

# *Town of Westminster, Vermont*

*Fire District #3, Town & School District*



## *2021*

*Annual Report  
For Fiscal Year Ended June 30, 2021*

*Annual Town Meeting  
Tuesday, March 1, 2022; 10:00 am @  
The Westminster Town Hall to Elect Town  
Officers by Australian Ballot. To be recessed to  
April 30, 2022 for the In-person Town Meeting*

*Westminster Institute Lawn  
Saturday, April 30, 2022 @ 10:00 am.  
Rain location will be in the bays of the  
Westminster Fire District #3, Grout  
Avenue.*

# *Town of Westminster Directory*

## **Town**

### **Town Hall**

3651 U.S. Route 5  
P.O. Box 147  
Westminster, VT 05158  
Monday-Friday, 8:30 AM – 4:00 PM

**Town Manager** 802-722-4255

*Russell Hodgkins*  
[Manager@westminstervt.org](mailto:Manager@westminstervt.org)

**Administrative Assistant** 802-722-4255

*Kelley Thayer*  
[Assistant@westminstervt.org](mailto:Assistant@westminstervt.org)

**Town Clerk** 802-722-4091

*Pauline O'Brien*  
[Clerk@westminstervt.org](mailto:Clerk@westminstervt.org)

**Assistant Clerk** 802-722-4091

*Patty Mark*  
[pmark@westminstervt.org](mailto:pmark@westminstervt.org)

**Assessor** 802-722-9516

*Al Coondradt*  
[listers@westminstervt.org](mailto:listers@westminstervt.org)

**Listers** 802-722-9516

*Jacklyn Atwood*  
*Rachael Cohen*  
[listers@westminstervt.org](mailto:listers@westminstervt.org)

**Zoning Administrator**

*Russell Hodgkins* 802 -722-4524  
[zoning@westminstervt.org](mailto:zoning@westminstervt.org)

**Town Garage**

*Charles Lawrence* 802-722-4349  
*Road Foreman*

**Emergency Management** 802-722-4255

*Russell Hodgkins, Director*

**Health Officer** 802-722-4255

*Russell Hodgkins*

**Animal Control** 802-365-4941

*Ashley Pinger - Windham County Sheriff*

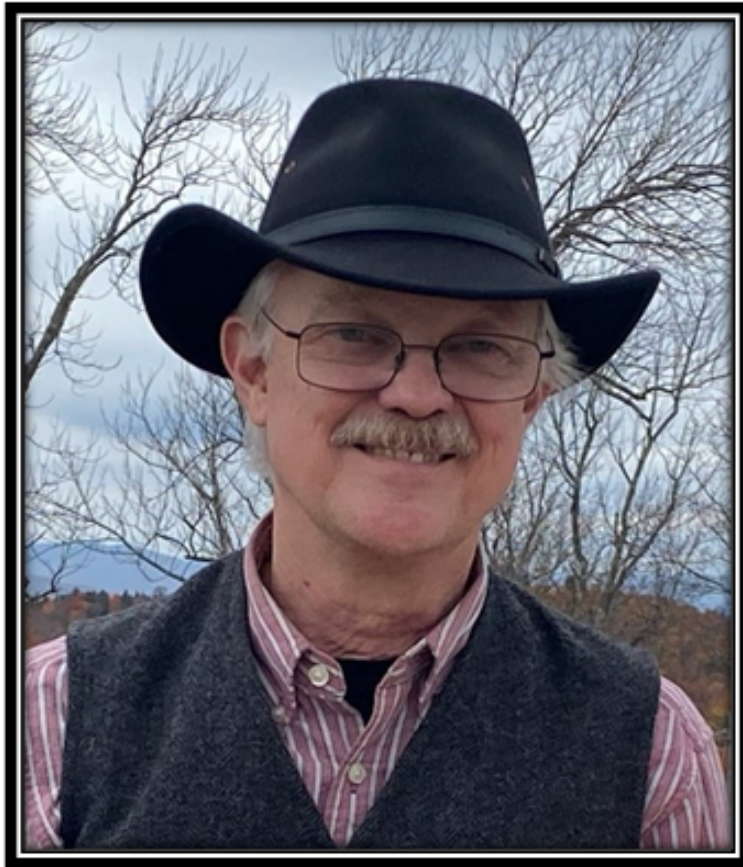
Visit the town website for  
current information on  
board meetings and  
important notices  
[www.westminstervt.org](http://www.westminstervt.org)

The Annual Town Report is compiled from various reports, spreadsheets, documents and formats. We do our best to make this report legible. If you should have any comments, recommendations, or suggestions please contact the office at 802.722.4255 or email Kelley Thayer at [Assistant@westminstervt.org](mailto:Assistant@westminstervt.org)

# Town of Westminster Dedication

It is with great pleasure the Westminster Selectboard dedicates this annual Town Report to:

*Fletcher Proctor*



*We are losing our Town Moderator after many years of service. He was called to become Moderator when the night before town meeting, the then current moderator, Norm Wright, was sick and couldn't make it. Fletcher stepped in (having never missed a town meeting in his life) and rose to this unique Vermont occasion. He was elected moderator for the next 20+ years making his overall elected official tenure about 40 years for the Town of Westminster. Fletcher began each meeting with his vision of the democratic process. He re-purposed this invocation for his fellow citizens as it went to the core of what he believes:*

*"Let us pause for a moment of silence and reflection".*

*"We are gathered together in civil assembly".*

*"We gather as a community, in the oldest sense of the word".*

*"We gather to come together and try to make decisions; about what is right, about what is wrong".*

*"Let us advocate for our positions, but not at the expense of others".*

*"Let us remember that there is an immense gap between saying, I am right and saying I believe I am right."*

*"Our neighbors with whom we disagree are good people with hopes and dreams as true and as high as ours".*

*"Let us always remember that in the end, caring for each other in the community is of far greater importance than any difference we may have".*

*Thank you Fletcher, for your service and for these words to live by.*

# *Town of Westminster – Table of Contents*

## **INFORMATION AND ANNUAL WARNING**

Town of Westminster Directory	1	2022 Annual Meeting Warning	7
Town Report Dedication	2	FY 2023 Proposed Revenue Budget	9
Table of Contents	3	FY 2023 Proposed Expenditure Budget	11
Westminster Vacancies	4	2021 Annual Meeting Minutes	18
Westminster Elected Officials	5	Minutes for May 15, 2021	20
Westminster Appointed Officials	6	2021 Abstract of Grand List	33
		Town of Westminster Directory (Back Page)	122

## **WESTMINSTER FIRE DISTRICT # 3**

Prudential Committee	35	Chief's Report	37
2023 Proposed Budget	36		

## **TOWN OF WESTMINSTER**

2022 Westminster Honoree	39	Audit Review Summary - June 30, 2021	42
2021 Citizen of the Year	41		

## **TOWN BOARDS, DEPARTMENTS, AND COMMITTEES**

		Lister's	54
Selectboard	48	Planning Commission	55
2021 Death Record	49	Conservation Commission	56
Executive Department	50	Westminster Historical Society	57
Town Clerk	51	Westminster Institute / Butterfield	58
Development Review Board	53	Library Westminster West Library	59
Zoning Administration	53		

## **AGENCIES -- LOCAL, REGIONAL, AND STATE REPORTS**

Bellows Falls Area Senior Center	60	Vermont 2-1-1	78
Connecticut River Joint Commissions	61	Vermont Center for Independent Living	79
The Current (The Moover)	64	Local Health Report	80
DVFiber	65	Visiting Nurse and Hospice for VT and NH	81
Early Education Services	67	VT-Alert	82
Gathering Place	68	Westminster Cares	83
Greater Falls Connection	69	Westminster Gazette	85
Green Mountain RSVP	70	Windham County Humane Society	86
Health Care and Rehabilitation Services	71	Windham County Sherriff	87
Our Place Drop-In Center	72	Windham Regional Commission	88
Parks Place	73	Windham Solid Waste Management Distribution	89
Pinnacle Association	74	Windham and Windsor Housing Trust	91
Senior Solutions	75	Woman's Freedom Center	92
Southeastern Vermont Community Action	77	Youth Services	93

## **WINDHAM SCHOOL DISTRICT AND WINDHAM NE SUPERVISORY UNION**

Principal's Report	95	Superintendent of Schools Report WNESU	107
School Board Report	97	Student Support Services Profile WNESU	109
Three Prior Year Comparison	100	2023 Proposed Expenditure Budget	111
Westminster School FY23 Proposed Expenditure Budget	101		



# *Town of Westminster – Vacancies*

Vacancies in the Town, Fire District #3 and School District offices to be elected by Australian Ballot at Town Meeting on  
March 1, 2022

<b><u>Office – Term (Years)</u></b>	<b><u>Incumbent</u></b>	<b><u>Candidates</u></b>
Moderator (1)		
Town	David Major	David Major
Fire District	David Major	David Major
School	Vacant	David Major
Selectboard (3)	Susan Harlow	Katrina Hamilton
Selectboard (2)	Kevin Hughes	Kevin Hughes
 Lister (3)	 Rachael Cohen	 Rachael Cohen
Lister (1) Remaining	Vacant	John Ewald
 Commissioner, Campbell Fund (1)	 Karen Walter	 Karen Walter
Commissioner, Campbell Fund (1)	Nancy Dalzell	Nancy Dalzell
Commissioner, Campbell Fund (1)	Vacant	-----
Trustee, Campbell Fund (3)	Peter Harrison	Pete Harrison
Trustee, Public Funds (3)	Peter Harrison	Pete Harrison
 UHSD #27 Director (3)	 Molly Banik	 Molly Banik
UHSD #27 Director (1) remaining	Ian Sbardellati	June Streeter
 Town School Director (3)	 David Major	 -----
Town School Director (2)	Vacant	-----
Town School Director (1)	Vacant	Jeffrey Carlstrom
 WNUESD term ending 06/30/22	 Melissa Carlstrom	 -----
WNUESD term ending 06/30/22	Elise Manning-Sterling	Elise Manning-Sterling
 Fire District #3 Prudential (3)	 Daniel Green	 Daniel Green

# *Town of Westminster - Elected Officials*

## **Term Expirations**

### **Selectboard:**

Craig Allen (2 year) ..... 3/2023  
Jason Perry (3 year) .....3/2024  
Kevin Hughes (2 year).....3/2022  
Susan Harlow (3 year) ..... 3/2022  
Toby Young (3 year)..... 3/2023

### **Town Agent: (1 year)**

Position Has Been Repealed

### **Town Moderator: (1 year)**

David Major..... 3/2022

### **Fire District Moderator: (1 year)**

David Major..... 3/2022

### **Town School Moderator:**

Vacant.....3/2022

### **Commissioners of the Campbell Fund: (1 year)**

Nancy Dalzell..... 3/2022  
Karen Walter..... 3/2022  
Vacant ..... 3/2022

### **Trustees of Public Funds: (3 year)**

Michael Fawcett..... 3/2024  
Peter Harrison ..... 3/2022  
Barbara Taylor ..... 3/2023

### **Union High School District #27:(3 years)**

Vacant.....3/2023  
David Clark.....3/2024  
Molly Banik.....3/2022

\* Ian Sbardellati appointed May 2021

### **Town School Directors:**

David Major (3 years).....3/2022  
Charlie Hutchinson (3 years).....3/2023  
Cheryl Charles (3 years).....3/2024  
Vacant (1 year).....3/2023  
Vacant (2 years).....3/2024

### **Windham Northeast Union Elementary:**

Melissa Carlstrom.....term ending 6/30/22  
Elise Manning-Sterling...term ending 6/30/22

### **Trustees of Campbell Fund: (3 year)**

Michal Fawcett ..... 3/2024  
Peter Harrison..... 3/2022  
Barbara Taylor..... 3/2023

### **Prudential Committee-Fire District #3: (3 year)**

Chris Harlow .....3/2023  
KatieDearborn.....3/2024  
Daniel Green.....3/2022

### **Town Clerk: (3 year)**

Pauline O'Brien.....3/2024

### **Town Treasurer (3 year)**

Paul Harlow.....3/2024

### **Board of Listers: (3 year)**

Jacklyn Atwood.....3/2024  
Rachael Cohen.....3/2022  
Vacant.....3/2023

\*Joan Harlow appointed July 2021

### **Justice of the Peace: (2023)**

Kathy Abbott  
K Sheldon Beebe  
Matthew Conklin  
Frances "Nancy" Dalzell J  
John Ewald  
David Kissell  
Michael Labine  
Sara Waldo - appointed May 2021  
Adrienne Major  
Margaret O'Toole  
Fran Renaud  
Susan Roman

\* Bruce MacDuffie resigned April 2021

## *Town of Westminster - Appointed Officials*

**Road Foreman**  
Charles Lawrence

**Road Commissioner**  
Russell Hodgkins

**Zoning/Sign Administrator**  
Russell Hodgkins

**Town Counsel**  
Lawrence Slason, Esq.  
Robert Fisher, Esq.

**Town Health Officer**  
Russell Hodgkins

**Town Service Officer**  
Russell Hodgkins

**Town Animal Control Officer**  
Ashley Pinger - Windham County Sheriff

**Fence Viewers**  
Warren A. Muzzey  
Tony Coven

**Inspector of Wood**  
Tony Coven

**Windham Solid Waste Rep.**  
Russell Hodgkins

**Westminster West Library Rep.**  
Craig Hawkins

**Windham Regional Planning Commissioners**  
Bobbi Kilburn

**Connecticut River Transit Representatives**  
Vacant

**CRJC Wantastiquet Region  
River Subcommittee**  
Paul Harlow  
James Calchera

**Historic Review Board**  
Tony Diorio  
Matthew Sargent  
Peter Terrell

**Community Improvement Program**  
Peter McH. Stamm  
Nathan Stoddard

**Waypoint Interpretive Center Reps.**  
Pat Haas

**Cemetery Sexton**  
Christopher Potter

**Assistant Cemetery Commissioners**  
Christopher Potter; Norm Wright

**Tree Warden**  
Mark Lund

### **Friends of the Westminster West Town Hall**

John Ewald	Will Parmelee
Margaret O'Toole	Daniel Savel
Michael Wells	Nicholas Keil

**Senior Solutions Representatives**  
Priscilla Allbee Patricia Goodell

**Emergency Management Director**  
Russell Hodgkins

**Conservation Commission (4 Year) Term Expires**  
Stephen Major.....3/2023  
Kestrel Craig.....3/2022  
Tatiana Schreiber.....3/2025  
Rachael Shaw.....3/2024  
Alma Beals.....3/2025

### **Planning Commission (4 Year) Term Expires** (5 Person Board as of 10/2017)

Bari Shamas..	3/2024
Seroya Crouch.....	3/2023
Katherine Kingston .....	3/2024
Russell Lazarek.....	3/2021
Michelle Chmelar.....	3/2022

### **Development Review Board (3 Year) Term Expires**

Ed Harty.....	3/2024
Don Anderson.....	3/2023
Christopher Potter .....	3/2024
Oliver Brody.....	3/2024
Tim Harty.....	3/2023

### **Activities Commission (3 Year) Term Expires**

Mildred Barry.....	3/2024
Nancy Deitz .....	3/2023
Doreen Kelton .....	3/2024
Amy Sciacca .....	3/2022
Dempsey Potter .....	3/2023

## *Town of Westminster*

### **WARNING FOR ANNUAL MEETING**

#### **TOWN FIRE DISTRICT # 3, TOWN OF WESTMINSTER AND WESTMINSTER SCHOOL DISTRICT 2022**

The legal voters of the Town of Westminster, Town Fire District # 3 and Westminster School District are hereby notified and warned to meet at the Westminster Town Hall on Route 5 in Westminster, Vermont on Tuesday, March 1, 2022 at 10 o'clock in the morning (10:00 AM) until 7:00 PM to vote by Australian ballot, then meeting recessed to Saturday, April 30, 2022, at either the Westminster Institute lawn or the Fire Department bays determined by weather, at 10:00 AM.

Article 1 : To choose all Town Officers by Australian ballot, Tuesday, March 1, 2022.

Article 2: **To hear the reports of the Town Fire District # 3 and to take action thereupon.**

Article 3: To see whether Town Fire District Number 3 shall authorize and instruct its Prudential Committee and Treasurer to borrow money, if necessary, to meet current expenses, on the credit of the District, in anticipation of the collection of taxes and/or the receipt of any State or Federal Funds.

Article 4: To see whether Town Fire District Number 3 shall authorize and instruct its Prudential Committee and Treasurer to borrow money, if necessary, to meet current expenses, on the credit of the District, in anticipation of the collection of taxes and/or the receipt of any State or Federal Funds.

Article 5: To see if the voters of the Town Fire District Number 3 will raise and appropriate the sum of \$299,550.00 to pay the indebtedness and other general expenses of the District for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023.

Article 6: To transact any other business proper to be brought before the Town Fire District Number 3 meeting.

Article 7: **To hear the reports of the Town Officers and to take action thereupon on April 30, 2022.**

Article 8: Shall the voters of the Town of Westminster authorize total General Fund expenditures for operating expenses of \$2,500,665, of which \$1,913,785 shall be raised by taxes, and \$ 586,880 by estimated revenue for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Article 9: Shall the voters of the Town of Westminster raise and appropriate the sum of \$15,000 for the Bridge Rehabilitation Reserve Fund established by Article 17 at the Annual Meeting of March 2, 2010.

Article 10: Shall the voters of the Town of Westminster authorize the sum of \$350,000 to be applied from the fiscal year 2021-2022 General Fund surplus to pay the indebtedness of the July 29, 2021 storm event.



- Article 11: Shall the voters of the Town of Westminster raise and appropriate the sum of \$7,500 to support the cost of operation and maintenance of the Westminster Institute and Butterfield Library.
- Article 12: Shall the voters of the Town of Westminster raise and appropriate the sum of \$25,000 as a one-time contribution to partially defray the cost to replace the elevator in the Westminster Institute.
- Article 13: Shall the voters of the Town of Westminster raise and appropriate the sum of \$9,534.00 for the support of Southeastern Vermont Economic Development Strategies (SeVEDS) to provide workforce and economic coordination services to the Windham Region.
- Article 14: Shall the voters of the Town of Westminster raise and appropriate the sum of \$7,000 dollars to the Westminster West Library to join the Catamount Library Network. This will pay for additional hours for the Librarian and additional annual costs associated with joining the network.
- Article 15: To transact any other proper business to be brought before the Town of Westminster Annual Meeting.
- Article 16: **To hear the reports of the Westminster Town School District Officers and to take action thereon.**
- Article 17: Shall the Westminster Town School District authorize and instruct its School Directors and Treasurer to borrow money, if necessary, on the credit of the Town School District for its current expenses in anticipation of the collection of taxes and receipt of money due from state aid.
- Article 18: Shall the voters of the Westminster Town School District approve the School Board to expend \$4,618,770.34 (four million, six hundred eighteen thousand, seven hundred seventy dollars and thirty-four cents), which is the amount the School Board has determined to be necessary for the ensuing fiscal year? The estimated spending per equalized pupil resulting from this budget will be provided in a supplementary enclosure to this report as soon as the State determines the Town's equalized pupil cost.
- Article 19: To transact any other proper business to be brought before the Town School District meeting.

***Town of Westminster - FY23 Proposed Revenue Budget***

Account	Actual FY20	Actual FY21	Budget FY22	Proposed Budget FY23
<b>TAX REVENUES</b>				
Property Taxes	\$1,556,073	\$1,514,371	\$1,758,781	\$1,913,785
Delinquent Taxes	\$176,579	\$166,180	\$50,000	\$80,000
Interests And Warrants	\$30,152	\$38,662	\$30,000	\$30,000
8% Penalty Delin. Taxes	\$21,160	\$29,023	\$20,000	\$20,000
Education Billing Fee	\$9,123	\$9,527		
Reimburse Exp. & Tax Sale fees	\$0	\$24,477	\$0	\$0
	<b>\$1,793,087</b>	<b>\$1,782,240</b>	<b>\$1,858,781</b>	<b>\$2,043,785</b>
<b>LICENSE &amp; FEES</b>				
Liquor Licenses	\$210	\$140	\$200	\$200
Road Access Permits	\$715	\$900	\$400	\$400
Sign Permits	\$120	\$0	\$100	\$100
Dog Licenses	\$1,138	\$1,655	\$2,500	\$2,150
Zoning Permit	\$4,673	\$5,725	\$3,000	\$3,500
Excess Weight Permits	\$0	\$205		
COVID-19 Election Grant	\$0	\$5,000	\$0	
CoVID-19 Supplies Grant	\$0	\$7,013		
	<b>\$6,856</b>	<b>\$20,638</b>	<b>\$6,200</b>	<b>\$6,350</b>
<b>REVENUE FROM STATE</b>				
VLCT Equipment Grant	\$0	\$0	\$0	\$0
State Aid To Highways	\$163,503	\$209,103	\$160,000	\$162,000
Hartley Hill Rd Grant	\$0	\$25,500	\$0	
Forest Rd Grant	\$0	\$40,000		
State Grant - Erosion	\$326	\$0	\$0	
Railroad Tax	\$4,236	\$4,236	\$0	\$0
Pilot - Taxes	\$58,175	\$59,433	\$44,000	\$54,000
St. Of Vt. Hold Harmless	\$110,977	\$104,498	\$90,000	\$106,000
State Grant - Bemis Hill	\$23,500	\$0		
	<b>\$360,717</b>	<b>\$442,769</b>	<b>\$294,000</b>	<b>\$322,000</b>
<b>TOWN CLERKS OFFICE</b>				
Town Clerk - General Fees	\$29,295	\$36,788	\$22,000	\$22,000
Sale Of History Books	\$0	\$0	\$0	\$0
Charges For Use Of Copier	\$211	\$122	\$200	\$200
	<b>\$29,506</b>	<b>\$36,910</b>	<b>\$22,200</b>	<b>\$22,200</b>
<b>OTHER DEPARTMENTS</b>				
Transfer Bridge Fund	\$0	\$0	\$0	\$63,000
Sale of Town Property	\$0	\$0	\$0	\$0
Rental - Post Office	\$9,681	\$8,874	\$9,680	\$9,680
PO Tax Reimbursement	\$2,308	\$2,406	\$2,200	\$2,200
<b>Total Other Dept.</b>	<b>\$11,989</b>	<b>\$11,280</b>	<b>\$11,880</b>	<b>\$74,880</b>
Trash Bag Stickers	\$8,145	\$9,118	\$4,000	\$6,000
<b>SOLID WASTE</b>	<b>\$8,145</b>	<b>\$9,118</b>	<b>\$4,000</b>	<b>\$6,000</b>
<b>ORDINANCE FEE</b>				

*Town of Westminster - FY23 Proposed Revenue Budget*

Account	Actual FY20	Actual FY21	Budget FY22	Proposed Budget FY23
Local Ordinance Fees	\$8,698	\$9,240	\$8,000	\$8,000
<b>Total</b>	<b>\$8,698</b>	<b>\$9,240</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>INTEREST &amp; OTHER</b>				
School Treas. Reimbursement	\$1,000	\$0	\$1,000	\$1,000
Interest Earnings	\$16,120	\$6,219	\$2,500	\$12,500
Interest - Cemetery Fund	\$667	\$0	\$650	\$700
Cemetery Lot Sales	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$231	\$8,816	\$2,000	\$750
Reimburse Fuel FD#3	\$3,314	\$4,543	\$2,500	\$2,500
Sale of Materials	\$78	\$0	\$0	\$0
Workers Comp.	\$1,650	\$1,721	\$0	\$0
Insurance Refunds	\$0	\$2,339	\$0	\$0
	<b>\$23,060</b>	<b>\$23,638</b>	<b>\$8,650</b>	<b>\$17,450</b>
End of Year Surplus - proposed	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	\$0
<b>Total Revenue</b>	<b>\$2,342,058</b>	<b>\$2,435,831</b>	<b>\$2,313,711</b>	<b>\$2,500,665</b>

