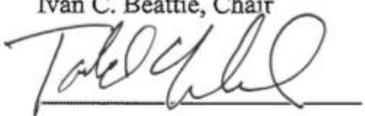
**ARTICLE 21:** To appropriate \$1,000 to The Collaborative?

**ARTICLE 22:** To appropriate \$500 to Vermont Association for the Blind and Visually Impaired?

**ARTICLE 23:** To appropriate \$420 to Vermont Center for Independent Living?

**ARTICLE 24.** To elect Town Officers for the ensuing year.

*Warning adopted by the Manchester Selectboard on January 26, 2021:*

 Ivan C. Beattie, Chair	 Heidi G. Chamberlain	 Gregory T. Cutler
 Todd W. Nebraska	 Janet K. Nolan	



*Recipients of Town of Manchester's 2020 "Unsung Hero" Award*

## SECTION 2 – SELECT ARTICLE DESCRIPTIONS

In order to provide voters more information about some of the articles, the Selectboard provides the following details about Articles 3, 4, 5, 7, 8, and 9. Details about **Article 1** (Budget) can be found on page 15 of the Town Report.

**ARTICLE 3.** *Shall the town vote to authorize the Selectboard to enter into an agreement for the lease/purchase of a fire truck funded by the Fire Department Equipment Reserve Fund and not to exceed \$400,000, plus interest and fees, and financed over not more than seven years?*

**Explanation:** This article, if approved, provides the Selectboard the statutory authority to enter into a lease/purchase agreement, not to exceed seven years and not to exceed \$400,000 purchase price. The new truck will replace Truck 3, which is older than 25 years and features a manual transmission. The new truck will include an automatic transmission. Funding for the down payment and the annual payments will be financed through the Fire Department's Equipment Reserve Fund. The Fiscal Year 2022 budget includes a \$25,000 increased appropriation, from \$75,000 to \$100,000, to the Equipment Reserve Fund.

**ARTICLE 4.** *Shall the town vote to support entering into an agreement with the Old Railroad Bed, LLC to purchase parcel 11-20-59.01 and improvements that include a trail at a future date, contingent upon obtaining funding for the purchase and improvements, permitting, easements and the Town Meeting votes necessary to purchase the parcel; and to pursue federal, state and other grant monies to support the purchase and development of the trail as a public asset; and to support establishing a subaccount in the recreation fund to solicit and accept donations for the purchase and development of the parcel and trail? (Advisory, non-binding)*

**Explanation:** This article is non-binding (advisory) and designed to provide Town Meeting a direct route for expressing its collective position to the Selectboard on the proposed rail trail from North Road (near Bonnet Street) south along the old Manchester-Dorset-Granville railroad bed, parcel 11-20-59.01 and listed on the town records as 9.5 acres and assessed for \$36,100. The owners of the rail trail have offered it to the town for \$200,000, minus fundraising that will be applied towards the purchase. The current trail is approximately 10 feet wide and includes two bridges (both approximately 46 to 47 inches wide). This article is non-binding and does not include the \$200,000 funding for the purchase or funding for possible improvements. At least two easements are required in order to connect this rail trail to the Dana L. Thompson Memorial Park and downtown Manchester. Initial inspections indicate that there may be some ADA, code and grade/slope issues that would need to be addressed if the trail moved from private to public ownership. Additional neighbor mitigation may be required, too.

**ARTICLE 5.** *Shall general obligation bonds or notes of the Town of Manchester in an amount not to exceed One Million, One Hundred Thousand Dollars [\$1,100,000], subject to reduction from available state and federal grants-in-aid [estimated to be Two Hundred Seventy-Five Thousand Dollars (\$275,000)] be issued for the purpose of financing the cost of making public water system supply, transmission and distribution improvements, including replacement of the Barnumville Road Water Main, the estimated cost of such improvements being One Million, One Hundred Thousand Dollars [\$1,100,000]?*

**Explanation:** This article, if passed, would authorize the Board of Water Commissioners to bond for the Barnumville Road water main replacement. The project would include approximately 3,260 feet of new 12 inch ductile iron pipe, to replace existing 4 inch and 6 inch cast iron pipe and 2 inch galvanized pipe. The project begins approximately 150 feet west of the intersection with Highland Avenue and extends to 764 Barnumville Road. The work will include new hydrants and a full width pavement overlay along the length of the project area. The total project cost is estimated at \$1,100,000, which includes construction, engineering services during construction and a 10% contingency. The project is in the fundable range for the 2020 Drinking Water State Revolving Fund Priority List and therefore is eligible for a potential 25% subsidy (grant). The subsidy is available on a first come, first serve basis and is currently still available. If the 25% subsidy is received, the remainder of the cost would be paid for through a low interest (0-3%), 30-year loan from the Drinking Water State Revolving Fund. The Board of Water Commissioners is hoping

## SECTION 2 – SELECT ARTICLE DESCRIPTIONS

to fund \$275,000 from the subsidy and \$825,000 from Water Department funds through an increase in fees. Annual payments will be approximately \$46,000 per year over 30 years based on bonding \$825,000. The project design was completed in 2020, with a permit issued in November 2020. The construction duration is estimated at 3 to 4 months.

***ARTICLE 7.** Shall the town vote to authorize up to \$20,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to provide an additional match for a grant to construct a splash pad, an aquatic feature located near the town swimming pool, at the Dana L. Thompson Memorial Park?*

**Explanation:** The town recently received a grant from the State of Vermont for \$100,000 to replace the kiddie pool at the Dana L. Thompson Memorial Park with a splash pad. The kiddie pool, built in the 1970s, was removed in 2017 after numerous repairs. The grant requires a \$100,000 match. The town currently has approximately \$71,000 in previously approved CIRC funds and \$12,500 in fundraising funds related to Circus Smirkus. The splash pad, located inside the pool fencing and just to the west of the town pool, is a safer alternative to a kiddie pool and will allow the town to open the asset earlier in the season and keep it open later in the season. The new splash pad will be about 1,200 square feet and will feature numerous jets and spray features. It is designed to accommodate toddler and younger school children.

***ARTICLE 8.** Shall the town vote to authorize up to \$15,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to provide a match for a grant to construct a crosswalk at the intersection of Bonnet Street and School Street?*

**Explanation:** The town recently applied for a small-scale bicycle and pedestrian grant through the State of Vermont Agency of Transportation to help fund installation of a crosswalk at the School Street intersection with Bonnet Street. The crosswalk will provide a much needed crossing for MEMS students walking to and from school. The need was identified in a 2016 study of pedestrian access to the school and will significantly improve public health and safety for Manchester's youngest residents. The nearest crosswalk is located at the button roundabout at the intersection of Bonnet Street (Route 30) and Main Street (Route 7A). The total cost of the project will be \$30,000 -- \$15,000 from the grant and \$15,000 from the CIRC Fund, if approved by Town Meeting. Work will include new ADA concrete sidewalk landings on both sides of the road, bump-outs to create better visibility, signage, road markings, and a Rectangular Rapid-Flashing Beacon (RRFB), a pedestrian crossing sign with activated flashing lights similar to those in place on Depot Street and at the intersection of Main Street and Barnumville Road. The RRFB is important at this location due to its proximity to a high speed section of Bonnet Street to the north across the bridge. Depending on final engineering, at least one parking space will have to be eliminated to provide required visibility.

***ARTICLE 9.** Shall the town vote to authorize up to \$10,000 from the Capital Improvement Contingency Reserve (CIRC) Fund to match private funds raised by Troop 332 Boy Scouts for the construction of a pocket park at the intersection of Depot Street and Center Hill Road, on land owned by Green Mountain Power, and under license to the Town of Manchester?*

**Explanation:** The town recently received permission from Green Mountain Power to use the land east of the Depot Street substation as a pocket park. At the same time, the town has partnered with a boy scout who is pursuing his Eagle Scout rank to transform the area, complete with lighting, benches and walkways. The town has applied to the State of Vermont for a \$20,000 grant to assist in the transformation. This \$10,000 would act as a match to any funds raised by the Eagle Scout. The Selectboard recently settled on Skinner Point Park as the name of the new downtown greenspace.

## SECTION 3 - 2020 ANNUAL MEETING MINUTES

### ANNUAL TOWN FLOOR MEETING MINUTES

Saturday, February 29, 2020 1:00 P.M.

#### Manchester Elementary Middle School Gymnasium

Moderator W. Michael Nawrath called the meeting to order at 1:00 PM. Members of Manchester Brownie and Daisy scout troops lead the Pledge of Allegiance. Nawrath gave a brief speech and reviewed Roberts Rules of Order. He asked for unanimous approval to allow one non-voter from each agency requesting an appropriation from the Town, one non-voter agency head, or one person with a contribution in the Town Report to speak. With no opposition, it was approved. He then read the warning:

**The legal voters of the Town of Manchester, Vermont are hereby notified and warned that the Town will hold an annual meeting that will commence at the Manchester Elementary-Middle School gymnasium (80 Memorial Ave.) on Saturday, February 29, 2020 at 1:00 p.m. to transact any business not involving Australian ballot voting. The meeting will then adjourn until Tuesday, March 3, 2020 on which date the polls will open at 8:00 A.M. and close at 7:00 P.M. at the Manchester Town Offices (40 Jeff Williams Way) to vote by Australian ballot.**

#### Town of Manchester Floor Meeting on February 29, 2020:

##### **ARTICLE 1. To present awards and make acknowledgments.**

Ivan Beattie thanked all for coming and introduced the board. Wayne Bell gave a brief speech acknowledging residents and retired employees who had passed, including David Forrest, Hendrica Newhouse, Patrick Monroe and Margie Mattmiller Wilbur. He acknowledged three retiring town staff members; Michael Hall, Ruth Woodard and Pauline Moore. He thanked John O'Keefe and his staff for their efforts compiling the information. The Town Report was presented to Cynthia Kilburn, chair of the courthouse committee, in hopes that it would be displayed at the courthouse.

##### **ARTICLE 2. To hear and act upon the report of the Town Officers.**

Ivan Beattie moved to approve the report of the Town Officers, seconded by Orland Campbell. Beattie moved to amend the report to reflect a few corrections. The bottom of page 19 should read "includes \$69,000 from line item 01-4-1896-00" instead of \$6,000. Under the Assessing Department on page 23, the numbers were correct, but the line item numbers had been shifted down one line each due to formatting. Additionally, there were two line items listed as Assessor's Education. The first line was correct, but the next line

should have reflected the reappraisal reserve contracted line and should have been shifted up, along with the next two line items. The last line item should have been labeled 01-8-0490-30 Reappraisal Reserve transfer to offset salaries. On page 34, there were a few account numbers missing, as they had not been assigned yet. If Article 12 were to pass, account numbers would be assigned. The amendment to accept the corrections as mentioned was seconded by Orland Campbell. The question was called and the report was amended. Bennington-4 State Representative Cynthia Browning spoke briefly regarding her legislative report. Bennington-4 State Representative Kathleen James spoke briefly on how voters could reach her and spoke of her efforts in Montpelier.

##### **ARTICLE 3. To determine by vote the day taxes shall be payable and what discount, if any, shall be allowed, if paid on or before the time specified, and what interest shall be charged for delinquency.**

Town Treasurer Brian Vogel moved that the Town and School taxes for fiscal year 2020/2021 be due and payable at 4:30PM on the following dates and percentage amounts:

Date	Town Taxes	School Taxes
09/04/2020	45%	60%
02/05/2021	55%	40%

Vogel moved that no discounts be allowed if taxes are paid on or before the due dates. He further moved to charge the maximum interest and penalty allowed by law on unpaid amounts, seconded by Ruth Woodard. *Current law: Interest: 1% per month or portion thereof for the first three months and 1 ½ % per month thereafter. A penalty of 8% is allowed on the unpaid balance after the first installment.* The question was called and Article 3 was approved.

##### **ARTICLE 4. Shall the Town appropriate \$5,343,326 to defray the operating expenses of the Town for the ensuing year, less anticipated non-property tax revenue, plus any voted appropriations?**

Ivan Beattie moved the article, seconded by Ruth Woodard. Ivan Beattie stated Finance Director, Michael DeCubellis, and Town Manager, John O'Keefe, were available to help explain the budget, as needed. Revenues began on page 23 of the Annual Town Report and expenditures began on page 27. The municipal property tax made up a small portion of the overall property tax rate, or approximately 14.5% in the current fiscal year. The Town estimated the Grand List may increase to \$1,185,466,801 in Fiscal Year 2021. The budget proposal included a total of \$6,989,226, an increase of \$1,078,887, excluding voted appropriations. Non property tax revenues also increased by \$969,500, or a 34.4% increase mostly due to the bond, if approved.

## SECTION 3 – 2020 ANNUAL MEETING MINUTES

The overall proposal was an increase of \$109,387, or a 3.25% increase which includes all voted appropriations, if approved. The municipal tax rate would increase 2.8%. \$15,000 would be used from the Taxpayer Relief Reserve Fund to offset revenues, and \$50,000 would be used from the Taxpayer Relief Reserve Fund for the Manchester Business Association if Article 7 was approved. It was noted that Manchester had the 17<sup>th</sup> lowest tax rate in Vermont in 2019, compared to the 25<sup>th</sup> lowest tax rate in 2018. Personnel expenses were on page 32 and 33. Health Insurance costs had increased approximately 15%, but due to projected staffing changes, there would be a 27% increase. The question was called and Article 4 was adopted.

**ARTICLE 5. Shall the Town appropriate \$1,645,900 to defray the capital expenses of the Town for the ensuing year, less anticipated capital-related non-property tax revenue?**

Ivan Beattie moved the question, seconded by Bill Drunic. Ivan Beattie directed voters to Page 33 and 34 which listed all capital expenses. Astri Kilburn asked if someone would address the planting of trees at the Rec Center. John O’Keefe spoke of Knapp Field and the addition of a running track around it. The article would include enough funding for 23 trees, although approximately only 6 trees were removed. The only new piece of equipment was the \$30,000 tractor, as \$55,000 was for a current lease. Bill Drunic asked about the state of the Memorial Avenue parking lot. John O’Keefe stated that the board was hoping to get the item on the agenda. Unfortunately, there would need to be a land swap with the school district. The board planned to address it at the 2021 Town Meeting. The question was called and Article 5 was adopted.

**ARTICLE 6. Shall the Town transfer all Fiscal Year 2021 local option tax revenues in excess of \$1,255,000 into the Property Tax Relief Reserve Fund; provided that, in the case of a deficiency in local option tax revenues, funds from the Property Tax Relief Reserve Fund may be used to offset the deficit; provided further, the amount transferred from the Property Tax Relief Reserve Fund to the General Fund and Fiscal Year 2021 local option tax revenues shall not exceed a total of \$1,255,000?**

Greg Cutler moved the question, seconded by Bill Drunic. Greg Cutler stated the article did one of two things if approved: authorized the transfer of local option sales, meals, alcohol and room tax revenues greater than \$1,255,000 from the General Fund to the Taxpayer Relief Reserve Fund in Fiscal Year 2021 or authorized the transfer from Property Tax Relief Reserve Fund to the General Fund in the case the Town

does not collect \$1,255,000 in local option taxes in Fiscal Year 2021. Bill Drunic asked how much money was collected by option taxes in the past Fiscal Year. John O’Keefe referred voters to page 26, which showed a total of \$1.18 million. For the current Fiscal Year, the Town appeared to be ahead. Bill Drunic asked if the Town were expecting excess. Ivan Beattie stated that the board believed so. The question was called and Article 6 was adopted.

**ARTICLE 7. Shall the Town vote to authorize \$50,000 from the Taxpayer Relief Reserve Fund to the Manchester Business Association for the purposes of marketing the Town of Manchester and Village of Manchester in Fiscal Year 2021; and other functions associated with visitor and tourist services, as approved by the Selectboard; provided, that any funds authorized under this Article shall require an equal non-town match?**

Ron Mancini moved the question, seconded by Bill Drunic. Ron Mancini thanked voters for their support and gave an overview of the Manchester Business Association. Funds from taxpayers and matching funds from local businesses improved Manchester and helped attract visitors. There were approximately 5,000 visitors at the visitor center throughout the year. He spoke of a significant online connection and presence. It was noted how many towns had begun following the example of Manchester, including Bennington. Since 2016, \$118,000 had been added to the local option tax. He asked for support of the article. Orland Campbell asked if there was a financial report for the MBA. Ron Mancini stated it was not requested. Orland Campbell asked how much money came in, in excess of the \$50,000. Ron Mancini stated he did not have the operating budget. John Burnham, General Manager at Taconic Hotel, stated there was approximately \$15,000 in excess of the matched \$50,000. John O’Keefe stated there was a written agreement between the Town and the Manchester Business Association. He gave an overview of details provided to the Town according to the agreement. Orland Campbell suggested that Article 7 be a question voted by Australian ballot. Anthony MacLaurin and Kathleen James spoke in support of the Manchester Business Association. Jeff Wilson concurred with Orland Campbell’s request. Ivan Beattie explained the difference between the article and voted appropriations to human service organizations. The Town did not have authority to move the article to Australian ballot. It was submitted by request, not petitioned. Ray Nevin spoke in favor of the article. The question was called and Article 7 was adopted.

**ARTICLE 8. Shall the Town of Manchester enter into a communications union district to be known as Southern**

## SECTION 3 - 2020 ANNUAL MEETING MINUTES

### **Vermont Communication Union District, under the provisions of 30 V.S.A. chapter 82?**

Kathleen James moved the question, seconded by Bill Drunic. Kathleen James spoke in favor of the article and gave an overview regarding access to broadband connections. Approximately 74% of the State of Vermont had access at the time. She urged for support of the article. Terrence Dorsey spoke in favor of the formation of a Communication Union District (CUD). It would bring access to jobs, and would help boost the economy. He asked for support of the article. Barry Brown asked why there was a significant amount of money spent to develop a district. Moderator Nawrath asked to suspend the rules to allow Tim Scoggins to speak. With no opposition, Tim Scoggins stated most funds went to a company named VTel. The funds were not spent as others had hoped. The question was called and Article 8 was adopted.

### **ARTICLE 9. Shall the Town vote to exempt from taxation, for a period not to exceed five (5) years, the real estate of the Masonic Lodge Temple, located at 138 Spruce Street in the Town of Manchester?**

Robert Treat moved the question, seconded by Bill Drunic. Robert Treat offered to answer any questions pertaining to the Masonic Lodge Temple. John O'Keefe stated voted exemptions were located on page 42 of the Town Report. The subject parcel was assessed at \$269,000. The exemption resulted in a payment to the State for school taxes of \$4,114 in Fiscal Year 2020. The question was called and Article 9 was adopted.

### **ARTICLE 10. Shall the Town appropriate a total of \$17,481 to the following human service organizations, pursuant to 24 V.S.A. § 2691 and § 2692: (1) \$420 to Vermont Center for Independent Living; (2) \$500 to Vermont Association for the Blind and Visually Impaired; (3) \$1,000 to The Collaborative; (4) \$1,500 to Neighbor to Neighbor; (5) \$1,500 to Retired Senior Volunteer Program; (6) \$1,811 to Community Action in Southwestern Vermont; (7) \$1,850 to Project Against Violent Encounters; (8) \$2,000 to Center for Restorative Justice; (9) \$2,000 to Greater Northshire Access Television; (10) \$2,400 to Bennington Area Habitat for Humanity; (11) \$2,500 to the Tutorial Center?**

Bill Drunic moved the question, seconded by Frank Kropa. Chandler Poling spoke in support of BROCC. He read a letter from BROCC's CEO, Tom Donahue, which thanked voters for their support and gave an overview on BROCC's impact in the Manchester community. Victoria Silsby, prevention specialist at The Collaborative, spoke in favor of the appropriation request. Keld Alstrup, secretary of Bennington Habitat for Humanity spoke in favor of the appropriation request. Sean-Marie Oller, Director of Programs of the

Tutorial Center, gave an overview of the Tutorial Center, thanked voters for continued support and spoke in favor of the appropriation request. Martha Thompson spoke on behalf, and in support of Neighbor to Neighbor. The question was called and Article 10 was adopted.

### **ARTICLE 11. To transact any other business appropriate to come before Town Meeting.**

Bill Drunic asked if Article 11 pertained to articles to be voted on by Australian ballot. Moderator Nawrath stated articles 12-16 would be discussed after Article 11. Derek Boothby directed voters to page 43 of the Town Report, and asked why the 2018-19 delinquent tax percentage was significantly higher than previous years and how the board felt about it. Ivan Beattie stated the figures were as of June 30<sup>th</sup>. Updated figures were available at Town Hall. Tax Collector, John O'Keefe, concurred with Beattie.

### **Voting by ballot on March 3, 2020:**

### **ARTICLE 12. Shall bonds or notes of the Town of Manchester in an amount not to exceed \$972,000, subject to direct reduction from available state and federal grants-in-aid, be issued for the purpose of making certain public improvements and investments, namely: purchase of a fire truck; improvements to the public safety facility; certain sidewalk improvements along Main Street and Bonnet Street; construction of a new maintenance facility at the Dana L. Thompson Memorial Park and other improvements to the infrastructure at the Dana L. Thompson Memorial Park; the aggregate estimated cost of such improvements being \$972,000?**

John O'Keefe stated state law required a public meeting and additional notices in the local newspaper. The Annual Town Floor Meeting would serve as the required public meeting. A detailed description of the bond could be found on page 9 and 10 of the annual Town Report. He listed off each item to be included in the bond, if approved by voters on Tuesday, March 3, 2020. The cost of the bond would be annualized over twenty years, excluding the Rescue Fire Truck, which would be bonded over ten years. The cost would be approximately \$57,600 in Fiscal Year 2022 for all projects except the new Rescue Fire Truck. The Rescue Fire Truck would cost approximately \$17,500 in Fiscal Year 2022. Page 35 of the Town Report showed the current location of the maintenance shed built in the 1930s and the new location of the new building next to the Manchester Rod and Gun Club if the bond vote were approved. Brian Vogel asked what the long term plan was for parking at the recreation center. John O'Keefe stated that 27 spaces would be added, in addition to the 65 spaces that were added last year. There would also

## SECTION 3 – 2020 ANNUAL MEETING MINUTES

be overflow parking spots on half of the land purchased from the church.

**ARTICLE 13.** Shall the Town appropriate \$4,000 for the support of the Southwestern Vermont Council on Aging?  
No discussion.

**ARTICLE 14.** Shall the Town appropriate \$10,000 for the support of VNA & Hospice of the Southwest Region (Manchester Health Services) to provide services to the residents of the Town?

Tom Bourgeois thanked voters for continued support, gave a brief overview of VNA & Hospice of the Southwest Region and encouraged support for Article 14.

**ARTICLE 15.** Shall the Town vote to appropriate \$243,740 for the operating support of the Manchester Community Library?

J. Violet Ganon, executive director of the Manchester Community Library, spoke on its behalf and asked for support for the article. Ray Nevin spoke in favor of the library and asked if the library would consider Sunday hours.

**ARTICLE 16.** To elect Town Officers for the ensuing year.

No discussion.

With no further business, it was moved by Sylvia Jolivette to adjourn at 3:00 PM, seconded by Bill Drunsic. The meeting stood adjourned at 3:00 PM. Let it be known that at the time of the floor portion of the Annual Town Meeting, 96 registered voters (2%) were in attendance. Of the 3992 registered voters on Election Day, Tuesday, March 3, 2020, 1299 registered voters (32.5%) cast their ballot.

*Respectfully submitted,*

*Anita L. Sheldon, CMC/CVC, Manchester Town Clerk*

*Cynthia Kilburn, Chair of the Board of Civil Authority*

*W. Michael Nawrath, Town Moderator*

*Laura Streiber, Asst. Town Clerk*



*Gold Medalist Shaun White Catching Air at Manchester Skate Park*



*New Stadium Seating at Applejack Stadium*

## SECTION 4 - BUDGET OVERVIEW FY 2022

### Fiscal Year 2022 Budget Summary - Introduction

Similar to the past several years, the town report budget summary breaks down spending by department, as well as function and category. This was done in order to provide even more transparency and provide taxpayers a better sense of what functions and services that taxes support. Not surprisingly, of the largest three categories (payroll, operating, and capital), payroll is the costliest, since the town provides numerous labor intensive services to the town and its taxpayers.

With COVID-19, it is difficult to estimate the Grand List for 2021. The town expects to see increases in the residential categories, but may see decreases in the commercial sectors. That being said, the town is using the Grand List from 2020 (\$11,832,874) for the purposes of budgeting and projections.

The Fiscal Year 2022 budget proposes total spending of \$5,979,211, down from \$6,989,226 in Fiscal Year 2021, a decrease of \$1,010,015 (not including Town Meeting voted appropriations). At the same time, non-property tax revenues also decreased, by \$1,130,100, from \$3,791,000 anticipated in Fiscal Year 2021 to \$2,660,900 in Fiscal Year 2022.