*Town of Westminster - FY 23 Proposed Expenditure Budget*

<b>Budget Expenditure Report</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
<b>0033000 SELECTMEN:</b>					
<b>003300010 SALARIES AND WAGES</b>					
003300010.01 Selectmen Salaries	\$5,800	\$5,800	\$5,800	\$5,800	\$5,800
003300010.02 Clerk's Salary	\$1,440	\$1,140	\$1,470	\$1,680	\$1,680
Total SALARIES AND WAGES	\$7,240	\$6,940	\$7,270	\$7,480	\$7,480
<b>003300015 EMPLOYEE BENEFITS</b>					
003300015.01 Social Security	\$38,547	\$39,806	\$38,956	\$47,500	\$49,875
003300015.02 Retirement	\$23,218	\$28,245	\$28,936	\$31,800	\$33,400
003300015.03 Health Insurance	\$116,561	\$145,362	\$156,435	\$165,000	\$176,250
Total EMPLOYEE BENEFITS	\$178,326	\$213,413	\$224,326	\$244,300	\$259,525
<b>003300020 OFFICE SUPPLIES</b>					
003300020.00 Selectmen's Expenses	\$1,926	\$5,119	\$1,830	\$4,000	\$4,000
003300020.01 Town Office Supplies Exp.	\$7,502	\$6,241	\$7,178	\$8,000	\$8,000
003300020.02 Computer Expenses	\$4,697	\$3,435	\$5,583	\$5,500	\$9,000
003300020.03 Computer Contract Services	\$15,368	\$26,156	\$19,599	\$26,000	\$27,300
003300020.04 School Merger Expense	\$0	\$3,195	\$0	\$0	\$0
003300020.04 Website Maintenance	\$0	\$0	\$0	\$0	\$3,000
Total OFFICE SUPPLIES	\$29,493	\$44,146	\$34,191	\$43,500	\$51,300
003300021.00 Miscellaneous	\$1,725	\$1,614	\$3,020	\$1,700	\$2,800
003300021.02 Town Meeting Expenses	\$76	\$250	\$117	\$250	\$250
003300021.03 Volunteer Recognition	\$285	\$194	\$194	\$300	\$300
003300030.00 Advertising	\$3,845	\$2,109	\$5,614	\$2,750	\$4,000
003300040.00 VLCT	\$4,702	\$4,834	\$5,033	\$5,100	\$5,400
003300040.01 Training Meetings & Materials	\$390	\$204	\$86	\$300	\$300
003300041.00 Windham Regional Planning	\$7,077	\$7,130	\$7,176	\$7,300	\$7,450
003300048.00 Insurance	\$56,450	\$62,974	\$60,880	\$58,000	\$61,000
003300060.00 Legal Services	\$13,362	\$4,841	\$14,783	\$8,500	\$8,500
003300074.00 Town Office Phones	\$3,756	\$4,119	\$4,064	\$4,400	\$4,600
<b>Total SELECTMEN:</b>	<b>\$306,725</b>	<b>\$352,765</b>	<b>\$366,753</b>	<b>\$383,930</b>	<b>\$412,905</b>
<b>0033080 TOWN REPORT:</b>					
003308010.00 Town Report Staff	\$500	\$499	\$486	\$500	\$500
003308034.00 Town Report Postage	\$7	\$200	\$213	\$150	\$150
003308062.00 Town Report	\$2,677	\$2,537	\$2,353	\$3,500	\$3,500
<b>Total TOWN REPORT:</b>	<b>\$3,184</b>	<b>\$3,236</b>	<b>\$3,052</b>	<b>\$4,150</b>	<b>\$4,150</b>
<b>0033210 EXECUTIVE DEPARTMENT:</b>					
<b>003321010 SALARIES AND WAGES</b>					
003321010.00 Salary Town Manager	\$63,793	\$65,655	\$66,812	\$68,950	\$72,400
003321010.01 Salary Clerical	\$28,193	\$29,000	\$30,552	\$30,500	\$32,050
003321010.03 Finance Officer	\$0	\$2,333	\$3,064	\$3,200	\$3,360
Total SALARIES AND WAGES	\$91,986	\$96,988	\$100,428	\$102,650	\$107,810
003321020.00 Office Supplies	\$1,378	\$1,254	\$1,718	\$2,500	\$3,000
003321034.00 Telephones (Cell)	\$523	\$536	\$501	\$1,500	\$1,650
003321035.00 Postage	\$367	\$732	\$700	\$800	\$900
003321040.00 Dues,subscr. And Meetings	\$137	\$145	\$135	\$1,000	\$1,000



*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
003321074.00 Travel Expenses	\$1,375	\$1,522	\$1,253	\$1,600	\$1,600
003321075.00 Finance Training	\$0	\$0	\$456	\$7,500	\$7,500
003321076.00 Contracted Services	\$9,653	\$7,521	\$6,557	\$9,800	\$0
003321083.00 Office Equipment	\$76	\$688	\$1,000	\$1,000	\$1,000
<b>Total EXECUTIVE DEPARTMENT:</b>	<b>\$105,495</b>	<b>\$109,386</b>	<b>\$112,748</b>	<b>\$128,350</b>	<b>\$124,460</b>
<b>0033310 ELECTIONS:</b>					
003331010.00 Ballot Clerks	\$598	\$323	\$280	\$650	\$650
003331021.00 Operating Supplies	\$3,206	\$1,024	\$3,892	\$2,500	\$3,500
003331021.01 COVID Expense Grant			\$4,930		
<b>Total ELECTIONS:</b>	<b>\$3,804</b>	<b>\$1,347</b>	<b>\$9,102</b>	<b>\$3,150</b>	<b>\$4,150</b>
<b>0033400 TREASURER'S OFFICE:</b>					
<b>003340010 SALARIES AND WAGES</b>					
003340010.00 Salary Treasurer	\$4,693	\$3,050	\$3,658	\$8,300	\$8,715
003340010.01 Wages Assist. Tn. Treas.	\$2,132	\$1,200	\$2,042	\$2,500	\$13,000
<b>Total SALARIES AND WAGES</b>	<b>\$6,825</b>	<b>\$4,250</b>	<b>\$5,700</b>	<b>\$10,800</b>	<b>\$21,715</b>
003340020.00 Office Suppl. And Expen.	\$1,364	\$1,268	\$1,306	\$1,400	\$1,400
003340020.01 Bank Service Charges	\$240	\$169	\$283	\$500	\$500
003340020.03 LOC Storm 2021 Interest			\$0	\$0	\$2,250
003340035.00 Postage	\$1,520	\$240	\$1,874	\$800	\$800
003340040.00 Dues,subscr. And Meetings	\$199	\$180	\$0	\$600	\$600
003340074.00 Travel Expenses	\$289	\$119	\$107	\$300	\$300
<b>Total TREASURER'S OFFICE:</b>	<b>\$10,437</b>	<b>\$6,226</b>	<b>\$9,270</b>	<b>\$14,400</b>	<b>\$27,565</b>
<b>0033420 AUDITING:</b>					
003342060.00 Annual Audit And Expen.	\$17,100	\$10,400	\$11,264	\$19,000	\$20,000
<b>Total AUDITING:</b>	<b>\$17,100</b>	<b>\$10,400</b>	<b>\$11,264</b>	<b>\$19,000</b>	<b>\$20,000</b>
<b>0033430 LISTING:</b>					
003343010.00 Assessment Firm	\$11,304	\$11,723	\$10,950	\$15,000	\$15,000
003343010.01 LISTERS	\$10,070	\$8,524	\$4,919	\$14,850	\$15,600
003343020.00 Supplies	\$545	\$1,156	\$415	\$1,000	\$1,000
003343020.02 Computer	\$1,345	\$1,406	\$982	\$1,600	\$1,800
003343035.00 Postage	\$38	\$0	\$194	\$200	\$200
003343040.00 Dues,subscr. And Meetings	\$368	\$60	\$155	\$1,000	\$500
003343060.00 Mapping	\$280	\$0	\$0	\$1,200	\$1,200
003343060.00 Legal Services	\$0	\$0	\$0	\$500	\$250
003343074.00 Travel Expenses	\$612	\$37	\$0	\$800	\$800
<b>Total LISTING:</b>	<b>\$24,562</b>	<b>\$22,906</b>	<b>\$17,615</b>	<b>\$36,150</b>	<b>\$36,350</b>
<b>0033500 TOWN CLERK'S OFFICE:</b>					
<b>003350010 SALARIES AND WAGES</b>					
003350010.00 Salary Town Clerk	\$43,388	\$44,667	\$44,436	\$42,025	\$44,150
003350010.01 Wages Asst. Clerk	\$22,711	\$22,848	\$23,328	\$24,500	\$25,725

*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
Total SALARIES AND WAGES	\$66,099	\$67,515	\$67,763	\$66,525	\$69,875
003350020.00 Office Suppl. And Expen.	\$1,181	\$506	\$859	\$1,500	\$1,500
003350020.02 Computer Expenses	\$0	\$2,686	\$0	\$2,000	\$2,000
003350035.00 Postage	\$413	\$320	\$779	\$800	\$800
003350040.00 Dues,subscr. and Meetings	\$1,564	\$1,414	\$147	\$2,000	\$2,000
003350062.00 Printing and Binding	\$0	\$830	\$0	\$0	\$0
003350074.00 Travel Expense	\$407	\$405	\$7	\$600	\$400
003350075.00 Record Restoration	\$0	\$0	\$0	\$0	\$0
<b>Total TOWN CLERK'S OFFICE:</b>	<b>\$69,664</b>	<b>\$73,676</b>	<b>\$69,554</b>	<b>\$73,425</b>	<b>\$76,575</b>
<b>0033600 PLANNING BOARD:</b>					
003360010.00 Wages Clerk Planning Bd.	\$540	\$480	\$840	\$840	\$840
003360020.00 Supplies	\$99	\$93	\$192	\$200	\$200
003360030.00 Advertising	\$168	\$137	\$200	\$250	\$250
003360035.00 Postage	\$0	\$0	\$100	\$100	\$200
003360040.00 Dues,subscr. And Meetings	\$0	\$0	\$300	\$200	\$200
003360060.00 Legal Fees	\$0	\$0	\$0	\$500	\$500
003360062.00 Printing Exp.	\$0	\$0	\$200	\$250	\$250
003360074.00 Travel Expense	\$0	\$0	\$135	\$200	\$200
<b>Total PLANNING BOARD:</b>	<b>\$807</b>	<b>\$710</b>	<b>\$1,967</b>	<b>\$2,540</b>	<b>\$2,640</b>
<b>0033630 DEVELOPMENT REVIEW BOARD</b>					
003363010.00 Wages Clerk DRB	\$660	\$600	\$700	\$840	\$840
003363020.00 Supplies	\$148	\$116	\$168	\$200	\$200
003363030.00 Advertising	\$850	\$1,004	\$1,064	\$1,000	\$1,100
003363034.00 Postage	\$400	\$338	\$450	\$500	\$500
003363040.00 Training and Meetings	\$0	\$0	\$0	\$350	\$200
<b>Total DEVELOPMENT REVIEW BOARD</b>	<b>\$2,058</b>	<b>\$2,058</b>	<b>\$2,381</b>	<b>\$2,890</b>	<b>\$2,840</b>
<b>0033640 ZONING ADMINISTRATION</b>					
003364010.00 Zoning Administrator Wage	\$16,720	\$17,200	\$17,567	\$18,010	\$18,910
003364010.01 Zoning Clerical Salary	\$11,000	\$11,350	\$11,592	\$11,890	\$12,485
003364020.00 Supplies	\$250	\$47	\$326	\$350	\$350
003364030.00 Advertising	\$100	\$200	\$0	\$200	\$250
003364060.00 Legal Fees	\$0	\$0	\$400	\$1,500	\$1,500
003364074.00 Travel & Mtgs/Training	\$808	\$962	\$1,113	\$1,200	\$1,200
<b>Total ZONING ADMINISTRATION</b>	<b>\$28,878</b>	<b>\$29,759</b>	<b>\$30,998</b>	<b>\$33,150</b>	<b>\$34,695</b>
<b>0033710 MUNICIPAL BUILDINGS:</b>					
003371010.00 Janitor Contract Services	\$4,080	\$4,746	\$8,320	\$8,000	\$9,400
003371010.02 OffSite Storage	\$660	\$550	\$0	\$0	\$0
003371022.00 Supplies	\$174	\$339	\$20	\$300	\$300
003371068.01 Municipal Bldgs Mainten	\$9,949	\$13,410	\$14,381	\$20,000	\$20,000
003371070.00 West West Bldgs Mainten	\$0	\$155	\$0	\$1,000	\$1,000
003371083.00 Post Office Maintenance	\$4,330	\$63	\$171	\$2,000	\$2,000

*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
003371084.00 PO Taxes	\$2,293	\$2,308	\$2,406	\$2,400	\$2,400
<b>Total MUNICIPAL BUILDINGS:</b>	<b>\$21,486</b>	<b>\$21,571</b>	<b>\$25,298</b>	<b>\$33,700</b>	<b>\$35,100</b>
<b>0033730 MUNICIPAL BLDG UTILITIES:</b>					
003373021.00 Heating Oil	\$2,498	\$1,759	\$1,603	\$2,500	\$2,500
003373076.00 Electricity	\$7,695	\$10,066	\$9,540	\$11,000	\$12,500
003373077.00 Water	\$600	\$600	\$600	\$700	\$700
003373078.00 Alarm System	\$275	\$650	\$656	\$850	\$850
<b>Total MUNICIPAL BLDG UTILITIES:</b>	<b>\$11,068</b>	<b>\$13,075</b>	<b>\$12,399</b>	<b>\$15,050</b>	<b>\$16,550</b>
<b>00341 PUBLIC SAFETY:</b>					
<b>003410010 SALARIES AND WAGES</b>					
003410010.04 Salary Animal Control Off	\$188	\$88	\$0	\$7,400	\$7,500
003410010.05 Animal Control Exp	\$320	\$169	\$0	\$700	\$500
<b>Total SALARIES AND WAGES</b>	<b>\$508</b>	<b>\$257</b>	<b>\$0</b>	<b>\$8,100</b>	<b>\$8,000</b>
003410076.00 Sheriff Dept. Cont. Serv	\$70,000	\$76,500	\$79,991	\$82,000	\$60,000
003410080.00 Veterinary Services	\$800	\$905	\$905	\$1,200	\$1,400
<b>Total POLICE</b>	<b>\$71,308</b>	<b>\$77,662</b>	<b>\$80,896</b>	<b>\$91,300</b>	<b>\$69,400</b>
<b>0034101 AMBULANCE</b>					
003410180.00 Ambulance	\$43,335	\$43,335	\$43,335	\$45,000	\$45,000
<b>Total PUBLIC SAFETY:</b>	<b>\$114,643</b>	<b>\$120,997</b>	<b>\$124,231</b>	<b>\$136,300</b>	<b>\$114,400</b>
<b>0035110 CLASS II GENERAL:</b>					
003511022.00 Materials	\$125,000	\$125,000	\$125,000	\$135,000	\$135,000
<b>Total CLASS II GENERAL:</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$135,000</b>	<b>\$135,000</b>
<b>0035120 Class III - Retreatment</b>					
003512022.00 Materials	\$0	\$0	\$0	\$0	\$0
<b>00335140 Class II - Winter Maint.</b>					
003514022.00 Materials	\$0	\$0	\$0	\$0	\$0
003514076.00 Contracted Services	\$0	\$0	\$0	\$0	\$3,000
<b>Total Class II - Winter Maint.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>0035300 TOWN GARAGE</b>					
003530010.00 Wages	\$251,348	\$267,498	\$256,688	\$345,000	\$393,000
003530010.03 Overtime	\$25,786	\$24,809	\$19,781	\$0	\$0
003530010.04 Holiday Pay	\$10,125	\$11,067	\$10,512	\$0	\$0
003530010.05 Sick Leave	\$2,281	\$3,355	\$2,567	\$0	\$0
003530010.06 Vacation & Personal Leave	\$6,832	\$5,150	\$10,369	\$0	\$0
003530010.07 Call in Pay	\$4,925	\$5,300	\$4,375	\$0	\$0
003530015.04 Uniforms	\$3,360	\$5,029	\$3,635	\$5,200	\$5,200
003530021.00 Supplies	\$680	\$456	\$408	\$550	\$550
003530022.01 Salt and Sand	\$105,999	\$109,816	\$111,577	\$115,000	\$115,000
003530022.02 Stone and Gravel	\$41,259	\$46,956	\$34,999	\$50,000	\$50,000
003530022.03 Additional Stone - Act 64	\$9,227	\$8,728	\$9,927	\$10,000	\$10,000

*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
003530022.04 Culverts, Drainage, Fabri	\$4,520	\$6,226	\$23,964	\$30,000	\$35,000
003530022.05 Guard Rails	\$4,987	\$9,050	\$0	\$7,500	\$8,000
003530022.06 Road Signs & Posts	\$2,071	\$928	\$2,544	\$2,300	\$2,300
003530022.08 Liquid Chloride	\$4,360	\$8,545	\$9,929	\$12,000	\$12,000
003530022.09 State Road Permit	\$1,990	\$0	\$2,940	\$1,500	\$1,500
003530023.00 Small Tools	\$747	\$1,061	\$704	\$1,000	\$1,000
003530024.00 Contracted Services	\$8,047	\$7,354	\$42,111	\$10,000	\$7,000
003530034.00 Telephone	\$2,686	\$3,518	\$3,460	\$3,500	\$3,500
003530076.00 Electricity	\$5,011	\$4,968	\$5,076	\$5,500	\$5,500
003530079.00 Misc/Training	\$720	\$678	\$675	\$1,200	\$1,200
<b>Total TOWN GARAGE</b>	<b>\$496,961</b>	<b>\$530,492</b>	<b>\$556,240</b>	<b>\$600,250</b>	<b>\$650,750</b>
<b>0035310 EQUIPMENT BUILDINGS</b>					
003531068.00 Equip Building Maint.	\$7,573	\$8,666	\$9,459	\$12,000	\$12,000
003531070.00 Radio & Repair	\$753	\$0	\$1,040	\$800	\$1,000
003531076.00 Equip Heat	\$1,681	\$363	\$1,043	\$2,000	\$2,000
<b>Total EQUIPMENT BUILDINGS</b>	<b>\$10,007</b>	<b>\$9,029</b>	<b>\$11,542</b>	<b>\$14,800</b>	<b>\$15,000</b>
<b>0035330 GAS, FUEL, OIL</b>					
003533021.00 Gas, Fuel & Oil	\$80,374	\$68,265	\$58,005	\$75,000	\$75,000
003533022.00 Repairs & Parts	\$81	\$5,931	\$14,365	\$53,000	\$53,000
003533022.01 Equip Truck #1	\$1,865	\$1,082	\$1,867	\$0	\$0
003522022.02 Equip Truck #2	\$1,246	\$1,948	\$5,824	\$0	\$0
003533022.03 Equip Truck #3	\$7,388	\$6,712	\$4,843	\$0	\$0
003533022.04 Equip Truck #4	\$197	\$1,643	\$552	\$0	\$0
003533022.05 Equip Truck #5	\$94	\$1,264	\$1,431	\$0	\$0
003533022.06 Equip Truck #6	\$265	\$3,711	\$2,820	\$0	\$0
003533022.07 Equip Truck #7	\$1,998	\$3,679	\$2,481	\$0	\$0
003533022.08 Equip Grader #8	\$1,276	\$1,712	\$6,035	\$0	\$0
003533022.09 Equip Backhoe #9	\$40	\$983	\$2,783	\$0	\$0
003533022.10 Equip Tractor/Mower #10	\$253	\$254	\$246	\$0	\$0
003533022.11 Excavator # 11	\$0	\$2,363	\$3,759	\$0	\$0
003533022.12 Steam Cleaner			\$106		
003533022.13 Equip. Rake	\$1,268	\$46	\$115	\$0	\$0
003533022.16 Chain Saws	\$0	\$156	\$3,185	\$0	\$0
003533022.17 Chipper			\$133		
003533022.18 Equip. Loader #1	\$2,069	\$738	\$1,123	\$0	\$0
003533022.19 Equip Loader #2	\$319	\$800	\$2,087	\$0	\$0
003533022.20 Vibratory Roller	\$0	\$326	\$12	\$0	\$0
003533022.25 Equip Misc/Parts	\$40,480	\$6,643	\$2,702	\$0	\$0
003533030.01 Equipment Fund	\$0	\$0	\$0	\$0	\$175,000
003533030.02 Fuel Tank Removal	\$0	\$0	\$0	\$0	\$78,000
<b>Total GAS, FUEL, OIL</b>	<b>\$139,213</b>	<b>\$108,256</b>	<b>\$114,476</b>	<b>\$128,000</b>	<b>\$381,000</b>



*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actual</b>	<b>Budget</b>	<b>FY23</b>
<b>0035520 CEMETERY:</b>					
003552021.00 Operating Supplies	\$200	\$442	\$286	\$400	\$400
003552022.00 Repairs & Maint.	\$3,800	\$2,799	\$0	\$4,000	\$4,000
003552076.00 Contracted Services	\$7,927	\$11,000	\$7,705	<b>\$14,100</b>	\$14,100
<b>Total CEMETERY:</b>	<b>\$11,927</b>	<b>\$14,241</b>	<b>\$7,991</b>	<b>\$18,500</b>	<b>\$18,500</b>
<b>0036110 HEALTH &amp; WELFARE SERVICES</b>					
003611060.00 Visiting Nurse	\$11,500	\$11,500	\$11,500	\$14,000	\$11,500
003611070.01 Retired Sr. Vol. Program	\$775	\$775	\$775	\$775	\$775
003611070.02 Vt Center Indep. Living	\$110	\$110	\$110	\$110	\$110
003611070.03 Women's Crisis Center	\$775	\$775	\$775	\$775	\$775
003611070.05 Westminster Cares	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
003611070.06 Sevca	\$2,500	\$3,000	\$3,000	\$3,000	\$3,000
003611070.07 Adult Day Prog. Gather.	\$250	\$250	\$250	\$250	\$250
003611070.08 Early Education Services	\$1,275	\$1,275	\$1,275	\$1,275	\$1,275
003611070.09 Parks Place	\$500	\$500	\$500	\$500	\$500
003611070.10 Westminster Gazette	\$4,600	\$5,400	\$5,400	\$5,400	\$5,400
003611070.11 Connecticut River Transit	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
003611070.12 Windham Cty Youth Service	\$2,250	\$2,250	\$2,250	\$2,250	\$2,250
003611070.13 Our Place Drop In Center	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
003611080.01 Humane Society	\$400	\$400	\$400	\$400	\$400
003611085.00 Mental Health	\$3,210	\$3,210	\$3,210	\$3,210	\$3,210
003611085.01 SeVEDS	\$4,767	\$3,500	\$3,500	\$0	\$0
003611085.02 Senior Solutions	\$0	\$1,000	\$1,000	\$1,000	\$1,000
003611085.03 Butterfield Library	\$0	\$5,580	\$7,500	\$7,500	\$0
003611085.04 Westminster Historical Soc.	\$0	\$3,000	\$3,000	\$3,000	\$3,000
003611085.05 Greater Falls Connection	\$0	\$2,500	\$2,500	\$2,500	\$2,500
<b>Total HEALTH &amp; WELFARE SERVICES</b>	<b>\$45,162</b>	<b>\$57,275</b>	<b>\$59,195</b>	<b>\$58,195</b>	<b>\$48,195</b>
<b>0036300 SANITATION UNIT:</b>					
003630080.00 Collecting Waste	\$135,852	\$129,498	\$143,651	\$145,000	\$175,440
003630085.00 Disposing Of Waste	\$60,152	\$80,272	\$84,044	\$99,000	\$100,500
003630085.01 Waste Assessment	\$27,656	\$21,842	\$20,914	\$20,915	\$19,000
<b>Total SANITATION UNIT:</b>	<b>\$223,660</b>	<b>\$231,612</b>	<b>\$248,609</b>	<b>\$264,915</b>	<b>\$294,940</b>
<b>0036330 RECYCLING</b>					
003633079.04 Recycling storage Facility	\$3,159	\$1,621	\$0	\$0	\$0
<b>Total RECYCLING</b>	<b>\$3,159</b>	<b>\$1,621</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>0037120 PARTICIPATION RECREATION:</b>					
003712080.00 Senior Center	\$3,700	\$3,700	\$3,700	\$3,700	\$3,700
003712084.00 Activities Commission	\$900	\$1,000	\$775	\$1,000	\$1,000
003712085.00 Youth Sports	\$0	\$0	\$0	\$0	\$0
<b>Total PARTICIPATION RECREATION:</b>	<b>\$4,600</b>	<b>\$4,700</b>	<b>\$4,475</b>	<b>\$4,700</b>	<b>\$4,700</b>
<b>0037800 LIBRARY</b>					
003780000.00 Library Westminster West	\$8,400	\$8,400	\$8,400	\$15,400	\$8,400