This results in an increase of \$120,085 (or 3.75%) in property tax spending from \$3,198,226 in Fiscal Year 2021 to \$3,318,311 in Fiscal Year 2022. Again, this assumes no change in the 2021 Grand List compared to 2020. Both the Fiscal Year 2021 and Fiscal Year 2022 figures do not include any town voted appropriations. The Town Meeting 2021 warning includes an article for \$50,000 for the Manchester Business Association that would increase the Fiscal Year 2022 by another \$50,000 in property tax spending compared to Fiscal Year 2021.

For a typical house valued at \$275,000, the Fiscal Year 2022 budget, if approved, will result in a municipal tax bill of \$771.38, up from \$743.33 in Fiscal Year 2021 or an increase of \$28.05 or about 3.75%.

With the long-term impacts of COVID-19 unknown, and the revenues of the town and its taxpayers impacted, the Selectboard put together a budget that features few new initiatives. In fact, except for a modest increase in the budget of the Fire Department, the Fiscal Year 2022 budget decreases funding for all town departments. Payroll expenses increase a very modest 0.2% and employee benefits and other related expenses are actually decreasing. Overall, the combined total of payroll expenses and benefits decreases by a total of \$17,692.

Three items have a greater than normal effect beyond the normal inflationary pressures on the Fiscal Year 2022 budget:

- \$25,000 in the Fire Department Equipment Reserve Fund (from \$75,000 to \$100,000; line item (01-4-1896-00) in order to assist in the financing of a new fire truck (see article 3 of the Town Meeting warning).
- \$70,775 in new debt service related to the 2020 Bond, passed by the 2020 Town Meeting 1025 to 199, which is offset partially by \$16,521 from scheduled decreases in debt service from previous bonds.
- Projected reductions in local option sales taxes from COVID-19 of \$55,000, from \$1,255,000 in Fiscal Year 2021 to \$1,200,000 in Fiscal Year 2022.

The total of these factors is \$134,254, or slightly more than the proposed property tax increase of \$120,085.

## SECTION 4 - BUDGET OVERVIEW FY 2022

The following chart compares Fiscal Year 2021 revenues and expenses with the proposed Fiscal Year 2022 budget.

Fiscal Year 2021 versus Fiscal Year 2022 Revenue & Expenses				
Department	Revenues		Expenses	
	FY 2021	FY 2022	FY 2021	FY 2022
Legislative	0	0	2,000	2,000
Administrative	4,000	3,200	1,250	250
Finance	500	400	5,750	750
Assessing	151,900	148,900	140,050	136,700
Planning & Zoning	39,600	21,800	27,300	5,800
DPW - General	200	200	159,500	143,100
DPW - Facilities	0	0	107,500	108,000
DPW - Highway	377,500	380,400	261,200	251,400
Police Department	101,950	124,900	107,550	107,000
Fire Department	0	0	70,550	79,650
Emergency Management	0	0	1,500	1,000
Parks & Recreation	192,000	198,000	132,450	129,350
Health Officer	50	50	250	250
Town Clerk	78,350	112,600	14,200	11,700
Elections/Board of Civil Authority	0	0	6,600	2,400
Town Hall/Public Safety Facility	0	0	76,800	77,400
General	451,700	458,200	902,984	803,519
Personnel	0	0	2,211,000	2,214,900
Allocable	0	0	1,114,892	1,093,300
Debt Payments *	0	0	0	221,607
Lease Payments *	0	0	0	88,135
Capital	1,138,250	12,250	1,645,900	501,000
Local Option Taxes	1,255,000	1,200,000	-	-
<b>Total</b>	<b>3,791,000</b>	<b>2,660,900</b>	<b>6,989,226</b>	<b>5,979,211</b>
<i>Property Taxes</i>	<i>3,198,226</i>	<i>3,318,311</i>	-	-
<i>Grand List (Estimated)</i>	<i>11,832,874</i>	<i>11,832,874</i>	-	-
<i>Tax Rate (Estimated)</i>	<i>0.2703</i>	<i>0.2805</i>	-	-

\* New categories for FY 2022.

### NOTES:

- 1 - Does not include Town Meeting voted appropriations for FY 2021 and FY 2022.
- 2 - Assumes no increase or decrease in the Town Grand List.

Below is a detailed breakdown that gives taxpayers a better sense of the value that town services provide. These services include critical public safety services, including routine police patrols, crime investigations, 24-hour dispatch services, fire protection, (made possible by the all-volunteer Manchester Fire Department), supplemental funding to the Northshire Rescue Squad (formerly Manchester Rescue Squad) and emergency management and planning. The Department of Public Works, funded through local property taxes, is responsible for plowing and maintaining all the town-owned roadways, which includes the very best winter snow and ice removal and sidewalk plowing. The Department also provides roadside mowing and brush-cutting, park maintenance-including mowing of the three town parks, and maintenance and cleaning of the town buildings (Town Hall, Public Safety Facility and the Park House).

The Fiscal Year 2022 General Fund budget funds 32 full-time employees, as follows: thirteen at the Police Department (including 9 sworn officers), two employees in the Town Clerk's Office, two at the Parks and Recreation Department, 1.5 in the Assessing Office, 1.5 in the Planning and Zoning Office, five in the Town Manager's Office and Finance Office (which provide general administrative support to the other

## SECTION 4 - BUDGET OVERVIEW FY 2022

departments), and seven at the Department of Public Works. There are additional part time employees to assist seasonally and to help cover full time employee vacations and sick time leave.

The following chart breaks out payroll expenses by category. For example, the category Public Safety includes the Fire Department, Police Department and Emergency Management. Special Services include Planning and Zoning, the Town Clerk’s Office, Economic Development and Assessing. General Administration includes the Town Manager’s Office, Operations Division, and the Finance Office and Treasurer. Tax Expense is calculated based on the Manchester median house of \$275,000, (calculated as 275,000/100 \* estimated next year rate of \$0.2805 = \$771.38).

<b>Fiscal Year 2022 Proposed Budget by Category - Personnel Expenses</b>			
<b>Category</b>	<b>Budget (\$)</b>	<b>Percent (%)</b>	<b>Tax Expense (\$)</b>
General Administration	266,200.00	4.5	34.33
Special Services	252,900.00	4.2	32.62
Public Works	439,800.00	7.4	56.72
Public Safety	1,003,200.00	16.8	129.39
Parks & Recreation	174,300.00	2.9	22.48
Employee Health Insurance	642,200.00	10.7	82.83
Taxes, Incentives, Other Benefits	529,600.00	8.9	68.31
<b>Total</b>	<b>3,308,200.00</b>	<b>55.3</b>	<b>426.69</b>

**NOTE:** Figures are for demonstration purposes only. Refer to the budget printed in the Town Report for actual figures.

The following chart highlights capital investments Fiscal Year 2022. Tax Expense is based on the typical house of \$275,000. For Fiscal Year 2022, the budget includes the paving of Barnumville Road and the eastern portion of East Manchester Road (\$305,000), a new DPW truck (\$75,000) and a new commercial lawn mower, tractor and portable irrigation system for fields (\$61,000), \$100,000 for the Fire Department Equipment Reserve Fund and \$40,000 for the Police Department Vehicle Reserve Fund, as well as \$20,000 for the preservation of town records through the Town Clerk’s Office.

<b>Fiscal Year 2022 Proposed Budget by Category - Capital Expenses</b>			
<b>Category</b>	<b>Budget (\$)</b>	<b>Percent (%)</b>	<b>Tax Expense (\$)</b>
Public Works	441,000	7.4	56.88
Public Safety *	140,000	2.3	18.06
Buildings/Facilities (Non Park)	0	0.0	0.00
Town Parks	0	0.0	0.00
Special Services	20,000	0.3	2.58
<b>Total</b>	<b>601,000</b>	<b>10.1</b>	<b>77.52</b>

\* Includes \$100,000 from line item 01-4-1896-00 (Fire Equipment Reserve Fund)

**NOTE:** Figures are for demonstration purposes only. Refer to the budget printed in the Town Report for actual figures.



*Manchester FD Flies American Flag at Applejack Stadium*

## SECTION 4 - BUDGET OVERVIEW FY 2022

The following chart depicts operating expenses by category. Once again, Tax Expense is based on the typical house of \$275,000.

Fiscal Year 2022 Proposed Budget by Category - Operating Expenses			
Category	Budget (\$)	Percent (%)	Tax Expense (\$)
General Administration	3,000.00	0.1	0.39
Special Services	156,850.00	2.6	20.23
Public Works	394,500.00	6.6	50.88
Facilities	185,400.00	3.1	23.91
Public Safety	187,650.00	3.1	24.20
Parks & Recreation	129,350.00	2.2	16.68
General Expenses	119,750.00	2.0	15.45
Insurances	48,300.00	0.8	6.23
Payments to Others	429,719.00	7.2	55.42
Outside Services/Consulting	75,000.00	1.3	9.67
Communications	30,750.00	0.5	3.97
Debt Service/Leases	309,742.00	5.2	39.95
<b>Total</b>	<b>2,070,011.00</b>	<b>34.6</b>	<b>266.99</b>

**NOTE:** Figures are for demonstration purposes only. Refer to the budget printed in the Town Report for actual figures.

Fifteen voted appropriations are listed on the Town Meeting warning. All of the articles will be voted by Australian ballot on Tuesday, March 2nd between 8am and 7pm.

If all of the human service agency appropriations are approved, the voted appropriations will add about \$64.08 to the tax bill of the median \$275,000 house (\$0.0233 to the tax rate). Passage of Article 6 (\$50,000 for the Manchester Business Association for marketing) will add about \$11.55 to the median \$275,000 house tax bill.

Finally, the following chart highlights each town voted appropriation if approved by Town Meeting.

Fiscal Year 2022 Proposed Budget by Category - Voter Appropriations				
Organization	Article #	Amount (\$)	Percent (%)	Tax Expense (\$)
Manchester Community Library	10	243,740.00	88.56%	60.26
VNA & Hospice of the SW Region	11	10,000.00	3.63%	2.33
Southwestern VT Council on Aging	12	4,000.00	1.45%	0.93
Tutorial Center	13	2,500.00	0.91%	0.58
Habitat for Humanity	14	2,400.00	0.87%	0.56
GNAT - TV	15	2,000.00	0.73%	0.47
Center for Restorative Justice	16	2,000.00	0.73%	0.47
Project Against Violent Encounters	17	1,850.00	0.67%	0.43
Community Action in Southwestern VT	18	1,811.00	0.66%	0.42
Retired Senior Volunteer Program	19	1,500.00	0.55%	0.35
Neighbor to Neighbor	20	1,500.00	0.55%	0.35
The Collaborative	21	1,000.00	0.36%	0.23
VT Assoc. For Blind & Visually Impaired	22	500.00	0.18%	0.12
VT Center for Independent Living	23	420.00	0.15%	0.10
<b>Human Service Agency Total</b>		<b>275,221.00</b>	<b>100.00%</b>	<b>64.08</b>
Manchester Business Association *	6	50,000	-	11.55

\* The Manchester Business Association funding is not being proposed under the provisions of 24 V.S.A. § 2691 and § 2692 and therefore it was included under the total for human service agencies appropriated under the provisions of 24 V.S.A. § 2691 and § 2692.

## SECTION 4 - BUDGET OVERVIEW FY 2022

### Statewide Comparison of Town Property Taxes

The Selectboard is often asked how the Manchester town tax rate compares to other communities in Vermont. The chart below lists the 20 Vermont municipalities with lesser tax rates compared to Manchester in 2020. Despite a few communities with larger populations compared to Manchester, the average population of the communities with lesser tax rates compared to Manchester was 1,163. Previously, in 2019 Manchester ranked 17, and in 2018 Manchester ranked 25 for lowest tax rate.

Ranking	Municipality	County	Tax Rate \$ (2020)	Population (2019)
1	Buels Gore	Chittenden	0.0000	31
1	Coventry	Orleans	0.0000	1,054
2	Brunswick	Essex	0.0300	102
3	Lowell	Orleans	0.0337	797
4	Averill	Essex	0.1200	25
4	Averys Gore	Essex	0.1200	0
4	Warners Gore	Essex	0.1200	4
4	Warrens Grant	Essex	0.1200	0
4	Lewis	Essex	0.1200	0
4	Ferdinand	Essex	0.1200	33
11	Victory	Essex	0.1424	63
12	Woodford	Bennington	0.1817	400
13	Stratton	Windham	0.2000	198
14	Rutland Town	Rutland	0.2010	4,114
15	Charlotte	Chittenden	0.2011	3,785
16	Landgrove	Bennington	0.2417	157
17	Peru	Bennington	0.2631	355
18	Williston	Chittenden	0.2744	10,081
19	Fayston	Washington	0.2816	1,330
20	St. George	Chittenden	0.2926	731
<b>21</b>	<b>Manchester</b>	<b>Bennington</b>	<b>0.2935</b>	<b>4,224</b>

Most of the communities listed above are not comparable to Manchester, largely based on their populations and the services the towns offer. For example, most of the communities do not provide police services.



*New Manchester PD Officers Benjamin Doucette and Jesse Bravata*

## SECTION 4 - BUDGET OVERVIEW FY 2022

Below is a list of other communities and their tax rates for 2020.

<b>Municipality</b>	<b>County</b>	<b>Tax Rate \$ (2020)</b>
<b>Manchester</b>	<b>Bennington</b>	<b>0.2935</b>
Ludlow	Windsor	0.3068
Dorset	Bennington	0.3565
St. Albans Town	Franklin	0.3889
Arlington	Bennington	0.4200
Jamaica	Windham	0.4207
Sunderland	Bennington	0.4340
Stowe	Lamoille	0.4350
Killington	Rutland	0.4717
Waterbury	Washington	0.5100
Essex Town	Chittenden	0.5267
Weston	Windsor	0.5298
Norwich	Windsor	0.5382
Woodstock	Windsor	0.5500
S. Burlington	Chittenden	0.5535
Wilmington	Windham	0.5809
Middlebury	Addison	0.8021
Chester	Windsor	0.8531
Burlington	Chittenden	0.8995
Morristown	Lamoille	0.9349
Brandon	Rutland	0.9521
Barre Town	Washington	0.9792
Rockingham	Windham	1.0987
Bennington	Bennington	1.1582
Montpelier	Washington	1.1769
Brattleboro	Windham	1.2938
Rutland City	Rutland	1.7637

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - REVENUES

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>ADMINISTRATION</b>					
01-8-0240-00	Vendors Fees	4,000	2,950	4,000	3,200
01-8-0250-00	Town Hall User Fees	50	0	0	0
	<b>TOTAL ADMINISTRATION</b>	<b>4,050</b>	<b>2,950</b>	<b>4,000</b>	<b>3,200</b>
<b>FINANCE DEPARTMENT</b>					
01-8-0380-00	Miscellaneous	500	84	500	400
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>500</b>	<b>84</b>	<b>500</b>	<b>400</b>
<b>ASSESSING DEPARTMENT</b>					
01-8-0450-00	Assessor's Education	0	0	400	400
01-8-0490-00	Reappraisal Reserve - Contracted	0	0	126,500	126,500
01-8-0490-10	Reappraisal Reserve - Consultants	0	0	5,000	5,000
01-8-0490-20	Reappraisal Reserve - Equipment	0	0	5,000	2,000
01-8-0490-30	Reappraisal Reserve - Salaries	0	1,206	15,000	15,000
	<b>TOTAL ASSESSING DEPARTMENT</b>	<b>0</b>	<b>1,206</b>	<b>151,900</b>	<b>148,900</b>
<b>PLANNING DEPARTMENT</b>					
01-8-0610-00	Grant-Planning	13,500	10,800	18,000	0
01-8-0630-00	Zoning Applications/Appeals	20,000	18,827	18,000	19,000
01-8-0640-00	Zoning Maps/Ordinances	250	0	100	50
01-8-0660-00	Fines	500	0	500	250
01-8-0670-00	Recording Fees	2,500	2,219	3,000	2,500
01-8-0675-00	Parking Mitigation	0	10,000	0	0
01-8-0679-00	Marketing Fund Raising	0	50,000	0	0
	<b>TOTAL PLANNING DEPARTMENT</b>	<b>36,750</b>	<b>91,846</b>	<b>39,600</b>	<b>21,800</b>
<b>PUBLIC WORKS-DPW</b>					
01-8-0775-00	Recording Fees	200	0	200	200
	<b>TOTAL PUBLIC WORKS-DPW</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>200</b>
<b>PUBLIC WORKS-FACILITIES</b>					
01-8-0819-00	Village Courthouse-Village Income	6,000	0	0	0
01-8-0819-10	Village Courthouse-Misc Income	1,000	0	0	0
	<b>TOTAL PUBLIC WORKS-FACILITIES</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PUBLIC WORKS-HIGHWAYS</b>					
01-8-0920-00	Permit Fees	1,500	1,670	1,000	1,200
01-8-0926-00	Grant-Paving	0	0	175,000	175,000
	Transfer In-CIRC-Paving E. Manchester	0	0	30,000	30,000
01-8-0940-00	Grant-BCRC Grant in Aid	14,000	29,446	14,000	14,000
01-8-0960-00	State Aid-Roads	157,000	159,556	157,000	160,000
01-8-0980-00	Miscellaneous	500	200	500	200
	<b>TOTAL PUBLIC WORKS-HIGHWAYS</b>	<b>173,000</b>	<b>190,872</b>	<b>377,500</b>	<b>380,400</b>
	<b>TOTAL PUBLIC WORKS</b>	<b>180,200</b>	<b>190,872</b>	<b>377,700</b>	<b>380,600</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - REVENUES

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>POLICE DEPARTMENT</b>					
01-8-1011-00	Ordinance Fines-Animal Control	0	0	250	100
01-8-1011-40	Animal Control-Owner Reimbursements	250	50	250	250
01-8-1025-00	Police Wages Reimbursements	0	2,600	0	0
01-8-1030-00	Justice & Court Fines	12,000	10,345	10,000	11,000
01-8-1040-00	Emergency Communications Services	62,000	62,000	62,000	67,500
01-8-1045-00	Fingerprint Processing Fees	5,000	3,727	5,500	5,000
01-8-1047-00	Polygraph Fees	1,500	0	0	0
01-8-1050-00	Alarm Board Charges	19,500	17,250	19,000	18,000
01-8-1055-00	Alarm Board Fines	1,000	1,000	1,100	1,100
01-8-1060-00	Parking Fines	300	150	250	250
01-8-1065-00	Ordinance Fines	500	0	500	250
01-8-1070-00	Police Reports	2,600	2,185	2,600	2,500
01-8-1075-00	VIN ID Fees	300	80	300	250
01-8-1080-00	Miscellaneous	200	11,788	200	200
01-8-1084-12	VT Grant-Equipment	8,000	0	0	0
01-8-1086-14	GHSP DUI Grants	5,000	0	0	5,000
01-8-1087-14	GHSP CIOT Grants (Click It Or Ticket)	5,000	0	0	5,500
01-8-1088-14	GHSP Distracted Driving Grant	0	0	0	8,000
	<b>TOTAL POLICE DEPARTMENT</b>	<b>123,150</b>	<b>111,175</b>	<b>101,950</b>	<b>124,900</b>
<b>PARKS &amp; RECREATION DEPARTMENT</b>					
01-8-1310-10	Pool Passes	13,000	9,235	12,000	11,000
01-8-1310-15	Pool Memberships	20,000	1,150	22,000	20,000
01-8-1310-20	Swim Lessons - Group	8,000	1,815	8,000	9,000
01-8-1310-25	Swim Lessons - Private	4,000	975	3,500	3,500
01-8-1310-30	Swim Team	10,000	215	11,000	11,000
01-8-1310-75	Life Guarding Course-Red Cross	0	0	1,000	1,000
01-8-1325-00	Brochure Advertising	0	0	250	250
01-8-1326-00	Applejack Field Rental	2,600	1,200	4,000	8,000
01-8-1326-10	Applejack Field Gate Receipts	13,000	10,128	13,000	18,000
01-8-1330-00	Rental Income	8,000	7,697	9,000	9,000
01-8-1330-05	McClellan/Eckhardt Fields Rental	4,000	1,240	5,000	5,000
01-8-1330-10	Rental Income - Community Room	2,000	975	1,500	1,500
01-8-1335-00	Precision Walk	450	338	500	500
01-8-1340-00	Parkhouse Concession Food Sales	5,000	3,456	4,000	4,000
01-8-1350-00	Programs	84,000	37,258	84,000	83,000
01-8-1373-00	AJ Field Concession Food Sales	20,000	10,094	13,000	13,000
01-8-1380-00	Miscellaneous	100	0	250	250
	<b>TOTAL RECREATION DEPARTMENT</b>	<b>194,150</b>	<b>85,776</b>	<b>192,000</b>	<b>198,000</b>
<b>HEALTH DEPARTMENT</b>					
01-8-1430-00	Fines	50	0	50	50
	<b>TOTAL HEALTH DEPARTMENT</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>50</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - REVENUES

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>TOWN CLERK</b>					
01-8-1510-00	Liquor Licenses	4,700	5,103	4,700	4,700
01-8-1520-00	Photocopies	10,000	8,556	9,000	10,000
01-8-1525-00	Motor Vehicle Renewal Fees	750	521	650	500
01-8-1530-00	Dog Licenses	5,500	4,158	5,250	5,000
01-8-1535-00	Dog Fines	1,000	583	700	700
01-8-1540-00	Marriage Licenses	1,400	1,160	1,500	2,000
01-8-1545-00	Fish & Wildlife Licenses	350	147	350	150
01-8-1550-00	Records Search Fees	1,500	1,894	1,500	1,500
01-8-1555-00	Recording Fees	52,000	60,798	45,000	60,000
01-8-1555-10	Town Recording Fees	2,500	2,200	3,200	2,700
01-8-1570-00	Vital Statistics Fees	6,000	4,188	6,000	5,000
	Transfer In-Record Preservation Fund	0	0	0	20,000
01-8-1580-00	Miscellaneous	500	345	500	350
	<b>TOTAL TOWN CLERK</b>	<b>86,200</b>	<b>89,654</b>	<b>78,350</b>	<b>112,600</b>
<b>CAPITAL REVENUE</b>					
01-8-2804-00	Transfer In - Reappraisal Reserve	0	0	0	0
01-8-2809-14	Sale of Vehicle - Highway	2,000	0	0	1,000
01-8-2809-31	Grant - Depot St - CIRC Fund	125,000	125,000	0	0
01-8-2809-32	Church Land Purchase - CIRC	0	160,000	0	0
01-8-2813-30	Transfer In - CIRC for Splashpad	115,000	90,000	0	0
01-8-2813-31	Grant - Splashpad - Federal	125,000	0	0	0
01-8-2813-32	Transfer In - Rec Fund - Splashpad	25,000	0	0	0
	Bond Proceeds-2020 Bond	0	0	972,000	0
	Transfer In-FD Equipment Reserve	0	0	155,000	0
01-8-2817-10	Rescue Squad Reimb-Heating Fuel PSF	8,000	14,449	8,000	8,000
01-8-2817-20	Rescue Squad Reimb-Water PSF	750	926	750	750
01-8-2817-30	Rescue Squad Reimb-Grounds Maint PSF	2,500	5,000	2,500	2,500
	<b>TOTAL CAPITAL REVENUE</b>	<b>403,250</b>	<b>395,375</b>	<b>1,138,250</b>	<b>12,250</b>
<b>GENERAL REVENUE</b>					
01-8-2902-20	Photocopy Sales	200	62	200	200
01-8-2903-15	Act 68 Administrative Aid	38,000	37,539	38,000	38,000
01-8-2903-20	Interest - Investments	5,000	6,854	5,500	6,000
01-8-2903-22	Interest - Restr - Parking Mitigation	600	801	600	600
01-8-2903-28	MV Gain - Restr -Parking Mitigation	4,000	618	3,000	3,000
01-8-2903-30	Interest on Delinquent Taxes	50,000	93,638	55,000	65,000
01-8-2903-40	Penalty on Delinquent Taxes	57,000	50,039	60,000	55,000
01-8-2908-00	State Aid-Reappraisal-Assessing	2,900	2,899	2,900	2,900
01-8-2955-00	Current Use/Hold Harmless	87,000	88,825	88,000	89,000
01-8-2960-00	Payments in Lieu of Taxes	24,000	19,214	24,000	24,000
01-8-2965-00	FEMA Reimbursement	0	16,492	0	0
01-8-2970-40	Trans In - CIRC - Sidewalk Plow	25,000	0	0	0