*Town of Westminster - FY 23 Proposed Expenditure Budget*

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Proposed</b>
Account	<b>Actuals</b>	<b>Actuals</b>	<b>Actuals</b>	<b>Budget</b>	<b>FY23</b>
<b>Total LIBRARY</b>	<b>\$8,400</b>	<b>\$8,400</b>	<b>\$8,400</b>	<b>\$15,400</b>	<b>\$8,400</b>
<b>0038120 CONSERVATION:</b>					
003812000.00 Fire Fighting (forest)	\$1,124	\$569	\$935	\$1,000	\$1,000
003-8120-00.01 Conservation Comm Expense	\$3,354	\$147	\$0	\$0	\$0
<b>Total CONSERVATION:</b>	<b>\$4,478</b>	<b>\$716</b>	<b>\$935</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>0039050 DEBT SERVICES</b>					
003905000.01 Grader Promissory Note	\$32,348	\$32,348	\$32,373	\$32,500	\$0
<b>Total Debt Service:</b>	<b>\$32,348</b>	<b>\$32,348</b>	<b>\$32,373</b>	<b>\$32,500</b>	<b>\$0</b>
<b>0039300 INTERGOVERNMENTAL EXPENSE</b>					
003930000.00 County Tax	\$20,291	\$20,620	\$0	\$26,000	\$27,800
003930001.00 Trans. To Equipment Fund			\$157,650	\$145,000	
003930001.01 Probability Study - Pit			\$4,500	\$0	
003930001.02 Henwood Hill Project			\$7,848	\$0	
003930002.00 Transfer to Bridge Fund			\$25,000	\$25,000	
003930004.00 Transfer to Cap Imp Fund			\$35,000	\$35,000	
<b>Total INTERGOVERNMENTAL EXPENSE</b>	<b>\$20,291</b>	<b>\$20,620</b>	<b>\$229,998</b>	<b>\$231,000</b>	<b>\$27,800</b>
<b>0039900 TAX SALE:</b>					
00399000000 Tax Sale Purchases	\$0	\$0	\$0	\$0	\$0
003990000.00 Tax Sale Purchases	\$0	\$0			
003990000.01 Tax Sale Fees	\$15,485	\$0			
<b>Total Budget</b>	<b>\$2,005,602</b>	<b>\$2,407,419</b>	<b>\$2,195,868</b>	<b>\$2,343,170</b>	<b>\$2,500,665</b>

ANNUAL MEETING MINUTES  
TOWN OF WESTMINSTER  
WESTMINSTER FIRE DISTRICT #3

MARCH 2, 2021

Present: Fletcher Proctor, Moderator, Susan Harlow, Chris Hackett, Kevin Hughes, Cole Streeter, Ian Proctor, Russell Hodgkins

Moderator, Fletcher Proctor, called the meeting to order at 9:55 AM by reading the Warning that was issued and posted for the Annual Meeting: The legal voters of the Town of Westminster and the Town Fire District #3 are hereby notified and warned of the Town Meeting to be held on Tuesday, March 2, 2021 at the Town Hall, East Parish, Westminster, VT at 10 o'clock in the morning (10:00 AM) for voting by Australian ballot on Town Meeting Article #1 and Fire District #3 Article 19. The polls shall remain open until 7 o'clock in the evening (7:00 PM).

The annual meeting will recess until it is safe to meet in person and in compliance with COVID-19 restrictions. The Selectboard scheduled the annual in-person meeting for Saturday, May 15, 2021 at 10 o'clock in the morning (10:00 AM) to be held outdoors at the Westminster Institute, East Parish, Westminster, Vermont to consider all remaining Articles not voted on by Australian ballot on March 2, 2021.

Susan Harlow made the motion for the Australian voting of Article #1 of the Town Meeting continue as warned and that in-person consideration and voting of the remaining Articles on the Warning be recessed to May 15, 2021, at 10:00 AM, outside at the Westminster Institute, East Parish, Westminster, Vermont. Kevin Hughes seconded the motion. All voted in favor; motion passed.

Fletcher Proctor opened the Fire District #3 Annual Meeting at 10:03 AM and offered to entertain a motion for continuing the Australian ballot voting of Article #19 of Town Meeting and recessing the in-person consideration and voting of the remaining Articles on the Warning be recessed to May 15, 2021.

Chris Hackett moved that the Australian ballot voting of Article #19 of the annual Fire District #3 meeting continue as Warned and that in-person consideration and voting of the remaining Articles on the Warning be recessed to May 15, 2021, at 10:00 AM, outside at the Westminster Institute, East Parish, Westminster, Vermont. Cole Streeter seconded the motion. All voted in favor.

**Results of March 2, 2021 Australian Ballot vote:**

Number of persons voting:	284
Town Moderator:	David Major
Moderator Fire District #3:	David Major
Selectboard 3 Year Term:	Jason Perry
Selectboard 2 Year Term:	Craig Allen
Lister:	Jacklyn Atwood
Town Clerk:	Pauline O'Brien

Town Treasurer:  
Commissioner Campbell Fund:  
Trustee Campbell Fund:  
Trustee Public Funds:  
Fire District #3 Prudential Committee:

Paul Harlow  
Karen S. Walter, Frances "Nancy" Dalzell  
Michael Fawcett  
Michael Fawcett  
Katie Dearborn

Article #1: River Valley Technical Center School District Budget Approval: Passed (209/43)

Respectfully submitted,



Pauline Blake O'Brien, Town Clerk



Fletcher Proctor, Moderator



Susan Harlow, Selectboard Chair

Christopher Hackett, WFD#3 Prudential Committee



**TOWN OF WESTMINSTER AND TOWN FIRE DISTRICT # 3**  
**MEETING MINUTES**  
**MAY 15, 2021**

Town Moderator, David Major, opened the meeting at 10:03 AM, and welcomed all present. He said he wanted to begin by acknowledging that we are meeting at the end of a pandemic. There is one blessing and one curse that David wanted to note that comes with this moment. The blessing is that this is the largest crowd he has been with in a whole year and that feels wonderful. The curse is that he doesn't remember names, so please be sure to say your name when you speak and if you do need to speak, stand near the microphone with the red end on it. David wanted to thank Fletcher Proctor, who has been Moderator of this Town for centuries. All present gave a round of applause. David said that, thanks to Fletcher, this is not unprepared for this meeting. Fletcher has been a wonderful support with this transition.

David Major noted that there are several State Representatives present. Michele Bos-Lun had told David that this is the largest group of representatives she has been with since her election. David invited any representative that wanted to speak to introduce themselves and give a few words on what is happening. Michele Bos-Lun and Michael Mrowicki offered comments and gave updates on what has been happening during this year of COVID and said they would be available after the meeting for any questions. Carolyn Partridge thanked all for being present and Leslie Goldman waved in acknowledgement. David thanked the representatives for their good work during a difficult year.

David called upon the Selectboard to make their special presentation. Susan Harlow presented the Citizens of the Year Award to Lori and Dick Miller. Susan commended them for their many years of service and dedication to many programs and boards within the Town of Westminster. Susan said the Millers really know what service is about. Lori and Dick expressed their gratitude for the award. Susan recognized Sheldon Beebe, who left the Board this year, for his years of service on the Selectboard, and thanked Ali Bigwood for her role as Town Clerk from 2014 until last year.

David then called the regular meeting of the legal town voters and the voters of Fire District #3 to order at 10:21AM, on today, Saturday, May 15, 2021, outside at the Westminster Institute. David said he would follow a tradition that former Moderator, Fletcher Proctor, with an invocation to start the meeting. After, David explained that we will be running the meeting with Roberts Rules of Order, except where Vermont State Law takes precedence. An article must be moved and seconded by the body and restated by the Moderator before it is under consideration. Articles may have only one associated amendment at a time and that amendment may have only one amendment associated with it. After you have spoken once on a particular article, you will not be recognized until all other voters wishing to speak on the issues are given the opportunity to do so. If anyone would like to talk, stand by the microphone, and David will call on them, as appropriate. A Division of the House may be requested by one voter before or after a voice vote. State law provides for a paper ballot on the request of seven voters.

At this point, David asked all non-registered voters of this Town to please raise their hands. Unless there is a suspension of rules, you may not speak on articles. He recognized a couple of people present and thanked them. Also, in keeping with the Proctor family tradition, Ian Proctor has volunteered to be our Parliamentarian. David then moved on to the substance of the meeting.

**Article 1 : To choose all Town Officers by Australian ballot, Tuesday, March 2, 2021**

David explained that this article is already done. We voted by Australian Ballot on Tuesday, March 2, 2021, for officers.

**Article 2 : To hear the reports of the Town Officers and to take action thereupon.**

Fletcher Proctor made the motion to accept the Town Officer's reports. Randy Major seconded. The Moderator read the article as warned and asked for a vote by Aye or Nay. The Ayes won and the article passed.

**Article 3 : Shall the voters of the Town of Westminster authorize total General Fund expenditures for operating expenses of \$2,128,145, of which \$1,504,265 shall be raised by taxes, and \$523,880 by estimated revenue and \$100,000 from the fiscal year 2019-2020 General Fund surplus, for the fiscal year beginning July 1, 2021 and ending June 30, 2022.**

Kevin Hughes moved to accept Article 3 as warned. Adrienne Major seconded. Kevin presented an overview of the budget cost increases over the year. John Ewald asked if the town Sheriff was in attendance and if he had been asked to be. Russ Hodgkins responded that the Sheriff had been asked to attend but was not present. After discussion regarding the town's dissatisfaction with the Sheriff's performance and the services they provide, John made the motion to Amend Article 3 to change expenses to the operating budget from \$2,128,145 to \$2,100,000, by taking \$28,145 from the Sheriff's budget. Matt Conklin seconded. David asked for any further discussion on this Amendment. Craig Allen stated that the Selectboard had been unhappy with the Sheriff's performance and hours of coverage, and therefore only signed a six-month contract. If the Selectboard is not happy with the performance at the end of six months, there is a threat of not renewing the contract. The Westminster Sheriff has partnered with the Putney Sheriff and they have been making a better effort of getting in more hours of coverage. They also help with other issues, such as break-ins. This will be the year to see changes or make adjustments. John revisited that the Town paid the Sheriff \$82,000 last year and were not happy with their service and now have \$82,000 to be approved for this year and are still not happy. John believes it is time to make the Sheriff step up and we can make them step up by decreasing their budget. David asked for other people who would like to speak on this issue and this Amendment. John Gregg asked what are the additional services that the Sheriff's department provides. Craig replied that they turn over any break-in investigations to the State police. They monitor our businesses and homes, and deal with animal control or drug problems. They have a 40 hour/week contract and share a 40 hour/week contract with Putney. They have dealt well with the recent thefts on Route 5 of catalytic converters and are closely monitoring the area. The Sheriff's department has explained that the State Police and Vermont Sheriff's departments are having a difficult time with enlisting officers and/or losing them to other departments. They're hoping that they have a more stable crew now. If the budget is cut as proposed by the Amendment,

we wouldn't have the money to pay them at year's end. David asked for any additional discussion. Charlotte Gifford stated that she believes that any vote that we take from the floor would be a recommendation to the Selectboard but could not force them to cut the budget, as is the intent of this Amendment. David noted that the Selectboard has been quarried. Susan Harlow asked that if the Amendment required taking the \$28,000, it could be cut from the budget but not necessarily from the Sheriff. Fletcher Proctor asked to raise a Point of Order and said that this is true for School Board budgets but not Town budgets. We have the authority to do line by line changes and vetos and it's binding on the Selectboard. David thanked Fletcher and asked if anyone else would like to speak. David then proceeded to read the Amendment we have before us which would subtract \$28,145 from the \$2,128,145 total in the original motion, which would be subtracted from the Sheriff's allocation in the proposed budget. The voters were asked to vote in favor of the Amendment. The Nays appeared to have it. David declared the Amendment failed. David asked for any further discussion on the main motion. Russ Lazarek asked to get an understanding of the \$100,000 surplus. Russ understands that some of the surplus comes from grants for road work. Craig Allen spoke on behalf of the Selectboard and explained that the Board looks at the budget every year to be responsible to Town voters. They look at what can be realistically done for road work and budgets accordingly. Susan Harlow noted that the surplus does not come only from grant money for road work, some comes from the delinquent tax budget. We don't know how much the Town will collect and usually collect more than what is budgeted for. Interest income is also budgeted conservatively and also adds to the surplus. Kevin Hughes said that a big part of Board discussions last year was related to COVID issues, which might have had adverse effects on taxpayers and the budget. The Board kept track of Federal dollars available to enhance the money to meet taxpayer needs. They considered being in the COVID situation with all spending. David called for a voice vote on the motion. The motion passed.

**Article 4 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$145,000 for the Town Highway Equipment Reserve Fund.**

Jason Perry made the motion to accept Article 4 as warned. Craig Allen seconded. David asked if there was discussion Article 4. David Major read the article and asked for questions or discussion. No one came forward, so David asked for a voice vote. The motion passed.

**Article 5 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$15,000 for the Bridge Rehabilitation Reserve Fund.**

Susan Harlow made the motion to approve the article as warned. Kevin Hughes seconded. David read the article and asked for any questions or discussion. Randy Major quarried the Selectboard. Susan Harlow stated that there is currently \$132,280 in the Bridge Rehabilitation Reserve. The next bridge is on Route 121 over the Saxtons River, scheduled for next summer. The cost to rehabilitate, rather than replace, the bridge will be \$53,000, \$8,000 of which has already been paid. Route 121 will be closed during the repair, so a temporary bridge will not be necessary and makes the project less costly. The next bridge will be East Putney

Falls over the Westminster West Road in FY24. The cost to the Town will be \$200,000 because it's a total replacement and there is no option for an alternative route. To recapitulate, there is currently \$132,280 in the fund, plus \$25,00 from Articles 5 & 7, minus \$45,000 for the 121 bridge, leaves a balance of \$112,280. We will need to raise funds for the \$200,000 bridge over the next few years. David reread the article and asked for voice vote. The motion passed.

**Article 6 :** Shall the voters of the Town of Westminster authorize the sum of \$35,000 to be transferred from the fiscal year 2019-2020 General Fund surplus into the Capitol Improvement Fund for the renovation of the Westminster Town Hall previously established by Article 15 at the Annual Meeting of March 1, 1999.

Toby Young moved the article as warned. Craig Allen seconded. David read the article and asked if there was any discussion. He then said we will vote on the motion as read and asked all those in favor to say Aye, and then those opposed, Nay. The Ayes have it and the motion passed.

**Article 7 :** Shall the voters of the Town of Westminster authorize the sum of \$10,000 to be transferred from the fiscal year 2019-2020 General Fund surplus into the Bridge Rehabilitation Fund for the preservation of our bridges previously established by Article 17 at the Annual Meeting of March 2, 2010.

Susan Harlow moved the article as warned. Toby Young seconded. David read the article and asked if there was any discussion. Susan commented that, according to Russ Hodgkins, after the East Putney Brook bridge, we have no other bridges to replace in the foreseeable future, only maintenance. David read the article again and asked for a voice vote. Article 7 passed.

**Article 8 :** Shall the voters of the Town of Westminster raise and appropriate the sum of \$800 in addition to the sum (\$4,600) included in the budget proposed by the Selectboard making the total \$5,400, for the support of the Westminster Gazette.

Kevin Hughes moved the article as warned. Susan Harlow seconded. David read the article and asked for questions or discussion. Since none was offered, David asked all in favor of the motion to say Aye, and then those opposed Nay. The Ayes have it and David declared Article 8 as passed.

**Article 9 :** Shall the voters of the Town of Westminster raise and appropriate the sum of \$2,500 in addition to the sum (\$11,500) included in the budget proposed by the Selectboard making the total \$14,000, for the support of Visiting Nurses & Hospice.

Craig Allen moved the article as warned. Ian Proctor seconded. David read the article and asked for questions or discussion. Woody Fuller said it seems to him that when we have any issues that add or subtract from the annual budget, these questions should come up before we okay the budget. This article adds \$2,500 alters the budget we are being presented with. Anything that alters the budget should come before we start making changes to the budget. Craig Allen said that the Selectboard would agree with Woody but there is not another procedure but to do it this way. The last article will come back around with the whole new number with

these articles included. Bob Wickberg pointed out that from his reading of the budget it appears that these additional sums are already included in the line items. Since we've already voted on the lump sum, voting any of these (articles) down, there will be some extra money. Russ Hodgkins explained that there was an error on page 16. The last column should read, proposed FY22, not 21. Looking at the Visiting Nurses & Hospice line, it has what was approved last year and not what is being voted on with this article. The Gazette is handled the same way. That additional \$2,500 would be added to the bottom line and each of them are done in this way. David asked for any further questions or discussion. He then read the motion for Article 9 and asked for a voice vote. The motion passes.

**Article 10 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$500 in addition to the sum (\$2,500) included in the budget proposed by the Selectboard making the total \$3,000, for the support of Southeastern Vermont Community Action (SEVCA) to assist Westminster in responding to the emergency needs of the community and providing all available and applicable services to families and individuals in need.**

Toby Young moved the article as warned. Susan Harlow seconded. Toby stated that SEVCA is asking for \$3,000 total. This is the third year SEVCA has asked for this amount and, if accepted, will become part of the future budget. David asked for any questions or further discussion. No one responded. David called for a voice vote and the motion carried.

**Article 11 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$1,000 for the support of Senior Solutions (Council of Aging for Southeastern Vermont, Inc.) to provide services to the aging and the disabled residents of the Town.**

Craig Allen moved the article as warned. Kevin Hughes seconded. David asked for any questions or discussion. No one responded. David called for a voice vote of Aye for those in favor, then Nay for those opposed. The Ayes have it. Article 11 passes.

**Article 12 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$7,500 to support of the cost of operation and maintenance of the Westminster Institute and Butterfield Library?**

Susan Harlow moved the article as warned. Woody Fuller seconded. Jim Matteau, Board Chair of the Institute and Butterfield Library, gave an overview of the past year at Butterfield Library. The library closed to the public early in the onset of COVID and only offices were occupied until July of last year when the library opened for people to reserve books and have curbside pick-up but remained closed otherwise. During that time, more than 1,750 books were taken out. This month, the library opened with limited access and by appointments. During the first 4 days, 82 books have gone out. On the library end, they hope to phase back in being open, hopefully in the near future. There hasn't been exercise classes since COVID and don't know when that will return. Would like to see family parties back again soon. We are encouraging outdoor activities and there are a couple of events scheduled for June, at no charge. Please call if you are interested. We also

encourage people to use the new WiFi, which is pretty good and has great reception. When you sign on, you don't want to use the Butterfield Library, you want to use the Westminster Hot Spot, which is located on the outside door in the back of the Institute. That was put in at no charge by the Vermont Department of Public Service, with the only requirement that it was at no charge to the general public. During the time that the building has been closed, they have taken the opportunity to get some projects done. The gym and stage floors were totally refinished and they were found to be well-built from the 1920s. The floor is white oak and the stage is maple. They are also replacing the timber wood fence in the front with granite posts. Also, a maple tree will be planted in June by the family of Kevin Shrader, in his memory. Jim extended his thanks, congratulated Lori Miller, and asked if there were questions. Fran Renaud asked if the elevator was operating. Jim replied that it is not but they are working with an architect for assistance with state regulations. If all goes well, it will be replaced with affordable equipment. If things do not go our way, the entire elevator shaft will have to be rebuilt. Hopefully, this will be a small enough project to squeeze in before the March election next year. David thanked Jim and the Board of the Institute. David called for a voice vote on Article 12 and the motion carries.

**Article 13 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$3,000 for the support of the Westminster Historical Society.**

Jason Perry moved the article as warned. Kevin Hughes seconded. David asked if there were any questions or discussion. Ruth Grandy noted that this is the third year the \$3,000 appropriation has been requested by the Westminster Historical Society and will become a annual budget line item, if approved. David read Article 13 and asked for a vote and the Article carried.

**Article 14 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$2,500 for the support of Greater Falls Connections to provide substance abuse prevention programs to residents of the Town.**

Craig Allen moved the article as warned. Toby Young seconded. David asked for any discussion and, seeing none, called for a voice vote. Article 14 passed.

**Article 15 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$9,534.00 for the support of Southeastern Vermont Economic Development Strategies (SeVEDS) to provide workforce and economic coordination services to the Windham Region.**

Craig Allen moved the as warned. Jason Perry seconded. David asked for questions or discussion. Fletcher Proctor said that page 16 of the Town Report shows the article information laid out. SeVEDS has been in the articles for the last couple of years and has attracted a lot of discussion at previous Town Meetings with questions on how much service they provide to the residents of Westminster, which in his mind has never been successfully answered. Whether they have been in the schools or not, whether it's them in the schools or an entity of which they are part. If you look at the budget line item, it has been in for \$3,500 for the last couple of years, which was a compromise to the amendment of \$3 a head for the Town of Westminster, which has never been explained what the significance of that \$3 a

head is. He has done a lot of polling of other towns in the county and, pretty much, no one pays that. Some pay nothing, some pay \$1 a head, including Brattleboro, which seems to get the greatest bang for the buck from the programming. Most of the work seems to be centered around the Brattleboro High School. It's questionable what is really happening in Bellows Fall, where our kids go. Fletcher said his inclination was to oppose the article entirely but in the spirit of compromise will move an amendment to reduce the amount of the appropriation to \$3,500, the amount we have given them the last couple of years, with the request to the Selectboard to send a message with the check for SeVEDS to take a hint and stop coming back to us with a number that makes no sense. We'll give the \$3,500 and expect a thank you and stick to that. David recognized that Fletcher had proposed an amendment. Bob Wickberg seconded. David opened up for discussion on the amendment and recognized Molly Banik. Molly introduced herself as the Bellows Falls High School Chair for the last couple years and on the Board for 4-5 years before that. She totally agrees with Fletcher on this. Molly said she has never missed a Board meeting and SeVEDS has never presented themselves to the high school board. When Molly asked the principal if SeVEDS had been around, she didn't get a solid answer. She is not sure what they really do for our kids but didn't get a solid answer and does not believe that SeVEDS is doing anything for our town. David asked for further discussion on the amendment. Craig Allen said that when they came to the Selectboard they were asked to leave the appropriation at \$3,500, and if they did, they wouldn't have to go out and get the votes, because of COVID19. They still came back with the \$9,500 request. By the blessing of the voters, this will get lowered to \$3,500. Craig said he can never get an explanation of what they do. Jim Matteau question whether this would be the second or third time we would be giving SeVEDS \$3,500. If it's the third time, previous comments would lead him to believe it would become part of the annual budget. Craig explained that they didn't request \$3,500 this time, so that does not apply here. They applied for \$9,500, so they would have to start over again. If they applied for \$3,500 next year, it would count. David asked for any further discussion. Sarah Waldo said she is wondering why we're giving them any money if the people most directly involved at the high school haven't seen any sign of improvement or activity. Throwing them \$3,500 seems crazy. She asked to make an amendment to the amendment. David said that she could but that we will be voting on the original amendment, which will give voters the opportunity to vote down any quantity of money. Nancy Dalzell said she would like to echo Sarah, in asking why we are giving them any money if we are not getting any kind of service. David said we currently have an amendment on the floor to substitute \$3,500 for the \$9,534 that is in the original motion and asked if there was any further discussion on that amendment. Mariion Major wanted to point out that, especially in the year of COVID19, effecting all our small businesses, SeVEDS does work outside of high schools and worked with businesses at a time when help was really needed. It is important to remember that they have been reaching out to businesses and offering support, which is pretty critical. David asked for any further discussion. David said that we will now take up the amendment of substituting the \$3,500 for the \$9,534 in the original motion. All those in favor of the amendment were asked to say Aye. Those opposed were asked to say Nay. The Ayes have it and the motion now reads: **Shall the voters of the Town of Westminster raise and appropriate the sum of**

**\$3,500 for the support of Southeastern Vermont Economic Development Strategies (SeVEDS) to provide workforce and economic coordination services to the Windham Region.** David asked for any further discussion on the main motion. David then read the motion and asked for those in favor to vote by Aye. Those opposed should say Nay. Craig Allen asked for clarification that Aye would be to approve the \$3,500 and the Nay would give them nothing. David confirmed. David said he was not able to tell whether the Ayes have it or the Nays have it, so he asked for a vote by show of hands. The hand count was delivered by the Board of Civil Authority and the motion failed with a 39 Ayes count and a 46 Nays count.