# SECTION 4 - PROPOSED GENERAL FUND BUDGET - REVENUES

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>GENERAL REVENUE CONTINUED</b>					
01-8-2972-00	Trans In - Cemetery Operating	15,000	15,000	0	0
01-8-2975-00	Rental Income	131,000	112,067	131,000	131,000
01-8-2975-10	Rental Income - Rescue Squad	43,000	43,000	43,000	43,000
01-8-2980-00	Miscellaneous	500	234,416	500	500
<b>TOTAL GENERAL REVENUES</b>		<b>483,200</b>	<b>721,464</b>	<b>451,700</b>	<b>458,200</b>
<b>LOCAL OPTION TAXES REVENUES</b>					
01-8-3000-00	Local Option Sales Tax	805,000	732,105	760,000	730,000
01-8-3000-10	Local Option Rooms/Meals and Alcohol Tax	495,000	465,974	480,000	440,000
01-8-0850-00	Transfer In - Property Tax Relief Fund	10,000	111,921	15,000	30,000
<b>TOTAL LOCAL OPTION TAXES</b>		<b>1,310,000</b>	<b>1,310,000</b>	<b>1,255,000</b>	<b>1,200,000</b>
<b>TOTAL NON-PROPERTY TAX REVENUES</b>		<b>2,821,500</b>	<b>3,000,402</b>	<b>3,791,000</b>	<b>2,660,900</b>



*Officers Review Plans in the Emergency Operations Center*

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>LEGISLATIVE</b>					
01-4-0140-00	Citizen Recognition	1,000	361	1,000	1,000
01-4-0180-00	Legislative General Expense	1,000	108	1,000	1,000
	<b>TOTAL LEGISLATIVE</b>	<b>2,000</b>	<b>469</b>	<b>2,000</b>	<b>2,000</b>
<b>ADMINISTRATION</b>					
01-4-0230-00	Dues & Subscriptions	1,000	3,049	1,000	0
01-4-0280-00	Miscellaneous	250	105	250	250
	<b>TOTAL ADMINISTRATION</b>	<b>1,250</b>	<b>3,153</b>	<b>1,250</b>	<b>250</b>
<b>FINANCE DEPARTMENT</b>					
01-4-0331-00	Printing & Publications	500	1,278	500	500
01-4-0372-00	Software Support	1,300	760	5,000	0
01-4-0380-00	Miscellaneous	150	90	250	250
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>1,950</b>	<b>2,128</b>	<b>5,750</b>	<b>750</b>
<b>ASSESSING DEPARTMENT</b>					
01-4-0410-00	Contracted Services	0	0	1,000	1,000
01-4-0428-00	Assessors Education	500	0	500	500
01-4-0430-00	Dues & Subscriptions	450	813	450	450
01-4-0471-00	Software Support	1,500	972	1,500	1,000
01-4-0480-00	Miscellaneous	100	0	100	250
01-4-0490-00	Reappraisal - contracted services	0	0	126,500	126,500
01-4-0490-10	Reappraisal - consultants	0	0	5,000	5,000
01-4-0490-20	Reappraisal - equipment / supplies	0	1,206	5,000	2,000
	<b>TOTAL ASSESSING DEPARTMENT</b>	<b>2,550</b>	<b>2,991</b>	<b>140,050</b>	<b>136,700</b>
<b>PLANNING DEPARTMENT</b>					
01-4-0610-00	Grant Program - Expense	15,000	19,189	20,000	0
01-4-0630-00	Dues & Subscriptions	400	0	500	400
01-4-0631-00	Printing & Publications	250	225	100	200
01-4-0640-00	Rail Trail Study	0	10,165	0	0
01-4-0670-00	Recording Fees	2,000	2,940	3,000	2,500
01-4-0674-00	Software Support	1,000	420	1,000	1,000
	Energy Conservation Programs	0	0	500	500
01-4-0678-00	Economic Dev Programs	2,000	1,400	2,000	1,000
01-4-0679-00	Marketing Initiative	0	50,000	0	0
01-4-0680-00	Miscellaneous	200	0	200	200
	<b>TOTAL PLANNING DEPARTMENT</b>	<b>20,850</b>	<b>84,339</b>	<b>27,300</b>	<b>5,800</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>DEPARTMENT OF PUBLIC WORKS</b>					
01-4-0732-00	Uniforms-Cleaning/Clothing	5,000	4,216	4,500	4,500
01-4-0737-00	Electricity	3,800	4,799	4,200	4,500
01-4-0738-00	Heating Fuels	8,500	7,676	8,400	8,000
01-4-0741-00	Vehicle/Equipment - Maint/Parts	52,000	39,057	53,000	42,500
01-4-0742-00	Fuel - Gas	9,000	5,445	12,000	10,000
01-4-0743-00	Fuel - Diesel	40,000	33,378	45,000	40,000
01-4-0744-00	Oil & Lubricants	3,200	3,088	2,000	2,500
01-4-0745-00	Expendable Supplies	13,000	14,217	14,000	15,000
01-4-0750-00	Equipment Maint - Non-Fleet	4,000	2,193	4,000	3,000
01-4-0753-00	Mechanic Tools	4,000	2,078	4,000	4,000
01-4-0780-00	Miscellaneous	200	0	200	200
01-4-0782-00	Permit Fees	3,000	3,615	3,000	3,700
01-4-0782-10	Recording Fees	200	45	200	200
01-4-0792-00	Equip Acquisition (non-computer)	4,000	3,499	4,000	4,000
01-4-0793-00	Radios & Communications	1,000	401	1,000	1,000
<b>SUB TOTAL PUBLIC WORKS</b>		<b>150,900</b>	<b>123,707</b>	<b>159,500</b>	<b>143,100</b>
<b>DEPARTMENT OF PUBLIC WORKS - FACILITIES</b>					
01-4-0819-10	Vill Courthouse - Utilities	7,500	2,911	0	0
01-4-0819-20	Vill Courthouse - Maint./Repairs	2,500	3,246	0	0
01-4-0839-00	Facilities Maint/Improvements	48,000	55,852	52,000	52,000
01-4-0867-00	Tree Removal/Planting/Care	2,500	1,400	3,000	3,000
01-4-0869-00	Parks/Grounds Maintenance	20,000	24,077	24,000	24,000
01-4-0869-10	Applejack Field Maintenance	18,000	30,595	19,000	20,000
01-4-0872-00	Downtown Maintenance	2,000	9,548	2,000	2,000
01-4-0872-10	Downtown Seasonal Décor	2,000	3,065	2,000	2,000
01-4-0881-00	Waste Disposal-Facilities	4,500	4,392	5,500	5,000
<b>SUB TOTAL PUB. WORKS - FACILITIES</b>		<b>107,000</b>	<b>135,086</b>	<b>107,500</b>	<b>108,000</b>
<b>DEPARTMENT OF PUBLIC WORKS - HIGHWAYS</b>					
01-4-0940-00	Grant-BCRC-Grant In Aid	0	5,302	0	0
01-4-0947-00	Cutting Edges	10,000	8,272	10,000	10,000
01-4-0956-00	Asphalt-Patchwork	3,000	2,759	3,000	3,000
01-4-0957-00	Winter Sand & Salt	172,500	164,455	180,000	181,000
01-4-0959-00	Chloride	9,500	7,258	9,500	9,700
01-4-0960-00	Gravel	11,000	13,682	11,000	12,000
01-4-0961-00	Signs & Posts	8,000	6,551	7,000	7,200
01-4-0962-00	Culverts/Drainage Appert	20,000	6,405	22,000	10,000
01-4-0964-00	Curb & Sidewalk Repair	1,000	0	1,000	500
01-4-0965-00	Guard Railings	4,200	515	4,200	4,500
01-4-0966-00	Bridge Repair	500	0	500	500
01-4-0977-00	Line Painting	7,500	7,877	8,500	8,500
01-4-0978-00	Traffic Signals	3,000	8,716	4,500	4,500
<b>SUB TOTAL PUBLIC WORKS - HWYS</b>		<b>250,200</b>	<b>231,793</b>	<b>261,200</b>	<b>251,400</b>
<b>TOTAL PUBLIC WORKS</b>		<b>508,100</b>	<b>490,585</b>	<b>528,200</b>	<b>502,500</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>POLICE DEPARTMENT</b>					
01-4-1011-20	Animal Control Officer-Equipment	500	0	250	200
01-4-1011-30	Animal Control Officer-Misc	100	0	100	100
01-4-1011-40	Animal Control Officer-Vet Care	1,500	1,185	1,500	1,500
01-4-1028-00	Training	13,000	1,838	13,000	15,000
01-4-1029-00	Supplies	3,000	1,050	3,000	2,500
01-4-1030-00	Dues & Subscriptions	6,000	9,788	7,000	7,000
01-4-1032-00	Uniforms-Clothing	8,000	8,217	8,500	8,500
01-4-1032-10	Uniforms-Cleaning Allowance	7,000	6,400	7,200	7,200
01-4-1040-00	Vehicle Maintenance	12,500	10,847	12,500	12,500
01-4-1042-00	Fuel-Gas	16,000	9,799	15,000	12,500
01-4-1047-00	Equipment Maintenance	15,000	13,959	15,500	15,500
01-4-1070-00	Criminal Investigation Costs	2,000	9	2,000	2,000
01-4-1080-00	Miscellaneous	3,500	10,511	3,500	3,500
01-4-1092-00	Equipment Acquisition/Computers	8,000	0	4,000	9,000
01-4-1092-50	Equipment Acquisition/Non Computers	0	9,908	14,500	10,000
<b>TOTAL POLICE DEPARTMENT</b>		<b>96,100</b>	<b>83,511</b>	<b>107,550</b>	<b>107,000</b>
<b>FIRE DEPARTMENT</b>					
01-4-1128-00	Training-Firefighters	1,000	2,558	3,000	1,000
01-4-1129-00	Supplies-Fire Prevention	1,000	1,006	1,000	0
01-4-1129-18	Supplies-Office	0	0	500	1,000
01-4-1141-00	Repair/Maint-Vehicles	25,000	30,698	25,000	25,000
	Repair/Maint-Equipment	0	0	0	5,000
01-4-1142-00	Fuel-Gas	200	9	400	300
01-4-1143-00	Fuel-Diesel	3,000	1,467	3,200	2,000
01-4-1149-00	Communication-Acquisition/Repair	9,000	4,188	9,000	5,000
01-4-1180-00	Supplies - Firehouse	1,000	727	1,000	1,000
01-4-1190-00	Supplies - Hazardous Waste	1,000	0	1,000	0
01-4-1192-00	Equipment Acquisition	16,000	2,923	24,450	39,350
01-4-1192-05	Equipment Acquisition - Incentive	2,000	0	2,000	0
<b>TOTAL FIRE DEPARTMENT</b>		<b>59,200</b>	<b>43,577</b>	<b>70,550</b>	<b>79,650</b>
<b>EMERGENCY MANAGEMENT</b>					
01-4-1231-00	Coronavirus Preparation	0	88,777	0	0
01-4-1241-00	Equipment Maintenance	250	0	250	250
01-4-1280-00	Miscellaneous	250	0	250	250
01-4-1292-00	Equipment Acquisition	1,000	0	1,000	500
<b>TOTAL EMERGENCY MANAGEMENT</b>		<b>1,500</b>	<b>88,777</b>	<b>1,500</b>	<b>1,000</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>PARKS AND RECREATION DEPARTMENT</b>					
01-4-1310-75	Lifeguarding Course-Red Cross	0	636	700	2,200
01-4-1325-00	Advertising/Printing/Publications	2,800	350	2,000	2,000
01-4-1326-00	Advertising Applejack Field	0	1,198	1,000	1,200
01-4-1329-00	Supplies	1,500	962	1,500	1,500
01-4-1330-00	Dues & Subscriptions	600	369	600	800
01-4-1335-00	Precision Walk	450	516	450	450
01-4-1337-00	Electricity	8,500	7,751	8,750	8,800
01-4-1337-10	Electricity-Applejack Field	1,500	1,506	2,000	2,500
01-4-1337-20	Elec-Maint Shed/Irrig/Concess	2,900	3,229	3,200	3,400
01-4-1338-00	Heating Fuels	9,500	4,919	10,000	9,000
01-4-1340-00	Concession Stand	2,500	1,736	0	0
01-4-1345-00	Concession-Parkhouse	0	0	3,000	3,000
01-4-1348-00	Repair/Maint-AJ Concession	500	2,020	500	500
01-4-1350-00	Pool Maintenance/Supplies	18,000	8,151	18,500	18,500
01-4-1350-10	Pool Uniforms	1,400	0	1,500	1,500
01-4-1360-00	Facility Rental Expense	5,000	0	2,500	1,000
01-4-1371-50	AJ Field-Supplies & Equipment	1,500	579	1,500	1,000
01-4-1373-00	AJ Field-Concession-Food/Supplies	10,000	4,980	8,000	8,000
01-4-1373-50	AJ Filed Concession-Merchandise	500	0	0	0
01-4-1380-00	Miscellaneous	500	922	500	500
01-4-1390-00	Civic Rec-Credit Card Transact. Fees	5,000	1,340	5,000	5,000
01-4-1390-10	Square - Credit Card Transact. Fees	0	489	250	500
01-4-1390-20	Civic Rec Subscription	0	4,258	3,000	3,000
01-4-1392-00	Equipment Acquisition	3,000	6,789	3,000	3,000
01-4-1393-00	Transfer to Reserve	0	8,474	0	0
01-4-1394-00	Programs	48,000	38,195	50,000	47,000
01-4-1395-00	Swim Team Expenses	5,000	0	5,000	5,000
<b>TOTAL RECREATION DEPARTMENT</b>		<b>128,650</b>	<b>99,369</b>	<b>132,450</b>	<b>129,350</b>
<b>HEALTH OFFICER</b>					
01-4-1429-00	Supplies	100	32	100	100
01-4-1470-00	Recording Fees	50	0	50	50
01-4-1480-00	Miscellaneous	100	60	100	100
<b>TOTAL HEALTH OFFICER</b>		<b>250</b>	<b>92</b>	<b>250</b>	<b>250</b>
<b>TOWN CLERK</b>					
01-4-1519-00	Records Management	3,000	3,888	3,000	3,000
01-4-1530-00	Dues & Subscriptions	500	451	500	500
01-4-1571-00	Maintenance Contracts	7,500	6,960	8,500	6,000
01-4-1580-00	Miscellaneous	700	134	700	700
01-4-1592-00	Equipment Acquisition	9,000	5,734	1,500	1,500
<b>TOTAL TOWN CLERK</b>		<b>20,700</b>	<b>17,167</b>	<b>14,200</b>	<b>11,700</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>ELECTIONS &amp; BOARD OF CIVIL AUTHORITY (BCA)</b>					
01-4-1628-00	Training	200	(175)	500	200
01-4-1630-00	Contracted Services-Tabulator Prog.	2,500	1,183	5,500	1,600
01-4-1680-00	Miscellaneous	200	88	600	600
	<b>TOTAL ELECTIONS &amp; BCA</b>	<b>2,900</b>	<b>1,096</b>	<b>6,600</b>	<b>2,400</b>
<b>TOWN HALL/PUBLIC SAFETY FACILITY (PSF)</b>					
01-4-1734-00	Water-Town Hall	400	365	300	400
01-4-1734-50	Water-PSF	2,300	7,838	2,000	3,500
01-4-1737-00	Electricity-Town Hall	9,700	8,943	10,500	11,000
01-4-1737-50	Electricity-PSF	16,200	17,317	19,000	19,000
01-4-1738-00	Heating Fuels-Town Hall	18,000	14,931	15,000	15,500
01-4-1738-50	Heating Fuels-PSF	28,000	26,434	30,000	28,000
	<b>TOTAL TOWN HALL/PSF</b>	<b>74,600</b>	<b>75,827</b>	<b>76,800</b>	<b>77,400</b>
<b>GENERAL EXPENDITURES</b>					
01-4-1818-00	Telephone	10,000	10,350	10,000	10,750
01-4-1819-00	Internet Services	9,500	10,728	10,500	9,500
01-4-1820-00	Cell Phone	11,000	9,713	11,000	10,500
01-4-1822-00	Photocopiers	9,000	9,319	9,500	9,500
01-4-1823-00	Dues & Subscriptions	1,000	691	5,000	5,000
	Software Support - NEMRC	0	0	0	4,000
01-4-1824-00	Travel	1,000	232	1,000	1,000
01-4-1825-00	General Advertising	5,000	5,840	6,000	6,000
01-4-1825-10	Fleet Vehicle Lease	0	0	10,000	0
01-4-1825-20	Fleet Vehicle Fuel	500	502	450	500
01-4-1825-30	Fleet Vehicle Maintenance	250	76	250	250
01-4-1827-00	Postage	10,000	10,375	10,000	10,500
01-4-1828-00	Training-General	5,000	2,311	5,000	2,000
01-4-1828-01	Training-Town Clerk	0	0	0	2,500
01-4-1829-00	Computer/Office Supplies & Equip.	19,000	25,491	22,000	18,000
01-4-1829-01	Computer/Office Supplies & Equip.-Town Clerk	0	0	0	3,000
01-4-1830-00	Pre-Employment Expenses	250	354	500	500
01-4-1850-00	Town Report Print/Mail/Advert.	6,000	7,242	6,000	7,500
01-4-1871-00	Legal/Consulting	40,000	79,176	43,000	43,000
01-4-1871-01	Consulting-Information Technology	0	0	0	15,000
01-4-1871-55	Legal - Tax Sale	0	170	0	1,000
01-4-1872-00	Property Maps	5,500	6,140	7,000	7,000
01-4-1874-00	Audit	12,000	11,239	12,500	17,000
01-4-1876-00	State Property Tax	26,000	28,528	26,000	27,000
	Manchester Business Assn Marketing	0	0	0	0
01-4-1878-00	Manchester Rescue Squad	149,697	149,697	179,287	183,819
01-4-1879-00	Bennington County Regional Comm	6,000	7,000	6,000	7,000
01-4-1880-00	Listers Errors & Omissions-Muni Tax	1,000	0	1,000	0
01-4-1881-00	County Taxes	92,000	90,041	92,000	92,000

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>GENERAL EXPENDITURES CONTINUED</b>					
01-4-1882-00	Tax Appeals-Court Imposed	1,000	0	1,000	1,000
01-4-1883-00	Uncollectible Taxes	3,000	0	3,000	2,500
01-4-1884-00	Tax Abatements	500	38	500	300
01-4-1885-00	Street Lights	34,000	37,337	34,000	36,000
01-4-1886-00	VT League-Cities & Towns	6,300	6,848	6,400	6,900
01-4-1887-00	Village Alloc-Highways	50,000	58,443	53,000	53,000
01-4-1888-00	Village Alloc-Street Lights/Sidewalk	5,000	3,488	5,000	5,000
01-4-1889-00	Recycling & Solid Waste Disposal	38,000	59,450	38,000	55,000
01-4-1891-00	Memorial Day	1,500	899	1,500	1,000
01-4-1895-00	Insurance-Property/Liability	90,000	71,005	51,170	48,300
01-4-1895-50	Transfer Out-High Deductible Fund	3,978	0	5,000	0
01-4-1896-00	Fire Equipment Reserve Fund	61,400	25,000	69,000	100,000
01-4-1897-00	Debt-Principal & Interest	169,814	169,065	160,427	0
01-4-1898-00	Factory Point Cemetery Operating	0	16	0	0
01-4-1899-70	Town Service Officer	250	75	500	200
01-4-1899-90	Miscellaneous	500	7,598	500	500
<b>TOTAL GENERAL EXPENDITURES</b>		<b>884,939</b>	<b>904,475</b>	<b>902,984</b>	<b>803,519</b>
<b>PERSONNEL-SALARIES/WAGES</b>					
01-4-2501-10	Legislative-Selectboard	6,000	4,541	7,500	7,500
01-4-2502-10	Admin-Town Managers Office	109,655	104,959	110,100	109,900
01-4-2502-20	Admin-Operations/Human Resources	54,850	56,806	58,000	58,000
01-4-2502-30	Admin-Part time (EM, HO, CO, PS)	10,000	7,811	10,000	10,000
01-4-2503-10	Finance-Full time	69,650	70,327	72,000	72,400
01-4-2503-20	Finance-Treasurer	8,400	8,400	8,400	8,400
01-4-2503-40	Finance-Board of Tax Abatement	100	0	100	0
01-4-2504-10	Assessing-Full time	63,320	54,412	43,700	43,700
01-4-2504-20	Assessing-Admin Assistant	12,270	18,569	16,900	16,050
01-4-2506-10	Planning/Zoning - Full Time	63,320	63,315	65,000	65,000
01-4-2506-20	Planning/Zoning - Admin Assistant	12,270	8,322	16,900	16,050
01-4-2506-30	Planning/Zoning-Economic Develop.	18,000	19,032	22,500	22,500
01-4-2507-10	DPW-Director/Mechanic-Full time	126,515	126,515	129,900	129,900
01-4-2507-15	DPW-Director/Mechanic-Overtime	45,000	11,693	4,000	4,000
01-4-2508-10	DPW-Facilities-Full time	141,735	138,229	141,900	141,900
01-4-2508-15	DPW-Facilities-Full time-Overtime	0	8,426	0	0
01-4-2508-20	DPW-Facilities-Seasonal	24,000	11,950	24,800	22,000
01-4-2508-25	DPW-Facilities-Seasonal-Overtime	0	1,738	0	0
01-4-2509-10	DPW-Highways-Full time	98,295	97,327	102,000	102,000
01-4-2509-15	DPW-Highways-Full time-Overtime	0	21,591	40,000	40,000
01-4-2510-10	Police Dept-Police Management	233,000	140,475	154,100	173,200
01-4-2510-20	Police-Officers-Full time	404,855	449,590	443,100	385,000
01-4-2510-25	Police-Officers-Overtime	69,000	76,555	69,000	69,000
01-4-2510-27	Police-Overtime-Criminal Investig.	1,000	0	1,000	1,000
01-4-2510-30	Dispatcher-Full time	168,265	166,880	173,200	225,000

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>PERSONNEL-SALARIES/WAGES CONT.</b>					
01-4-2510-35	Dispatcher-Full time-Overtime	26,000	42,474	28,000	28,000
01-4-2510-50	Police-Part time/Prisoner Transport	49,000	40,851	51,000	51,000
01-4-2510-55	Police-Special Officer-OT	0	991	0	0
01-4-2510-60	Dispatcher-Spare	30,000	30,303	32,000	32,000
01-4-2511-05	Fire Dept-Fire Chief	5,000	5,000	5,000	5,000
01-4-2511-10	Fire Dept-Administration	4,000	4,000	4,000	4,000
01-4-2511-20	Fire Dept-Firefighters	30,000	30,000	30,000	30,000
01-4-2511-25	Top 10 Point Bonus	0	2,000	0	2,000
01-4-2513-10	Parks/Rec-Full time	101,765	88,716	98,300	98,300
01-4-2513-20	Parks/Rec-Part time	16,000	12,547	18,000	15,000
01-4-2513-30	Parks/Rec-Pool-Straight Time	38,000	27,387	38,000	34,000
01-4-2513-35	Parks/Rec-Pool-Overtime	0	610	0	0
01-4-2513-40	Parks/Rec-Pool-Swim Team	5,000	4,464	6,000	6,000
01-4-2513-50	Parks/Rec-Camp Counselors	17,000	16,818	18,000	17,000
01-4-2513-71	Parks/Rec-AJ Field Wages	0	76	0	0
01-4-2513-73	Parks/Rec-AJ Field Concession	4,000	591	4,000	2,000
01-4-2514-20	Health Off - Wages - (To Admin PT)	0	540	0	0
01-4-2515-10	Town Clerk Salary	49,520	49,894	50,900	50,900
01-4-2515-20	Town Clerk Assistant-Salary	34,215	34,350	35,200	35,200
01-4-2516-10	BCA - Elections	2,000	1,416	4,000	2,000
01-4-2516-20	BCA-Tax Appeals	1,000	399	1,000	1,500
01-4-2570-10	Employee Performance Bonus	24,000	32,946	30,000	30,000
01-4-2570-20	Longevity/Sick/Holiday Wage	9,500	0	9,500	9,500
01-4-2570-30	Police Dept-Bonus Wage	28,000	39,135	34,000	39,000
<b>TOTAL PERSONNEL- SALARY/WAGES</b>		<b>2,213,500</b>	<b>2,132,972</b>	<b>2,211,000</b>	<b>2,214,900</b>
<b>ALLOCABLE EXPENDITURES</b>					
01-4-2610-00	FICA/MEDI	170,000	162,812	170,000	166,000
01-4-2620-00	Insurance-Unemployment	12,500	2,418	9,000	5,000
01-4-2630-00	Insurance-Health	513,000	593,719	650,000	642,200
01-4-2630-70	Health Care Wellness	2,000	1,300	2,000	0
01-4-2640-00	Insurance - AD/D, Life, S/T Disab	29,160	25,295	29,000	27,000
01-4-2650-00	Insurance- Worker's Compensation	82,000	115,382	101,592	81,000
01-4-2660-00	Pension/Retirement	126,240	144,745	128,000	145,900
01-4-2680-00	Insurance-Dental	25,000	21,466	25,000	25,900
01-4-2690-00	Section 125 Administration Fees	300	286	300	300
<b>TOTAL ALLOCABLE EXPENDITURES</b>		<b>960,200</b>	<b>1,067,423</b>	<b>1,114,892</b>	<b>1,093,300</b>
<b>TOTAL OPERATING EXPENDITURES</b>		<b>4,979,239</b>	<b>5,097,952</b>	<b>5,343,326</b>	<b>5,168,469</b>