**Article 16 : Shall the voters of the Town of Westminster raise and appropriate the sum of \$7,000 dollars to the Westminster West Library to join the Catamount Library Network. This will pay for additional hours for the Librarian and additional annual costs associated with joining the network.**

Toby Young moved the article as warned. Susan Harlow seconded. David read the article and asked for questions or discussion. Emily Weinberg thanked everyone for being here and said she was speaking on behalf of the Westminster West Library. There are two fabulous libraries in Town and we support each other. Emily has been on the Board for 5 years and they have made the commitment to automate our collection, which means to put them in digital database, so all books are online and accessible. In summary, Emily said that the library would like to be part of the Catamount Consortium, so we are part of the great Catamount network. People have been using the library so often and so well during this past year. We want to make the library more accessible by being able to browse books from home, as well as being in the library. If we have more hours at the library, we will certainly have more patronage and more usage of the library. Another portion would be having our circulation more efficient, being online rather than cards sticking in books. We'll be able to scan books and you'll get an email when you need to renew a book. We've gotten volunteers to catalogue the books and going forward additional hours will help us have a better accessibility for everyone. The library is also a community space so we're also looking to open it to kids and adult programming as soon as we're able to. David then asked for any further questions or discussion. Susan Roy asked if this is a one-time thing for setting this up or would it be happening every year to keep it going. Emily replied that the request is to cover operating costs this year and would come back for two more consecutive years to be part of the budget. So, it's a year-to-year right now. David asked for any additional questions or discussion. Judy Coven said it was not clear that joining the Catamount system would enable Westminster residents to borrow books from around the state, so it makes the collection much, much bigger to the people of the Town. Peter Stamm said that this (Catamount) is something independent of the inter-library loan system that currently exists within the state. This is more efficient. The library is normally funded, so the additional \$7,000 is not something that has not been addressed in past years. Sarah Waldo asked if the Butterfield Library is part of the Catamount library system. Jim Matteau replied that it is not part of Catamount, but the Butterfield Library books are on line. Butterfield belongs to the Green Mountain Consortium and is part of Library World. Catamount is different but the effect is the same. You can browse and order books



online, but you do need a library card. Jim referred to the May Gazette article which described the process of obtaining a library card. All Westminster residents are eligible to get a library card and number. David read the article and asked for those in favor a vote and the Motion passed.

**Article 17 : Shall the voters of the Town of Westminster elect five (5) town residents to a Westminster Town School District Board with staggered terms as existed prior to the forced merger of Westminster into the Windham Northeast Union Elementary School District.**

Kevin Hughes moved the article as warned. Toby Young seconded. David Major recused himself as Moderator for Article 7 and asked the Town Clerk, Pauline O'Brien to take over the running of Article 7. Pauline read the article to voters. David then requested to say a few words. As the voters know, we voted to withdraw from the forced merger of Westminster, Athens, and Grafton on March 2<sup>nd</sup> for the merger we forced into two years ago. Athens and Grafton approved that withdrawal at their Town Meeting Day in March. Then, the school representatives went before the State Board of Education. The Board gave their blessing, as they were required to do if our schools were found to meet the standards of the state. As part of that process, it was thought that the Selectboard could elect the new school board. From the state authorities, it is not what should have happened because this is actually a new municipal organization, and the first Warning of that municipal organization needs to come from the Secretary of the State. And every new municipal organization is made up of three board members, not five. That is requiring us to have a vote, probably sometime in June, for three board members. It will be an Australian Ballot vote. The Town Clerk and the Secretary of State are working on the date. It's a very important time. We are coming out of a pandemic, and there's actually a lot of funds coming to the school for pandemic assistance, and we're re-establishing our new school district. If you have an interest in running for one of these positions, please leave your name with Pauline at the Town Hall soon because the paper ballots need to be printed up and put beforehand; of course, there can be write-in votes. Pauline asked if anyone had anything further to discuss. Bob Wickberg asked David when to expect to have the school budget. David replied that the State Board of Education said that we can re-establish our school district by July 2022, not this fiscal year, the fiscal year following, if we elect the three-member board this summer, and by September 8 that three-person interim board works out a financial arrangement with Athens and Grafton, and the Town has had an opportunity to vote on the financial arrangement by September 8. This should be fairly simple because we got "married" fairly recently, so the "divorce" should be fairly quickly. The voters will go to polls twice this summer, with dates to be worked out in the next couple of days, first to vote on the three-member board and second to vote on the financial arrangement with Athens and Grafton. We may vote to elect two more board members in the second vote, so we have our five-person board back. Adrienne Major made a Point of Order. There is a motion before us that has been moved and seconded. Is that motion now to be Withdrawn? Pauline said that she would entertain a motion to Table the motion. Fletcher Proctor made the motion to pass over the motion, then said he was actually speaking in favor of Tabling the motion. Russ Hodgkins moved to Table the motion for Article 17. Susan Harlow seconded. Pauline asked for those in favor of Tabling Article 17 to

say Aye, and those opposed to say Nay. The Ayes have it. Article 17 is Tabled. Pauline passed the microphone back to David Major, Town Moderator.

**Article 18 : To transact any other proper business to be brought before the Town of Westminster Annual Meeting.**

Steven Major reported that he had been at the Westminster West cemetery the other day and noticed that frost heaves have toppled over quite a number of stones on the Eastern side and should be addressed.

Molly Banik said that she hoped everyone understood what has happened with Article 17. We are going to have a Town school board in Westminster now and she encourages people to get involved. There will be a three-member board initially and they are hoping to have five. It might seem like a daunting task and not very rewarding, as Molly knows from years of experience but, get involved. Get involved with your Town and get involved with your kids.

Fletcher Proctor recognized that he had received kind thanks at the beginning of the meeting and wanted to turn that around. He moved to Town in '78 with a couple of college friends and bought a house from Tony and Judy Coven. Fletcher has lived in 8 different towns in Vermont for various lengths of time, as far North as Elmor and as far South as Halifax. He really didn't land in Westminster with any particular intent to remain. The Town kind of grows on you though. Fletcher said he was going to say the trite thing that people say when they leave office, which is, I really appreciate the opportunity to serve you. It has frankly been inspiring in a profound way. This is a great Town that does democracy really well; thank you.

Dick Miller asked if the candidates for the new school board were going to be required to get 30 or 40 signatures that used to be required. David replied that the signature requirement has been waived due the pandemic. The people elected in March just had to give their consent to run and that is still in effect. So, there's nothing stopping you!

Cheryl Charles said she has had the honor of serving on the Westminster school board and this is her sixth year. Cheryl echoed what Molly Banik said a few minutes ago. This is really an important and exciting time. With the blessing of the State Board of Education, we are able to bring the leadership and responsibility of the children in our community back to the Town. We have had a great relationship with our friends in Grafton and Athens. As everyone knows, there is no direct route or road that makes it easy to get there. There is distance involved but we worked well with them. It is so important to bring this leadership back home and Cheryl said she is looking forward to being involved with many more of you. She recognized David Major for predicting this when we were forced to a merger with Athens and Grafton and the number on the school board was reduced from five to two; two from Athens, two from Grafton, two from Westminster. We saw a reduction in the number of people volunteering to support by serving on committee. It's an important time to strengthen our schools. Westminster has been a wonderful supporter for a long time. Having said this, Cheryl stressed that it's a good time to get involved and thanked everyone for their support.

Patty Whalen spoke on the plight of women judges in Afghanistan and gave the history of the relationship between the judges and Westminster residence, which

spanned from 2004 to 2014. With the Taliban taking over, the women's safety is in jeopardy. Patty asked everyone to call their Congressional representative and make a plea that they are included in the peace talks, for the safety of women in Afghanistan has not been brought into the negotiations.

Lori Miller thanked everyone for the Citizens of the Year award and said that she was very humbled.

Dick Miller said that they moved here in 1967 and own a piece of paradise on the hill. The Citizens of the Year award was a total shock and it's an honor to be honored.

Eshagh Shaoul said he agreed that the Afghani ladies need our help. Eshagh went on to say that bothers him that people are free to throw bottles and cans out of their car. He has stopped them and asked why they are doing that, and their reply is that there are people paid to collect it. While it is to support the people paid to do this each year, it is better to let the people in this society know it shouldn't be allowed to throw their bottles and cans out of the car, after they have drunk their beer and whiskey and water. He hopes that goes to all the people involved.

David asked if there was anything further. With no response, he declared the Town portion of this meeting over at 11:59 AM and asked the Prudential Committee to come up.

Katie Dearborn gave a welcome, as the new Chair of the Prudential Committee. Katie was appointed at the annual organizational meeting, replacing Chris Hackett who had been Chair for quite some time. Chris decided not to run this year, which gave Katie the opportunity to. Katie thanked Chris for his years of service, which is 20 years plus. He has done a fantastic job with this committee and Katie was really excited to jump right in because everything was in place. We have a very strong organization and our committee thanks Chris and all he has done. Katie then moved the meeting along to Article 19.

**Article 19: To hear the reports of the Town Fire District # 3 and to take action thereupon.**

Katie moved Article 19 as warned. Ian Proctor seconded. Moderator, David Major read the article and asked for any comments from the Prudential Committee on the reports. Katie said that she would be happy to review the budget and David said that we would when vote on the budget. David then asked for any questions or discussion on the reports. With no questions or discussion, David moved the meeting on to Article 20.

**Article 20: To see whether Town Fire District Number 3 shall authorize and instruct its Prudential Committee and Treasurer to borrow money, if necessary, to meet current expenses, on the credit of the District, in anticipation of the collection of taxes and/or the receipt of any State or Federal Funds.**

Katie Dearborn moved Article 20 as warned. Seconded by Chris Harlow. David read the article and asked for questions or discussion. Since none was seen, David asked for a voice vote on the motion just read. The motion carried.

**Article 21:** To see if the voters of the Town Fire District Number 3 will raise and appropriate the sum of \$277,230.00 to pay the indebtedness and other general expenses of the District for the Fiscal Year Beginning July 1, 2021 and ending June 30, 2022.

Chris Harlow moved Article 21 as warned. Seconded by Katie Dearborn. David read the article and asked for any discussion. Woody Fuller asked what this money is being spent for, what are the specific items, and if Katie could elaborate or identify. Katie replied, that in the Town Report, there is a document that covers the entire budget of the Fire District. Everything is itemized, on page 84. There are a couple of line items that Katie wanted to highlight because it gives a good impression of some of the things they are faced with. Insurance costs continue to go up, which is \$33,000 in this budget. There is also the last bond payment on the Fire House of \$30,000 in this budget, will be the last payment we need to pay out. We continue to put \$42,500 in our Capital Reserve budget. We continue to discuss equipment that will need to be replaced over time. There's an additional article today that you can vote on for a rescue truck. We need to continue with the Capital Reserve payment so that we have the funds when we need to make those purchases. In addition, at some point, the Fire House is going to need a new roof, so that has been part of our conversation, as well. That is a five-to-ten-year timeline of what the committee is looking at. Katie asked if anyone had questions on the budget. David asked for any further discussion. David then read Article 21 and asked all those in favor to say, Aye, and those opposed, Nay. Article 21 passes.

**Article 22:** Shall the voters of the Town Fire District Number 3 authorize the purchase of a new Rescue Vehicle in an amount not to exceed \$250,000.00. Said purchase to be reduced by \$100,000.00 from Capital Reserve Funds and the balance to be financed by general obligation note in the amount not to exceed \$150,000.00 for a term not to exceed 5 years.

Dan Green moved the article as warned. Seconded by Woody Fuller. David asked for any discussion, read the article, and asked again for discussion. Katie Dearborn pointed out that the committee will not have the \$30,000 bond payment on the Fire House going forward. This machine will need to be ordered and it is very likely that we will not get it until after the beginning of next year. The first payment is likely to be due in our next budget season, which is when we would come back to the voters with a line item which would be for the payment of \$150,000, that we going to be amortizing out over a five-year period. The payment is very similar to the \$30,00 we have been spending, so that makes Katie feel that we'll be coming forward with some budgets very similar to what is before you today. David thanked Katie and asked for any further discussion. He then read the article again and asked for a voice vote. The motion carried.

**Article 23:** To transact any other business proper to be brought before the Town Fire District Number 3 meeting.

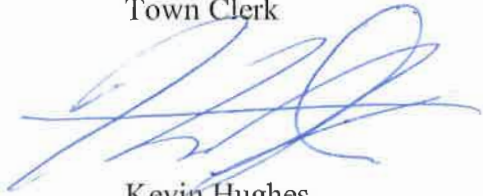
David Major explained that we do not need to move this article. If anyone has other business, we will discuss it. No one came forward. David thanked the

Prudential Committee. He also wanted to thank Floyd and Josh Lawrence for the sound system, which worked well. David thanked all for coming. It's been a wonderful morning and we've been blessed with the weather. Enjoy the rest of the day.

Respectfully submitted,



Pauline Blake O'Brien  
Town Clerk



Kevin Hughes  
Selectboard, Chair



David Major  
Town Moderator



Katie Dearborn  
WFD #5, Prudential Committee Chair

# Town of Westminster - FY 2021 Abstract of Grand List

Real Estate	Count	Taxable Municipal LV	Taxable Education LV Homestead	Taxable Education LV Non-Residential	Taxable Total Education LV	
(LV = Listed Valuation)						
Residential I	650	106,168,900	79,073,200	27,095,700	106,168,900	
Residential II	457	121,694,300	78,974,900	42,719,400	121,694,300	
Mobile Homes - U	34	478,400	147,200	331,200	478,400	
Mobile Homes - L	121	11,022,500	6,817,900	4,204,600	11,022,500	
Seasonal I	10	404,300	103,100	301,200	404,300	
Seasonal II	24	2,407,800	0	2,407,800	2,407,800	
Commercial	50	22,393,000	0	22,393,000	22,393,000	
Commercial Apts.	5	1,433,900	77,400	1,356,500	1,433,900	
Industrial	3	774,100	0	774,100	774,100	
Utilities - E	5	14,485,633	0	14,485,633	14,485,633	
Utilities - O	3	1,148,800	0	1,148,800	1,148,800	
Farm	17	8,930,800	2,954,300	5,976,500	8,930,800	
Other	0	0	0	0	0	
Woodland	59	6,342,200	0	6,342,200	6,342,200	
Miscellaneous	130	6,910,100	855,800	6,054,300	6,910,100	
TOTALS	1,568	304,594,733	169,003,800	135,590,933	304,594,733	
Cable	1	1,254,123	0	1,254,123	1,254,123	
TOTAL TAXABLE PROPERTY		305,848,856	169,003,800	136,845,056	305,848,856	
TOTAL LISTED VALUE OF REAL ESTATE FOR TAXATION					305,848,856	
COMPARATIVE GRAND LIST AND TAX RATE						
FISCAL YEAR ENDING:	GRAND LIST	TOWN	SCHOOL	FIRE	LOCAL AGREEMENT*	TOTAL TAX RATE
2016	281,703,500					
Homestead		0.4925	1.6601	0.0875	0.0024	2.2425
Non-Resident		0.4925	1.5674	0.8075	0.0024	2.1498
2017	283,408,600					
Homestead		0.5222	1.5377	0.0933	0.0026	2.1558
Non-Resident		0.5222	1.5551	0.0933	0.0026	2.1732
2018	283,842,500					
Homestead		0.6063	1.6388	0.0906	0.0027	2.3384
Non-Resident		0.06063	1.5576	0.0906	0.0027	2.2572
2019	284,700,900					
Homestead		0.6121	1.6904	0.0905	0.0032	2.3962
Non-Resident		0.06121	1.5660	0.0905	0.0032	2.2718
2020	2,877,655					
Homestead		0.6112	1.742	0.0927	0.0036	2.4495
Non-Resident		0.6112	1.6602	0.0927	0.0036	2.3677
*LOCAL AGREEMENT consists of the following exempt properties:				Total Non-Taxable Parcels	36	
Non-Residential, Non-Approved Contracts		52,000		Total State-Owned Parcels	5	
Veterans - Homestead		140,000		Total Contracts	6	
Veterans - Non-Residential		50,000		Total Veteran's Ex. Parcels	19	
Total		242,000		Total Land Use Ex. Parcels	134	
				Total Special Exemptions	8	



# Town of Westminster Fire District #3

---



## Report of the Prudential Committee

### Westminster Fire District #3

The proposed budget for the Fiscal year 2022-2023 is, \$299,550 will be collected from Property Taxes and \$23,150 will be collected from the State of Vermont Hold Harmless and P.I.L.O.T programs. The increase is associated with increased expenses with operating costs. During the 2021-2022 fiscal year the Prudential Committee was able to work through understanding the Hold Harmless and P.I.L.O.T programs from the State of Vermont. This will create a revenue stream of funds for the Fire District for the 2022-2023 fiscal year as funding is provided. The anticipated income is approximately \$23,150. The Prudential Committee has decided to annually increase our Capital Reserve fund to include this revenue. If funding is discontinued, we would not have the increase in Capital Reserve but would have enough for operations through tax collection. The Rescue Truck was ordered and hopefully will be completed before the end of 2022.

Activity of the Prudential Committee during the 2021-2022 year include:

- New Rescue Truck was ordered
- Feasibility study of the Station building, and future use was completed
- Grant discussions including FEMA, USDA and ARPA funds
- Secured the process to receive Hold Harmless and PILOT funds

The Prudential Committee would like to thank the officers and members of the Westminster Volunteer Fire and Rescue Department for their dedication and service to the community. We would also like to thank the family and friends of the members for their support and understanding of the commitment it takes to be an officer and member!

Respectfully Submitted,

Katie M Dearborn

Christopher Harlow

Daniel Green



Westminster Fire Dept

**Revenue**

Hold Harmless & PILOT	23150
Taxes	299550
	322700

**Expenses**

Fire Chief, Deputy & Officer Stipend	13500
Administrative	1500
Annual Audit Services	5000
Misc Supplies	1000
Misc Utilities	1000
Secretary Expense	2000
Insurance	35000
Firemans Expense	22000 increase to 56 cents paid per mile
Misc Expense	500
Fire Prevention	1500
Training	2000
Mutual Aid Dues	45000
Dry Hydrants	500
Phone	3000
Heat	6000
Building Maintenance	4000
Electricity	4000
Substation Heat	2000
Substation Electric	550
Substation Maintenance	500
New Equipment	4000
Gas & Diesel	7000
Maintenance of Vehicles	25000
Maintenance of Equipment	5000
Refurbish Fire Apparatus	7500
Rescue - New Equipment	1500
Rescue - Supplies	1500
Rescue - Training	1000
Rescue - Health Service	1250
Rescue - Equipment	500
Street Lights	4000
Capital Reserve Fund	73150 ***HH and PILOT will be allocated to this
Radio Repair	3000
Equipment Replacement	5000
Loan payment on Rescue Truck	32,750.00 150K at 2.95 5 years of payments
	322700

*Westminster Volunteer Fire & Rescue Department  
Chiefs' Report  
Fiscal Year Ending June 30, 2021*

*We had 390 total recorded calls. Again, we would like to Thank all of our VOLUNTEERS for the hours of service they put in to keep our community safe. Area departments are envious of the number of volunteers we have., with 47 members including our off road rescue personnel, that are willing to go above and beyond to keep our town safe. I would also like to Thank our Towns people for their continued support.*

*We have hired an engineer and are looking at options and costs to utilize our 2nd floor at the fire house. We are planning for changes that must be made in our presently used area's, to keep up with industry standards.*

*We are in the final stretch of replacing the 1997 rescue truck, and is used almost daily. We do have a builder and are in the process of finalizing the specs.*

*I would like to personally send out a big Thank you to Chris Hackett who was a long time member of the prudential committee and has passed on his torch to Katie Dearborn who is doing a splendid job filling his shoes*

*Again, we are always looking for new members. Also, anyone who can respond to daytime calls, would be great. Anyone interested in volunteering their time, should contact me, or stop by the main station any Sunday morning and pick up an application, and see what we are all about.*

*COVID is not going away and we all need to learn how to live with it and go on as normally as possible with our lives. It has proven, with its variants that it is here to stay, similar to the flu. It has changed the way we respond to calls and we have taken some additional precautions to keep our volunteers safe.*

*Again, I feel like a broken record but PLEASE know what your physical address is, and what town you actually live in. With a large amount of people moving into Westminster this is extremely important to get the services you require in a timely fashion.*

*The fire warden's would like to remind people that the only material allowed to be burned is natural vegetation, brush and clean non treated wood. You need to obtain a permit, the day you wish to burn, by speaking with a town fire warden. Our Wardens are Cole Streeter (802) 722-3178, Deputy Warden, Mark Lund (802) 463-9355, Deputy Warden Pat Haas (802) 387-5778. Please call them during reasonable hours as these are their home numbers. If you burn without a permit or burn with a permit but illegal material, you may be subject to fines handed down by the State of Vermont,*

*Again this year we were not able to hold our annual Fire Prevention Day at the Fire House. Hopefully, next year we will get to hold this once again. The kids learn a great deal about how we work, how to prevent fires, get to see members in their gear, as well as seeing other emergency personnel, ambulance, sheriffs dept., K-9 unit, Smoke room,*

and get to try out some of our equipment.

The last warrants that were submitted to the Treasurer were not paid out of last fiscal year, they got taken out of this current fiscal year. So on paper it looks like we under spent last years budget which is not the case, it will wash with this years budget which will look like we over spent by that same amount.

The Breakdown of Calls Is As Follows:

Brush Fires	3
Chimney Fires	1
Structure Fires	1
False Alarms	11
Hazmat Incidents	14
Motor Vehicle Fires	2
Agency Assists	6
Power Lines Down	6
Public Assists	40
Rescue EMS Incidents	214
Illegal Burns	3
Severe Weather & natural Disaster	14
Cover Assignments/Natural	28
Dispatched & Cancelled En Route	33
No Incident Found	6
Authorized Controlled Burning	8

Total Calls

Out of the 390 calls, 22 of them were on I91

Out of the 390 calls were 32 Mutual Aid Calls out of Town

Respectfully Submitted



Cole Streeter  
Westminster Fire & Rescue Chief

# WESTMINSTER HONOREES

*James & Lucy Matteau*



*Jim and Lucy Matteau have both served two major Institutions in Westminster: The Congregational Church and The Westminster Institute/Butterfield Library. Jim oversees the Institute building and its numerous improvements that have been made through the years with dedication and heart. Lucy has always been a dedicated and active member of the Congregational Church serving our community well. Despite the challenging times, both Jim and Lucy are dedicated to the Town of Westminster as shown by their continued commitment to the Town and its Citizens. Thank you, Jim and Lucy, we appreciate all you do!*



# *Town of Westminster*



*"A true community is not just about being geographically close to someone or part of the same social web network. It's about feeling connected and responsible for what happens. Humanity is our ultimate community, and everyone plays a crucial role".*

*~ Yehuda Berg*

2021

# Town of Westminster *Citizens of the Year*

*Dick & Lori Miller*



## **Town of Westminster, Vermont**

### **Management's Discussion and Analysis**

**June 30, 2021**

As management of the Town of Westminster, Vermont (The Town), we offer readers of the Town's financial statements, this narrative overview and analysis of its financial activities for the fiscal year ended June 30, 2021, within the limitations of the modified cash basis of accounting. Please read it in conjunction with the Town's financial statements that accompany this letter.

#### **Financial Highlights**

The Town's modified cash basis net position increased by \$203,878 during the fiscal year from \$1,445,506 to 1,649,384.

The Town's General Fund fund balance increased by \$139,963 during the fiscal year from \$495,118 to \$635,081

#### **Using This Annual Report**

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the Town's modified cash basis of accounting.

#### **Overview of the Financial Statements**

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements.

The Town's financial statements are comprised of three components:

- 1) government-wide financial statements,
- 2) fund financial statements, and
- 3) notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

#### ***Government-Wide Financial Statements***

The *government-wide financial statements* are designed to provide readers with a broad overview of the finances of the Town of Westminster, in a manner similar to a private-sector business, within the limitations of the modified cash basis of accounting. The government-wide financial statements consist of the *statement of net position* and the *statement of activities*.

The *statement of net position* presents information on all of the Town of Westminster's modified cash basis assets, deferred outflows and inflows of resources and liabilities, with the difference reported as modified cash basis net position. Over time, increase or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.



The *statement of activities* presents information showing how the government's modified cash basis net position changed during the most recent fiscal year. All changes in the modified cash basis net position are reported as the underlying collection or payment occurs.

Both of the government-wide financial statements detail functions of the Town of Westminster that are primarily supported by taxes and intergovernmental revenues (*governmental activities*). The governmental activities of the Town of Westminster include general government, public safety, highways, and streets, culture and recreation, community development, cemeteries, sanitation and social service funding.

The government-wide financial statements are designed to include not only the Town of Westminster itself (known as the primary government), but also any legally separate entities for which it is financially accountable (known as component units). The Town of Westminster has no component units.

The government-wide financial statements can be found in Exhibits A and B of this report.

### ***Fund financial statements.***

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Westminster, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: *governmental funds and fiduciary funds*.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year, within the limitations of the modified cash basis of accounting. Such information may be useful in evaluating a government's near-term financing requirements.

The Town of Westminster maintains seventeen (17) individual governmental funds. Information is presented separately in the governmental fund Statement of Modified Cash Basis Assets, Liabilities and Fund Balances (Exhibit C), in the governmental fund Statement of Cash Receipts, Cash Disbursements and Changes in Modified Cash Basis Fund Balances (Exhibit D), and the Combining Schedules.

The Town of Westminster adopts an annual appropriated budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with its budget.

The basic governmental fund financial statements can be found in Exhibits C through E of this report.

**Fiduciary funds.** *Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide statements because the resources of those funds are not available to support the Town's own programs. The Town maintains four (4) fiduciary funds, the Frank Miller Health Fund, the Campbell Fund, the Richmond Streeter Fund and the Education Tax Fund. Information concerning these funds can be found in Exhibits F & G and on Schedules 9 and 10.



*Notes to the financial statements.*

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found immediately following the basic financial statements in this report.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

**SUMMARIZED STATEMENT OF NET POSITION – MODIFIED CASH BASIS  
GOVERNMENTAL ACTIVITIES**

<b>ASSETS</b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Cash & Cash Equivalents	\$ 1,642,244	\$ 1,470,265
Investments	94,121	3,975
Due from Post Office	<u>0</u>	<u>2,308</u>
<b>Total Assets</b>	<b>\$ 1,736,365</b>	<b>\$ 1,476,548</b>
<b>LIABILITIES</b>		
Due to State of Vermont	\$ 605	\$ 318
Due to School District	0	0
Tax Sale Overpayments	64,151	0
Due to Others	<u>1,050</u>	<u>750</u>
<b>Total Liabilities</b>	<b>\$ 65,806</b>	<b>\$ 1,068</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Prepaid Property Taxes	<u>\$ 21,175</u>	<u>\$ 29,974</u>
<b>Total Deferred Inflows of Resources</b>	<b>\$ 21,175</b>	<b>\$ 29,974</b>
<b>NET POSITION</b>		
Restricted	\$ 749,050	\$ 574,987
Unrestricted	<u>900,334</u>	<u>870,519</u>
<b>Total Net Position</b>	<b>\$ 1,649,384</b>	<b>\$ 1,445,506</b>

As noted earlier, net position may serve over time to be a useful indicator of a government's financial position. In the case of the Town of Westminster, assets exceeded liabilities and deferred inflows of resources by \$1,649,384 at the close of fiscal year 2021 on the modified cash basis of accounting.

A portion of the Town's net position (\$749,050) represents resources that are subject to external restriction as to how they may be used. The remaining balance of unrestricted net position (\$900,334) is to be used to meet the government's ongoing obligations to citizens and creditors. Included in unreserved net position are amounts that management has designated for particular purposes, such as capital reserve funds.

## SUMMARIZED STATEMENT OF ACTIVITIES

RECEIPTS	<u>2021</u>	<u>2020</u>
Property Taxes	\$ 1,680,551	\$ 1,699,302
Penalties & Interest on Delinquent Taxes	67,685	51,312
General State Grants	168,167	173,388
Unrestricted Investment Earnings	8,046	19,847
Proceeds from Sale of Property	24,145	0
Other	12,876	2,030
Charges for Service	147,640	95,123
Operating Grants & Contributions	236,295	180,873
Capital Grants & Contributions	<u>189,378</u>	<u>33,500</u>
<b>Total Receipts</b>	<b>\$ 2,534,783</b>	<b>\$ 2,255,375</b>
 <b>DISBURSEMENTS</b>		
General Government	\$ 726,194	\$ 732,504
Public Safety	125,166	123,291
Highway & Streets	685,563	644,461
Culture & Recreation	20,375	18,426
Sanitation	248,610	233,232
Cemetery	8,217	15,141
Capital Outlay – General Government	161,094	91,330
Capital Outlay – Highway & Streets	323,313	289,564
Debt Service	<u>32,373</u>	<u>32,348</u>
<b>Total Disbursements</b>	<b>\$ 2,330,905</b>	<b>\$ 2,180,297</b>
 <b>NET INCREASE IN MODIFIED CASH BASIS NET POSITION</b>	 <b>\$ 203,878</b>	 <b>\$ 75,078</b>

As noted earlier, the Town of Westminster uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available for spending at the end of a fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$1,649,384 an increase of \$203,878 over the previous fiscal year. The General Fund balance component had a fund balance of \$635,081, a increase of \$139,963 from the previous fiscal year.

### General Fund Budgetary Highlights

Total receipts were \$122,123 more than budgeted. This was primarily due to the collection of delinquent taxes of \$124,000 over estimation, the payment from Highway State Aid of \$49,000 and unbudgeted grant income of \$65,000 which was mostly negated by low receipt from property tax payments.

Total disbursements were \$162,840 less than budgeted this past year. The major factors were compiled of many small budget items, Henwood Hill repair saving \$29,650, and the Highway Department being down on their overall budget of \$70,000 due to low fuel costs and lack of any major repairs. Again, the rest of the savings was from marginal non-expenses in many different areas.

#### Other Major Funds:

The Community Improvement Grant Fund ended the year with a fund balance of \$227,260 which was a \$56,903 increase over the balance on June 30, 2020. This was primarily due to the payments from previous loans.

The Capital Improvement Fund ended the year with a fund balance of \$91,389 which was a \$125,291 decrease over the balance on June 30, 2020. This was primarily due to the payments forwarded for the completion of the Town Hall Renovation – Phase III.

The Equipment Fund ended the year with a fund balance of \$514 which was a \$14 decrease over the balance on June 30, 2020. This was primarily due to the upgrading of a 10 Wheel Dump Truck.

#### Other Fund Balances are as follows:

Reappraisal Fund	\$172,143
Tri-Centennial Fund	253
Emergency Management Fund	7,452
Restoration Fund	26,985
E-911 Fund	1,721
Recreation Committee Fund	683
Retreatment Fund	148,443
Bridge Rehabilitation Fund	154,041
Town Garage Fund	63,000
New Cemetery Fund	40,363
Permanent Care Fund	74,860
Maple Grove Grange Trust Fund	1,424
Military and Flag Fund	<u>3,772</u>
Total Non-Major Fund Balances	<u>\$695,140</u>

#### The Town also reports on the following Private-Purpose Trust Funds

Frank Miller Health Fund	\$16,227
Campbell Fund	8,942
Richmond Streeter Fund	<u>3,213</u>
Total Private-Purpose Trust Funds	<u>\$28,382</u>

### **Capital Outlay**

During the year, the Town spent \$161,094 on the Town Hall Renovations which included the partial installation of two offices. The Highway Department replaced Truck #207 which is a 10-wheel dump truck. In addition, the Town paved 1.25 miles on Westminster West Road with both milling and reclaiming sections as needed. The Town also invested in seal cracking some of the newer pavement areas to investigate whether this will protect our paving investments longer.

### **Debt**

As of June 30, 2021, the Town made its last principal/interest payment to Mascoma Savings Bank towards the grader loan leaving a zero balance.

**Economic Factors and Next Years' Budgets and Rates.** Some of the economic factors that were factored in formulating the budget for fiscal year 2021-22:

With the long-term debt completely paid for this year, the Town continues to show an overall net positive position economically. This year, the audit is showing an increase in overall net position of approximately \$204,000 while experiencing a large amount of unpaid taxes. The Town was fortunate enough to receive timely grants this year to help with two road compliance work projects at approximately \$115,500. The Selectboard in FY22 moved forward with the capital plan by getting pricing for the North Westminster Community House along with the Town Garage. Both buildings need repairs to ensure we are not neglecting our structural assets, while trying to do this without a major request for additional tax money. The Town Hall offices are complete leaving just the front entrance and back bathrooms to be renovated with the funding received last year.

The voters approved a budget for fiscal year 2022 in the amount of \$2,326,212, a net decrease of (\$32,499) from last year which was augmented by an increase in the Grand List values from permitted home improvements. These factors ensured a stable tax rate.

### **Requests for Information**

This financial report is designed to provide a general overview of the Town of Westminster, Vermont's financial condition. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Town Manager, Town of Westminster, and P.O. Box 147, Westminster, Vermont 05158.

# Selectboard's Report

The Westminster Selectboard thought the Covid-19 crisis would be in our rear-view mirror by the beginning of FY 21 but it was not, and much of our time last year was taken up with that issue. Once again, Town Meeting was held outside, behind the Westminster Institute. The weather, again, cooperated and we had a successful meeting. We also held many of our regular meetings in the outside bay of the Fire Department on Grout Avenue – thanks to Cole Streeter and crew for allowing us to use their space.

Citizens, Neighbors, the Town Highway Department and Fire Departments, Contractors, and Town Government all pulled together to respond to a tremendous rain storm that hit Westminster on July 29, 2021. Thanks to our community working together, no one was seriously injured and public safety was immediately ensured, the first priority of Town Government. Road repairs have been extensive, but the Highway Department, along with private Contractors, have done a tremendous job. Our Town Administration has been working diligently to process the necessary paperwork and follow protocols to recover money from programs where we are eligible. We are confident that we can recover the funds to offset the cost of rebuilding.

We hired a new Town Clerk, Pauline Blake O'Brien, following the resignation of Alison Bigwood. Renovations of the Town Hall's main floor were completed, and the downstairs is now much brighter and more spacious. We continued to fill out our five-year capital plan, with future goals of upgrading the Northwest Community House and replacing underground fuel tanks at the town garage.

A new website for the town was well underway when, tragically, local resident and web designer Russ Lazarek died suddenly last August, which delayed the website launch. The town started a Facebook page, adding to other efforts to improve our public communication including setting up Zoom access to Selectboard meetings, with the help of FACT TV, for those who could not attend in person.

We voted to join the new Deerfield Valley Communications Union District with the goal of improving broadband coverage in town.

We also began work on a Collaborative Financial Manual that will detail the tasks and responsibilities of each town employee or official who deals with town finances. This will make it easier and clearer for the next people who step into those roles.

The board thanks the Executive Department, the Town and Assistant Town Clerk, the Listers and the Highway Department for all their hard work and dedication during another challenging year.

***Respectfully Submitted,***

*Kevin Hughes - Chair*

*Craig Allen - Vice Chair*

*Susan Harlow - Clerk*

*Toby Young - Member*

*Jason Perry - Member*

*It is with a heavy heart that we say goodbye to the ones we lost in 2021:*

## **DEATHS IN WESTMINSTER IN 2021**

<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>Middle Name</u></b>	<b><u>Suffix</u></b>
Allen	Marjory		
Alverson	Regina	Theresa	
Beck	Ina		
Bennett	Elizabeth	Rice	
Berkley	Judith	Ann	
Cheeney	Michael		
Cobb	Alice	Elaine	
Haas	James	Robert	
Hemelberg	Kirk		
Hutchins	Benjamin	Franklin	
Lawrence	Sylvia	Hazel	
Lazarek	Russell	Paul	Jr.
Lowe	Linda	Ruth	
Michaud	Jeffrey	Joseph	
Neathawk	Ezekial	Richard	
Newcomb	Donald	H.	
Perusse	Gloria	Jean	
Richardson	Nina	Pallesen	
Ritchie	Barbara	E.	
Romano	Germaine	Esther Marie	
Rounds	Harland	Perry	
Seyfried	Erika	Shelby	
Slaught	Theodore	Albert	Sr.
Steuer	Patricia	Rita	

## **Executive Department**

The Executive Department has experienced another year of COVID – 19 restrictions, precautions, and recommendations as did all of you. The Town Hall was reopened to the public and researchers this past year which pressed us to install a few safety features for visitors and the Town employees. We have continued to work hard with the public by doing our best to bring back a feeling of normalcy. There is nothing better than seeing the individual in person with Town business instead of standing outside in all sorts of weather through glass or talking by phone. The Town Hall's main office spaces are finished with the renovation project. If you haven't had a chance to visit, you should. It came out very nice and is much easier to service all the Town's needs and its taxpayers even with social distancing. The only items left to complete are the front entrance renewal and upgrading the two old bathrooms in the back with new sinks and toilets. The front entrance will be started in January of 2022 by Cole Streeter and the bathrooms will be finished shortly after that.

The Town's finances were remaining strong as grants, State Aid, and Highway Aid were coming in to help offset the Town's general expenses. In July of this past year, we experienced a regional rainstorm which is still challenging our financial resources as we are trying to pay for the substantial effort to put our roads back together. With Act 64 requirements and FEMA mandates, some of the roads were actually repaired better than their original condition before the storm hit which comes along with expenses. We experienced just under a million dollars of damage, and we are now trying to get FEMA to recognize each of the 54 Town Roads which received significant repairs and reimburse us for the cost. Unfortunately, this reimbursement will not come immediately but will slowly trickle in as the projects meet the requirements of each of the FEMA Departments. Best estimate from our FEMA Representative is that our first check could arrive in May or June of 2022. In the meantime, The Selectboard will be using all of their resources to assure a minimal adjustment to our tax rate to correct this shortfall.

The Road Crew was completing another solid year implementing many Act 64 segments of road when the Storm hit. Long hours and great work were immediately implemented and the 12 roads that were completely impassable were back in service in a mere three days. I would like to thank the Road Crew for their total dedication to this Town and its residents. Thank you, Chuck Lawrence (Road Foreman), Jason Benson, Ben Masure, Dan Saccoccio, Carson Fullam, Cory Noyes, and Nick Streeter. It also needs to be said that a debt of gratitude should be expressed to our Fire Department led by Cole Streeter (Fire Chief) for their tireless help with this disaster which could have been a lot harder without them.

As I said last year, amid these times of hardship and change to which the virus has bestowed upon us, Westminster still seems to be holding its own by people helping each other and working hard to protect each other by following our Governor's guidelines to ensure public safety. I would personally like to thank everyone who has showed support for the protection of others as well as the following:

- Kelley Thayer – the Administrative Assistant to the Town Manager and Zoning Department. She is now an Assistant Treasurer, and the Clerk for the DRB.  
Thanks Kelley.
- Pauline Blake O'Brien and Patty Mark – The Town Clerk and Assistant respectfully. Thank you both for your hard work for our residents.
- Also, I want to thank our Selectboard for their hours of work to keep our Town great. Thank you, Kevin Hughes – Chair, Craig Allen – V.Chair, Susan Harlow – Clerk, Toby Young and Jason Perry.
- Thanks to our Listers (Jackie Atwood & Rachael Cohen) and Assessor (Al Coonradt from NEMRC). Great job this year in trying times.
- A special thanks to our DRB, HRB, & PC volunteers who hold our zoning department and Town together.

As always in Westminster, the door to the Town Manager's office is open. Please feel free to come in and see me. I won't promise to do anything but my best for you, the Town.

Respectfully Submitted, *Russell R. Hodgkins, Town Manager*

# Town Clerk

Greetings from the Town Clerk's Office!

2021 proved to be a very busy and productive year for the Clerk's Office. It was my inaugural year as Town Clerk and the extension in COVID-19 restrictions presented a challenge in the learning curve for the many functions and nuances of the position. I sincerely appreciate the patience and kindness our community showed me this year and I'm grateful for everyone's support.

Although this was expected to be our year off from elections, we in fact held four. The results and statistics can be found on the next page. This was also a year of positive unexpected increases which resulted in additional revenue for the Town. Each services we offer has increased from 2020, as follows:

- Land recordings, 477
- Property Transfers, 24
- Dog licenses, 130
- DMV, 9
- Cemetery Deed, 12
- Map Recordings, 5
- Certified Copies, 496
- Green Mountain Passes, 10

Town Meeting on May 15, on the grounds of the Institute was a different meeting venue but everyone in attendance seemed to enjoy being outside together on a beautiful spring day. It was a welcome relief to finally open the Town Hall doors in June and have the option to offer in-person services to the public again. The Town Clerk's office still recommended appointment reservations for researchers, only to assure them the time and resources they would need. With the rise in COVID cases and the introduction of the Delta variant and now the Omnicron variant, we prefer that people mask and distance while present in the Town Clerk's area for research or for services. We continue to do our very best to assist the needs of our community.

A new and exciting addition in the Clerk's office is the planning phase of digitizing our land records and having them available online. This has been made possible by funding from the ARPA funds and has been approved by the ARPA Committee and the Selectboard. The process should be complete sometime during the spring. We will, of course, always welcome in-person research but having the records online will provide immediate access and our lawyer and abstractor friends are thrilled!

Many thanks to the Selectboard, Town Manager, Russ Hodgkins, his Assistant, Kelley Thayer, Chuck and the Town Crew, the Board of Civil Authority, the Justices of the Peace, our Fire Districts, and all community members, for your input during my transition year. Special thanks go to Patty Mark, Assistant Clerk, for her invaluable expertise with the Clerk's office functions and the State of Vermont guidelines and policies.

Please stop by our office or give a call if we can be of any service to you. We would be most happy to assist!

Respectfully submitted,

*Pauline Blake O'Brien*

Pauline Blake O'Brien, *Westminster Town Clerk*  
[clerk@westminster.com](mailto:clerk@westminster.com)  
(802) 722-4091



# TOWN CLERK STATISTICS – 2021 Calendar Year

ELECTIONS	BALLOTS CAST	ABSENTEE	AT POLLS
Special Town Meeting (School)	262	100	162
Town Meeting	286	154	132
Town School Vote #1	87	7	80
Town School Vote #2	107	6	101

New Registered Voters: 325    Purged/Transferred Voters: 89    Total Registered Voters: 2,673

## VITAL STATISTICS

	Resident	Non-Resident
Births: 9	9	0
Civil Marriages: 9	5	4
Deaths: 24	22	2
Burials: 20	5	15

Certified Copies Issued: 630

## LAND RECORDS

Total pages of documents processed as land records: 2,504

VPTRR'S: 127

## TOWN RECORDS

Total pages of documents processed as Town records: 105

Dog Licenses Issued: 360

Liquor Licenses Issued: 3

DMV Registrations Issued: 44

Individual Fish & Wildlife Licenses Issued: 10

Maps Recorded: 5

Cemetery Deeds Issued: 14

Land Posting Forms Processed: 9

Catering Permits Issued: 0

Green Mountain Passports Issued: 13

Minutes and Agendas filed for the Westminster Selectboard, Planning Commission, DRB, Activities Committee, Trustees of Campbell & Public Funds, Board of Civil Authority, Board of Abatement, Historic Review Board, Fire District #3 Prudential Committee, BFUHS Board, WNESU Board, River Valley Technical Center, Fire District #5, Conservation Commission, WNEUESD

## **Development Review Board**

The Development Review Board (DRB) is your local volunteer land use board that holds quasi-judicial proceedings (hearings) once a month to review new applications for zoning land use. These duties include hearing applications for conditional uses, variances, site plan reviews, subdivision reviews, and waiver permits, and as well as appeals of decisions of our Zoning Administrator.

From July 1, 2020 to June 30, 2021, we reviewed approximately 15 applications.

Westminster DRB would like to say thank you to both Russell Hodgkins ZA and Kelley Thayer our recording secretary for their continued support and guidance throughout the year.

This past year the DRB maintained the same members and had a very successful and gratifying year granting and working with our residents making our Town grow and flourish. The DRB is looking for more individuals to join the Board, as alternate members. If you are interested, please contact any member of the Board or the Zoning Administrator. The DRB looks forward to assisting you in the permit application process and continuing to make the experience a more professional, speedy, and friendly process.

*Chris Potter, Chair; Tim Harty, Vice Chair; Don Anderson, Clerk; Oliver Brody and Ed Harty, Toby Young, Selectboard alternate member.*

## **Zoning Administrator's Report**

Our thoughts and prayers go out to the family of Russell Lazarek who passed unexpectedly this past year. He will be missed in our zoning community as he was an active member of the Planning Commission.

This past year, the Town of Westminster processed just under 70 zoning applications. These consisted of mostly home improvements, accessory buildings and land use improvements processed by the Zoning Administrator and the Development Review Board.

The Development Review Board deserves many thanks for their continued hard work and dedication. These volunteers are essential in the preservation of our great Town. It is with great respect and gratitude that I say "Thank You" to Chris Potter – Chair, Tim Harty – V.Chair, Don Anderson – Clerk, Ed Harty, and Oliver Brody.

The Planning Commission has started the new version of our Town Plan for 2023 completion. This ordeal is demanding and tedious and is crucial for Town development and conductivity. This new season, the Board will consist of Bari Shamas – Chair, Kathy Kingston – V. Chair, Seroya Crouch – Clerk, Michelle Chmelar, and Richard Crocker. Thank you for your service to our community and creating a very important piece of this Town.

The Historic Review Board have viewed 4 new applications for development within the borders of the Historic Village". The recommendations from this Board are viewed as very useful to the Development Review Board who has the last say in development of this District. Thanks for a great job again this year to Peter Terrell – Chair, Tony Diorio - Clerk, and Matt Sargent.

In closing, the Zoning Department has been very busy this past year as you can see and will continue to serve our community with respect and helpfulness. Please feel free to come in and talk with either Kelley Thayer or myself and we will walk you through your zoning needs.