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>DEBT PAYMENTS</b>					
	2004 Series 1 (2012 Series 3)	0	0	0	18,150
	Interest	0	0	0	8,184
	2010 Series 1 (2016 Series 2)	0	0	0	10,000
	Interest	0	0	0	8,664
	2012 Series 1 - Park House	0	0	0	75,000
	Interest	0	0	0	30,834
	2020 Series 2 - Fire Truck	0	0	0	15,500
	Interest	0	0	0	1,459
	2020 Series 2 - Rec Park/Paving	0	0	0	40,850
	Interest	0	0	0	12,966
	<b>TOTAL DEBT PAYMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>221,607</b>
<b>LEASE PAYMENTS</b>					
	Grader Lease	0	0	0	54,957
	Loader Lease	0	0	0	0
	Fingerprint Machine Lease	0	0	0	4,440
	Communications Equipment Lease	0	0	0	28,738
	<b>TOTAL LEASE PAYMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>88,135</b>
<b>CAPITAL EXPENDITURES</b>					
01-4-2806-12	P/Z - Depot Street - Construction	125,000	89,957	0	0
01-4-2806-13	Depot Street - Lights/Wiring	0	129,231	0	0
01-4-2808-59	Boiler Replacement - PSF	16,000	0	0	0
01-4-2808-80	PSF-parking lot paving phase II	70,000	4,116	100,000	0
01-4-2808-85	Church Land Acquisition	0	160,551	0	0
	PSF-FD bay concrete apron	0	0	70,000	0
	PSF-parking lot lighting replacement	0	0	60,000	0
	PSF-PD parking secured fenced area	0	0	20,000	0
	PSF-PD entrance security enhancement	0	0	20,000	0
01-4-2809-03	Vehicle Acquisition - Highway	258,000	257,222	55,000	75,000
01-4-2809-06	Equipment - Highway	105,000	99,202	65,000	61,000
01-4-2809-07	Sidewalk Replacement-Main St.	0	3,500	12,000	0
	Sidewalk Replacement-Bonnet St.	0	0	50,000	0
	Sidewalk Improvement-Rec Park	0	0	35,000	0
	Rec Park-Maintenance Facility	0	0	350,000	0
	Paving-Town	0	0	230,000	100,000
	Paving-State Class 2 Grant	0	0	0	175,000
	Paving-CIRC Fund	0	0	70,000	30,000
01-4-2809-13	Paving - Richville	0	1,151	0	0
01-4-2809-17	Cap-Structures/Culverts	0	360	0	0
01-4-2809-18	Culvert - Three Maple Drive	0	2,395	0	0
01-4-2810-50	Transfer To - Police Vehicle Reserve	35,000	3,359	35,000	40,000
01-4-2811-11	Equipment Acquisition - Fire Dept.	13,600	11,927	6,000	0
01-4-2811-14	Vehicle Acquisition - Fire Dept.	0	0	310,000	0

## SECTION 4 - PROPOSED GENERAL FUND BUDGET - EXPENSES

Account Number	Description	2019 - 2020 Budgeted Expenses	2019 - 2020 Actual Expenses	2020 - 2021 Budgeted Expenses	2021-2022 Budget Proposal
<b>CAPITAL EXPENDITURES CONT.</b>					
01-4-2812-30	Communications Radio Upgrade	25,500	28,737	25,500	0
	Police Department Fingerprint Reader	0	0	4,400	0
	Rec Park-Tree Planting	0	0	10,000	0
01-4-2813-23	Tennis/Basketball Court Resurfacing	0	14,388	0	0
01-4-2813-27	Heater - Pool	15,000	0	0	0
	Cap-Park Imp-Splashpad/Basketball Courts	250,000	(38)	0	0
	Parking Lot Expansion-Rec Park	0	0	60,000	0
	Applejack Grandstand-Improvements	0	0	40,000	0
01-4-2815-00	Records Preservation - Town Clerk	18,000	17,965	18,000	20,000
	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>931,100</b>	<b>824,024</b>	<b>1,645,900</b>	<b>501,000</b>
<b>TOTAL DEBT, LEASE &amp; CAPITAL PYMTS</b>					
		<b>931,100</b>	<b>824,024</b>	<b>1,645,900</b>	<b>810,742</b>
<b>SUB TOTAL EXPENSES</b>					
		<b>5,910,339</b>	<b>5,921,976</b>	<b>6,989,226</b>	<b>5,979,211</b>
<b>TOWN APPROPRIATIONS</b>					
01-4-2941-00	RSVP	1,500	1,500	1,500	
01-4-2943-00	SW Vt Council on Aging	4,000	4,000	4,000	
01-4-2949-00	The Collaborative	1,000	1,000	1,000	
01-4-2950-00	Community Action SW VT	1,811	3,622	1,811	
01-4-2951-00	PAVE-Against Violence	1,850	1,850	1,850	Appropriations
01-4-2953-00	Bennington Area Habitat for Humanity	2,400	2,400	2,400	will be
01-4-2955-00	Neighbor to Neighbor	1,500	3,000	1,500	voted at
01-4-2957-00	Center for Independent Living	420	420	420	Town
01-4-2958-00	Tutorial Center	2,500	5,000	2,500	Meeting
01-4-2959-00	Center for Restorative Justice	2,000	2,000	2,000	
01-4-2961-00	GNAT-Television Access	2,000	2,000	2,000	
01-4-2962-00	VABVI - Blind & Visually Impaired	500	1,000	500	
01-4-2963-00	VNA & Hospice of the SW Region	10,000	10,000	10,000	
01-4-2965-00	Mark Skinner Library	243,740	243,740	243,740	
	<b>TOTAL TOWN APPROPRIATIONS</b>	<b>275,221</b>	<b>281,532</b>	<b>275,221</b>	<b>275,211</b>
<b>TOTAL EXPENDITURES</b>					
		<b>6,185,560</b>	<b>6,203,508</b>	<b>7,264,447</b>	<b>6,254,422</b>

## SECTION 4 - PROPOSED FY 2022 SEWER BUDGET

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>SEWER DEPARTMENT REVENUE</b>					
02-3-0301-00	Connections	30,000	44,654	30,000	25,000
02-3-0302-00	User Charges	350,000	328,278	355,000	340,000
02-3-0303-00	Assessment Charges	95,000	134,164	95,000	95,000
02-3-0304-00	Miscellaneous	500	0	500	500
02-3-0310-10	Sale of Vehicle	2,500	0	0	0
02-3-0316-00	Interest - Checking Account	100	233	100	100
02-3-0316-10	Interest - Investments - Schwab	15,000	16,714	15,000	16,000
02-3-0318-00	Interest - Delinquent Accounts	10,000	6,261	10,000	8,000
02-3-0325-00	Use of Sewer Capital Reserve	112,500	0	32,000	32,000
	2021 Bond Proceeds	0	0	420,000	170,000
02-3-0800-10	Cap Res.- Unrealized Gain in MV	15,000	20,595	15,000	15,000
<b>TOTAL SEWER DEPARTMENT REVENUE</b>		<b>630,600</b>	<b>550,900</b>	<b>972,600</b>	<b>701,600</b>
<b>SEWER DEPARTMENT OPERATING EXPENSES</b>					
02-4-0404-00	Salaries/Wages-Full Time	76,800	81,802	79,100	77,800
02-4-0408-00	Overtime	8,000	7,138	8,500	8,000
02-4-0411-00	Salaries-Administrative	56,800	53,583	58,500	57,600
24-4-0412-00	Merit Raise/Performance Bonus	2,900	4,455	2,900	3,300
02-4-0412-10	Employee Longevity/sick/Holiday	2,000	0	2,000	2,000
02-4-0414-00	FICA/MEDI	11,900	10,962	11,900	11,900
	Unemployment Compensation				
02-4-0416-00	Insurance	500	425	500	500
02-4-0418-00	Worker's Compensation Insurance	12,051	5,973	13,000	5,000
02-4-0420-00	Health Insurance	65,000	59,572	69,000	56,200
02-4-0422-00	Dental Insurance	3,200	2,734	3,400	3,100
02-4-0424-00	Pension	9,100	8,409	9,300	9,100
02-4-0426-00	AD/D, Life Insurance & S/T Disability	2,100	1,955	2,200	2,100
02-4-0428-00	Training	1,000	1,083	1,000	1,000
02-4-0432-00	Uniforms	2,100	2,850	2,200	2,500
02-4-0506-00	Office Expense	3,000	2,577	3,000	3,000
02-4-0518-00	Telephone	1,600	1,156	1,600	1,300
02-4-0519-00	Cell Phone	880	666	900	910
02-4-0520-00	Internet	2,350	1,087	2,900	2,400
02-4-0524-00	Photocopies	400	1,777	400	400
02-4-0526-00	Travel	250	0	250	250
02-4-0527-00	Postage	2,400	2,281	2,400	2,500
02-4-0604-00	Electricity	12,650	37,708	13,000	15,000
02-4-0614-00	Plant Maintenance	6,000	3,995	6,200	7,000
02-4-0614-10	Plant Maintenance-Buildings	2,500	1,976	2,600	3,500
02-4-0614-20	Plant Maintenance-Chemicals	19,000	11,603	20,000	20,000
02-4-0704-00	Insurance-Property/Liability/Etc	10,965	14,609	12,000	10,400
02-4-0710-00	Reserve for High Deductible Insurance	5,000	0	5,000	0
02-4-0720-00	Computer Expenses	1,500	2,755	1,500	500

## SECTION 4 - PROPOSED FY 2022 SEWER BUDGET

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>SEWER DEPT. OPERATING EXP. CONT.</b>					
02-4-0750-20	Infiltration Study	0	3,885	0	0
02-4-0808-00	Vehicle Fuel	2,200	1,566	2,300	2,200
02-4-0810-00	Heating Fuel	6,700	3,819	6,900	7,000
02-4-0812-00	Vehicle Maintenance	2,100	1,388	2,200	2,200
02-4-0823-00	Equipment Maintenance	4,000	2,026	4,200	4,000
02-4-0824-00	System Maintenance	25,000	19,366	28,000	25,000
02-4-0825-00	Advertising	1,000	134	1,000	1,000
02-4-0834-00	Tools	2,000	986	2,000	2,000
02-4-0884-00	Lab Supplies	3,500	3,739	3,600	4,000
02-4-1002-00	Audit	2,530	1,026	2,600	3,500
02-4-1005-00	Legal	4,000	1,793	4,000	4,000
02-4-1012-00	Consultants	7,000	3,157	7,000	7,000
02-4-1013-00	Permit Fees	2,400	1,800	2,450	2,000
02-4-1045-00	Transfer Out - Capital Impr. Fund	30,000	0	30,000	25,000
02-4-1825-10	Fleet Vehicle-Lease	1,300	0	0	0
02-4-1825-20	Fleet Vehicle-Fuel	100	57	100	50
02-4-1825-30	Fleet Vehicle-Maintenance	100	0	100	50
02-4-1830-00	Grant - VLCT - Equipment	0	0	0	0
02-4-1850-00	S Asset Management Grant (VT)	0	0	0	0
02-4-1900-00	Depreciation	0	0	0	0
02-4-1902-00	Amortization	0	0	0	0
02-4-1906-00	Miscellaneous	500	27	500	250
02-4-1942-00	Bond Interest	45,430	48,455	43,333	44,992
02-4-1944-00	Bond Principle	48,393	0	48,393	50,308
02-4-7010-00	Lagoon Cleaning	0	0	0	0
<b>TOTAL SEWER OPERATING EXP.</b>		<b>510,199</b>	<b>416,356</b>	<b>523,926</b>	<b>491,809</b>
<b>SEWER DEPARTMENT CAPITAL EXPENSES</b>					
02-4-2830-20	Meter Reading Software Upgrade	0	12	0	0
02-4-7030-25	Study: Infiltration and Inflow Study	17,000	0	0	0
02-4-7030-26	Sewer Expansion Study - Main Street	18,000	0	0	0
02-4-7030-27	Sewer Expansion Study - Richville	0	0	32,000	32,000
02-4-7030-28	Sewer Main - MEMS to Main Street	50,000	0	0	0
02-4-7030-29	Sewer Main - Main St Shaws to Longview	0	0	150,000	0
02-4-7030-30	Sewer Main - MtnView Terrace & Cottage St	0	0	100,000	0
02-4-7030-31	Riverside Heights Pump Station	0	0	170,000	170,000
02-4-7040-00	S Cap-Facility Paving	0	17,484	0	0
02-4-7041-00	S Lagoon Blowers-Replace	0	0	0	0
02-4-7050-00	Service Truck Replacement	27,500	0	0	0
02-4-7050-15	S Cap-Sewer Plant Improvements	0	82,511	0	0
02-4-7060-20	S Cap-Old Main Street	0	0	0	0
02-4-7060-30	Riverside Heights	0	0	0	0
<b>TOTAL SEWER DEPT CAPITAL EXP.</b>		<b>112,500</b>	<b>100,007</b>	<b>452,000</b>	<b>202,000</b>
<b>TOTAL SEWER DEPT. EXPENSES</b>		<b>622,699</b>	<b>516,363</b>	<b>975,926</b>	<b>693,809</b>

## SECTION 4 - PROPOSED FY 2022 WATER BUDGET

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021- 2022 Budget Proposal
<b>WATER DEPARTMENT REVENUES</b>					
03-3-0301-00	Connections	25,000	25,000	25,000	25,000
03-3-0302-00	User Charges	700,000	695,000	710,000	650,000
03-3-0303-00	Water Assessment Charges	150,000	120,000	150,000	150,000
03-3-0304-00	Miscellaneous	500	500	500	0
03-3-0310-00	Sale of Equipment/Parts	0	0	0	0
03-3-0310-10	Sale of Vehicle	2,500	0	0	0
03-3-0312-00	Special Services	1,000	1,000	1,000	1,000
03-3-0316-00	Interest on Investments	500	500	500	500
	Cap Reserve-Int on Investments-Conn Fees				
03-3-0316-10	Acct	100	100	100	0
	Cap Reserve- Int on Inv-Hazard Mitigation				
03-3-0316-20	Acct	12,000	11,000	12,500	13,000
03-3-0318-00	Interest on Delinquent Water Accounts	12,000	11,000	12,500	12,000
03-3-0320-00	Grant - VLCT - Equipment	0	0	0	0
03-3-0346-00	Sale of Meters	1,000	1,000	1,000	0
03-3-0350-00	Sprinkler Fees	45,000	45,000	45,000	45,000
03-3-0380-00	Unrealized Gain (Loss) on Schwab	0	0	0	0
03-3-1301-00	Allocated from Retained Earnings	0	12,000	0	0
03-3-0380-10	Unrealized Gain (Loss) Schwab	0	0	0	0
	Water Bond Reimbursement for Water Main				
03-3-7010-00	Project	0	0	0	0
03-3-7010-16	Water Bond Interest Earned	0	0	0	0
	Bond Proceeds - prior	990,000	0	0	0
	Bond Proceeds - 2021	0	0	1,500,000	825,000
	Grant - Barnumville Water Main	0	0	0	275,000
	Use of Water Capital Reserve for Capital				
03-3-8000-00	Items	0	0	0	0
<b>TOTAL WATER DEPARTMENT REVENUES</b>		<b>1,939,600</b>	<b>922,100</b>	<b>2,458,100</b>	<b>1,996,500</b>
<b>WATER DEPT. OPERATING EXPENSES</b>					
03-4-0404-00	Salaries	76,800	82,775	76,800	77,800
03-4-0408-00	Overtime	11,500	11,500	11,500	11,500
03-4-0408-35	Overtime-Capital-Water Main Project	0	0	0	0
03-4-0411-00	Salaries-Administration	56,800	55,395	56,800	57,600
03-4-0412-00	Merit Raise/Performance Bonus	2,900	2,900	2,900	2,900
03-4-0412-10	Longevity/Sick/Holiday Pay	2,000	2,000	2,000	2,000
03-4-0414-00	FICA/MEDI	12,000	12,000	12,000	12,000
03-4-0416-00	Unemployment Insurance	500	2,600	500	500
03-4-0418-00	Worker's Compensation Insurance	12,051	5,300	12,051	5,500
03-4-0420-00	Health Insurance	65,000	51,000	65,000	56,200
03-4-0422-00	Dental Insurance	3,200	2,950	3,200	3,100
03-4-0424-00	Pension	9,100	8,700	9,100	9,100
03-4-0426-00	AD/D, Life Insurance, S/T Disability	2,100	2,200	2,100	2,100
03-4-0428-00	Training	1,000	2,000	1,000	1,000
03-4-0432-00	Uniforms	2,100	2,100	2,100	2,500
03-4-0506-00	Office Expenses	3,000	3,000	3,000	3,000

## SECTION 4 - PROPOSED FY 2022 WATER BUDGET

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021- 2022 Budget Proposal
<b>WATER DEPT. OPERATING EXP. CONT.</b>					
03-4-0518-00	Telephone	1,600	1,500	1,600	1,700
03-4-0519-00	Cell Phone	880	850	880	910
03-4-0520-00	Internet	2,350	650	2,350	2,400
03-4-0524-00	Photocopies	400	400	400	400
03-4-0526-00	Travel	250	250	250	250
03-4-0527-00	Postage	3,200	3,200	3,200	3,300
03-4-0531-00	Printing & Publications	250	250	250	250
03-4-0604-00	Electricity	43,000	40,000	43,000	45,000
03-4-0704-00	Insurance-Property/Liability/Etc	10,965	20,000	10,965	10,400
03-4-0710-00	Insurance-High Deductible Reserve	5,000	124	5,000	0
03-4-0720-00	Computer Expenses	1,500	1,500	1,500	500
03-4-0808-00	Vehicle Fuel-Gas/Diesel	2,200	2,100	2,200	2,400
03-4-0812-00	Vehicle Maintenance	2,100	2,000	2,100	2,200
03-4-0823-00	System Maintenance	25,000	25,000	25,000	25,000
03-4-0823-10	System Chemicals	2,000	2,000	2,000	2,200
03-4-0827-00	Leak Detection/Repair	0	0	0	0
03-4-0828-00	Equipment Maintenance	4,000	4,000	4,000	2,000
03-4-0832-00	Advertising	500	500	500	500
03-4-0834-00	Tools	2,000	4,000	2,000	2,000
03-4-0884-00	Lab Testing/Supplies	2,750	3,000	2,750	3,000
03-4-1002-00	Audit	2,530	2,505	2,530	3,400
03-4-1005-00	Legal	4,000	4,000	4,000	4,000
03-4-1012-00	Consultants	10,000	10,000	10,000	8,000
03-4-1013-00	Permit Fees	8,000	8,500	8,000	7,500
03-4-1045-00	Reserve for Capital Improvements-Conn Fees Pd	25,000	25,000	25,000	25,000
03-4-1825-10	Fleet Vehicle-Lease	1,300	0	1,300	0
03-4-1825-20	Fleet Vehicle-Fuel	100	100	100	50
03-4-1825-30	Fleet Vehicle-Maintenance	100	100	100	0
03-4-1830-00	Grant-Equipment-VLCT	0	0	0	0
03-4-1850-00	Grant - Asset Inventory	0	0	0	0
03-4-1906-00	Miscellaneous	500	500	500	500
03-4-1942-00	Bond Interest	169,022	193,406	169,022	182,980
03-4-1942-00	Bond Principle	181,274	221,273	181,274	221,542
<b>TOTAL WATER OPERATING EXP.</b>		<b>771,822</b>	<b>823,128</b>	<b>771,822</b>	<b>804,182</b>
<b>WATER DEPT. CAPITAL EXPENSES</b>					
03-4-2000-00	Depreciation	0	0	0	0
03-4-2100-00	Amortization	0	0	0	0
	Alternative Well Site Study	0	0	20,000	0
03-4-2830-20	Cap-Meter Reading Equipment	0	0	0	0
03-4-2830-30	Cap-Water Main Locator	0	0	0	0
03-4-2830-40	Cap-Well Improvements	0	95,000	0	0
	Service Truck Replacement	0	0	27,500	0
03-4-7013-10	Tank Clean/Coat East	0	0	0	0

# SECTION 4 - PROPOSED FY 2022 WATER BUDGET

Account Number	Description	2019 - 2020 Budgeted Revenue	2019 - 2020 Actual Revenue	2020 - 2021 Budgeted Revenue	2021-2022 Budget Proposal
<b>WATER DEPT. CAPITAL EXP. CONT.</b>					
03-4-7013-20	Tank Clean/Coat West	0	0	0	0
03-4-7035-00	Cap-Main Replacement-Main Street	0	0	0	0
03-4-7035-10	Lin/Rob Design	0	0	0	0
03-4-7035-15	Lin/Rob Construction	0	0	0	0
	Main Street/Ways Lane Crossing	0	0	75,000	0
	Taconic Ave Water Main	0	0	185,000	0
	Prospect Street Water Main	0	0	730,000	0
	Barnumville Road Construction	0	0	0	1,100,000
03-4-7040-00	Cap-W-Facility Paving	10,000	0	0	0
03-4-7050-00	Cap-W Vehicle Acquisition	0	0	0	0
<b>TOTAL WATER CAPITAL EXPENSES</b>		<b>10,000</b>	<b>95,000</b>	<b>1,037,500</b>	<b>1,100,000</b>
03-1-5100-00	Debt Retirement	221,273	0	0	0
<b>TOTAL WATER DEPT. EXPENSES</b>		<b>1,003,095</b>	<b>918,128</b>	<b>1,809,322</b>	<b>1,904,182</b>



*New Helicopter Landing Zone at Town Safety Facility*

## SECTION 5 - TAXES & GRANDLIST

### STATEMENT OF TAXES RAISED

**2019-20 GRAND LIST  
June 30, 2020**

**Tax Rates:**

Town	0.2617
Voted Exempt	0.0023

**State Education Tax Rates:**

Homestead	1.4769
Non-Homestead	1.5274

**Homestead Education Tax**

Homestead Education Grand List	3,720,778
Homestead Tax Rate	1.4769
Homestead Education Liability	5,495,217

Total Credits for Tax Bills	(1,537,753)
Municipal Portion of Credits	27,834
Education Portion of Credits	(1,509,919)
Late Fees kept by Towns for Revised Tax Bills	(720)
Amount Raised on Homestead Properties	3,984,579
Amount Retained by Town (0.225 of 1%) Administration Fee	(8,967)
Amount of Homestead Tax Liability for Education Spending (including credit)	<b>3,975,612</b>

**Non-Homestead Education Tax**

Non-Homestead Education Grand List	8,104,327
Non-Homestead Tax Rate	1.5274
Non-Homestead Education Liability	12,378,549
Amount Retained by Town (0.225 of 1%) Administration Fee	(27,852)
Net Non-Homestead Education Taxes Available	12,350,697
Local amount of Non-Homestead Tax Liability for Education Spending plus Categorical Grants	(6,475,515)
<b>Non-Homestead Education Liability to State Treasury</b>	<b>5,875,183</b>

**Payments to School District by Town**

10,451,126

**Municipal Tax**

Town	3,088,839
Voted Exempt	26,815
<b>Total Municipal Tax</b>	<b>3,115,654</b>

# SECTION 5 - TAXES & GRANDLIST

## TAX RATES FISCAL YEAR 2021

### School Tax Rates

Residential or Homestead. A statewide education tax is levied at different rates based on classification. Questions on these rates can be directed to the Vermont Department of Taxes at (800) 828-5860.

<b>Non-Homestead Property Tax Rate</b>	<b>\$1.5609</b>
<b>Homestead Property Tax Rate</b>	<b>\$1.5371</b>

### Town Tax Rates

Based on the April 1, 2020 Municipal Grand List of \$1,183,493,345, the Municipal Property Tax Levy of \$3,198,226, the Voted Exempt Tax Liability of \$27,957, the Selectboard hereby sets the following Town Tax Rates:

Manchester Community Library Appropriation	\$0.0206
SW VT Council Appropriation	\$0.0003
VNA & Hospice of the SW Region	\$0.0008
All Other Appropriations	\$0.0015
Municipal Tax Rate	\$0.2702
Voted Exempt Tax Rate	\$0.0024
<b>Total Town Tax Rate</b>	<b>\$0.2959</b>

### Grand List Statistics for 10 Year Period

Year	Grand List Homestead Education	Grand List Non-Homestead Education	Grand List Municipal/Act 144/ Voted Exempt	Grand List Village
(Act 144 applies only to taxes prior to 2018-2019)				
2011-12	\$4,784,648	\$7,984,809	\$12,746,014	\$3,396,789
2012-13	\$4,708,591	\$7,907,692	\$12,588,159	\$3,375,440
2013-14	\$4,754,332	\$7,858,951	\$12,588,159	\$3,177,709
2014-15	\$3,914,681	\$7,781,384	\$11,679,009	\$3,158,532
2015-16	\$3,817,869	\$7,884,499	\$11,682,146	\$3,178,496
2016-17	\$3,994,638	\$7,776,937	\$11,750,940	\$3,667,690
2017-18	\$3,816,255	\$7,988,531	\$11,785,263	\$3,233,261
2018-19	\$3,468,910	\$8,310,010	\$11,760,239	\$3,222,169
2019-20	\$3,534,260	\$8,289,993	\$11,802,570	\$3,248,069
2020-21	\$3,580,895	\$8,256,029	\$11,836,924	\$3,245,447

### Voted Exemptions-Municipal Payments to State for Lost Education Revenue Fiscal Year 2020

Non-Homestead Property Tax Rate	\$1.5274
Homestead Property Tax Rate	\$1.4769

Organization	Property Description	Assessed Value	Education Tax Payment to State
Adoniram Building Association	.44 acres Masonic Temple Spruce St	269,600	4,118
Battenkill FOE Aerie	2.8 acres Rt 11/30 (Eagles)	749,500	11,448
Manchester Rod & Gun Club	1.6 acres Rec Park Road	151,800	2,319
Manchester Music Festival	1.1 acres Dillingham Ave	322,620	4,928
Veterans' Exemptions	Beyond 10,000 value-Homestead Rate	360,000	5,317
<b>Totals</b>		<b>1,813,520</b>	<b>28,129</b>

## SECTION 5 - TAXES & GRANDLIST

### TAXES ABATED 2019-2020

There were no taxes abated in FY 2020.