Respectfully Submitted,

*Russell R. Hodgkins, Zoning Administrator*

## **Lister's Report**

The Listers this past year were extremely busy despite COVID-19. As most people know, we have many new residents in Westminster, and this transacts as a lot more work on our end. By all accounts, the Town is doing well keeping and maintaining a healthy Grand List and in fact, just received the two measurable equalization study results from the State of Vermont. They are the Common Level of Appraisal (CLA) and the Coefficient of Dispersion (COD) and they were both within the acceptable range of efficiency.

We are still looking for a third Lister. We had Joan Harlow give us a few months of service which was very helpful. Thanks Joan. That being said, if you are interested in a couple hours a week helping your Town please notify the Town Manager immediately. This is an hourly position, and we truly could use the help. We would like to thank NEMRC's Al Coonradt for the assessment portion of our listing tasks. He has kept us in good standing with the State of Vermont and his service is priceless.

The Listers have maintained and expanded our Grand List, yet again, as was mentioned above. This stems from registering new purchases and new zoning permits from the Zoning Administrator and DRB.

The Listers have limited hours in the Town Hall but appointments can be made by calling the Listers number 722-9516 for times not regularly scheduled. We would like to thank the residents of Westminster for your understanding and for keeping safe in these trying times. Please feel free to call in and talk with the Listers for all your property value needs.

Respectfully Submitted,

Jackie Atwood and Rachael Cohen

# *Planning Commission*

2021 was a busy year for the Westminster Planning Commission, seeking community input on community values and agriculture with a view to revising our Town Plan to ensure both a sustainable and prosperous future for our residents.

In May we collaborated with the Agency of Natural Resources to conduct a Community Values Mapping (CVM) process to identify areas in the Town that are important to residents for a whole variety of reasons: from recreational to scenic, agricultural, historic, wildlife and numerous other values. While CVM processes are normally conducted face-to-face in a large group setting, divided into smaller working groups, we were able to conduct it online via Zoom with specialized mapping software where the small groups could draw on the maps together in real time and discuss their ideas. This resulted, with the aid of ANR staff, in new “values maps” for the Town that show high value areas, and that will be included in the revised Town Plan. We want to thank all those who participated!

In December 2020 we began interviewing farmers to get a better sense of the issues facing them, and then in August we ran a Farm Survey, reaching out directly to many farmers, homesteaders, beekeepers and maple sugar producers as well as announcing it in the Whistler and Westminster Gazette. Seventeen farms and homesteads responded to questions ranging from what they are producing to income, acreage size and succession plans for retirement. This survey is ongoing, and any farms who want to participate are welcome to contact Seroya Crouch for a link ([seroyacrouch@gmail.com](mailto:seroyacrouch@gmail.com)).

We also had some changes to the Commission this year. Firstly, our new chair Russ Lazarek, tragically and unexpectedly passed away in early September, and is truly missed both on the Planning Commission and in the Town at large. A relatively new transplant to Westminster, Russ moved here from New Jersey with his family and had a lot of enthusiasm for and devotion to our Town. Bari Shamas, a 40-year resident of Westminster with unflagging enthusiasm for the Town, took on the role of chair in September and is now shepherding our planning process. In October, we also welcomed Richard Crocker to our meetings and as a new member. Richard is a native “Westminsteran” who returned after several decades in the faraway land of Chester VT where he was deeply involved with affordable housing, to his home territory in West-West where his extended family is well-established. Other members include Kathy Kingston (Vice Chair), Seroya Crouch (Clerk) and Michelle Chmelar (Member).

All Commission members continue to actively work on revising chapters and updating Town data for the Plan which is due for final adoption by the Selectboard in October 2023. The Commission meets the second Monday of each month via Zoom and invites input from the community regarding how we can preserve the positive attributes of the Town, identify emerging issues to address, and adopt policies that will help us better adapt to the many changes we see arriving in both the near future and the coming decades. Help us ensure a bright future for our Town!

## *Conservation Commission*

The Westminster Conservation Commission, established in 2011, has a range of interests and priorities related to our natural resources, including the benefits they provide (in terms of aesthetics, recreation, and ecosystem services) as well as their vulnerabilities. In the past the Commission has worked on public access and trail development in our Town Forest and evaluating the importance of our wetlands and upland forests for flood resilience.

Recently we've produced a booklet highlighting non-toxic methods of managing problematic plants. We've also made recommendations to the Planning Commission for the Town Plan on those areas that relate to natural resources, agriculture and environmental issues more broadly. We are also interested in providing educational and recreational programs to nourish appreciation of our natural environment, such as a pollinator observation event held in October, 2021. We are also concerned with wildlife protection, siting of energy projects, street lighting, and many other topics.

The Commission has five current members and would welcome one or two more, representing all parts of the community and with a range of backgrounds and experience with respect to environmental concerns. Training or experience in ecological science and conservation is especially welcome. As an all-volunteer Commission, we understand that everyone has many commitments and time is precious. Yet, working together, we can accomplish a lot to better understand and appreciate our town's beautiful natural environment and the human-built infrastructure on which we all depend. We meet on the fourth Thursday of the month, at 7:15 - 8:30 p.m, alternating between Westminster Center and Westminster West locations and via Zoom as needed.

For more information, our email is: [westminstervtconservation@gmail.com](mailto:westminstervtconservation@gmail.com) or call Tatiana Schreiber at 802-387-2781. Thank you!

# *Westminster Historical Society*

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

Facebook: Westminster, VtHistory

Board members: Dan Axtell (treasurer), Ruth Grandy, Barbara Greenough (secretary), Lonnie Lisai, Obe Lisai, Jessie Haas (president), Patricia Haas, Richard Michelman, Fletcher Procter, Barbara Taylor.  
Curator: Racheal Scott

The Westminster Historical Society (WHS) is in the process of creating two new exhibits in our museum upstairs in the Town Hall. *'O! Horrid Scene'* tells the story of the Westminster Massacre, using a mixture of artifacts from the time, and modern models and photographs. Our intention is to help people understand the political turbulence of March, 1775; why the Massacre happened, why it happened here, and how it relates to the American Revolution.

To tell this story we've reconfigured the museum space and put many unrelated items into storage. The Bob Haas Memorial Case houses a French-made musket used during the Revolutionary War, a powder horn, musket balls found on the site of the old Whig Tavern (across the road from the Westminster Motel) and lead. Other artifacts in the exhibit including doors and a key from the Court House, the drum used by Azariah Wright's militia at the time of the Massacre, photographs from Massacre reenactments through the years (you may be in one!), and household and farm tools from the late 1700s.

We are putting together a concurrent exhibit of Native American artifacts, including stone tools and points found in Westminster, as well as net weights for fishing, stone beads, items relating to Abenaki foodways, and newspaper accounts of Westminster native Governor Peter Shumlin's historic action to grant the Abenaki state recognition.

To memorialize our late board member, Bob Haas, we purchased a state-of-the-art custom museum case from Smallcorp in Greenfield, MA., who make display cases for all the major museums in the country. It was delivered and installed by Wayne Snetsinger, a production manager who grew up in Westminster. Altogether we have spent over \$4,400 on museum exhibits to improve visibility and security.

Unfortunately, due to the ongoing pandemic, we have yet to figure out how we will open these exhibits to the public. One plan is to post a video tour on our website. Stay tuned: we hope to have this ready by March 13, the anniversary of the Massacre. We hope to have the Law Office open in summer of 2022, pandemic permitting.

In other work, we continue accessing, cataloging, and marking artifacts and documents at our Archive, upstairs in the Institute. If you want help with a history-related question or project, contact us through our website or Facebook page, and someone will arrange to meet you there.

This fall Carolyn Frisa from Works On Paper in Bellows Falls finished cleaning and stabilizing the wallpaper in the Bradley Law Office. She estimates it's date as around 1810.

Recent acquisitions include a large hand stitched sampler, purchased with the help of the Dascomb Trust. It was created by a descendant of Azariah Wright in 1828. We received an oil painting on wood panel of Lucretia Washburn Nutting, a forebear of George Dascomb, painted in the late 1820s. We have also received many Westminster-related documents, including postcards and calendars and a handwritten history of what is said to be the first temperance society in America, founded at Apple Oven Ledge off Morse Brook Road. Our thanks to the generous donors.

Finally, we accepted the resignation of board member and co-curator Karen Larson earlier this year. Karen's energy and knowledge were hugely important over the years, and we are sorry to see her go. Ruth Grandy recently stepped down as president, but remains on the board.

We invite everyone with an interest in Westminster history to join the Historical Society, to help preserve the history of this historically important Vermont town. Hint: It's a lot of fun.

## WESTMINSTER INSTITUTE AND BUTTERFIELD LIBRARY 2021 ANNUAL REPORT

The Westminster Institute reopened for public use in the summer of 2021 and although a few activities chose not to continue at this time, exercise classes, public meetings, family parties and the like are back and seeing renewed interest. And as always, the playground, gazebo and fields are open for everyone's use.

In the past year granite posts and chains were installed along the parking area in front of the Institute to be more in keeping with the building's historic design. Large areas of the lawn were repaired with leveling and reseeded, and electricity was extended to the gazebo for everyone's convenience and so we can light the holiday tree that is now placed there through December and into January each year.

Inside, the auditorium floor and stage were completely refinished, giving that area a fresh and much improved appearance. The rail along the balcony above the auditorium was uncovered and restored, replacing some original oak balusters where necessary and matching the original finish. In the entryway large format historic photographs have been hung on the walls to provide a view of what Main Street looked like from about that perspective over a hundred years ago.

The Butterfield Library is open Mondays, Tuesdays and Thursdays from 1:00 - 6:00. The children's collection has been expanded, thanks in part to generous donations made in memory of Sylvia Lawrence. Children's books, as well as most of the collection can be ordered ahead of time in a number of ways and be ready for pick-up by calling 722-4891, or you can e-mail book orders or questions to [butterfieldlib.05158@gmail.com](mailto:butterfieldlib.05158@gmail.com). Other books are also available through inter-library loan—which usually takes about a week to arrive—and everyone in Westminster continues to have access through the Butterfield Library to 'Universal Class', an online learning platform offering over 500 continuing education courses at the Vermont Department of Libraries. You also can download E-books for free from 'Overdrive' through the Green Mountain Library Consortium. Stop in or call to learn how to access those services or with other questions.

The wifi access has seen increased use in the past year, and remains open to all for free. There are two access points: one named "Butterfield" to use indoors or outside in front of the Institute, and another named "Westminster Hotspot" for use at the rear of the building and in the parking lot and even out into the ball field.

The coming year will see more improvements, including a new elevator to give everyone better, safer and more enjoyable access. We hope that will be completed by the time this report is available to the public.

# *Westminster West Public Library*

## Linking Our Historic Past with a High-Tech Future

This year, the Westminster West Public Library is simultaneously stepping into the twenty-first century while proudly celebrating our historic past. These two major projects are nearly completed and we hope to reach more visitors and readers than ever before.

- We are creating digital access to the library's entire collection as well as that of 20-plus Vermont libraries by joining the Catamount Library Network. Your librarian, board members, and volunteers have been working throughout Covid (with appropriate precautions) to enter and barcode all of our materials, from the children's section to Vermont History, into a new online database. Readers will be able to access and order any title within the Catamount Library Network from the comfort of their own homes and pick them up at our library, vastly increasing choices and finally become a valuable resource for the entire Westminster community.
- We are also in the process of creating **Weststory: The Story of Westminster West**, a collection of intriguing materials found at the library. Items ranging from 4H club albums of the 1990s, to interviews and photos from the Westminster West Oral History Project, to photo albums dating from the Civil War to WWI, are now being catalogued and conserved. We are dedicating a small area in the library to house this collection, with a new display case and lighting, along with a program of events and talks.

It seems fitting for our library to want to step bravely into the future, adding reach and increasing usability, while also celebrating this area's rich past. I hope many of you will want to come in to check out our historic display and get a new library card.

—Lise Cavanaugh, Librarian





## Bellows Falls Area Senior Center

### ANNUAL REPORT 2021

Right now, we are continuing our daily operations and provide services to our community while adhering to Covid safety guidelines.

The center reopened on July 6<sup>th</sup> for activities, followed by our congregate meal program on July 12<sup>th</sup>. It has been difficult for us to offer our full range of programs and services but, it is our goal to resume as many group activities as social distancing will allow in our space. Current activities include six Bone Builders courses per week taught by GMRSVP volunteers, a Tai Chi for Fall Prevention class, Knit and Stitch, Bingo, Bridge Club, Board Games, Movies, Foot Care Clinic, Chair Caning and daily hot meals served in our dining room. This fiscal year we delivered over 15,000 meals to local seniors, with volunteers donating over 2330 hours.

In February and March of this year the center hosted one of the first Covid Vaccine clinics courtesy of the State of Vermont Health Department. Over 400 residents were vaccinated over a four-day event.

Improvements to the center this year include a new exterior side entry roof and a new 6 well steam table to accommodate our increasing demand for Meals on Wheels.

Unfortunately, we were unable to hold our yearly Jamboree this year. We are hoping to have our annual Holiday Bazaar in December to raise funds and will continue our Annual Fund drive. It will be a financially challenging year for the center.

***The Bellows Falls Area Senior Center would like to request level funding in the amount of \$3700.00 from the Town of Westminster.***

Because of your generosity and ongoing support, the center can continue its mission of serving our senior community.

With appreciation,

Teagen Kosut  
Executive Director



***Connecticut River Joint Commissions – FY 2021 Annual Report  
July 1, 2020, through June 30, 2021***

Suite 225, 10 Water St., Lebanon, NH 03766.

Website at <https://tinyurl.com/9khrwevx>

The Connecticut River Joint Commissions (CRJC) is a bi-state commission dedicated to helping preserve the visual, ecological, and working landscape of the Connecticut River Valley while encouraging and maintaining economic viability throughout the region. With its 20-person full commission board and its five local river subcommittees (representing an additional 100 volunteers) the CRJC strives to help guide proposed watershed activities by initiating, reviewing, and commenting on a wide variety of projects and regulatory proposals such as shoreland protection, energy issues and clean water initiatives. While the Vermont and New Hampshire Commissioners and the local subcommittee volunteers often focus on independent river-based initiatives, they are all united in a shared regard and reverence for the Connecticut River, the surrounding landscape, and the regional ecosystem. This shared spirit of cooperation allows them to identify and share collaborative efforts that help safeguard the Valley.

In FY 2021 the CRJC contacted and engaged policy makers and planners from both states and the public to research and address issues such as:

- Climate Migration in the CT River Valley
- FERC hydro-power dam relicensing
- River basin planning
- River recreational concerns and opportunities
- Local and regional funding sources for economic growth
- Strengthening and supporting the Local River Subcommittees and their work



For a separate list of Local River Subcommittee locations and their 2021 activities, please email Olivia Uyizeye [uyizeye@uvlsrpc.org](mailto:uyizeye@uvlsrpc.org)

This commitment to bi-state interaction and sharing best practices is an integral component of the CRJC's longstanding Connecticut River Corridor Management Plan and its current 2020-2025 Strategic Plan. The strategic plan builds on over 30 years of experience in engaging communities in the Connecticut River Valley and outlines the CRJC's anticipated projects for the next five years. The actions proposed in this plan leverage the group's strongest assets: the passion and commitment of its volunteer members and its statutorily enabled purpose and connection to state government.

This multifaceted and collaborative work is exemplified within the Climate Migration project. This project addresses the widely accepted theory that the Connecticut River Valley of Vermont and New Hampshire will see substantial growth related to migration from metropolitan areas to our east and south driven by climate change and sea level rise as well as the current pandemic. It is anticipated that the need for facilitated cooperation and coordination between state and local entities and outside organizations and educational institutions to research and address this growth and development within the watershed will increase exponentially in the coming years. The CRJC is consulting on an upcoming

webinar with state and local planners, real estate experts, the Conservation Law Foundation, and Antioch University to determine the extent of this migration and the likely short and long-term impacts of climate migration growth on the region.

We are pleased that both Vermont and New Hampshire have again agreed to fund and sustain the CRJC as we move forward on this array of projects. State funding allows the CRJC to continue serving communities of the Valley by helping to guide growth and development in a way that conserves landscape integrity and the use of its natural resources while addressing individual town issues such as housing, land connectivity, energy needs, and revenue. The CRJC is well-situated to play a convening and advocating role and understands that this work is most effective in partnership with existing organizations and initiatives. The CRJC values connection, advocacy, and mutual support, and is dedicated to elevating collective efforts and collaborating with interested partners.

In the coming year, the CRJC will:

- Update the CRJC website to make it more easily accessible and informative
- Convene stakeholders to gather input on Tactical Basin Plans in Vermont
- Help create activities on water quality priorities with each of the five Local River Subcommittees
- Produce a New Hampshire Department of Environmental Services Biennial Local River Subcommittee report
- Convene VT & NH State staff to discuss coordination and management of the Connecticut River

A copy of the complete CRJC strategic plan can be viewed on the CRJC website. The CRJC acknowledges the funding assistance of the New Hampshire Charitable Foundation to complete the strategic plan and the facilitation of Emily Davis of Brattleboro, Vermont.

The following individuals comprise the current Executive Committee of the Joint Commissions: Steve Lembke, President (VT); Jennifer Griffin, Vice President (NH); Jason Rasmussen, Secretary/Treasurer (VT); Ken Hastings, (NH); Marie Caduto (VT); and Ted Cooley (NH).

If you would like more information on any of our 2021 CRJC or Local River Subcommittee projects, or if you are interested in assisting us with this important work, please e-mail us at [contact@crjc.org](mailto:contact@crjc.org). The Commission and subcommittees currently have openings available for residents of both New Hampshire and Vermont. We would be happy to share information on becoming a commission or subcommittee member and the appointment process.

For general information on the CRJC see <https://tinyurl.com/9khrwevx>



Connecticut River Joint Commissions  
10 Water Street, Suite 225  
Lebanon, NH 03766  
(603) 727-9484

### ***Connecticut River – Wantastiquet Subcommittee Annual Report – 2021***

The Wantastiquet Subcommittee of the Connecticut River Joint Commissions (CRJC) meets every two months and consists of up to two volunteers nominated by participating municipalities, with allowance for alternates. During early 2021, meetings were virtual due to emergency orders in response to the COVID-19 pandemic. Since July 2021, the Subcommittee has transitioned to a hybrid meeting format where a quorum of members is required to be present in person. Current members of Vermont are Kathy Urffer and Michael Fairchild from Brattleboro, Daniel Marx from Dummerston, Andy White from Vernon, Paul Harlow and Jim Calchera from Westminster, and openings in Putney. Current members of New Hampshire are Roland Volbehr from Chesterfield, Mike Darcy from Hinsdale, Samantha Loch and Paul Reyns from Walpole, and Perry Sawyer from Westmoreland. During 2021, Perry Sawyer from Westmoreland served as chair. Those with one representative have an opening for a second volunteer.

Wantastiquet is one of the five subcommittees a part of the Connecticut River Joint Commissions since 1989. The Subcommittees provide a local voice to help steward the resources on or affecting the Connecticut River, particularly on topics related to the maintenance of good water quality and wildlife habitat. Specific responsibilities include providing feedback on matters pertaining to the river to NH Department of Environmental Services, VT Agency of Natural Resources, and municipalities. Feedback covers comment on proposed permits and plans, and maintaining a corridor management plan. Meetings and events are open to the public.

During 2021, Wantastiquet engaged on a number of issues. Permits that were reviewed include those related to upgrades and signage on the Hinsdale-Brattleboro bridge, the renewal of an NPDES minor discharge permit for the Putney Paper Mill, a discharge permit for VTrans in Brattleboro, and a new water infrastructure project in Walpole. Wantastiquet also received a presentation on the renewal of Great River Hydro FERC license for three Connecticut River dams, still in process.

Wantastiquet also supported outreach efforts in service of the Connecticut River, including the distribution of an information article about the Wantastiquet region and participation in a new virtual speaker series (available on YouTube) that delved into conversations about river wildlife corridors, invasive species, climate migration, water quality, and a history of our River. Further, Wantastiquet continued and expanded upon their water quality monitoring efforts at five sites along the Connecticut River.

During 2022, Wantastiquet will continue their activities in management, outreach, and learning for the Connecticut River. Members welcome local participation in permit reviews, the speaker series, and water quality monitoring. If you are interested to learn more, please contact our staff support Olivia Uyizeye at [ouyizeye@uvlsrpc.org](mailto:ouyizeye@uvlsrpc.org).



### The MOOver Rockingham Report FY22

Thank you again for Westminster's \$1250 donation last year. As a private non-profit 501c3 transportation company since 2003, The MOOver Rockingham relies heavily and more than ever on local contributions. These funds allow us to draw down federal funds to provide operating support and the required match for our replacement vehicles. Westminster has contributed to us for many years, and we thank you again for your support.

The MOOver Rockingham's mission is to provide a safe, reliable and efficient transportation system that supports economic opportunity and quality of life for 30 Windham and southern Windsor County towns. We operate bus routes and senior and disabled transportation services via our fleet of 23 buses and a network of volunteer drivers. We receive state and federal grants, contributions from towns and resorts, fares, and contributions from our human service partners.

The MOOver Rockingham's total operating expenses last year were \$2,216,876.01. We provided 100,415 bus, van, taxi, and volunteer rides. Our buses and vans traveled 480,282 miles over 31,255 hours

Westminster's contribution supports continuing public transit in your town and throughout the region. Service levels vary by town and from year by year. A town's transportation needs can be minimal some years and large the next. We need your help to remain a healthy company to be able to respond to needs of the elderly, disabled, or in an emergency or crisis when the need arises.

We are requesting a \$1250 contribution from Westminster this year. We hope you will support our funding request.

We are always seeking input to improve our services. Please contact me to let us know how The MOOver Rockingham may improve service in your community.

Thank you!

Christine Howe  
General Manager



## Deerfield Valley Communications Union District

### 2021 Year in Review

At year-end 2020, DVFiber had 15 member towns, a business plan, and strong motivation to put the plan into action. Now, at year-end 2021, DVFiber has grown to include 24 towns in three counties, has selected its private sector vendor partner, and has obtained substantial grant funding to begin the work.

We have collectively accomplished a lot in this past year with the incredible work of representatives and alternates appointed by our member town Select Boards plus additional volunteers—some 60 people in all—who have applied technical, financial, and communications skills to keep us moving forward. We are ready to design and construct the fiber optic network that will make Internet access at gigabit speed a reality for nearly 8,000 homes and businesses on the grid that don't have it now.

### What Are CUDs

Communications union districts (CUDs) are special purpose municipalities, just like water, fire, or sewer districts. Vermont had been struggling for many years through several governors of both parties to find a way to bring high-speed Internet service to the most rural parts of our state, areas that commercial providers found unprofitable to serve.

Beginning in 2015 and continuing through this past year, the Vermont legislature enacted legislation setting out the framework for the formation of municipal districts and giving them the tools to deliver service for all where there was none before. DVFiber is one of nine CUDs in Vermont.

### Significant Events

Early on, our governing board, composed of representatives and alternates from all of our member towns, decided that the best path to achieve the required results would be to form a public/private partnership in which DVFiber, the public partner, would own the network, manage it for the benefit of our customers, and pay a private sector partner to construct and operate it on our behalf. To that end, DVFiber issued a Request for Proposals (RFP) in February,



setting out the specifications for a partner.

We received eleven responses to the RFP and dedicated several months to evaluating their financial value and alignment with our mission, vision, and principles. The Operations and



Finance and Audit Committees led these evaluations. In July, the governing board voted to select Great Works Internet (GWI) of Biddeford, Maine, a B Corporation. We signed a Memorandum of Understanding (MOU) with GWI and began to negotiate the full details of our partnership agreement.

At the same time, our Communications Committee worked to establish a relationship with our future customers and the community at-large by creating a website (DVFiber.net), a social media presence, and a quarterly newsletter. This committee also established the systems to provide good internal communication so that our volunteer organization would be well-coordinated. This was a considerable challenge because so many board and committee members have poor Internet service themselves.

### Next Steps

The Vermont Community Broadband Board (VCBB) has just awarded DVFiber a \$4.1 million grant of federal funds to finance pre-construction work. This work includes a high-level design for all 24 member towns and a detailed engineering design for the six Phase 1 towns, the ones with the largest concentrations of poorly served homes and businesses. In addition, the grant pays for necessary work by Green Mountain Power to prepare its poles for the attachment of our fiber next year.

As GWI begins the pre-construction work, DVFiber will apply to the VCBB for additional federal funds to finance network construction. We expect these funds to become available for awards early next year. We are grateful for the federal funding and for the VCBB's consideration of our applications. This funding greatly speeds up the schedule for construction. We now expect to connect with our first customers in the second half of 2022, to expand construction to most other areas in 2023, and to complete, by 2024, construction to all locations that have been served poorly until now.

### Our Thanks

We would like to thank all of our Select Boards for their support, for their appointments of such highly skilled delegates to our board, and for their patience while we roll out this technically complex and expensive but essential program. We are working as fast as we can to deliver on the promise of a community-owned, fiber optic broadband network that provides affordable, world-class service to everyone.



## Early Education Services

### **Early Education Services "The first door to open all others"**

Early Education Services (EES) provides Head Start and Early Head Start programs and is also our region's Parent Child Center (PCC). Our services include: Head Start & Early Head Start classrooms, Early Head Start Home Visiting, the Welcome Baby Program, Teddy Bear Teas, Playgroups, the Dedicated Dads program, a monthly Dental Clinic for children 0-3, Information and Referral services to connect families with area resources, Support Groups, and Parent Education classes. We have two sites located in Westminster.

#### **Agency Goals:**

- All children are ready for school
- EES continually builds strong and effective relationships with community partners and stakeholders
- EES has an effective workforce
- Agency culture supports staff wellness which leads to positive outcomes for children and families
- Relocate our Canal St. Brattleboro classrooms to a safer neighborhood
- EES will utilize technology to improve agency operations and efficacy
- EES will embrace and embody diversity throughout program operations

#### **2021 Accomplishments**

- EES continued to provide Head Start/Early Head Start classroom based services for infants, toddlers and preschoolers in our Brattleboro and Westminster sites.
- Home Based services were offered to families throughout Windham County
- Our Dedicated Dads program continued to meet weekly throughout the pandemic
- EES was able to increase staff salaries this year with the use of new state and federal funds
- Welcome Babies programs delivered Welcome Baby bags throughout the pandemic to new families in our communities
- Teddy Bear Teas were provided virtually and in person in schools throughout Windham County
- Diaper distribution events provided free diapers and wipes to our families throughout the year
- EES was able to increase our Family Assistance Funds this year through the use of state funds to support the emergency needs of families

#### **2022 Objectives:**

- Continue to support the ongoing development of our client families and children
- Continue to ensure that all children are ready for school
- Continue to support the education and skills of our staff
- Continue to increase salaries in order to retain and attract qualified staff
- Strive to hire more teachers to fill a great number of vacancies brought on by the pandemic
- Maintain a culture of wellness for EES staff and client families
- Continue to cultivate partnerships and relationships with our constituents in order to provide high quality services to support our families to reach their goals aimed at self-sufficiency





- TGP offers scholarships for those who exhibit financial need, to help cover the cost of attendance. For those program participants whose income falls within TGP's Sliding Fee Scale range, an adjusted fee is calculated according to the scale.
- Vermont Medicaid
- Dementia and Respite Grants
- American Parkinson's Disease Association

Historically The Gathering Place provides hours of service, meals served, activities provided as units of measure. The COVID 19 Pandemic forced adult day services to close and abruptly end in person services to clients. The Gathering Place was closed to in person services from mid-March 2020 through May 2021.

During the time we were closed we adapted our programming to include porch visits, telephone calls, care packages for care givers, monthly individualized activity packages, ZOOM activities and group discussions, and coordination of support with collaborating agencies, case managers and families, none of which were reimbursable.

We were able to open our doors to participants on June 7, 2021 once the Governor lifted the state of emergency for Adult Days.

As part of our fundraising program, we ask local towns for financial support so that we can continue to provide an excellent program and stand ready to meet the future demand for our services, including the ability to fund our income sensitive sliding fee scale for those folks that need our support. The Gathering Place is asking for your help and is requesting funding from in the amount of **\$250.00**.

Thank you for your consideration, we look forward to your response. If you have any questions or require additional information please contact me at your convenience.

Sincerely,

Maggie Lewis  
Executive Director

30 Terrace Street Brattleboro, VT 05301  
Phone: 802-254-6559 ~ [mlewis@gatheringplacevt.org](mailto:mlewis@gatheringplacevt.org)

## **GREATER FALLS CONNECTIONS**

Greater Falls Connections (GFC) is a substance misuse prevention organization whose mission is to connect the community of Windham Northeast by inspiring and empowering people through education and collaboration to promote wellness and prevent the abuse of alcohol, tobacco and other drugs, with an emphasis on youth substance use prevention. We serve the towns of Athens, Grafton, Rockingham, and Westminster. GFC's membership includes over 200 community members, social service providers, law enforcement, business owners, school staff, youth, and others who care about our community and our kids.

### **2020-2021 Highlights:**

**Increasing Youth Peer Supports:** In the last year, GFC worked closely with Friends for Change (FFC) Youth Club (a program of Youth Services of Windham County) to help secure funding and ensure that youth and young adults from diverse backgrounds have a safe place to go where they can have fun and connect with peers and supportive adults. Through this program, youth find powerful peer connections with other youth who experience some form of adversity due to their identities - LGBTQ+, neurodiversity, racial identity, or generational trauma or poverty, for example. This past summer, The Compass School was the site of FFC and GFC's "A Summer to Remember" camp with 15 middle and high school youth and 3 young adult leaders.

**Trauma & Adverse Childhood Experiences:** In response to generational trauma in our community, GFC applied for and was awarded a competitive FY 2021 Comprehensive Addiction and Recovery Act (CARA) Local Drug Crisis Grant in the amount of \$50,000 per year for five years by the White House Office of National Drug Control Policy, in cooperation with the Centers for Disease Control and Prevention (CDC). Core activities will address and reduce the impacts of Adverse Childhood Experiences (ACEs), including providing training and technical assistance to employers and other agencies, reducing service barriers for youth and families impacted by trauma and substance misuse, and increasing youth leadership related to Restorative Practices.

**Everyone Eats & Covid-19 Community Response:** In March 2020, GFC became a core member and fiscal agent for Rockingham Help & Helpers, the local Covid-19 Response Group serving northeast Windham County. Over the course of this collaboration, in partnership with Chester Helping Hands and Springfield Family Center, this group coordinated in our catchment area 550 restaurant-quality meals per week at the peak of the program through the Vermont Everyone Eats! Program. Participating restaurants in our area included Jamaican Jewelz, Grafton MKT, Leslie's Tavern, Moon Dog Cafe, Wunderbar, and Allen Brother's Farm Stand.

**Opioid Response & Overdose Prevention:** In addition to increasing access to Narcan and harm reduction services, GFC has been instrumental in providing support and assistance for the expansion of Turning Point's *Supportive Outreach Project* into northeast Windham County. This collaboration between local law enforcement and Turning Point connects individuals and family members with a trained recovery coach within 48 hours of an overdose or other substance-related incident. In the coming year it was expanded to surrounding communities with the Vermont State Police - Westminster Barracks.

Respectfully submitted, GFC's Community Advisory Board Members: Shelby Bixler, Katrina Bostwick, Kiernon Galandak-Cochran, Marty Gallagher, Meghan Licciardi, Alex Stradling, Doreen Stoodley; and staff: Laura Schairbaum and Deb Witkus



Serving Bennington, Windham and Windsor Counties  
160 Benmont Ave., Suite 90 Bennington, VT 05201  
802-772-7875

## **Westminster Annual Town Report**

Green Mountain RSVP (GMRSVP), an AmeriCorps Seniors program, is for people aged 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.

Green Mountain RSVP provided five volunteers at the Bellows Falls Senior Center in exercise classes and meals on wheels programs which benefit many area residents. We recruit and train the Bone Builder class instructors and provide all the weights and technical assistance so area residents can attend free of charge. GMRSVP staff attends the Senior Meal to assess needs in the area, offer volunteering opportunities, and provide information about senior programs, fraud/scams, AARP Tax Aide, and transportation options. Local volunteers helped with our 2021 MLK Day of Service "Sunshine Cards" project which provided many area seniors living alone and in housing sites with a handmade postcard with an uplifting message during the height of the pandemic. GMRSVP provided an online Zoom training and a Zoom session on Fraud Awareness and self-produced an educational video by seniors for seniors about avoiding fraud and scams based on the FTC "Pass it On"

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. 75% of our volunteers continue to serve during COVID-19 and we are pivoting our programming to continue to serve the community, focusing on addressing social isolation, wellness, and food insecurity.

Contact Volunteer Coordinator, Steve Ovenden in our Windham County office at (802)254-7515 to learn how you can volunteer in Westminster.



Health Care and Rehabilitation Services of Southeastern Vermont (HCRS) requests an appropriation of \$3,210.00 from the Town of Westminster at the 2022 Town Meeting to help support same day access to our services for residents of your community. This funding will support our Access Navigator positions, which allow us to provide mental health and substance abuse supports to residents when they need them. Same day access is now more essential than ever due to the increased anxiety experienced by so many during the COVID-19 pandemic. In the year ending June 30, 2021, our agency provided a comprehensive range of community based services to 4,646 people in Windsor and Windham counties. The services that are available to the residents of your community include:

***Adult Mental Health and Addiction Services:*** HCRS offers comprehensive services for adults who are experiencing mental health and/or substance abuse difficulties. These services include assessment of need, treatment, referral services, and limited psychiatric services. HCRS is committed to building on the strengths of the individuals we serve. Our goal is to help clients and their families achieve improved wellness, health, and quality of life while addressing their mental health and substance abuse needs.

***Children, Youth, and Families Program:*** We provide a comprehensive system of care for youth of all ages who are experiencing emotional, behavioral, developmental, or substance use difficulties in their life, as well as education and support for family members. We offer many services including psychiatry, counseling, case management, respite services, school-based services, behavioral consultation services, summer therapeutic programs, and employment assistance for older youth.

***Kindle Farm School:*** Our alternative school in Newfane serves boys in grades 2 – 12, who are unable to remain in a traditional classroom setting. Kindle Farm uses a unique approach of strong relationships, a low student to staff ratio, and hands-on learning experiences to engage these students, many of whom are able to return to their sending schools after learning new skills.

***Developmental Services (DS):*** The DS program provides services to people with developmental disabilities and their families. Services are available to people of all ages who have been found eligible, and each person served receives an individualized program to meet their unique needs.

***Residential Services:*** HCRS offers residential care including short term crisis stabilization, intensive residential care, and therapeutic community residential services. Each program is specifically designed to offer individuals an appropriate level of care to support their personal recovery and wellness needs.

***Emergency Services:*** This team has a very specific mission to act quickly in critical situations. Specially-trained mental health professionals are available 24 hours a day for emergencies. Anyone may use this service when an emergency arises including individuals of any age, family or friends of an individual in crisis, hospitals and nursing homes, police, schools, clergy, businesses, and other community agencies.

We thank the Board and the citizens of Westminster for your past support and for your continued interest in Health Care and Rehabilitation Services of Southeastern Vermont.



## Our Place Drop-In Center

2021

Our Place is a day time drop-in-center that provides help with food and other essential needs in a non-judgmental, safe and respectful atmosphere.

People who need assistance with food and other basic human needs are trying to make ends meet on a very low income. Some families need our assistance temporarily, while others need help every month to ensure they have enough food to nourish themselves and their children. Most of the households we serve must pay more than 40% of their income for rent or mortgage and utilities. About 60% of the people who need our help are elderly or disabled and not able to work; these people are living on a fixed income from Social Security retirement or Social Security disability insurance and have an average annual income under \$18,000. Most families with children have at least one working parent and for children who are not in school the cost of childcare is high. A family's food budget is the only place to cut back while they meet all their other financial obligations such as rent, heat, car payments and repairs.

Our employees and volunteers work year round to collect, sort, safely store and distribute enough nutritious food to ensure that no person in our area suffers from food insecurity. Last year we distributed about 190,000 pounds of food to the community through our community meals (now served as to go meals), food pantry and senior home grocery delivery programs.

During the last year, our food pantry program provided nutritious food to 36 different households with 86 people residing in Westminster. The food we offer includes fresh produce, milk, orange juice, frozen meat, canned tuna, vegetables, fruit, shelf stable juice and soups, pasta and cereal. We are serving more meals than ever before (prepared and packaged as to go meals) with an increase from an average of 50 a day last year to 90 a day in recent months.

We are grateful for the financial support that the residents of the Town of Westminster provide to Our Place each year. We thank the many members of our community for supporting our work and are grateful for every donation of food, money and volunteer time.

Sincerely,

The Board of Directors and Employees of Our Place Drop-In Center.



In FY21, with your support, Parks Place Community Resource Center was able to remain flexible and offer programming and services to our community that reflected the ever-changing circumstances of living through a global pandemic while simultaneously actively trying to better the lives of people in our surrounding towns and villages.

Our community faces new challenges in accessing the resources they need to make these changes and our most important work here at Parks Place has been to stay ready to meet the community's needs in the face of changing circumstances and new barriers brought on by COVID 19.

Some of our proudest moments in the past year include establishing a virtual meeting computer lab to erase the barrier of low or no WIFI access for meetings with social service agencies. The computer lab has been used multiple times for virtual job interviews, as well, and we're happy to report that several new careers have been launched from the humble halls of Parks Place during this era of constant change and flux.

COVID has also placed unprecedented strain on working families, resulting in much higher use levels of our diaper bank compared to previous years. Because of higher demand for diapers and hygiene supplies for babies and young children, Parks Place facilitated a community diaper drive with Chroma Technology that brought nearly 10,000 diapers into our Time for a Change Diaper Bank.

We were also to start a new tradition this year, our Back-to-School Neighborhood Block Party, which kicked off the new school year this past August. We closed down School Street extension on a Saturday afternoon, fired up the Cota & Cota grill with free hotdogs and burgers, and welcomed families to play free carnival games, earn prizes, and interact with more than a dozen community service agencies with potentially life-changing programs. It was a smashing success and hopefully the first of many.

2021 also marks the return of a holiday toy program at Parks Place. We're partnering with neighboring businesses to help bring holiday toys to the hands of community families this winter season.

When our early founders Catherine Davignon, Gloria Dawson, Andy Broderick and founding director Barbara Ternes opened the doors to Parks Place in 1995, their mission was clear--to provide the community a warm, homey space where individuals and families could face their challenges and problems with help from agencies, counselors, and more.

Parks Place Community Resource Center now has more than a quarter of a century, twenty-six years and counting, of being the hub of the Greater Falls community that provides a place for collaboration, education, problem-solving and horizon expanding for every resident in our surrounding towns and villages.

We've been here the whole time and will continue to be here with your support.  
Thank you for letting us do what we do!  
With Gratitude,

Megan Applegate & Julie Cermola  
*Executive Director*      *Office Manager*





PO Box 584, Saxtons River, VT 05154  
www.windmillhillpinnacle.org  
WHPAtrails@gmail.com

### **For 2021 Annual Report**

The Windmill Hill Pinnacle Association was formed 30 years ago to ensure public access to the Pinnacle peak and cabin and to honor the late Jamie Latham, who had grown up in Westminster West. At about 1,683 feet, the Pinnacle is the highest and most scenic peak in the town of Westminster, with views on a clear day stretching to Mount Greylock in Massachusetts to Equinox Mountain and Killington.

Today, our mission is to maintain a series of trails while protecting more than 2,700 acres in six towns—Athens, Brookline, Grafton, Rockingham, Townshend, and Westminster.

The Pinnacle network includes more than 26 miles of trails for people to hike, bike, and enjoy nature, both along the Windmill Ridge and other conserved land in Grafton and Athens to the west and the Bald Hill Reserve to the east in Westminster.

The lands we hold are protected in perpetuity through conservation easements, most held jointly by the Vermont Land Trust and the Vermont Housing and Conservation Board. WHPA is committed to making the land available as an educational and inspirational resource to individuals and to local public and private institutions. Hunting is also allowed on most Pinnacle property.

The WHPA is a volunteer non-profit 501(c)(3) organization with over 1,300 members. Last year the Pinnacle paid almost \$12,000 in property taxes on the land it is protecting and keeping open to the public.

### **Accomplishments in 2021:**

— The WHPA acquired the 615-acre Massey property in Brookline, Athens, and Townshend, helped both by local donations and grants from groups interested in protecting open land.

Now known as Lily Pond Highlands, the parcel is just west of the Pinnacle ridgeline, directly within view of the Pinnacle summit, and is part of a high-priority block of habitat in the Grassy Brook headwaters. The land includes bear and moose habitat and two pristine ponds that are home to beaver colonies, a heron rookery, and several species of ducks.

— As part of our educational mission, the WHPA sponsored a naturalist from The Nature Museum in Grafton who provided programming on the trails for students from the Westminster Center School. In addition, students from the Compass School worked

on trail maintenance on the Bald Hill trails, under the direction of Compass teacher Ron Bos-Lun.

— Working with West Hill Shop and High Meadows Farm, Pinnacle volunteers helped host the annual West Hill Grinder in late September, drawing more than 90 people from New England who biked Pinnacle trails and routes in Windham County.

— The Pinnacle sponsored several events to get people into the woods or onto the Windmill Ridge, including a Bald Hill hike in November; the annual Accessibility Day offering rides to a spot on the ridgeline with sweeping views, for people who are unable to hike; and an Athens Dome loop walk in October.

— While also ensuring COVID-19 precautions, the WHPA reopened the Pinnacle shelter for hikers and for overnight stays, with a reservation.

— The WHPA annual meeting included a video recounting the dedication of the Jamie Latham trail and an interview with Libby Mills and Rosalyn Shaoul, board members and authors of *The Windmill Hill Pinnacle Association's Story: How did they get all that land?* (copies of the book are available for a \$25 donation).

— After heavy rains and washouts, road repairs were undertaken and waterbars were upgraded near Paul's Ledges and Old County Road.

— The WHPA completed a strategic planning process and welcomed two new board members, Nora Gordon and Sean Long.

Thank you for your interest in our organization. We hope you can enjoy the WHPA trails.

For more information: email [whpatrails@gmail.com](mailto:whpatrails@gmail.com), visit the website

[www.windmillhillpinnacle.org](http://www.windmillhillpinnacle.org), or follow us on Facebook @windmillhillpinnacle.

To reserve the shelter at the Pinnacle overnight, call 802-376-8365. Shelter reservations are mandatory.



Senior Solutions, Council on Aging for Southeastern Vermont, Inc. has served the residents of Westminster and Southeastern Vermont since 1973. We have offices in Springfield (main office), Windsor and Brattleboro. Our mission is to promote the well-being and dignity of older adults. Our vision is that every person will age in the place of their choice, with the support they need and the opportunity for meaningful relationships and active engagement in their community.

Our mission and vision have guided us throughout the COVID crisis. All our programs except group wellness and group dining activities have remained operational subject to reasonable precautions. Over the past eighteen months we have built a new cohort of volunteers helping people with groceries, food distributions and other needs. We continue to collaborate closely with local aging-in-place, Cares and Mutual Aid groups to help assure needs are being met in local communities.

Supporting caregivers is an important part of our work. We help them assess needs and options, connect with resources and local programs, and provide short-term respite for those who are caring for loved ones.

As we all know, the population of older adults in Vermont is increasing and so are the many costs associated with providing services. Financial support from the towns we serve is critical as are the voluntary contributions from clients, to help support the services they receive.

We work to develop programs to meet evolving interests and needs. This past year our Friendly Visitor and Vet-to-Vet volunteer visitor programs grew significantly. We offer the HomeMeds program that screens older adults for medication problems such as drug interactions or harmful side effects. Our aquatics programs for arthritis are very popular. We train volunteer instructors in Tai Chi for falls prevention and counselors for our PEARLS home-based program for people with mild depression. We provide financial support for training of volunteers interested in teaching classes in their community or starting new evidence-based wellness programs. Wellness programs are available to anyone 60 and over in Westminster and throughout our service area of greater Windsor and Windham counties.

**This is a summary of services provided to Westminster residents in the last year (7/1/2020 - 6/30/2021).**

**Information and Assistance:** 56 Calls or Office Visits. Our HelpLine (1-802-885-2669 or 866-673-8376 toll-free) offers information, referrals and assistance to older Vermonters, their families and caregivers to problem-solve, plan, locate resources and obtain assistance with benefits and completing applications. Callers were assisted with applying for benefits, health insurance problems, housing needs, fuel assistance and many other services. Extensive resources are also on our web site at [www.seniorsolutionsVT.org](http://www.seniorsolutionsVT.org).

**Medicare Assistance:** 15 Calls or Office Visits. Westminster residents received assistance with Medicare issues through our State Health Insurance Assistance Program (SHIP). SHIP provides Medicare education



and counseling, orientation classes for new Medicare enrollees, and assistance in enrolling in Part D or choosing a drug plan.

**In-Home Social Services:** We provided 5 seniors with in-home case management or other home-based assistance (totalling 68.5 hours) to enable them to remain living safely in their homes. Often minimal services can prevent nursing home placement. A case manager works with an elder at home to create and monitor a plan of care, centered on the individual's personal values and preferences. Many people would not be able to remain in their homes if not for the services of Senior Solutions. We also investigate reports of self-neglect and provide assistance to those facing challenges of abuse, neglect, or exploitation using a community collaboration approach.

**Nutrition services and programs:** 5 residents received 672 Meals on Wheels provided by Kurn Hattin. We financially support these home-delivered meals, as well as the community meals at the Congregational Church via Westminster Cares.

Senior Solutions administers federal and state funds that we provide to local organizations to help them operate senior meals programs and provide food safety, quality monitoring and oversight. However, these funds do not cover the full cost of providing meals, so local meal sites must seek additional funding. Senior Solutions does not use town funding to support the senior meals program, nor do we benefit from any funds that the town gives to local meal sites. Senior Solutions provides the services of a registered dietician to older adults and meal sites. Assistance is also provided with applications for the 3SquaresVT (food stamp) program.

**Volunteer Visitors:** Senior Solutions provides volunteers who serve isolated older Vermonters through home visits, telephone reassurance, and help with shopping and other errands. Our Vet-to-Vet program matches Veteran volunteers with Veteran recipients. Our volunteers provided 0.5 hours of service to 1 resident.

**Caregiver Respite:** Through grants we provide respite assistance for caregivers of those diagnosed with dementia or other chronic diseases.

**Transportation:** Senior Solutions provides financial support and collaborates with local and regional transit providers to support transportation services for older Vermonters, that may include a van, a taxi, or a volunteer driver. Special arrangements can be made for individuals without Medicaid who require medical transportation.

**Special Assistance:** Senior Solutions provides flexible funds that can help people with one-time needs when no other program is available.

**Other Services:** Senior Solutions supports a variety of other services including health, wellness and fall prevention programs, legal assistance (through Vermont Legal Aid), assistance for adults with disabilities, and home-based mental health services.

Our agency is enormously grateful for the support of the people from the Town of Westminster.  
Submitted by Mark Boutwell, Executive Director



## Southeastern Vermont Community Action

Southeastern Vermont Community Action is an anti-poverty, community-based, nonprofit organization serving Windham and Windsor counties since 1965. Our mission is to *empower and partner with individuals and communities to alleviate the hardships of poverty; provide opportunities to thrive; and eliminate root causes of poverty*. SEVCA has a variety of programs and services to meet this end. They include: Head Start, Weatherization, Emergency Home Repair, Family Services (crisis resolution, fuel, utility, housing and food assistance), Micro-Business Development, Vermont Matched Savings (asset building & financial literacy), Ready-for-Work (workforce development), Volunteer Income Tax Assistance, VT Health Connect Navigation, Thrift Stores, and a Community Solar program.