### STATEMENT OF DELINQUENT TAXES

Year	Billed	Unpaid 7/1/2019	July 1, 2019 - June 30, 2020		Unpaid 6/30/2020	Percent Delinquent
			Collected	Abated		
1993-94	5,965,268.72	310.63	0.00	0.00	310.63	0.0052%
1994-95	6,521,756.65	334.71	0.00	0.00	334.71	0.0051%
1995-96	7,319,160.58	368.43	0.00	0.00	368.43	0.0050%
1996-97	7,616,032.13	374.45	0.00	0.00	374.45	0.0049%
1997-98	8,136,673.33	402.13	0.00	0.00	402.13	0.0049%
1998-99	10,186,086.08	697.10	0.00	0.00	697.10	0.0068%
1999-00	7,908,796.84	538.90	0.00	0.00	538.90	0.0068%
2000-01	8,054,005.82	539.31	0.00	0.00	539.31	0.0067%
2001-02	8,227,350.25	393.41	0.00	0.00	393.41	0.0048%
2002-03	8,973,416.04	451.30	34.71	0.00	416.59	0.0046%
2003-04	9,789,235.73	610.18	61.47	0.00	548.71	0.0056%
2004-05	15,440,666.67	856.56	0.00	0.00	856.56	0.0055%
2005-06	17,046,539.02	593.57	0.00	0.00	593.57	0.0035%
2006-07	17,511,557.91	648.56	43.44	0.00	605.12	0.0035%
2007-08	17,974,074.39	670.89	44.94	0.00	625.95	0.0035%
2008-09	19,534,895.95	689.32	0.00	0.00	689.32	0.0035%
2009-10	20,294,177.45	711.60	0.00	0.00	711.60	0.0035%
2010-11	19,980,625.99	686.84	35.74	0.00	651.10	0.0033%
2011-12	19,269,397.13	3,140.48	2,481.38	0.00	659.10	0.0034%
2012-13	18,523,070.23	14,074.73	7,816.90	0.00	6,257.83	0.0338%
2013-14	18,683,941.12	3,724.06	0.00	0.00	3,724.06	0.0199%
2014-15	19,550,712.05	13,649.41	8,785.29	0.00	4,864.12	0.0249%
2015-16	20,082,703.59	14,039.64	9,112.29	0.00	4,927.35	0.0245%
2016-17	20,824,454.36	19,262.63	11,410.04	0.00	7,852.59	0.0377%
2017-18	21,699,447.47	31,135.79	11,577.53	0.00	19,558.26	0.0901%
2018-19	21,266,234.94	236,967.89	197,276.53	0.00	39,691.36	0.1866%
2019-20	21,873,100.53	21,873,100.53	21,094,944.94	0.00	778,155.59	3.5576%
<b>Totals</b>	<b>398,253,380.97</b>	<b>22,218,973.05</b>	<b>21,343,625.20</b>	<b>0.00</b>	<b>875,347.85</b>	<b>0.2198%</b>

### DELINQUENT TAXES AS OF JUNE 30, 2020

Acct #	Account Name	1993-2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
1845	Bacon, Carlene	0.00	0.00	102.97	142.20	142.77	143.36	531.30
2198	Barker, Joseph	55.98	18.95	19.12	19.80	19.88	19.96	153.69
1339	Bovey, Harley	158.39	84.44	85.16	88.20	88.56	88.92	593.67
2699	Brice, Michelle	804.88	21.70	116.44	120.60	121.09	121.59	1,306.30
1389	Butler, Rebecca	0.00	0.00	0.00	25.20	25.31	25.40	75.91
0421	Carey, Cindy	346.07	180.94	115.92	189.00	36.49	0.00	868.42
0443	Coleman, Joshua	0.00	0.00	0.00	0.00	0.00	1,324.28	1,324.28
0117	D'Eredita, Angela (aka Wood)	120.62	34.46	34.76	36.00	36.14	36.30	298.28
0036	Dalgewicz, Donna	0.00	0.00	0.00	0.00	0.00	1,702.70	1,702.70
0577	Diliello, Leo R.	0.00	0.00	0.00	0.00	0.00	1,435.27	1,435.27

# SECTION 5 - TAXES & GRANDLIST

Acct #	Account Name	1993-2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
1562	Donovan, Thomas J.	0.00	0.00	0.00	0.00	0.00	2,272.04	2,272.04
3259	Fayerweather, William	0.00	0.00	0.00	0.00	0.00	2,592.16	2,592.16
0876	Gryga, Edward & Kathleen	0.00	0.00	0.00	2,486.54	2,803.99	6,703.51	11,994.04
1051	Hale, Gregory/Tanya	0.00	0.00	289.91	722.05	657.86	910.97	2,580.79
3149	Hamilton, Jason	0.00	12.70	64.30	66.60	66.87	67.14	277.61
0422	Hazelton, Christal & Sherrill	478.30	0.00	0.00	0.00	0.00	6.10	484.40
2639	Higgins, Shelley	0.00	0.00	0.00	0.00	6,329.97	6,358.71	12,688.68
* 0064	Hill, Wesley & Arnold	0.00	0.00	0.00	0.00	0.00	461.65	461.65
1050	Hovan, Karen	0.00	0.00	0.00	0.00	4,229.08	0.00	4,229.08
1593	HTB Realty LLC	0.00	0.00	0.00	0.00	0.00	5,781.09	5,781.09
* 0159	Hubner, Donald P	0.00	0.00	1,450.78	5,487.00	0.00	403.01	7,340.79
1867	Jewett Jr, John	5,642.13	360.15	363.22	376.20	377.72	379.28	7,498.70
2674	Jewett Jr, John	5,381.20	353.26	356.27	369.00	370.50	372.02	7,202.25
3021	Kapusta, Cynthia	0.00	0.00	0.00	198.41	186.07	181.71	566.19
2822	Kent, Henry	0.00	0.00	18.25	45.00	45.18	45.37	153.80
1382	Kerr, Frank A & Catherine	0.00	0.00	0.00	2,472.12	5,909.87	5,934.07	14,316.06
1665	Lanni-Gage, Elena	0.00	0.00	0.00	0.00	3,836.90	3,852.61	7,689.51
1303	Livingston, Judith	0.00	0.00	0.00	0.00	0.00	4,610.07	4,610.07
* 2347	Lowes, Kevin & Barbara	0.00	0.00	0.00	0.00	0.00	5,772.56	5,772.56
1426	MacDonald, Michael	0.00	0.00	0.00	0.00	1,265.11	1,270.29	2,535.40
* 0848	Manchester Estate, LLC	0.00	0.00	0.00	0.00	0.00	13,658.16	13,658.16
0010	Matteson, Tammy	0.00	0.00	86.72	0.00	103.02	100.56	290.30
0635	Mayhle, Dorothy	0.00	0.00	34.76	36.00	36.14	36.30	143.20
2205	Mcaward, Douglas	0.00	0.00	0.00	0.00	0.00	698.99	698.99
0855	Michaels, Kelli G	0.00	0.00	0.00	270.43	1,626.44	1,997.01	3,893.88
1147	Niles, David	0.00	0.00	0.00	0.00	1,644.64	1,651.37	3,296.01
3205	O'Gorman, Jesse	0.00	336.42	363.22	376.20	377.72	379.28	1,832.84
3069	Olde Oak Development Corp.	0.00	0.00	0.00	0.00	0.00	431.90	431.90
0391	Olsson Jr., Harry	0.00	0.00	0.00	0.00	0.00	6,286.12	6,286.12
* 3187	Ouellette, Miranda	0.00	0.00	0.00	0.00	0.00	181.09	181.09
0171	Peterson, Stanley	0.00	0.00	0.00	0.00	1,491.02	1,497.13	2,988.15
1973	Psarianos, James & Margaret	0.00	0.00	0.00	0.00	0.00	3,266.46	3,266.46
2845	Rubano, Patricia Estate	0.00	0.00	0.00	0.00	2,951.25	7,055.55	10,006.80
1862	Shanks, David A.	0.00	0.00	0.00	0.00	0.00	226.84	226.84
3126	Susca, Paul	0.00	0.00	0.00	952.56	2,277.20	2,286.52	5,516.28
* 2007	Taylor, Barbara	0.00	0.00	0.00	0.00	0.00	864.31	864.31
* 0079	Torano, Raul & Maria	0.00	0.00	0.00	0.00	0.00	13,065.84	13,065.84
0037	Venable, Janice	0.00	0.00	0.00	0.00	0.00	2,821.24	2,821.24
* 3100	Weinstein, Jennifer	0.00	0.00	0.00	0.00	0.00	8,052.06	8,052.06
* 2185	Wilcox, Gerald	11,245.58	3,084.53	3,145.60	3,272.40	1,403.51	3,391.67	25,543.29
* 2183	Wilcox, Gerald & Anne	872.86	439.80	1,205.19	1,783.35	1,109.50	2,872.11	8,282.81
* 0794	Young, Elizabeth	0.00	0.00	0.00	0.00	0.00	924.66	924.66
		<b>25,106.01</b>	<b>4,927.35</b>	<b>7,852.59</b>	<b>19,534.86</b>	<b>39,569.80</b>	<b>124,617.31</b>	<b>221,607.92</b>
<p>* Paid or Partially Paid by 12/31/2020  <b>Note:</b> Amounts do not include Penalty and Interest Charges.</p>								

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

### Selectboard Report

2020 started out quietly as the Board and town staff prepared for the 2020 Town Meeting. In January the Board appointed Peter Brabazon as health officer to serve alongside deputy health officer Dr. Tom Sterling, who was appointed in June of 2019 to assist the town with more complicated public health issues, like infectious diseases.

Just after the 2020 Town Meeting in early March, the town learned about the first cases of COVID-19 in Bennington County. The town entered into a long phase of emergency management related to the public health pandemic, a response that is still ongoing. Under the direction of the emergency management director (Town Manager John O'Keefe) and deputy health officer (Dr. Sterling) and along with the town's department heads, the town made several key decisions to help control COVID-19 locally. This included the implementation of a town-wide mask order, the closure or restriction of access to town buildings, alternating work schedules and other safety procedures, improving the town's information technology infrastructure to facilitate online meetings and work from home situations, opening and staffing the town's emergency operations center, procuring supplies and equipment necessary to sustain the long operation, and distributing personal protective equipment to town employees and the general public.

On March 10, 2020 the Board unknowingly met for the last time in person due to COVID-19. On April 7, 2020 the Board moved to online meetings using the Zoom meeting platform. For the next several months meeting agendas included detailed briefings on the town's response to the COVID-19 pandemic.

In 2019 the town took possession of the Village Courthouse in Manchester Village on Main Street. Spurred by an idea from Victoria Silsby, the town asked nearby residents Tom Deck, Debbie Henly and Hudson Deck to coordinate the ringing of the Courthouse bell. The operation started in March and lasted through Memorial Day with the bell being rung every night during that period by the trio and a long list of volunteers and dignitaries.

In addition to COVID-19, the summer of 2020 featured several peaceful rallies in downtown Manchester to protest racial inequities nationwide. The Manchester Police Department successfully coordinated the public safety issues related to the large events at the Roundabout at Depot Street and Main Street.

The Board approved an agreement between the town and Black Rock FC (men's soccer team) to play at

Applejack Stadium in the spring and summer of 2020. Ultimately, COVID-19 would cancel the season but the team intends to return for the 2021 season. Later in 2020, the town learned that a second team, Vermont Fusion (women's soccer team) planned to play at Applejack in 2021. At the same time, using funding from the 2020 Bond and a grant from The Right Track Fund, the town renovated the historic 1887 grandstand at Applejack Stadium, including structural repairs, extending the elevated seating area and installing three rows of stadium style seating, removal of half of the front support columns to open up the view, and adding an accessible seating area with an ADA compliant lift.

The Board also approved several temporary policies to assist businesses during the pandemic, including allowing businesses to use outdoor spaces and sidewalk for business purposes, including dining, allowing seating to be moved outdoors, vending fee waivers for existing businesses, and waiving fees for temporary zoning permits.

In June 2020 the Board celebrated with Town Clerk Anita Sheldon, who was awarded the designation of Certified Municipal Clerk by the International Institute of Municipal Clerks (IIMC). On September 29th, Wayne Bell, long time board member and vice-chair, submitted his resignation to the Board. On October 27th, the four remaining Board members unanimously appointed Heidi Chamberlain to the Board to fill out Wayne Bell's term through the 2021 Town Meeting election.

On the planning side, the Board approved emergency zoning bylaws, approved the town's energy plan that was developed by the Planning Commission and Energy Committee and worked on issues related to downtown development, with particular focus on mixed use development.

In the spring of 2020, through another partnership with Burr and Burton Academy, the town began the construction of the new 400 meter track and field facility on the site of Knapp Field and the newly acquired land from the neighboring Catholic parish. Although the new facility has not yet hosted a track and field meet, the 400 meter rubberized track has seen a lot of use by local runners, joggers and walkers. The final project includes a 6 lane (8 lanes for sprinting events) rubberized, state of the art running track, two long jump/triple jump pits, and dedicated areas for pole vault, high jump, shot put and discus. The project also featured the reconstruction of Knapp Field into a full size athletic field. The updated facility retained the name Knapp Field.

Despite the constant challenges of COVID-19, the town, under the leadership of the Selectboard, moved ahead with numerous capital projects, most of which

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

were funded through the 2020 Bond, approved by Town Meeting in March of 2020 by an overwhelming vote of 1025 to 199.

Projects included the renovation of the historic Applejack Stadium grandstand as noted earlier, construction of a new maintenance facility at the Dana L. Thompson Memorial Park, installation of new sidewalk around the Park House and Applejack Stadium, replacement of sidewalks along Main Street and Bonnet Street, and numerous improvements around the Public Safety Facility, home to the Manchester Police Department and Manchester Fire Department.

The town worked closely with a local Boy Scout, seeking the rank of Eagle Scout, to bring new life to the corner of Depot Street and Center Hill Road through the creation of a pocket park. Later in the year the Board settled on the name of the park: Skinner Point Park, named in honor of Mark Skinner (son) and Richard Skinner (father), who was governor of Vermont. Later in 2020 the town secured a license from Green Mountain Power to create the new park, and is hoping to begin and finish work on the park in 2021.

In late November and December, the Board spent a significant amount of time on the Fiscal Year 2022 budget and updated capital plan.

*Respectively submitted,  
Ivan C. Beattie, Chair  
Heidi Chamberlin  
Gregory T. Cutler  
Todd Nebraska  
Janet K. Nolan*

### Assessing Department

The Municipal Grand List saw only a slight change from \$1,181,878,225 in 2019 to \$1,183,159,245 for 2020 – an *increase* of \$1,281,020. The small increase reflected a fairly flat market for the period April 1, 2019 to March 31, 2020.

Manchester's 2020 Common Level of Appraisal is now 100.22%, down from 104.3% last year. A CLA over 100% indicates that property is generally listed for more than fair market value. A number less than 100% indicates that property is assessed for less than fair market value. This means that the average sales price for properties in Manchester from April 1, 2019 to March 31, 2020 was very close to assessed value.

Sales of properties appear to have strengthened significantly following the Covid-19 "lockdowns" across the country, with total transactions just from April 1, 2020 to December 31, 2020 increasing from the entire

preceding year by approximately 20%, and overall sales prices, especially for residential properties, including homes and condominiums, increasing generally by 5 to 10%. Sales for the last three years in Manchester have averaged between \$35,000,000 and \$40,000,000. Remarkably, sales from the 9-month period from April 1, 2020 to December 31, 2020 exceeded \$63,000,000. Residential sales made up the vast majority of the total sales. In addition, housing construction and improvements appear to have picked up, despite the high cost of construction. These new and improved properties will be added to the 2021 Grand List.

After a stagnant year for commercial property sales, there has been some increased activity in recent months, and every reason to believe the local economy will pick up as COVID-19 restrictions are relaxed or eliminated. It is still too early to predict a growth trend, but there is reason to be optimistic about the town's evolving commercial market in the coming years. In the meantime, and on what is a hopefully temporary basis, hotel, restaurant, and certain retail properties have experienced downward value trends during the Covid-19 crisis.

It is still too early to predict the effect that all of the above will have on the 2021 Grand List, as there are still several months left in the Grand List year, but the Assessor's office believes strongly that there will be increasing growth in the Grand List over the next several years, if not this coming year.

The Assessor's office has continued working actively with the town's GIS (geographic information system) mapping provider to upgrade the town's tax and zoning maps, and to make more information readily available to consumers on-line. We have also largely switched to providing property information via email, so as to avoid the need to come to the town offices to make photocopies of files, and to reduce the cost to the town of paper and copying.

The Assessor's office now expects to commence the town-wide reappraisal process during the summer of 2021. More information will be forthcoming about the reappraisal process in the spring, but we anticipate a two (2) year process, beginning with an examination of residential properties. It is our hope and expectation that we will be able to visit most, if not all properties. Notices will be sent directly to homeowners well in advance of any property visit. Our goal, of course, is to fairly and accurately value all of the property in town. We intend on making this process as transparent as reasonably possible, and we welcome you to visit us in the office during normal business hours to review our appraisal information and process.

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

Please remember that an HS-122 Homestead Declaration Form must be filed annually with your state income taxes. An IN 144 Form must also be filed for the purpose of determining eligibility to receive state aid credit to assist with your property taxes. These forms may be completed on-line at <http://tax.vermont.gov/property-owners/homestead-declaration>.

Finally, please make sure to inform our office of any mailing address change. This is especially true for new purchasers of property, as well as those who have recently converted their second home into a primary residence. Many, if not most, real estate transactions this year were completed without buyers being present at closing to verify the mailing addresses listed on the Property Transfer Tax Returns, and this has led to a significant increase in returned mail. A change of address form may be obtained from the town's website under the Assessor's Office category.

*Respectfully submitted,  
Gordon P. Black, Municipal Assessor*

### Fire Department

The Manchester Fire Department responded to 237 calls for our fiscal year 2020. Of those calls, 150 were for fire related incidents including working fires, false alarms, HazMat incidents, and standbys. 37 calls were rescue related including vehicle collisions and water or wilderness rescues. 25 calls were for Carbon Monoxide, and 25 calls were mutual aid requests (MFD responded to assist other agencies in their district).

Through our fundraising endeavors, we have accomplished a great deal and would like to thank area residents and businesses of Manchester for their continued support.

Please remember to check your smoke detectors and Carbon Monoxide detectors in March and November and be sure to practice your family escape plan.

The following is a list of our current members:

Bacares, Orlando, Firefighter  
Beideman, Bill, 2<sup>nd</sup> Assistant Chief  
Bourn, Phil, Firefighter/Past Chief  
Bushee, Mike, Firefighter  
Cajzer, Joe, Firefighter  
Cajzer, Jr., Joe, Firefighter  
Casey, Sean, Firefighter  
Chilton, Reeve, Ladder Captain  
Corey, Josh, Firefighter  
Doherty, Jim, Hose Captain  
Fielding, Bruce, Hose Captain  
Flemming, Gregg, Firefighter

Fox, Katie, Firefighter  
Fuller, Terry, Rescue Captain  
Greene, Jamie, 1<sup>st</sup> Assistant Chief  
Greene, Jason, Firefighter  
Hewes, Jr., Herbie, Firefighter  
Holms, Richard, Fire Police  
Johnston, Marc, Firefighter  
Knight, Carrol, Fire Police/Past Chief  
Mariano, William, Firefighter  
Meehan, Mike, Firefighter  
Mychack, Nate, Firefighter  
Ouellette, Tom, Fire Police/Past Chief  
Reed, Andy, Hose Captain  
Roberts, Mark, Firefighter  
Royal, Dontrell, Firefighter  
Summers, Randy, Firefighter  
Thompson, Charles, Fire Police/Past Chief  
**Towslee, Chris, Chief**  
Towslee, Mark, Ladder Lieutenant  
Welsh, Scott, Firefighter  
Zoufaly, Tom, Firefighter

Find us on your favorite social networking sites including: Facebook, Twitter, Instagram, Google+ and Tumblr. Our department is proud to utilize these services to keep in contact with the community throughout the year sharing messages of safety and current events.

*Respectfully submitted,  
Chris Towslee, Fire Chief*

### Investment Advisory Committee

The year of the Covid-19 virus made for a rollercoaster year for the market. Despite early economic indicators suggesting continued strength for 2020, GDP growth declined 5% in the first quarter and 31.4% in the second quarter. The market, as measured by the S&P 500, reacted with the fastest 30% decline in history, then staged an amazing recovery to finish the year up 18.4%. The momentum carried through the end of the year, and the U.S. Government's recently passed \$900 billion stimulus bill should carry it a bit further.

Despite the market's initial strength, looking into 2021, signs for caution are everywhere. Although multiple vaccines promise a return to "normal" economic activity sometime during the year, many businesses will not return, disruptions in "normal" business practices, such as remote working, will persist, brick-and-mortar retail may continue to suffer, and unemployment gains will likely be more difficult to achieve. With valuations currently at extremely high levels, sideways market movement while corporate earnings recover is the most likely path, leading to modest market returns for the year.

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

The Investment Advisory Committee manages twelve separate funds, classified into two groups. Group A funds have legal restrictions concerning the use of principal and income. Group B funds are operating reserve funds established by the town for the purpose of tax stabilization, equipment replacement, large capital outlays, and risk management.

The Investment Advisory Committee monitors and rebalances the portfolios with a focus on cash flow requirements, principal preservation, and investment returns. The portfolios were managed primarily with a balanced approach using U.S. investments consisting of mainly exchange traded funds, mutual funds, short-duration bonds, and cash and cash equivalents. For the full-year 2020, the consolidated portfolio returned 10.9% for an investment gain of \$420,907.

Total funds under management on December 31<sup>st</sup>, 2020:

Group A Funds	Value
Factory Point Cemetery Trust	\$ 232,287
Warner Cemetery Trust	101,404
Otto Condermann Trust	62,274
Group B Funds	
Capital Improvement Reserve	865,117
Sewer Capital Reserve	1,032,303
Water Capital Reserve	853,976
Local Option Sales Tax	511,557
Reappraisal Reserve	339,354
Police Equipment	140,642
Recreation Reserve	51,820
Parking Mitigation	62,578
Fire Equipment	128,421
<b>Total</b>	<b>\$ 4,381,734</b>

*Respectfully submitted,  
Brian Vogel, Chair*

### Parks & Recreation

2020 was a very difficult year for the Manchester Parks and Recreation Department as it was across the rest of the country and around the globe. Unfortunately, we were forced to briefly close the Dana L. Thompson Memorial Park to the public from March 25th through May 9th due to the COVID-19 pandemic. Although we were able to reopen some amenities such as the walking path, basketball/pickleball/tennis courts, athletic fields, and the skatepark, the logistics of the Park House unfortunately did not provide the means of offering our summer camp and pool operations while conforming with the State of Vermont Department of Health protocols.

Following suit with these same guidelines regarding public social gatherings, we were forced to bring in all of the picnic tables and close the pavilions, and regrettably cancel our summer Street Fests, Concerts on the Green, July 4th celebration and Circus Smirkus. Other special events the Rec. Park would have hosted this year such as the Be Brave Kickball Tournament, Vermont Bike Challenge and Maple Leaf Half Marathon were also cancelled. Youth and high school sports were also tremendously impacted by the virus, and with the exception of a truncated baseball, football and soccer season, sports at the Rec. Park this year were a far cry from where we were in 2019.

On a positive note, while conforming with all State of Vermont Department of Health and Agency of Commerce and Community Development guidelines, we were able to move forward and see three very noteworthy projects come to fruition here this summer.

The Applejack Stadium grandstand received a major renovation this past summer. Building upon last year's technological and lighting improvements, we implemented a major overhaul of the physical layout of the structure itself providing an enhanced view of the field from 142 real "stadium style" box seats. The renovations would not have been possible without the generous support of *The Right Track Foundation* and *RK Miles*. The result is something really special. The completion of this project would not be possible without the strong support of our local community, whose sponsorship is displayed as seating sections *French & Co.*, *Brook Valley Appliance*, *Dorr Oil & Propane*, *TPW Real Estate* and *Charlie's Coffee House* (furnished with four ADA companion seats). The design was rendered by local architect Kirk Moore, and the engineering by Jason Waysville of Springfield, Vermont. We are proud to say that the renovations showcase the local craftsmanship of Dan Scarlotta, Pat Sullivan, Jesse Merrow, Billy Bazyk, and Ernie Roberts. The railings were fabricated and installed by local welder, Bill Lyle. Vermont Traditional Builders were able to remove five of the eleven main support columns which has greatly enhanced the view of the action. There's not a bad seat in the house!!! The facility is now accessed by an elevated walkway serviced by two double stairways, and an ADA compliant elevator. The bleacher seats were reinforced, are now accessed by railed stairways for more safe and easy access and can accommodate a total of 500 plus seated spectators. In addition to the seating under the Grandstand, The Dog Pound located on the east side of the field, features 19 stadium-style seats right behind the player benches. The entire inside of the grandstand was also primed and painted, and is

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

ready for what is hoped to be our biggest calendar of events yet. With the assistance of two of our lifeguards, Chris Ott and Judd Gourley, the ancillary structures that serve the facility also received a facelift. The ticket booth has been relocated outside of the fence line at the entrance to facilitate social-distanced access now that tickets are available with our new online ticketing platform, *Brushfire*.

While COVID-19 may have interrupted our momentum, we will continue our upward trajectory. Over the past several years Applejack Stadium has hosted 30 NCAA colleges and universities such as Boston College, Boston University, UVM, Dartmouth, UAlbany, Middlebury, Williams, and Castleton. In 2021, Applejack Stadium is slated to be the home venue for two premier soccer teams -- Black Rock FC in USL League 2 and Vermont Fusion in the WPSL (Women's Premier Soccer League). Manchester will be one of the few communities in the United States to host both a USL League 2 club and WPSL club. Next on the docket: more youth tournaments and perhaps even a regular season college tournament. These events will bring visitors and economic activity to Manchester during slower times in the economic cycle and increase our profile regionally, nationally, and internationally.

Clark Companies from Delhi, New York, completed the 400 meter track and field facility project that began in fall 2019. We have had many park patrons come and utilize this wonderful asset that was funded by Burr and Burton Academy. It includes eight 100 meter sprinting lanes, six 400 meter lanes, long jump and triple jump areas, a pole vaulting pit, high jump apron and a dedicated area for shot put and discus east of the track. We look forward to watching future Burr and Burton track and field meets here and hopefully becoming a host to some VPA Track Championships. If you are a runner, walker, or just like to be outside, please come and put some miles on the new track.

Lastly, the new maintenance building adjacent to the Rod and Gun Club was also completed this fall. We would like to thank them for providing the Town of Manchester an easement allowing for the relocation of the walking path to a more seamless course through the Rec. Park. The Town of Manchester is planning to demolish the old horse barn this spring whose footprint and yard are slated to serve as additional parking.

We are excited to announce that we've received a grant funded by the National Park Service, and administered by the State of Vermont, for \$100,000. The Land and Water Conservation Fund (LWCF) program helps create parks and open spaces, protects wilderness and forests, and provides outdoor recreation opportunities. The LWCF is a federal grant

program which provides 50/50 match grants to eligible municipal and state entities including towns, cities, school districts, recreation districts and other municipal entities. With these additional State funds, we will be able to construct a safe and modern splash pad that can augment the summer pool season by providing a public water recreation amenity from May through possibly the beginning of October. The splash pad will be wheelchair accessible, and meet all ADA guidelines. This project will meet necessary needs to infants, toddlers, preschoolers, school-aged, and special needs populations in Manchester and the surrounding communities. The old "Kiddie Pool", that was built over 40 years ago to serve the younger demographic, was decommissioned in 2017 due to major subsurface structure failures and filtration inadequacies. It has subsequently been filled in with concrete to provide a more common area for seating and picnic tables.

Looking forward, we are looking to enrich our outdoor water space within the fenced-in pool area. The Town of Manchester is hoping to complement the splash pad project by adding additional shade structures, benches, tables, and a location off the utility shed for the splash pad attendant to be stationed. With the addition of the Manchester Splash Pad, we will significantly increase our ability to serve our multigenerational community and improve water recreation access for all. This will inevitably increase our community involvement at the pool facility, and excitement to get outdoors as a family.

The Manchester Parks and Recreation Department would like to acknowledge that many programs at the Rec. Park are made possible through the tireless efforts of local volunteers. Although most of our activities were forced into a stall last year, we would like to thank you for your continued support through these difficult times. We are optimistic and hoping to provide a variety of sports, activities and programs for the residents of Manchester and surrounding communities as we move forward into 2021. While we continue to broaden the scope of our recreation offerings at the Dana L. Thompson Memorial Park, we always welcome your input and volunteer support to assist in our mission to provide a variety of first-class outdoor athletics, leisure activities, and special events for the community.

For more information about upcoming Parks and Recreation Events and Programs and to register for future programs, please check out our website at [www.manchester-vt.gov](http://www.manchester-vt.gov).

*Respectfully Submitted,*  
*Brian Van Horn, Director of Operations*  
*Jacquelyn Lewicki, Director of Programming*

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

### Police Department

The past year, with the onset of the pandemic, has presented many changes and challenges for the department and its members. COVID-19 required us change the way we take care of day-to-day business to provide the most protection for everyone. This included providing 24-hour coverage to the community as well as daily cleaning and decontaminating of the department workspaces. We would also like to thank the numerous individuals and businesses who donated gloves, masks, face shields and many meals to us. It was all greatly appreciated.

The year also saw personnel changes and ended the year with the addition of two officers to again bring us to full staff.

Cpl. Jesse Bravata came to us from the Bennington County Sheriff's Department and the nearby Dorset Patrol. Cpl. Bravata began his career in 2006 and went through the full-time Vermont Police Academy class in 2013. Officer Benjamin Doucette also joins us from the Bennington County Sheriff's Department. Officer Doucette began his career in 2017 and graduated from the full-time Vermont Police Academy class in 2019.

2020 also brought the promotion of Sgt. James Blanchard to the rank of Lieutenant. Jamie began working at MPD in 2007. He was promoted to Corporal in 2012 and Sergeant in 2015. Jamie is currently second in command and is an exceptional supervisor and leader.

This year, the department handled 3,789 incidents. It made 912 traffic stops which resulted in 257 tickets and 653 warnings being issued. The department made 126 arrests. The top arrest charges were for Driving with a Criminally Suspended License, Driving Under the Influence -- First Offense, Violations of Conditions of Release, Aggravated Assault, and Driving Under the Influence - Second Offense.

Drugs in our community remain a high priority with all of us at MPD. We continue to work closely with other local, state, and federal agencies to combat the drug issues.

We wish everyone a safe and healthy year ahead.

*Respectfully,  
Chief Patrick Owens*

### Sewer & Water

#### Sewer

Despite the COVID-19 pandemic, the Manchester Water and Sewer Department saw little change in the day to day operations. During the 7 week spring shut down, the wastewater plant operated with one or two man skeleton crews as needed in order to maintain

social distancing and quarantining if it became necessary. Once construction season hit and restrictions relaxed, we were able to move forward with some of our scheduled projects. Inflow and infiltration studies continued with sewer pipe cameras on Main Street/Memorial Avenue areas, and was followed by repair work replacing two manholes. Some much needed paving was done at the wastewater plant and two storage buildings were upgraded with new floors and siding. Emergency repair parts stock was inventoried and reorganized. For 2021, more camera work is scheduled for the Main Street/Hillvale/Ways Lane areas, with ensuing repair work if deficiencies are found. Planning has also begun to upgrade the "headworks" portion of the wastewater treatment plant and to replace a small sewer pump station on Riverside Heights, depending on funding. The wastewater treatment facility received and treated 80,072,000 gallons of raw sewage in the calendar year 2020.

#### Water

The water system also saw some important improvements in 2020. At the town's main well sources, new "Variable Frequency Drive" (VFD) motor starters were installed on the primary and back up well pumps, along with new "Supervisory Control and Data Acquisition" (SCADA) remote controls at the well and both reservoirs. Both wells also received new check valves and electronic master water meters that are tied into the SCADA. On the distribution side, we replaced an 1894 era 4" water main on Prospect Street with 4300 ft. of 12" Ductile Iron pipe. For 2021, pending bond vote and State funding, we are planning a 3300 ft. water main project for Barnumville Road, in order to replace a problematic 1947 era 4" main. This will greatly enhance fire protection and decrease service outages in that area. The water system supplied 129,292,000 gallons of drinking water to its users in calendar year 2020.

#### Water & Sewer

As always, the water and sewer department employees are available to help with problems or questions regarding user's connections or meter usage. Please don't hesitate to call if you see, hear, or even smell anything unusual regarding your town water or sewer connections.

*Respectfully submitted,  
Eric Severance, Superintendent  
Roger Sheehan, Senior Water & Sewer Operator  
Nicholas Woodard, Water & Sewer Technician*

# SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

## Town Clerk

As Condeleeza Rice once stated, “there’s no greater challenge and there’s no greater honor than to be in public service.” This was certainly the case in 2020. In mid-March, under Governor Scott’s directive, town clerk duties were deemed non-essential and we transitioned to working remotely, only coming into the office to scan land records and fulfill land record requests as needed. We missed our constituents and our frequent visitors, but found innovative ways to get tasks accomplished remotely. We were grateful to return to the clerk’s office in mid-April while adhering to strict COVID-19 guidelines.

In August, we conducted Manchester’s first ever drive through election at the Dana L. Thompson Memorial Park to help mitigate the spread of COVID-19. It’s certainly a day our Election Officials will never forget. As we had hoped for, we were fortunate enough to have nice weather the day of the election, albeit 92 degrees may have been a bit too warm for our liking.

The General Election was held at Town Hall due to various reasons. The Secretary of State’s Office assisted municipalities by mailing ballots to all active registered voters. By the close of the polls on November 3rd, there were 2,845 voters checked off the voter checklist, with 2,456 of those being absentee ballots, setting a record-breaking absentee/early voting turnout. These elections would not have been possible without the support from dedicated employees at the Manchester Center and Manchester Village post offices. Thank you to the following community members for their steadfast dedication to democracy during a time of uncertainty: Chris Anderson, Patricia Arehart, Wayne Bell, Linda Benway, Georgeanne Bonifanti, Carl Bucholt, Robert Craig, Jim Dingley, Nathaniel Fleming, Nanetti Forti, Richard Forti, Linda Geer-Lamb, Perry Green, Martha Heilemann, Alison Hill, Ruth Hoffman, Heidi Johnson, Astri Kilburn, Cynthia Kilburn, Frank Kropa, Jock Lawrason, Lee Lawrason, Richard Long, Jennifer Maier, Cristina Mansfield, Steve McPhail, Angela Merwin, Howard O’Donovan, Ellen Ogden, Barbara Powers, Eric Salat, Joyce Scribner, Robert Thomas, Kelsey Towslee, Ali Tron and anyone else I may have missed inadvertently. I’d especially like to thank my Assistant, Laura Streiber, for her commitment and dedication during the election season. From the early mornings to the late nights in the office, I wouldn’t have been able to do it without Laura’s assistance. In November, we welcomed three newly elected Justices of the Peace: Leslie Burg, Rebecca Nawrath and Kelsey Towslee. We will miss having Jim Dingley and Richard Long as Justices and truly thank them for their selfless dedication to our community.

In addition to conducting elections, the Clerk’s Office recorded approximately 1,874 documents, an increase from 1,546 documents in 2019. The Town Clerk’s Office is responsible for the recording and safe-keeping of records of the town in addition to providing the following services: vital records, dog licensing, DMV registration renewal, green mountain passports for senior over the age of 62, manages elections and maintains the voter checklist, fish and game licensing and gift certificates, notary services and big game reporting. Please don’t forget to license your dog(s) on or before April 1<sup>st</sup> to avoid late fees.

As I continue my 11<sup>th</sup> year in the Clerk’s Office, I am brought back to Margaret Chase Smith’s words: “My creed is that public service must be more than doing a job efficiently and honestly. It must be a complete dedication to the people and to the nation with full recognition that every human being is entitled to courtesy and consideration, that constructive criticism is not only to be expected but to be sought, that smears are not only to be expected but fought, that honor is to be earned, not bought.” I thank you for the opportunity to serve as your Town Clerk and I look forward to the opportunity to continue serving you in the future.

*Respectfully Submitted,  
Anita L. Sheldon, CVC  
Manchester Town Clerk*

## 2020 Vital Statistics:

Births		Deaths	
Female	15	Female	24
<u>Male</u>	<u>13</u>	<u>Male</u>	<u>29</u>
<b>Total</b>	<b>28</b>	<b>Total</b>	<b>53</b>

(22 births occurred in Bennington and 6 in Rutland.)

## **Marriages**

New York	11
Massachusetts	8
Manchester, VT	8
New Jersey	9
Pennsylvania	5
Connecticut	2
Colorado	2
Virginia	2
Florida	1
Ohio	1
Tennessee	1
Washington, DC	1
New Hampshire	1
<u>Puerto Rico</u>	<u>1</u>
<b>Total</b>	<b>53</b>

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

### Services provided by the Town Clerk include:

- Recording and safe keeping of all records of the town
- Vital Records: Birth, Death, Marriage and Land Records
- Dog Licenses
- DMV Registration Renewals
- Green Mountain Passports for seniors over the age of 62
- Manage Elections and Maintain the Voter Checklist
- Fish and Game Licenses and Gift Certificates
- Notary Services
- Big Game Reporting Station

### **Zoning, Planning & Economic Development**

Despite the unprecedented restrictive conditions that the COVID-19 pandemic has imposed, the Planning, Zoning, and Economic Development Offices maintained a level of activity equivalent to the previous few years. Planning & Zoning Director Janet Hurley and Assistant Zoning Administrator Peter Brabazon received and processed zoning applications in similar numbers to previous years. Economic Development Officer Gordon Black has regularly engaged the business community and assisted multiple prospective new business owners seeking appropriate commercial space in Manchester.

Final conclusions from the Phase II Mixed Use Development Market Feasibility Study were presented to the Selectboard in October. The results of this study will provide the town guidance as it plans for mixed use redevelopment that includes at least 40 units of workforce housing in the downtown. Early in 2020, the Selectboard adopted an energy plan put forth by the Planning Commission with input from the Conservation Commission functioning as the town Energy Committee. The Selectboard adopted changes to the zoning ordinance, including a comprehensive overhaul of the sign regulations, in May after one in-person hearing in January and a second remote hearing in May. Because the second hearing was not in-person, the Selectboard adopted the revisions as interim bylaws, which will need to be replaced with a permanent ordinance in 2021. Accordingly, the Planning Commission has continued to work on additional fixes to the ordinance, particularly with respect to the Aquifer Protection Overlay, and will be presenting these at public hearings in the coming months.

As indicated already, permitting and development review remained steady throughout 2020. A total of 124 permits were issued. Single family home construction permits increased to nine this year from only three such permits in 2019. An additional five new housing units

were approved as changes of use of existing commercial space or as accessory dwellings. One bed and breakfast use was changed to single unit residential. Two houses and two commercial buildings were approved to be demolished. In addition to these, there were 40 permits issued for alterations to existing residential property. Non-residential permits included 20 commercial alterations, 12 changes of use, and 10 sign permits. Six boundary line adjustments, three subdivision amendments, and a 20-unit Planned Residential Development were also approved.

One approval for a 46 bed resort was appealed to the Environmental Court. The ZA issued only one notice of violation. A few of the change of use and sign permits were not effectuated, likely due to the pandemic. Also, due to the pandemic, the Selectboard allowed for temporary use of outdoor space for operation of restaurants and shops through the warm season. Several businesses erected temporary structures to facilitate outdoor service, or to otherwise deal with pandemic conditions. As an example, Bonnet & Main will be operating a soup shack from next to the Thomas Jefferson installation at the bookstore throughout the cold months. In addition, Manchester Medical Center has installed two temporary structures to use as COVID-19 exam rooms while Phase 2 of the clinic construction is in progress.

Janet Hurley continues as the Planning & Zoning Director providing guidance and support to the Planning Commission, Conservation Commission/Energy Committee, Design Advisory Committee, and Development Review Board. She also functions to administer the *Manchester Land Use and Development Ordinance* as the town's ZA and serves to represent the town as a commissioner and Chair of the Bennington County Regional Commission (BCRC). Peter Brabazon assists in the administration of the ordinance, serving as ZA as needed, including issuing certificates of compliance for previously permitted and finished projects. Economic Development Officer, Gordon Black, facilitates the town's association with the Manchester Business Association, as well as with the regional economic development organization through the BCRC.

*Respectfully Submitted,  
Janet Hurley, Planning & Zoning Director  
Peter Brabazon, Assistant Zoning Administrator  
Gordon Black, Economic Development Officer*

## SECTION 7 - FINANCIAL REPORTS

### Fund Balance Summary

The final Fiscal Year 2020 audit report from the town auditors is not yet complete. When finished, the financial reports will be available online at <http://manchester-vt.gov/document-center/> and filed with the Town Clerk. Below is fund balance summary.

Governmental Funds				
	General Fund	CIRC Fund	Other Governmental Funds	Total
Revenues	\$ 5,779,483	33,490	226,633	6,039,606
Expenditures	6,596,709	-	284,142	6,880,851
Transfers in (out)	551,921	(375,000)	(176,921)	-
Proceeds from debt issued	393,201	-	-	393,201
Increase (decrease) in fund balance	127,896	(341,510)	(234,430)	(448,044)
Fund balance, July 1, 2019	154,834	1,376,166	1,175,047	2,706,047
Fund balance, June 30, 2020	\$ 282,730	1,034,656	940,617	2,258,003

Proprietary Funds			
	Water Fund	Sewer Fund	Total
Revenues	\$ 1,110,831	624,504	1,735,335
Expenses	818,987	468,967	1,287,954
Increase in net position	291,844	155,537	447,381
Net position, July 1, 2019	4,755,031	1,726,350	6,481,381
Net position, June 30, 2020	\$ 5,046,875	1,881,887	6,928,762

Private-Purpose Trust Funds				
	Madeline Warner Cemetery Fund	Otto Conderman Fund	Joseph Buirr Fund	Total
Revenues	\$ 3,417	2,904	3	6,324
Expenses	-	-	-	-
Increase in net position	3,417	2,904	3	6,324
Fund balance, July 1, 2019	84,201	49,409	7,055	140,665
Fund balance, June 30, 2020	\$ 87,618	52,313	7,058	146,989

# SECTION 7 – FINANCIAL REPORTS

## Auditors' Letter Re: Financial Reports



January 29, 2021

The Select Board  
Town of Manchester  
40 Jeff Williams Way  
Manchester Center, VT 05255

We are auditing the Financial statements of the Town of Manchester, Vermont as of and for the year ended June 30, 2020.

Upon completion of our audit the Financial statements and our report thereon will be available for public inspection at the town office (or on the town's website @[www.manchester-vt.gov](http://www.manchester-vt.gov)).

*Love, Cody & Company, CPAs, P.C.*

Vt.Reg. #357

115 Elm Street • P.O. Box 319 • Bennington, Vermont 05201-0319  
(802) 442-5552 • (800) 894-5511  
Facsimile: (802) 442-7314 • e-mail: [mail@lovecody.com](mailto:mail@lovecody.com)  
[www.lovecody.com](http://www.lovecody.com)

## SECTION 8 - NON-PROFIT ANNUAL REPORTS

### **Bennington County Habitat for Humanity**

Bennington County Habitat for Humanity (BCHfH) is a locally run and locally funded affiliate of Habitat for Humanity International. Habitat strives to eliminate sub-standard housing worldwide. BCHfH works with low-income residents of Bennington County to provide decent, energy-efficient and truly affordable housing through our new construction-homeownership and home repair programs. We recruit volunteers from the community and solicit financial support from individuals and local businesses. The Town of Manchester's contribution will go directly toward purchasing building supplies and materials for our local projects. We serve ALL people.

Homebuyers selected for a Habitat home receive an interest free mortgage. The amount they pay for their mortgage, property taxes, and property insurance is limited to 30% of the homebuyer's annual income. Each homebuyer household has a support partner who assists them in successfully assuming the responsibilities that come with homeownership.

We are deeply grateful for the support we have received from your community in the past, and we hope it will be possible for the Town of Manchester to continue to support our work going forward.

*Sincerely,  
Bill Hoyt, President, Board of Directors*

### **Bennington County Regional Commission**

The Bennington County Regional Commission (BCRC) works with and on behalf of its member municipalities to build strong, resilient, and sustainable communities, to foster economic prosperity, and to promote a high quality of life for residents of the region. The BCRC plays an important role in coordinating work among local governments, state and federal agencies, regional public and nonprofit organizations, educational institutions, and private interests.

In addition to its ongoing role in supporting the comprehensive planning work of municipal officials and volunteer boards and commissions, the BCRC serves as a regional center for work in community and economic development, transportation, energy, environmental conservation, water quality, solid waste management, and emergency management. The BCRC regularly conducts and sponsors public meetings and workshops on these topics throughout the region.

During the past year, the BCRC has worked to implement its comprehensive plan through a variety of programs and cooperative work with member municipalities. Economic development planning in the region has become one of the BCRC's main program

areas. Economic development planning at the BCRC, including dedicated staff directed by a committee with representatives appointed by the Regional Development Corporation, supports business retention, growth, and recruitment. The BCRC also has provided support for the Putnam Block project in Bennington's downtown and is cooperating with local and state officials on new redevelopment initiatives in downtown and village centers.

Concern over the state's water quality has led the BCRC to identify and implement local projects that not only reduce stormwater runoff, but also protect roads, bridges, culverts, and private property. Other important accomplishments have included: assistance with updates to several municipal comprehensive plans and land use bylaws, development of municipal energy plans and support for local energy committees, village center and neighborhood development area designations and successful grant applications, implementation of the regional solid waste management plan in cooperation with the Bennington County Solid Waste Alliance, and planning for roadway, bicycle and pedestrian, public transportation improvements.

Like everyone, the BCRC has been affected by the Covid-19 pandemic. The office transitioned to remote work and meetings in April and, while staff have recently started spending some time in the office, it generally is easiest to contact us via email (see contacts at [www.bcrct.org](http://www.bcrct.org)). Fortunately, technology has allowed us to continue work on all of our projects with little interruption in progress. Of course, significant staff resources have been dedicated to providing assistance to businesses and municipalities as they work to navigate the challenges associated with changes to the way operations are conducted, with staffing and revenue disruptions, and to chart of course forward through and beyond the current crisis.

The BCRC is governed by locally appointed commissioners from seventeen area municipalities and commissioners who represent interests ranging from public health to economic development. As of January 2021, our offices will have relocated to 210 South Street in Bennington, and post-pandemic, we expect to have regular office hours at the Manchester Town Offices as well. Regular meetings are held on the third Thursday of every other month, with frequent special meetings throughout the year (information at: [www.bcrct.org](http://www.bcrct.org)).

*Respectfully submitted,  
Jim Sullivan, Director*

## SECTION 8 - NON-PROFIT ANNUAL REPORTS

### **Bennington County Solid Waste Alliance**

The Bennington County Solid Waste Alliance works to reduce the amount of waste disposed in landfills by promoting recycling and reuse as well as resource conservation. The Alliance offers education and outreach to businesses, schools, institutions, and event organizers in complying with the Universal Recycling Law and other solid waste management requirements primarily by increasing reuse and recycling. These programs help residents, businesses, schools, and institutions find solutions to recycling, food scrap diversion and the disposal of items such as electronic waste, fluorescent bulbs, paint, and others that are banned from landfills.

The Alliance website at [www.bcswavt.org](http://www.bcswavt.org) and Facebook page [www.facebook.com/solidwastealliance](http://www.facebook.com/solidwastealliance) provide information on:

- Battery recycling through the Call2Recycle program
- Disposal of used motor oil at retail establishments and transfer stations that accept motor oil
- Recycling of paint through the PaintCare program, including lists of retail stores that accept paint
- Prescription drug disposal including drop-off locations
- Recycling of textiles by the One World Center, Goodwill and others
- Events for disposing household hazardous waste
- Disposing of fluorescent bulbs, CFLs and other mercury items at transfer stations, retail establishments and at household hazardous waste collection events.
- Disposal of E-Waste at area transfer stations, Goodwill and retail establishments
- Diverting food scraps by composting and annual sales of compost bins and kitchen compost containers.

This past year the Alliance assisted 40 businesses as well as several major event organizers primarily via phone, email, and webinars due to COVID-19. Given COVID-19, meals and snacks in most schools are served in classrooms rather than lunchrooms. To help with this, the Alliance received 170 food scrap buckets from the Agency of Natural Resources that we distributed to 17 schools along with instructional signage to allow for food scrap collections within classrooms.

The Alliance held two household hazardous waste events with nearly 500 participating households. We also sold over 180 backyard compost bins and 60 green

cones to residents. In 2021, we will hold three household hazardous waste events for residents and small businesses of all thirteen towns. The spring event will be in Bennington and the fall in Dorset. We will hold a third event for residents and businesses of Searsburg and Stamford given the long driving distance they have to either of our other events. Check the website above for updates and details. The Alliance receives most of its funding from the 13 towns, but this past year received grants from the Vermont Agency of Natural Resources and the Agency of Agriculture and Markets.

*Respectfully submitted,  
Bennington County Solid Waste Alliance*

### **BROC: Community Action**

On behalf of BROC Community Action and the thousands of people with low-income or living in poverty that we serve throughout Rutland and Bennington Counties, we want to express our thanks and gratitude for supporting us over the years on Town Meeting Day. BROC Community Action assists families and individuals in crisis and help provide a sustainable path forward.

Over the past year, BROC Community Action assisted 612 residents in the Town of Manchester. Whether they need food at the BROC Community Food Shelf, senior commodities, housing counseling, homelessness assistance, weatherization, heating and utility assistance, forms assistance for benefits such as 3SqVT, budget and credit counseling and resources and referrals; we are here.

People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your town appropriation helps ease the struggle for nearly 10,000 people who seek assistance from us each year as we meet the basic needs of their families and provide a path forward whenever possible.

*Sincerely,  
Thomas L. Donahue, CEO*

### **Center for Restorative Justice**

It is with your town support that the Center for Restorative Justice (CRJ) was able to serve over 1,225 individuals this past year. Even in a year with an unprecedented pandemic, CRJ continued to provide county-wide, community justice programs and intervention services. CRJ's programs are based on the principles of restorative justice, a philosophy of justice that focuses on the people and communities harmed by crime; it emphasizes bringing together everyone affected by wrongdoing to address needs and responsibilities.

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Some CRJ highlights from this past year include:

- CRJ launched a new program this past year called Threads. Threads is a teen clothing boutique shop that accepts donations of quality, gently used clothing. Any teen can come shop at Threads and all clothing and accessories are free of charge.
- 165 individuals with suspended licenses were assisted to get legally back on the road.
- 238 youth and adults participated in CRJ's Court Diversion Programs; after successful completion, including repairing the harms caused to their victims, the individuals' criminal records were expunged.
- 124 youth cited for underage drinking or possession of marijuana participated in CRJ's screening, education and treatment program; successful completions resulted in dismissal of civil charges.
- 173 students in Manchester, Arlington, and Bennington were served through CRJ's school-based Truancy Program and Restorative Alternative Program.
- 138 at-risk teens received services through one of CRJ's many youth intervention programs such as The Lounge (after school program), movie nights, mentoring and life skill development.
- 47 adults reentering the community from incarceration were supported through a variety of programs to help them positively reintegrate into the community.
- 340 individuals were served through CRJ's many other programs including victim impact classes, risk assessments and screenings, pre-charge programming and expungement assistance.

CRJ is grateful for your continued support in helping individuals to get their lives on the right track, empowering victims to have a voice in the justice process, and helping to restore and strengthen our communities.

*Respectfully Submitted,  
Leitha Cipriano, Executive Director*

### **The Collaborative**

The Collaborative appreciates your vote of confidence as you vote for the 2021-22 budget. Since 1999, we have grown from a small after school program to an organization providing a wide range of individual, youth, and family programs focused on preventing youth substance use, supporting working families and creating a healthy community. It was a year of change and uncertainty for everyone, but with you on our team The Collaborative was able to continue to provide healthy opportunities for our youth and young adults,

strengthen community connections and increase outreach in the Northshire and mountain communities.

In the town budget, we are requesting funds for The Collaborative mission to support substance free middle and high school youth. Just like you, we had to rethink how we do what we do and determine what was at the heart and soul of it. For example, this year, it was connection, community and healthy choices for the Refuse to Use program. We are honored that 337 RTU participants from 8 schools are participating in over 50 virtual or distanced substance misuse and healthy alternative programs. These programs are primarily led by community volunteers who recognize the value of this education in our community. With a focus on healthy choices, this project allows for over 50,000 ways for our young people to pick their unique path toward a healthier future. We are requesting your approval of \$1000 in your town's budget to assist The Collaborative in continuing to provide these services to our community. We appreciate your involvement!

*Respectfully submitted,  
Maryann Morris, Executive Director*

### **Greater Northshire Access Television (GNAT)**

Thank you for your past support of GNAT-TV. Your continued support enables us to continue providing transparent access to your government. We feel a tremendous responsibility to each and every citizen that we serve. This has never been more evident than during this past year, as we helped people in our communities navigate life during the pandemic.

We worked with local schools to live stream graduation ceremonies. We provided technical and educational resources, equipment and training to the faith community to enable them to share their weekly services. We also handled the distribution and archival of those events. We launched a "Kids Create Variety Show" with content submitted by local children.

We produced 272 News Project segments, expanding our local independent news coverage. We engaged community members to produce and share their stories on our open distribution network., We continued to facilitate and distribute coverage of 211 of our local town government meetings across our region. Additionally, we expanded our distribution to digital platforms including Roku, Apple TV and Podcast for those that don't or can't subscribe to cable. We are committed to being an informational resource for everyone.

Our primary revenue source is based on cable subscriptions in the eleven towns we serve. As we navigate the impact of declining subscribers and a

## SECTION 8 - NON-PROFIT ANNUAL REPORTS

changing global media industry, we rely on local donors, underwriters and towns, now more than ever. Please support our vision for an engaged, informed and inspired public. A strong local community media organization is vital to our democracy and to our collective futures. We hope you will continue to support government access, education, and an independent platform for local voices. Thank you for your thoughtful consideration and support.

### Service Area:

Arlington, Dorset, Londonderry, Manchester, Peru, Rupert, Sandgate, Stratton, Sunderland, Weston, Winhall

### Ways to watch:

Comcast Cable Channels:

1074(Public), 1084(Government), 1094(Education)

GNAT-TV.org

YouTube

Roku & Apple TV

Listen Via Podcast

*Respectfully submitted,  
Tammie M. Reilly, Executive Director*

### **Green Mountain RSVP And Volunteer Center**

Green Mountain RSVP (GMRSVP), an AmeriCorps Seniors program, is for people age 55 and older who want to volunteer in their community. We help local non-profit organizations by recruiting and matching volunteers to meet community needs. Your town's funds help us to continue to support and develop programs for seniors who wish to volunteer. Our staff and administrative costs are covered by federal funds from the AmeriCorps Seniors Program. Our program covers Bennington, Windham, and Windsor Counties.

GMRSVP offers the AARP Tax-Aide Service-preparing taxes for individuals at the Recreation Center Park House. This year's service was unfortunately cut short due to COVID-19, however, one of our local volunteers for this service was excellent about fielding questions/concerns even after the shutdown. GMRSVP sponsors free Bone Builder classes and has 4 trained Bone Builders Leaders that were previously teaching classes twice a week at the First Congregational Church and the Israel Congregational Church. Both classes closed in March due to COVID-19 but plan to resume in person when it is safe to do so. Each year more than 50 participants take advantage of this popular program and we look forward to the classes starting up again. We cover the costs for training and supply of weights, and benefit from the donated space for the class. GMRSVP offers presentations to older Vermonters on the topic of fraud and scams utilizing the FTC program "Pass it On".

We were fortunate to safely record this program and share it widely via YouTube. Our volunteers also assisted one Manchester resident with installing an air conditioner and another resident with technical support. GMRSVP provides liability insurance for the volunteers and helps partner agencies by covering the cost of background checks.

During the current and unprecedented times, GMRSVP has not seen any increases in funding through any of the stimulus packages provided by the federal or state entities. Our program did not meet the criteria or apply for any of the other funding opportunities. 47% of our volunteers continue to serve during COVID-19 and we are pivoting our programming to continue to positively impact the community, addressing social isolation, wellness, and food insecurity. We look forward to all our volunteers returning to service once deemed safe to. We have started a Book Club, "Third Thursday's Readers" open to isolated seniors in Bennington County, and sponsor drive-up food drives for local food pantries.

Contact Volunteer Coordinator, Lenora Volkmer in our Bennington County office at (802)447-1546 to learn how you can volunteer in Manchester.

*Respectfully,  
Cathy Aliberti, GMRSVP Director*

### **Manchester Business Association**

The Manchester Business Association (MBA) and its' members wish to thank Manchester residents and the Town of Manchester for their continued financial support of the MBA.

The MBA is a non-for-profit Destination Marketing Organization (DMO). Our mission is to maintain the economic vitality of our town by promoting & marketing this extraordinary destination and its businesses. We do this by developing strategies that include advertising, marketing, promotions and aid in events to increase the number of visitors whilst continuing to be a vital resource for our local community. We could not accomplish this goal without our members financial support and the \$50,000 match from the Town of Manchester. The MBA uses all mediums to market our one-of-a-kind destination including but not limited to; our website manchestervermont.com, social media channels including Facebook & Instagram, monthly email newsletters sent to our subscribers and our weekly ad in the local Newsguide.

The MBA membership year begins on September 1 and ends on August 31, the following year. Since September 2020, 53 past members renewed and 31

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new members have joined our organization. It goes without saying that 2020 has been a challenging year for everyone due to the COVID-19 crisis. The MBA continued to support its members, and the greater business community, through regular email communication. This included important topics like the latest COVID-19 restrictions and requirements and financial resources for businesses.

Even with the challenges of 2020, the MBA continued to see growth in its membership and followers. Year over year, we increased email subscribers by 10%, membership by 30%, Facebook followers by 6% and our Instagram followers by 15% (that's over 2,000 new followers). The Manchester Visitor Center, located at 18 Depot Street, reopened Labor Day weekend after closing in late March, due to Covid-19 restrictions. Since Labor Day weekend, we have welcomed over 1,100 visitors and locals alike to the center. This allowed us to add over 500 new email subscribers.

Through membership, donations and digital advertising, the MBA raised \$103,597 in 2020. With the town match of \$50,000, our total income was \$153,597. Our expenses totaled \$148,321, resulting in a net operating income of \$5,276. Expenses include but are not limited to; monthly lease payment for the Visitor Center space and the labor to operate the center, advertising expenses, Southwestern Vermont Chamber of Commerce expenses, and digital expenses for the maintenance, marketing and operation of the manchestervermont.com website and our social media channels.

It is more important than ever that we continue our work through 2021 and beyond. With neighboring and like-minded communities outspending us to promote their destinations, it is essential that in this competitive environment, the Town of Manchester continues and even grows, when feasible, its contribution to the efforts of the MBA and its community. The \$50,000 match grant, coupled with our continued member support and COVID-19 vaccines on the horizon, is fundamental for a brighter economic tomorrow.

*Respectfully submitted,  
Manchester Business Association*

### **Manchester Community Library**

When our 2019-2020 fiscal year began on August 1, 2019, no one could have predicted a pandemic looming on the horizon. This past March, just 13 days after 72% of Manchester voters approved our level-funded appropriation request, we were heartbroken to temporarily shelter our beautiful building and pause

access to our physical resources to ensure the safety of our community. Your support and the generosity of our steadfast donors enabled us to remain nimble as we pivoted our programming and resources to the virtual space. Because of your investment in your public library, we were able to thoughtfully and safely reintroduce our services to the community in new and innovative ways.

The challenges of COVID-19 also presented a myriad of unanticipated opportunities. Every day has been different, and we continue to listen, learn, grow, and evolve in ways that demonstrate the relevance of our mission and organizational agility. Needless to say, we much prefer the term “physical distancing” to “social distancing” as our connections to those we serve have only deepened over the past year.

Back in March, 816 books were checked out in a *single* day—more than ever before. Since then, over 90% have been returned and loaned out again. Indeed, the spirit of community and an abiding commitment to one another is alive and well at the MCL! When the physical collection became challenging to access, we pivoted and invested thoughtfully in our digital collection. Now, in addition to the nearly 19,000 print books, 1,448 audio books, and 2,600 DVDs, members have access to over 42,000 e-book titles, 6,500 e-audiobooks, and nearly 2,000 e-magazines. Since the launch of Curbside Lending in June, we have filled over 1,000 orders for patrons interested in honing cooking skills, getting lost in the latest mystery, or traveling to foreign lands via DVD.

The digital divide has long challenged rural communities—ours is no exception. In an effort to support the most vulnerable among us, a key priority when reopening our physical space was serving those who lacked access to computers and Wi-Fi. To that end, we launched Sit & Surf, providing onsite computer use and support from our Information Technology & Instructional Librarian. We also used grant funds to invest in an external router that expanded parking lot access to our internet service. We further grew our technology services with the launch of a new website and a more accessible library catalogue. When safe, we opened the entire collection for onsite browsing, including children's, youth, and adult books, audiobooks, and DVDs.

Of the 179 adult programs offered in FY20, many were sponsored cooperatively with other community organizations—from the Vermont Department of Labor to Southwestern Vermont Medical Center to Equinox Village. Each of these partnerships expands the populations we are able to reach and support. Though run by our professional librarians, the success of many

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of our programs would be impossible without the efforts of our 80-plus volunteers. In addition to our many adult programs, our Youth Services Librarian coordinated 150 children’s and young adult programs with over 5,000 attendees. Much to our delight, Story Time, a favorite of children and caregivers alike, expanded its audience when moved to the virtual space. We have had similar success with other virtual programs, including our Community Mindfulness classes.

The benefits of supporting the Library with tax dollars are many and yet as we look to level-fund our town appropriation for the second year in a row, the cost remains around 1% of a Manchester tax bill. We stand committed to operational and financial transparency and to ensuring that every dollar is thoughtfully invested. To that end, we are wrapping up our third annual financial audit. We are heartened that mass vaccination efforts have begun. While we remain optimistic and forward thinking, we anticipate ongoing challenges in the first half of FY22 to our key revenue streams (e.g., facilities rentals, membership fees, corporate giving) due to the pandemic. Accordingly, our budget reflects a deficit which will be covered by our Operating Reserve Fund. Nevertheless, we have increased our Individual Giving goal by \$30,000 and our Fundraising Events goal by 87%. In fact, as a percentage of our overall budget, our projected FY22 budget is the least reliant upon taxpayers than any other in recent years. Still, we are committed to investing more heavily

in our core business—books, media, e-resources, and programming for all ages.

As we continue to reimagine and expand our delivery of services, the town’s support bolsters our commitment to our vision: to be a hub of the community through our role as a trusted resource; providing unique, essential, and innovative services; and by creating a welcoming, stimulating environment for learning and social connection. The Board and staff continue to strive to ensure that the MCL is a place that is open to all, especially in the most challenging of times. We welcome your questions, comments, and suggestions and invite you to join us as we continue to respond to the ever-changing needs of our diverse community. Most importantly, we are grateful for your continued support.

**Board of Trustees:** Bob Allen, Dave Citron, John Clark, Clark French, Fran Fauver, Susan McManus, Katherine Monahan, Kate Orme, Linda Oskam, Dave Quesnel, and Nancy Wolf.

**Honorary Trustees:** Martha Heilemann, Tony Hoyt, Susie Hunter, Linda McKeever, and Christine Miles.

**Staff:** Jennifer Amatruto, J. Violet Gannon, Elise Lunder, Karalyn Mark, Kellie Morrison, Judy Reid, Ray Stevens, Rebecca Ventola, and Cal Workman.

*Respectfully submitted,  
J. Violet Gannon, Executive Director*

### MANCHESTER COMMUNITY LIBRARY FY22 BUDGET

#### Inflow

	FY20 Approved Budget	FY20 Actual (Pre-Audit)	FY21 Approved Budget	FY22 Projected Budget
41110 · Individual Giving	240,000	243,833	300,000	270,000
41210 · Fundraising Events	38,000	23,828	40,000	75,000
41310 · Corporate Giving	36,000	15,921	46,000	20,000
41315 · Grant Income-Operating	20,000	5,359	20,000	20,000
41320 · Non-Recurring Gifts/Grants	0	0	0	0
41510 · In-Kind Gifts	0	0	0	0
<b>Contributions &amp; Grants Subtotal</b>	<b>334,000</b>	<b>288,941</b>	<b>406,000</b>	<b>385,000</b>
43110 · Interest	0	0	0	0
46100 · Memberships	23,000	12,558	23,628	20,000
46150 · Facilities Rental	33,000	16,265	35,000	16,500
46180 · Desk Donations, Copies & Book Sales	15,000	6,270	15,500	8,500
46190 · Café Proceeds	5,000	2,776	5,200	1,500
47240 · Program Income	5,000	3,142	6,500	5,000
48010 · Town Appropriation	243,740	243,740	243,740	243,740
48030 · Other Misc. Income	5,000	12,425	2,500	2,500
<b>Revenues</b>	<b>663,740</b>	<b>586,117</b>	<b>738,068</b>	<b>682,740</b>

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Hunter Fund Grant Draw	40,000	40,882	40,000	41,255
Endowment Draw	89,439	94,864	97,126	100,229
Capital Campaign Account Draw	0	0	0	0
<b>Total Inflows</b>	<b>793,179</b>	<b>721,863</b>	<b>875,194</b>	<b>824,224</b>
Use of Operating Reserve Fund	0	3,103	2,887	126,454
<b>Total Inflows and Use of Surplus</b>	<b>793,179</b>	<b>724,966</b>	<b>878,081</b>	<b>950,678</b>
<b><u>Outflow</u></b>				
<b>50000 · Payroll, Taxes &amp; Benefits</b>				
50110 · Gross Wages	453,372	422,815	514,574	528,902
50210 · Payroll Taxes	31,556	33,152	40,015	46,029
50310 · Health, Dental, Vision & Disability	51,705	47,102	60,683	56,435
50315 · Retirement Funding	8,539	9,919	14,359	13,696
50320 · Workers' Compensation Insurance	2,947	1,264	3,250	3,250
50900 · Payroll Service Charges	2,510	1,924	2,300	2,300
<b>Total 50000 · Payroll, Taxes &amp; Benefits</b>	<b>550,629</b>	<b>516,176</b>	<b>635,181</b>	<b>650,612</b>
<b>51000 · Administrative Expense</b>				
51010 · Administrative Supplies	1,750	1,035	1,600	1,300
51030 · Postage (inclu. Interlibrary Loans)	2,800	1,144	800	2,200
51300 · Technology, AV & Digital Services	11,000	4,400	11,500	11,500
51310 · Technology Equipment	7,000	6,490	1,500	7,000
51510 · Professional Development	5,000	2,545	5,000	3,500
51520 · Mileage	650	741	1,000	625
51530 · Memberships, Dues & Subscriptions	3,000	1,103	3,500	3,250
51540 · ED Administrative Expenses	0	923	0	1,500
51710 · Library Communications & Outreach	3,500	6,068	3,500	3,500
51720 · Volunteer Recognition	600	164	600	600
51730 · Board Expense	4,400	427	4,000	2,250
51900 · D&O Insurance	1,300	1,269	1,300	1,400
51910 · Misc Admin Expense	1,000	504	1,000	500
54010 · Bank, Paypal & Credit Card Fees	1,000	428	1,300	1,300
<b>Total 51000 · Administrative Expense</b>	<b>43,000</b>	<b>27,241</b>	<b>36,600</b>	<b>40,425</b>
<b>52000 · Development Expenses</b>				
52110 · Development Program Expenses	9,000	3,866	8,500	7,000
52150 · Annual Fund Expenses	6,000	1,157	2,700	3,000
52210 · Fundraising Events Expenses	10,000	13,122	7,250	35,000
<b>Total 52000 · Development Expenses</b>	<b>25,000</b>	<b>18,145</b>	<b>18,450</b>	<b>45,000</b>
<b>53000 · Professional Fees</b>				
53100 · Bookkeeping/Tax Acct/Auditing	15,000	14,554	15,000	18,000
53150 · Legal Fees	0	1,105	1,200	1,600
53510 · Other Prof Fees/Strategic Planning	5,000	1,191	7,000	4,000
<b>Total 53000 · Professional Fees</b>	<b>20,000</b>	<b>16,850</b>	<b>23,200</b>	<b>23,600</b>
<b>55000 · Materials &amp; Programs</b>				
55010 · Books/Media/E-Resources - Adult	27,000	26,206	27,500	25,100
55050 · Books/Media/E-Resources - Youth	6,500	2,200	7,000	5,900
55050 · E-Resources - Annual (Adult/Youth)	0	0	0	7,000
55210 · Programs - Adult	8,000	1,451	8,500	7,500

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55220 · Programs - Youth	3,000	2,343	3,500	4,500
55230 - Programs - Summer	3,000	738	3,000	3,000
55260 · Collection Supplies & Repairs	3,000	752	2,600	2,000
55240 - Data Management System	0	0	2,400	2,491
55250 - ILL System Supplies	0	1,583	2,400	2,200
<b>Total 55000 · Materials &amp; Programs</b>	<b>50,500</b>	<b>35,273</b>	<b>56,900</b>	<b>59,691</b>
<b>56000 · Facilities and Equipment</b>				
56111 · Electric	24,750	32,294	27,500	37,500
56121 · Fuel	3,500	4,450	5,000	5,000
56130 · Telephone/Internet	7,500	8,343	7,500	8,500
56151 · Water/Sewer	1,900	1,921	2,000	2,100
56160 · Fire Alarm System	1,650	1,330	1,650	1,750
56162 · Elevator Service & Maintenance	1,950	13,361	2,600	4,000
56210 · Trash Removal	400	388	700	550
56220 · Grounds	10,000	11,133	12,000	12,000
56305 - COVID-19 Related	0	6,459		5,500
56310 · Cleaning Services	18,000	9,351	18,000	18,000
56350 · Facilities & Cleaning Supplies	3,000	1,143	3,200	4,500
56360 - Cafe Supplies	3,000	985	3,000	750
56510 · Repairs & Maintenance	20,000	15,181	17,000	24,000
56520 · Minor Furnishings & Equipment	3,000	59	2,500	2,000
56710 · Property & Liability Insurance	5,400	4,883	5,100	5,200
<b>Total 56000 · Facilities and Equipment</b>	<b>104,050</b>	<b>111,281</b>	<b>107,750</b>	<b>131,350</b>
Capital Purchases	0	0	0	0
Transfers to Reserves: Building, Grounds, & Equipment	0	0	0	0
<b>Total Outflows</b>	<b>793,179</b>	<b>724,966</b>	<b>878,081</b>	<b>950,678</b>
<b>Annual Operating Surplus/(Deficit)</b>	<b>0</b>	<b>-3,103</b>	<b>-2,887</b>	<b>-126,454</b>

### Neighbor to Neighbor

2020 was a difficult year in the Northshire. The COVID pandemic put most of Neighbor to Neighbor's regular plans on hold. We were unable to offer rides and to hold our monthly events for most of the year. Since our care recipients are in the category of folks most likely to have serious complications from COVID, we were extremely cautious with interactions between our volunteers and care recipients. Our primary desire was to help them feel as though they were being thought about and to help them whenever feasible. Here are some of the highlights of our past year:

**Price Chopper gift cards:** Due to a generous grant from the Hoehl Family Foundation, we were able to take the entire grant of \$5,000 and distribute Price Chopper gift cards to our care recipients in two rounds. We received numerous thank you cards and phone calls from care recipients who were grateful for the help.

**Birthday Cakes:** Hong Campbell, one of Neighbor to Neighbor's steering committee members, began a new initiative. She bakes beautifully-decorated (she decorates them differently for each person) birthday cakes for each of our care recipients during their birthday month. To date, Hong has baked and delivered more than 20 cakes!

**Booklet of Useful Information:** Kathy Malley, the chair of our steering committee, compiled a bunch of useful information about services available to seniors in the Northshire region, articles pertinent to aging in place, and examples of products designed to make life easier for elderly folks. We distributed them to our care recipients and have gotten many positive reviews on the content.

**Newsletters:** As usual, we published two newsletters this year, one in the spring and one in the fall.

**Friendly Cards:** Several volunteers took on the task of writing personal note cards to each of our care recipients during the fall. We also sent out holiday

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cards to each care recipient and plan to continue with this project into 2021.

Grocery Shopping and Errands: Despite COVID restrictions that prevented us from taking care recipients to appointments and to run errands and go to the grocery store, volunteers have stepped up and are doing grocery shopping and errand-running for several care recipients.

No Pie Auction this year: We were unable to hold our annual fundraising event, the pie auction, this year. We sincerely hope to hold our fundraiser in the fall of 2021 and are most grateful for any support we receive from our community.

*Respectfully Submitted,  
Robin Galguera, Program Director*

### Northshire Rescue Squad

Northshire Rescue Squad has the honor of serving this community with Emergency Medical Service at the paramedic level. We do this with a mixture of dedicated volunteer first responders and full & part-time paid staff. This past year has shown the dedication our members have to providing this service to our friends, family, neighbors, and visitors. With the growing angst that has come with the unknown of the COVID-19 virus, their commitment to this community has not waived. We would also like to acknowledge the overwhelming support of this community and would like to thank all that have reached out with words and gestures of gratitude. We will continue to respond to your calls for assistance and ever strive to provide the highest level of care to this community.

**Calls Per Town Fiscal Year 2019-2020**

MANCHESTER	884	Mount Tabor	15
Dorset	151	Winhall	7
East Dorset	64	Hospital Transfers	15
Danby	87	Mutual Aid	46
Rupert	8	<b>TOTAL</b>	<b>1277</b>

*Respectfully Submitted,  
Michael Casey, NRP, Chief Operations Officer*

### Project Against Violent Encounters

Project Against Violent Encounters (PAVE) is the only domestic and sexual violence advocacy agency in Bennington County. We are located in the heart of the Town of Bennington. For nearly 40 years PAVE has provided compassionate support, practical services and the pathway to healing and safety for countless

victims of domestic and sexual violence, dating violence and stalking throughout Bennington County.

PAVE has grown from a crisis hotline to the multiple and comprehensive support services we now provide. These services include a 24-hour crisis hotline, court and social service advocacy, case management, emergency financial assistance, access to legal services, emergency shelter, supervised visitation services, parenting classes, community awareness, school-based prevention education and more. We are thrilled to announce the addition of a transitional housing program beginning in 2021.

In the past year, we provided 37 Manchester residents with comprehensive services. Nearly half of those residents made initial contact with us through the crisis hotline. These residents received advocacy services including emotional support, safety planning, court advocacy, case management and housing services. In addition, 4 families with 5 children received supervised visitation services through our Family Time Program.

Domestic violence is the third leading cause of homelessness among families. Our emergency shelter program provides families with short-term housing and case management services with the goal of obtaining safe, permanent housing. In the past year, we provided 65 adults and 39 children with 5,028 nights of shelter services.

To stop the generational cycle of abuse, we must start early and invest in prevention strategies that provide healthy parent-child relationships, friendships and dating relationships. Through our education and empowerment programs pre-kindergarten to college; Nurturing Parenting classes, Women's Support Groups, Healthy Mind, Body and Family workshops and Financial Literacy Program, we've helped over 3,500 children, teachers and other adults learn new skills and techniques.

On behalf of our Board of Directors, staff and families served, I thank the residents of Manchester for your ongoing support to PAVE. Your support creates greater opportunities for the people impacted by domestic and/or sexual violence who need our services each year.

*Respectfully submitted  
Nadia Lucchin, Executive Director*

**Southern Vermont Communications Union District**

Southern Vermont Communications Union District (SoVT CUD) was voted into existence in March 2019 by 12 towns in Bennington County. We have since grown to 13 towns: Arlington, Bennington, Dorset, Landgrove, Londonderry, Manchester, Peru,

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Pownal, Rupert, Sandgate, Shaftsbury, Sunderland & Woodford.

In Less than a year we have:

- Been awarded grants totaling \$190,000, plus \$12,000 awarded to Bennington County Regional Commission (BCRC) to support our efforts,
- Conducted a utility pole survey to lay the groundwork for fiber optic network construction,
- Entered into a teaming agreement with Tilson, a network technology company, Green Mountain Power (GMP), and others to seek federal grants for rural broadband.

While the bid for federal rural broadband grants was not successful, we did build relationships with Tilson and GMP that continue to enhance and inform our development.

In June 2020 we were awarded a \$60,000 Broadband Innovation Grant (BIG) from the state of Vermont to undertake a feasibility study of building a fiber optic network in Bennington County. Preliminary results from that study suggested we need to grow in size and merge or collaborate with the also newly formed Deerfield Valley CUD in Windham County in order to be financially viable. Such a collaboration has been in the minds of the people in both counties from inception. We are currently redirecting our feasibility study to evaluate a two-county solution for getting broadband to our under-served.

In September we were awarded a \$100,000 COVID relief grant to accelerate our network deployment plans. That was used to conduct a utility pole survey in our most under-served towns, Sandgate, Rupert, Peru, Dorset. A pole survey is a necessary first step toward network design and construction. Each pole we intend to hang fiber on must be evaluated in several measures, such as:

- Does the pole need replacement or reinforcement?
- Will other telecom lines need to be moved to accommodate ours?
- Is the pole in a favorable position to branch to a residence?

COVID relief money has allowed us to start early the design work for fiber optic network construction.

The Vermont Community Foundation (VCF) donated \$30,000 to SoVT CUD and the other CUD's for operating expenses. The money was sorely needed and greatly appreciated.

Previously, SoVT CUD volunteers who had been giving so generously of their time were also giving their money for basic operating expenses like teleconferencing software and filing fees.

In December, the FCC awarded \$16B for rural broadband in its Rural Digital Opportunity Fund (RDOF) reverse auction. Consolidated Communications (CCI) and SpaceX received significant awards in our area. This has changed the landscape significantly. Many areas that we had hoped to serve are now obligated to CCI and Space X. Our two-county feasibility study is working to create financial models to evaluate this new landscape.

All the representatives, alternates, and officers of SoVT CUD have given mightily to this effort and deserve respect and gratitude. They have made for an impressive first year.

*Respectfully submitted,  
SoVT CUD*

### **Southwestern Vermont Council on Aging**

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to elders in Manchester in 2020:

Nutrition Support: The Council helped provide 4,833 meals that were delivered to the homes of 37 elders in your community. This service is often called "Meals on Wheels". In addition, 39 Manchester elders came together at a luncheon site in your area to enjoy a nutritious meal and the company of others; 215 meals were provided. Additionally, SVCOA provided 64 hours of one-on-one nutrition support, including nutrition assessments and resource connections and referrals, to 36 residents of Manchester.

Case Management Assistance: SVCOA case management and outreach staff helped 23 elders in your community for a total of 193.25 hours. Case managers meet with an elder privately in the elder's home or at another agreed upon location and assess the elder's situation. They will work with the elder to identify needs and talk about possible services available to address those needs. If the elder desires, the case manager will link the client to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help elders connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail elders facing long term care placement who still wish to remain at home.

Other Services and Support: 1) "Senior Helpline" assistance at 1-800-642-5119. Our Senior Helpline

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staff provide telephone support to elders and others who need information on available programs and community resources; 2) Medicare and health benefit counseling information and assistance through our State Health Insurance Program; 3) Legal service assistance through the Vermont Senior Citizens Law Project; 4) Information about elder issues and opportunities via various agency articles and publications 5) Nutrition education and counseling services provided by SVCOA's Registered Dietician; 6) Senior Companion support for frail, homebound elders; 7) Outreach services to elders dealing with mental health issues through our Elder Care Clinician. This service is provided in cooperation with Rutland County Mental Health; 8) Transportation assistance; 9) Caregiver support, information and respite to family members and others who are providing much needed help to elders in need of assistance; 10) Money Management programs that offer either a volunteer bill payer or representative payee services to elders and younger disabled individuals.

*Respectfully submitted,  
SVCOA*

### **The Tutorial Center**

We are proud to be the Northshire's longtime community education center, and a recognized national model for what a community education center can do for its community. 2020 marked The Tutorial Center's 49th year of helping the region's children and adults achieve educational, career, and life success! The Tutorial Center has long-established learning centers in Manchester and Bennington, enabling residents up and down Bennington County to have easy access to our assistance.

The Tutorial Center is Vermont's most comprehensive community education center, offering learning opportunities that meet the school, personal, and career learning goals of children and adults. Our educational services include tutoring for all ages, adult literacy, dropout prevention, alternative high school education, English language classes for non-English speakers, the High School Completion program, GED preparation and testing, PROV testing, job readiness training, enrichment classes, and our innovative and nationally-acclaimed Youth Agriculture Project (YAP). YAP is a summer work-readiness program for at-risk 16-24 year olds that teaches work skills in the context of growing, tending, harvesting and marketing vegetables.

This past year we provided tutoring services for 91 students in subjects ranging from beginning reading to calculus and foreign languages, to support

or enrich these students' success in school. 43 of those students were served in Manchester accounting for over 800 hours served. Another 99 adults were enrolled in our FREE adult education services and received over 5982 hours of instruction in basic skills, computer skills, and work readiness preparation. 10 of those students were enrolled at our Manchester center receiving 280 hours of instruction. During this extraordinary year, The Tutorial Center offered fully remote instruction to complement our in-person classes.

For more information on all of The Tutorial Center's educational services, you can visit [www.tutoringvermont.org](http://www.tutoringvermont.org) or call (802) 362-0222. High-quality educational activities that respond to community needs – and produce lasting community impacts – this is what your town funding supports. We, and our students, thank you.

*Respectfully submitted,  
Peter Fish, Executive Director*

### **Vermont Association for the Blind and Visually Impaired**

The Vermont Association for the Blind and Visually Impaired's 2020 Fiscal Year was an exciting one. In September, we held a successful fundraising and awareness event, Dancing With The Stars of Burlington, and have sustained our outreach efforts throughout the state to ensure that all Vermonters are aware of our services. The number of clients we serve has continued to increase annually. A new referral system was also developed in the fall, which is intended to increase the number of referrals we receive from eye care providers, thus connecting more clients with life-changing vision rehabilitation therapy.

As with many nonprofits, VABVI had to make several adjustments in light of COVID-19. We quickly adjusted from providing services in client homes and schools, to providing remote services via telephone and video conferencing. We are continuing to accept new clients and are currently providing remote services. We will be resuming in-person services as soon as it is safe to do so, and are continuously developing protocols to keep staff and clients safe when we are able to meet face-to-face.

It's clear to us at VABVI that our mission and services will continue to play a critical role in the lives of many Vermonters well into the future. In the face of the COVID-19 pandemic, we have adapted our services and are working nonstop to support anyone living in Vermont who is experiencing vision loss.

## SECTION 8 - NON-PROFIT ANNUAL REPORTS

SMART Device Training Program (formerly known as the iOS Training Program): The program has served 239 clients across Vermont since it was established in 2018. Now, due to COVID-19, the SMART Device Training Program is more important than ever. Current social distancing protocols have led our blind and visually impaired clients to become increasingly at risk for feelings of isolation and loneliness. In addition, with many healthcare providers now only seeing patients via "telehealth," it is critical that our clients know how to utilize technology. Our Vision Rehabilitation Therapists (VRTs) are providing remote services to program clients who are in need of assistance. Clients who received technology training prior to COVID-19 have reported that the skills learned in this program have been invaluable throughout the pandemic.

PALS (Peer Assisted Learning and Support) Groups: PALS Groups, held throughout Vermont, are monthly meetings where members share coping strategies and to discuss the practical, social and emotional challenges of vision loss. Now, due to social distancing requirements, PALS groups are operating remotely via Zoom and telephone.

HAPI (Helping Adolescents Prepare for Independence): The HAPI program enables Teachers of the Visually Impaired and Certified Vision Rehabilitation Therapists to work one-on-one with students to practice daily living skills. This program is currently being conducted remotely.

IRLE Summer Camp (Intensive Residential Life Experience): IRLE camp helps VABVI students develop social skills, meet fellow visually impaired peers, meet adult mentors, learn independent living skills, and improve self-advocacy skills. This year's IRLE Camp, which was going to take place throughout Southern New England with activities at the Mystic Aquarium and Roger Williams Zoo, has been postponed until 2021.

During Fiscal Year 2020, we served 1,804 clients from all 14 counties in Vermont. This included 14 adults and 1 student in Manchester, and 57 adults and 16 students in Bennington County.

For more information about VABVI's services or to volunteer, please contact Shannon Turgeon at (802) 863-1358 ext. 217, or at [sturgeon@vabvi.org](mailto:sturgeon@vabvi.org). Visit us our website at [www.vabvi.org](http://www.vabvi.org) and feel free to "like" us on Facebook at <https://www.facebook.com/vabvi802/>

*Respectfully Submitted,  
VABVI*

### **Vermont Center for Independent Living**

For the past 41 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'20 (10/2019-9/2020) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to 236 individuals to help increase their independent living skills and 5 peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted 124 households with information on technical assistance and/or alternative funding for modifications; 89 of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided 61 individuals with information on assistive technology; 36 of these individuals received funding to obtain adaptive equipment. 573 individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served 41 people and provided 30 peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone. Due to the pandemic VCIL was able to start a new (temporary) program, Resilience and Independence in a State of Emergency (RISE) which served 12 people in its first few months. The Rise Program can help provide an array of items or services if the needs are directly related to the Covid-19 epidemic.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our PACs and services are available to people with disabilities throughout Vermont. Our Montpelier office also houses the Vermont Interpreter Referral Service (VIRS) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational

settings.

During FY'20, 10 residents of Manchester received services from the following programs:

- Meals on Wheels (MOW) (over \$1,176.50 spent on meals for residents)
- Resilience & Independence in State of Emergency (RISE)(\$652.98 Covid-19 related needs)
- Peer Advocate Counseling Program (PAC)
- Information Referral and Assistance (I, R &A)

To learn more about VCIL, please call VCIL's toll-free I-Line at: 1-800-639-1522, or, visit our web site at [www.vcil.org](http://www.vcil.org).

*Respectfully submitted,  
Linda J. Meleady, Development Coordinator*

### **VNA & Hospice of the Southwest Region**

In 2019, the VNA & Hospice of the Southwest Region, formerly known as Manchester Health Services provided Bennington County residents with exceptional home care, hospice and community health services. From infants with hi-tech needs to our most senior population facing end-of-life care, we continued to bring medically necessary healthcare wherever it is needed, location of residence, or complexity of health issues.

In the face of shrinkage government and state reimbursements and rising costs, VNAHSR has continued to identify community needs and provide essential cost effective health care services to some of Bennington County's most vulnerable individuals.

In 2019, VNAHR's dedicated staff made more than 141,507 visits to 3,212 patients. In the Town of Manchester, we provided 7,834 visits to 177 individuals.

In closing, we wish to thank you for your past support. With your vote of confidence, we will continue to meet our mission to enhance the quality of life of all we serve through comprehensive home and community health services.

*Respectfully submitted,  
Ronald J. Cioffi, CEO  
Dan DiBattista, President of the Board of Directors*



*Views from Landmark Lane*

## SECTION 9 – OTHER INFORMATION & REPORTS

### State Representative Legislative Update

Reps. Kathleen James and Seth Bongartz: Bennington-4: Arlington, Manchester, Sandgate, Sunderland

The 2021 legislative session started on January 6 with the election of Speaker of the House Jill Krowinski, Clerk of the House Betsy Ann Wrask, voting on various resolutions and a swearing-in ceremony.

Rep. Kathleen James was re-appointed to the Education Committee (clerk) and will continue to serve on the Select Committee on the Future of Public Higher Education in Vermont. Rep. Seth Bongartz was appointed to the Natural Resources, Fish and Wildlife Committee and the Legislative Committee on Administrative Rules. Both legislators are active in several tri-partisan issue-oriented caucuses, including the Rural Economic Development Working Group, the Tourism Caucus, the Climate Solutions Caucus, and the Social Equity Caucus.

The focus of the legislature's work this session is COVID recovery, along with broadband, affordable childcare, housing and other policies that support families, businesses and communities.

To protect the health and safety of statehouse staff, legislators and the public during the ongoing COVID-19 pandemic, the General Assembly is conducting all of its work virtually over Zoom during January and February, with a decision pending on the remainder of the session. Members are working remotely from home and voting using a secure app on mobile phones (plus voice votes for roll calls). All floor debates and committee meetings are live-streamed and available for public viewing on YouTube at [legislature.vermont.gov](http://legislature.vermont.gov).

James and Bongartz are hosting online constituent coffee hours on the second Saturday of each month. The meetings are held via Zoom for now, and future dates are March 13, April 10, May 8 and June 12 from 9 to 10 a.m. The informal Zoom conversations will offer constituents in the Bennington-4 district — Arlington, Manchester, Sandgate and Sunderland — the opportunity to hear updates from the statehouse and to share ideas, questions and concerns with Kath and Seth. To join the coffee hour, please email [KJames@leg.state.vt.us](mailto:KJames@leg.state.vt.us) at least 30 minutes prior to each Saturday's meeting for the Zoom link. She'll also post the information on her legislative Facebook page (@Kathleen James VT State Representative).

The two legislators are working closely together on a wide range of issues, and encourage constituents to reach out and stay in close touch.

### Contact:

Rep. Kathleen James ([KJames@leg.state.vt.us](mailto:KJames@leg.state.vt.us), cell 802.733.1435). Learn more and sign up for her newsletter at her website: [kathjamesforstaterep.com](http://kathjamesforstaterep.com). Follow on Facebook: Kathleen James VT State Representative.

Rep. Seth Bongartz ([SBongartz@leg.state.vt.us](mailto:SBongartz@leg.state.vt.us), cell 802.598.3477). Learn more and sign up for his newsletter at his website: [seth4house.com](http://seth4house.com). Follow on Facebook: Seth Bongartz for VT State Representative.

### Conservation Commission/Energy Commission

The Conservation Commission is responsible for inventory and study of municipal natural resources and open lands, work on environmental projects and issues, and as the Energy Committee, planning and implementing energy conservation measures. The commission may also function to advise the Planning Commission, Development Review Board, and Selectboard on issues related to energy and the environment. The Conservation Commission has five members: Alan Benoit, Chair; Leslie Burg, Vice Chair; Carl Bucholt, Secretary; Dee Myrvang; and Michael Cooperman.

In the past year and continuing through 2021, the work of the commission includes addressing pesticide use (see below), amelioration of invasive plant species (with Trout Unlimited), mapping conserved lands within the town, and planning an Energy Fair to be held in the Fall of 2021.

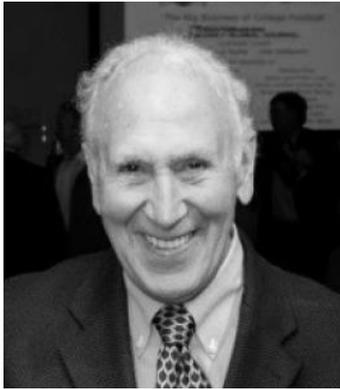
*This year the Manchester Conservation Commission endorses a ban on the use of glyphosate, the active ingredient in the weed killer RoundUp.* Originally marketed as an industrial strength pipe-cleaner in the 1960s, glyphosate has been demonstrated to be a probable *carcinogen*, a potent *antibiotic*, and an *endocrine disruptor*, meaning it poses a direct threat to human health and the environment.

When used on and near athletic fields and lawns, glyphosate places children's health at risk by interfering with hormone production. Glyphosate use poses potential links to autism spectrum disorders. Glyphosate residue on food kills healthy bacteria in the human gut microbiome and inhibits absorption of essential nutrients such as zinc, manganese and iron, suspected causes of the rapid increase in human autoimmune disease.

In the environment, glyphosate kills "non-target" soil microbes, which are essential for healthy agricultural production and forest health, with follow-on effects linked to the decline of wild bee and aquatic



## We Remember



Dr. Abraham Joseph Madkour, 89, was a long-standing member of the Manchester community for nearly 60 years. He was a member of the Manchester Elementary School Board, where all seven of his children attended, and served as Board Chair for a year. He served as a member and president of the Mt. Laurel school for the intellectually and physically disabled in Manchester for over 35 years, and he was elected Selectman for the Town of Manchester. Abe also sat on the Board of Directors for the First Vermont Bank for 10 years.



Lambert P. "Chops" Zoller Jr., 92, was a member of the United States Marine Corps, non-combat and achieved the rank of Sergeant. Chops was a 50-year member of the Lions Club, was on the Manchester Planning Board from 1980-1981, a Manchester Selectman for 6 years (Chairman for 2 years) and was on the Water Commission for over 25 years. He worked at the Equinox Hotel from 1964-2006.



Cheryl Guyette Stillson, 64, was a sixth generation Manchesterite, attending Manchester Elementary and Burr and Burton Seminary. Cheryl worked at the Mark Skinner Library and the Manchester Community Library where she was Director of Collections.



Bonnie Franklin, 75, was a faithful member of the Manchester Garden Club and Hildene where she was dedicated to reviving the Kitchen and Cutting Gardens. For her and husband Peter's passionate commitment to the mission of Hildene, they were both inducted into the Hildene Friends Walk.

# IN RECOGNITION OF SERVICE TO THE COMMUNITY

## Wayne Edwin Bell

Wayne Edwin Bell is known by many titles: husband, father, brother, grandfather, friend, restaurateur, publican, teacher, minister, and public servant among others; to us, he is simply our Wayne, a loving role model whose wisdom we value deeply.

We met Wayne nearly fifteen years ago at The Equinox when our family visited Manchester in 2006. He was one of the first people that we met and even as high schoolers, we still remember him as the man in the green blazer. Wayne took the time out of dinner to give us a tour of the hotel, a true Vermont gem, holding our hands the entire time -- a magical experience for two toddlers from Boston.

Ever since that day, Wayne has been there for us no matter what. He has become a part of our family, guiding us as we grew up and never missing a game, performance, or milestone. At every occasion and accomplishment, Wayne is ready with a poem, quote, or passage to commemorate the moment. This is our chance to step up and return the favor, honoring one of his many achievements.

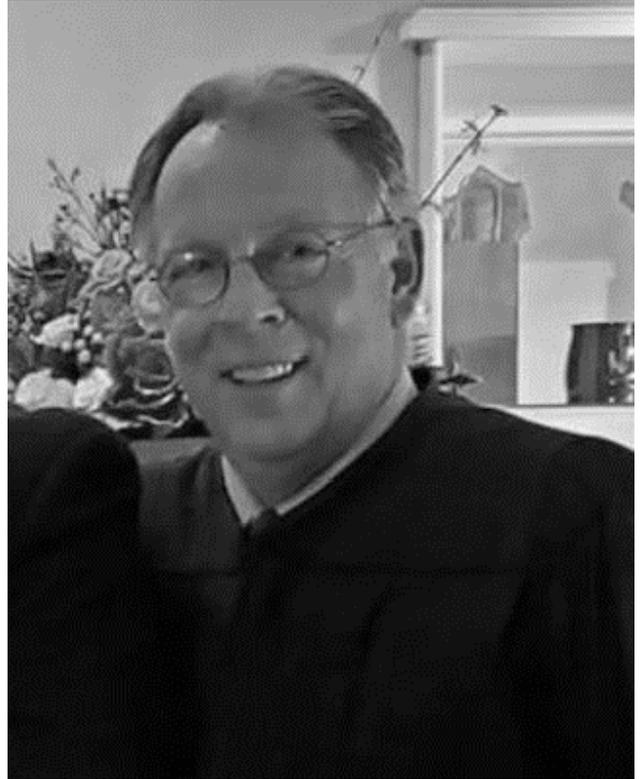
Wayne has done so much for our community during his many years of work and service. After moving to Manchester, he operated Ye Olde Tavern in the early 1980s and owned The Quality restaurant for sixteen years, both in the heart of the Town, located right on Main Street. Each served as places for locals and tourists alike to congregate as well as socialize, similar to his current at-home pub. Wayne also spent seventeen years teaching English Language Arts at Mount Anthony Union Middle School in Bennington and had a profound impact on many of his students, some of whom he still keeps in touch with to this day. Furthermore, Wayne has married over two thousand couples, celebrating the very day they start their lives together as a new family.

Wayne was an active member on many boards such as the Manchester Rotary Club, the Manchester Chamber of Commerce, Literacy Volunteers of America, Vermont Association of Middle Level Educators, the Manchester Health Service, and the Bennington County Center for Restorative Justice. More often than not, Wayne can be seen throughout the community volunteering in various ways, all of which better this beautiful place we all call home.

Through this dedication, we recognize what is perhaps Wayne's most significant role in Manchester -- serving on the Selectboard for twenty-one years, ten of which were spent as the Vice-Chair. During this period, he had a significant influence on the town, constantly advocating for what was just and in the best interest of the community. Recently, Wayne decided to step aside and make way for the next generation to serve as he did, continuing his legacy. This choice is best articulated by John F. Kennedy's famous declaration: "the torch has been passed to a new generation of Americans".

History is full of great goodbyes. At some point, we must all lay down the tools of our trade and move on to whatever it is that may lie ahead. Although he is no longer on the Selectboard, there is no doubt in our minds that Wayne will still have an impact on the town and those around him who he inspires to be the best possible versions of themselves. As one chapter ends and another begins, we cannot wait to see what he will accomplish in years to come. In celebration of all Wayne has done for us, we thank him from the bottom of our hearts for his generosity and commitment.

*- Daisy & Siobhán O'Keefe, on behalf of the Manchester Selectboard*



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# POSTAL PATRON

There will be no in-person floor meeting  
this year. All articles will be  
voted on by Australian ballot.  
See first page of this report for details.

Please do not throw away  
ballots mailed to you.  
See first page of this report for details.