In the community of Westminster we have provided the following services during FY2021:

**Weatherization:** 22 housing units (35 people) were weatherized at a cost of \$100,945.

**Emergency Heating System Replacement:** 9 homes (16 people) received heating system repairs or replacements at a cost of \$18,833.

**Micro-Business Development:** 2 households (5 people) received counseling, technical assistance And support to start, sustain or expand a small business, valued at \$3,373.

**Navigator:** 1 household (1 person) received assistance navigating for Health insurance or needed social services, valued at \$94.

**Tax Preparation:** 29 households (42 people) received tax credits & refunds totaling \$41,945 and other benefits valued at a total of \$9,336.

**Family Services:** 27 households (58 people) received 82 services valued at \$1,511 (crisis resolution, financial counseling; nutrition education; referral to and assistance in accessing needed services).

**Fuel & Utility Assistance:** 18 households (35 people) received 28 assists valued at \$31,939.

**Housing Assistance:** 3 households (5 people) received 2 assists valued at \$3,722.

**Thrift Store Vouchers:** 3 households (14 people) received goods and services valued at \$370 **Solar**

**Energy Assistance:** 1 household (2 people) received a total of \$345 in energy credits on their electric bill to reduce their energy burden

Community support, through town funding, helps to build a strong partnership. The combination of federal, state, private and town funds allow us to not only maintain, but to increase and improve service. We thank the residents of Westminster for their continued support.

Stephen Geller, Executive Director  
Southeastern Vermont Community Action (SEVCA)  
91 Buck Drive, Westminster, VT 05158  
(800) 464-9951 or (802) 722-4575  
[sevca@sevca.org](mailto:sevca@sevca.org)  
[www.sevca.org](http://www.sevca.org)



Dialing 2-1-1 [ ] Texting [ ] Zip code 898211

Vermont 2-1-1 800.452.7331

[illegible]

Ôæ/2-1-1 [ | Áæx̣ṭ ^ [ ^ | Ázip code to 898211 { | Áç | ^ áæ Á ^ á • Áç á á Á  
 áã-æ | áç ^ Áç ð ð Í | Á | Á È Í È Í Ç È Í Á || È ^ Á Á Á ^ { [ ] ç | Á È Ç È Í Ç  
 Í Î È Á | { Á ^ ç Á Á ^ { [ ] Ç Á

Ù^æ&@Á|Á^|{[]áGËË-æÁ[~|Á@}^qÁæ]Áç|ÁÁ

œ [ Áã ãÁ È^ { [ } œ G F È ! \* Á



THE VERMONT CENTER FOR INDEPENDENT LIVING  
TOWN OF WESTMINSTER  
SUMMARY REPORT

For the last 42 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'21 (10/2020-9/2021) 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 **186** individuals to help increase their independent living skills and **4** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **141** households with information on technical assistance and/or alternative funding for modifications; **65** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **74** individuals with information on assistive technology; **42** of these individuals received funding to obtain adaptive equipment. **497** 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 **35** people and provided **24** 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 418 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 (computers for tele-med appointments, cleaning supplies, etc.).

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.

During FY'21, **9** residents of **Westminster** received services from the following programs: (over **\$14,900.00** spent on home modifications for residents)

- Home Access Program (HAP)
- Meals on Wheels (MOW) (over **\$2,000.00** spent on meals for residents)
- RISE Fund (Resilience and Independence in a State of Emergency) (**\$2,600.00** spent on pandemic related needs)
- Information Referral and Assistance (I,R&A)

# 2021 Local Health Annual Report

Twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters. Additional information about your local health office and related programs can be found at <https://www.healthvermont.gov/local>.

## COVID-19

It has been almost two years since the COVID-19 pandemic began, and in response, our families, schools, businesses, first responders, and countless other groups have worked to better protect the health of our communities. Together we ensured towns had access to the vaccine, testing, and other services needed to make more informed decisions about their health. As of December 1, 2021, approximately

- 494,000 Vermonters received at least one dose of COVID-19 vaccine.
- 546,055 people have been tested and a total of 2,570,835 tests completed.
- Many COVID-19 resources are now provided in over 20 different languages.
- Up-to-date information, including town-level data can be found on the Health Department's website: <https://www.healthvermont.gov/covid-19/current-activity>.

## Public Health Programs

In addition to COVID-19 response efforts, Local Health offices continue to provide health services and programs to Vermont communities, including but not limited to

- In collaboration with Town Health Officers and other local partners, we help Vermonters better understand the relationship between their environment and their health at a time when more of us are spending time at home with our families. Find information about environmental health and lead, asbestos, toxic chemicals, child safety, food safety, climate change, drinking water, and more at <https://www.healthvermont.gov/environment>.
- The WIC nutrition program continues to provide primarily remote access to services with phone appointments. In 2021, an average of approximately 11,300 infants, children, and pregnant, postpartum, and breastfeeding people were served by WIC in Vermont each month.
- As of November 23, 2021, 193,000 flu vaccine doses have been administered. Protecting people from influenza continues to be particularly important as the flu may complicate recovery from COVID-19.

Thank you to everyone involved in supporting these efforts. We look forward to what 2022 brings, to seeing you in the community, and encourage you to stay in touch with us.



Dartmouth-Hitchcock Health

## **VISITING NURSE AND HOSPICE FOR VT AND NH**

### ***Home Health, Hospice and Pediatric Services Westminster, VT***

Visiting Nurse and Hospice for Vermont and New Hampshire (VNH) is one of the oldest and largest non-profit providers of in-home healthcare services in the region. VNH is committed to providing the highest quality care throughout all stages of life, from maternal child care to end of life hospice care, and everything in between. Providing individuals and families with the care they need within the comfort of their own home allows them to maintain comfort and dignity throughout their time of care.

VNH services reduce costs associated with town programs for emergency response and elder care. With quality care provided at home, there is less need for costly hospital and emergency room trips. And with VNH support, residents can age in place rather than relocating to a state or local nursing home.

Between July 1, 2020 and June 30, 2021 VNH made 717 homecare visits to 51 Westminster residents. This included approximately \$29, 173 in unreimbursed care to Westminster residents.

- **Home Health Care:** 442 home visits to 42 residents with short-term medical or physical needs.
- **Long-Term Care:** 16 home visits to 6 residents with chronic medical problems who need extended care in the home to avoid admission to a nursing home.
- **Hospice Services:** 216 home visits to 5 residents who were in the final stages of their lives.
- **Skilled Pediatric Care:** 43 home visits to 3 residents for well-baby, preventative and palliative medical care.

VNH serves many of Westminster's most vulnerable citizens – the frail elderly and disabled, at-risk families, people with terminal illnesses, children with chronic medical needs, and the uninsured and underinsured. We are dedicated to delivering outstanding home health and hospice services that enrich the lives of the people we serve.

Over the past year this has included many telehealth visits for which we did not receive reimbursement. It is with your help that we are able to provide services like this to those in need. Westminster's annual appropriation to VNH helps to ensure that all have access to quality care when and where it is needed most. On behalf of the people we serve, we thank you for your continued support

Sincerely,

Hilary Davis, Vice President, Strategy Management (1-888-300-8853)



*VT-ALERT is Powered By*



VT-ALERT is used by the state and local responders to notify the public of emergency situations. Those include, but are not limited to, evacuation information; chemical spills; shelter-in-place alerts; severe weather advisories; boil water advisories, and roadway interruptions. Residents can tailor the alerts to specific locations, types of alerts and on which devices they will be notified.

Vermont Emergency Management has partnered with Everbridge to provide Vermonters with enhanced capabilities to prepare themselves for emergencies, including:

- Users can download, and receive alerts via the Everbridge mobile app or continue to get them via SMS/TEXT, E-Mail, Mobile Phone, Work or Home Phone, and TTY/TDD Devices.
- Users can prioritize notifications by specifying the order of communication type and method.
- VT-ALERT also allows users to list up to five (5) additional locations in Vermont for which they want to receive alerts. These locations may include, for example, towns where other family members live, or where children attend school.

Vermont Emergency Management launched VT-ALERT in 2013 as a means of reaching Vermonters directly with emergency information via their cell phones, email, or home phones. The system allows users to choose which alerts they receive, how they receive them, and for which specific geographic area.

Website: [vtalert.gov](http://vtalert.gov)





*The mission of Westminster Cares is to create opportunities for seniors and adults with disabilities to live with independence and dignity in the community.*

**TOWN REPRORT 2021:** As the pandemic entered its second year, Westminster Cares renewed their commitment to continue finding ways to safely provide services and support to senior residents of our town and adults with special needs. Throughout the year, our Board of Directors monitored COVID-19 state and local guidelines, including Vermont Dept. of Health and Vermont Dept. of Aging and Independent Living recommendations. As nearly everyone we serve is in the high-risk category due to age and/or underlying medical conditions, some of our programs and services needed to remain “on hold” in order to protect the safety of participants and clients. Our Community Nurse continued to work closely with the Board and the Director to put protocols in place to keep clients, volunteers and our community as safe as possible during this ongoing public health emergency.

Many of our healthy aging classes and groups had been transitioned to online platforms such as WebEx and Zoom so that they could continue virtually. During the warmer months, our Healthy Aging Group was able to meet in person outdoors; they were safely distanced and masked. The Board did not re-open Monthly Senior Lunches due to safety concerns of congregate meals.

Our primary goal was to focus our resources and volunteer efforts on feeding seniors and adults with disabilities through our home-delivered Meals-on-Wheels Program. We continued our “no contact” meals delivery protocol in order to protect the safety of both our clients and volunteers. The requests for home-delivered meals remained high throughout the year. We continued to need two delivery routes per day (Monday-Friday) which requires two volunteers each day. We were incredibly grateful to have additional community members offer to volunteer and to utilize the services of both the Kurn Hattin kitchen and the Bellows Falls Senior Center kitchen to accommodate the need. Over 5,000 nutritious meals were distributed throughout the year with volunteers delivering Meals-On-Wheels five days a week to between 21-26 individuals daily. In addition to daily hot lunches, approximately 1,200 frozen entrees were also provided to those needing weekend meals. This was only possible due to the generosity of Westminster West community member, Sharon Boccelli,

Westminster Cares adapted other services as well. We continued to offer grocery and pharmacy shopping assistance throughout the year so that those most vulnerable could remain at home and not travel to stores. In place of in-home visits, Westminster Cares organized “friendly phone visits” for those in the community who wanted to be contacted periodically by a volunteer. Our part-time Community Nurse, Debbie Brookes, has been available throughout the pandemic (by phone) to answer questions and provide support regarding COVID-19 and a wide range of topics. She has been averaging between 8-28 client calls per month. As hospitals resumed elective surgeries, we re-opened our Equipment Loan Program in April and have loaned out over 50 pieces of medical equipment.



We had hoped to safely honor the town's elder residents, (those 90 years and older), at the annual Celebration of Aging event which was planned for early October. Unfortunately, due to rising COVID cases in the surrounding area, this event had to be postponed at the last minute but has been rescheduled for Spring 2022. There are currently fourteen Westminster residents who are 90 years and older. On the day of the event, Board members made in-person visits to honorees to thank them for their community involvement and deliver flowers and treat-filled bags.

The following community members served on our Board of Directors in 2021: Lori Larue, president; Pete Harrison, vice-president; Miriam Lanata, treasurer; Regina Borden, secretary; Kathy Elliott; Pat Goodell; Doug Oftedahl, Don Dawson and Cindy Moses. At the Annual Meeting, Cindy Moses was elected to the board for a three-year term. After serving for three full terms, (nine years), Heidi Anderson ended her board service. She will continue to serve on several committees. Community members Eileen Deutsch and Claudia Giese also serve on board committees as non-board members. Karen Walter continues to serve as board member emerita.

Westminster Cares is extremely grateful to receive significant financial support from the town; a community annual appeal; individual, corporate and memorial donations; and reimbursements through Senior Solutions. Although 2021 has been a challenging year and the pandemic forced us to cancel our major fundraising event, (the Garden Tour), for the second year in a row, we have been extremely fortunate to receive funding from several organizations and private family foundations such as, the George A. Dascomb Trust, and the Woodtiger Fund. A grant from the Thomas Thompson Trust continues to fund our Community Nurse Program for another year. We are appreciative of all the financial support that enables us to fulfill our mission. We are truly grateful for the thousands of hours volunteers donate each year to carry out our mission; especially given the pandemic.

In the coming year Westminster Cares will continue to adapt to these uncertain times, offering programs and services that meet the changing needs of our aging population in Westminster. Thank you for supporting our work in the community during such challenging times.

Respectfully submitted,

*Donna Dawson, Director and the Westminster Cares' Board of Directors*  
Westminster Cares, Inc.  
wecares@sover.net  
1.802.722.3607  
[www.westminstercares.org](http://www.westminstercares.org)

# *Westminster Gazette*

The Westminster Gazette, an eight page newspaper for the residents of Westminster, celebrated it's Eighteenth year in 2021. It is a non-partisan, non-profit publication, run by volunteers dedicated to sharing information about the happenings in and around Westminster. Approximately 1,400 copies of the Gazette are sent to all residents of Westminster, and volunteers deliver the paper to local businesses, schools and libraries in Westminster, Putney, Walpole and Bellows Falls. It also serves as low cost advertising for local businesses and organizations to promote events. Press releases for non-profits are always free.

We continue to be pleased with our publisher, The Keene Sentinel. The paper is now clearer and larger and has allowed for more space for articles and advertisers. The Keene Sentinel does charge a \$50 per month fee to deliver the papers to the post office. To keep expenses down, we have a dedicated group of volunteers who travel to Keene every month to pick up the bundles to deliver to the Westminster and Putney Post Offices. This saves us \$600 per year.

The community supplies the content for the paper and anyone is welcome to submit articles of interest to [westminsternews@gmail.com](mailto:westminsternews@gmail.com). We appreciate those individuals who contribute regular articles adding to the variety of content. Gazette submissions must be limited to 500 words and will be reviewed for content that fits within the paper's policies and available space. Pictures are always welcome-especially Mystery Photo entries. If you are not receiving a copy, please e-mail the Gazette.

The Gazette relies on the financial support of the Town of Westminster, advertisers, underwriters and donors. Current underwriters (who donate \$300 or more annually) include Kurn Hattin Homes, Town of Westminster, Burtco, Inc., Westminster Cares, Sojourns Community Health Clinic, The Dascomb Trust, K Beebe Plumbing and Heating, American Wealth Administration Group and Westminster Fire & Rescue Association. We would welcome additional underwriters to help offset expenses including rising postal costs. Businesses that advertise on page eight are featured annually in a section known as the "Business of the Month." We do ask non-residents to pay \$10 annually, which has helped us to balance our budget.

Despite the ongoing challenges faced due to COVID-19, the Gazette has continued to thrive as we attempt to share all that is good about our community. Many residents of Westminster have limited access to computers, cellphones and social media and they rely on the Gazette for local news and event listings. We greatly appreciate our business advertisers who continued advertising regardless of whether they had disruptions in their ability to stay open during the pandemic.

Current members of the board include Charmion Handy, Chairwoman; Donna Dawson; Alma Beals, Treasurer/Book keeper; Joyce Sullivan, Secretary; as well as Editor and independent contractor, Robert Smith. Special thanks go to volunteer Allison Deen who delivered the monthly paper to local businesses in the greater Rockingham area-during the pandemic. The Gazette has many opportunities for 2022 and is actively seeking an additional board member and a volunteer to help deliver the paper in the community. The group meets the second to last Monday of the month at the Institute or by video at 5:00 PM. Visitors and donations are always welcome. Thanks to everyone for your continued support.

Charmion Lea Handy ~ Chair of the Board of Directors

## Windham County Humane Society Westminster Town Report July 1, 2020 to June 30, 2021

### Description of Services:

The Windham County Humane Society (WCHS) is a non-profit organization serving all residents of the towns of Windham County, Vermont. The mission of WCHS is to ensure the safety and well being of animals as well as enhancing the relationship between individuals and pets through adoption, education, advocacy, compassion and promotion of animal welfare.

### Animal Intake numbers 2,208 animals were served by WCHS

- 1,627 animals were seen at our Wellness & Spay/Neuter clinics
- 196 animals were surrendered by their owners
- 15 animals that were adopted out were returned to WCHS
- 9 animals were seized by law enforcement
- 209 animals were brought in as strays
- 152 animals came as transports from regions of the country where the euthanasia rate is high due to overpopulation

### Outcomes

- 393 animals were adopted
- 76 animals were reunited with their owner
- 37 animals (7%) were euthanized for health or behavior issues. *WCHS does not euthanize for time or space.*
- 51 Animals were euthanized for owners who could not afford veterinary clinic fees for this service
- 6 animals died in care
- 6 animals were transferred to other animal welfare organizations
- 5 animals were dead on arrival.

The average length of stay for animals was 16 days. Total expenses were \$506,679

### Spay/Neuter

WCHS hosts spay/neuter clinics for income eligible residents of Windham County. A simple application is required. WCHS provides financial assistance to applicants who can't afford the fees and provides spay/neuter at no charge for free-roaming, un-owned cats. All animals adopted out from WCHS are spayed/neutered, up-to-date on vaccines and microchipped. **In 2020-21, WCHS spayed/neutered 718 cats, 176 dogs and 21 rabbits owned by Windham County residents as well as 52 un-owned community cats.**

### Pet Care Assistance

This program provides veterinary care at low-to-no cost to income eligible pet owners. During COVID-19, we extended this service to pet owners who could not get into a full-service veterinary clinic. Clients must apply and provide proof of financial need and of residency in Windham County. In 2020-21, **1,082 pet owners** received support in the form of vaccinations, surgeries, parasite control, diagnostic tests and pet food.

### From July 1, 2019 to June 30, 2020, WCHS served Westminster residents as follows:

- Spay/neuter provided for 6 cats
- Distemper vaccines for 1 dog and 4 cats
- Rabies vaccines for 7 pets
- Prescription medications and parasite control products
- 3 cats and 1 dog were surrendered to WCHS
- 1 resident was reunited with their lost pet
- 1 resident adopted a dog



## WINDHAM COUNTY SHERIFF'S OFFICE

Sheriff Mark R. Anderson  
PO Box 266, Newfane VT 05345  
Tel: (802) 365-4942  
Fax: (802) 365-4945



### Westminster Report

As Vermont forges toward the goal of an endemic with COVID-19, the Windham County Sheriff's Office continues to work on modernization of our profession as we continue to serve our community. This year, our department adopted the statewide policy which controls how force is used by our deputies as well as every law enforcement officer in Vermont; contributed to the development of the statewide policy on body worn cameras; furthered our work in de-escalation, fair and impartial policing, law enforcement response to mental health calls; all while working to support partners through changing times. This is not to say the work is done. We continue to navigate legal, interpersonal, and complex issues with stakeholders with the vested interest of getting the above work right.

We had a few new initiatives start this year, which build toward our future to serve the people of Windham County. We deployed the first all-electric law enforcement vehicle in Vermont, as part of a pilot project to examine the costs and viability. To date, we are finding an 85% reduction in operational costs of the EV compared to a gas powered equivalent. We established a civilian panel known as the Windham County Sheriff's Advisory, who is charged with providing input on the local issues important to Windham County and the operations of the department. We've begun offering the Regional Animal Control Officer (ACO) program to help assist member towns with animal control issues under the municipality's statutory responsibilities. Our ACO comes with many years of experience including as an ACO in New Hampshire and as a veterinary technician in Vermont. This is a service that we've built separate from our law enforcement capacity, with the hope that one day all towns in Windham County join as members.

We have also been navigating through a variety of financial changes and hardships. While federal funds have been allocated to state and municipal governments, county funds were re-distributed outside of the county. Additionally, the state increased our contributions to the Vermont State Employees Retirement System by 58% over last year, as policymakers toil with solutions to aid the underfunded system. Our request to leave the retirement system was denied, citing mandatory participation. We've faced increases in the cost of nearly everything along with delays in receiving necessary equipment, supplies, training, and personnel. As a result, we were left with no other solution than to either increase our hourly rates, or significantly reduce or stop providing services all together. We continue to look for funding sources, grants, and pursue legislation to help alleviate this burden.

The Sheriff's Office continues to support the interdisciplinary Consortium on Substance Use, working to resolve the opioid and substance use issues that have affected Windham County. The Sheriff's Office continues to support the following programs and initiatives: coordination with the Windham County Highway Safety Task Force; daily Are You Okay? welfare check phone calls; Police Liaison social worker program; Work Zone Safety Enforcement; and Toys for Kids. We continue to maintain secured anonymous drug disposal bin in our lobby to help the citizens of our community safely dispose of unwanted/unused prescription medications. It is the continued support of Westminster and other towns which help contribute to our ability to provide these no-cost services to Windham County as a whole.

For the 2021 fiscal year (July 1, 2020 to June 30, 2021), the Sheriff's Office was able to provide 1929.25 hours of service. The services provided included motor vehicle enforcement and response to calls for service, or calls where response would not be provided by the town's primary law enforcement agency. During the contract period, we issued a total of 174 tickets with the potential net revenue for Westminster of \$16,449. Additionally, deputies have issued 110 warnings and responded to 724 calls for service.

The Windham County Sheriff's Office is pleased to serve the people of Westminster and look forward to the upcoming year. If you have a need for our services, please don't hesitate to contact our office at 802-365-4942 for non-emergencies or 911 for emergencies.

Respectfully submitted,

Sheriff Mark R. Anderson



## **The Windham Regional Commission**

The mission of the Windham Regional Commission (WRC) is to assist towns in Southeastern Vermont to provide effective local governance and to work collaboratively with them to address regional issues. The region is comprised of 27 member towns: the 23 towns of Windham County; Readsboro, Searsburg and Winhall in Bennington County; and Weston in Windsor County.

The Commission, a political subdivision of the state, is composed of and governed by town-appointed Commissioners. Towns choose their own representatives to serve on the Commission. After town meeting, each Selectboard appoints up to two representatives to serve on the Commission for a one-year term. Westminster is currently represented by John Jones and the second position remains vacant. Each Commissioner represents their town's interests within a regional context before the Commission, brings information from the Commission back to their town, and serves on at least one of a number of WRC committees that address regional and municipal issues and concerns. All WRC meetings are open to the public and subject to Vermont open meeting law. Committees and meeting schedules can be found on our website [www.windhamregional.org](http://www.windhamregional.org).

We assist towns with a wide variety of activities, including town plans and bylaws; community and economic development; local emergency and hazard mitigation planning, including flood hazard area and river corridor bylaw assistance; natural resources, including assisting towns with watershed restoration projects and implementation of the state's clean water law; Act 174 town energy planning; transportation, including traffic counts (automotive, bicycle, pedestrian), inventories (bridges, culverts, signs, road erosion), road foremen training, and serving as a liaison with VTrans to report damage to town road infrastructure to the state as a result of flooding; redevelopment of "Brownfields" sites (sites that are or may be contaminated by hazardous substances); review of projects submitted for review through Act 250 (land use), Section 248 (energy generation and transmission, telecommunications), and federal permitting processes; grant application and administration; training of municipal officials and volunteers across a range of topics; and mapping and geographic information system (GIS) analyses. The maps in your town office were likely produced by the WRC.

We help towns, both individually and collectively, make the most of the financial and human resources they have, assisting with projects in, between, and among towns, building and augmenting the capacity of volunteer-based town boards and commissions, and providing professional services to towns that may want to take on a project that is beyond what they can comfortably manage with their own staff and volunteers. Our relationship with towns is inherently collaborative. For instance, towns may choose to have their town plans reviewed by the Commission; town plan review and approval by the WRC is not mandatory, but is a requirement of some state municipal grant programs. The regional plan, which was readopted in 2021, is developed in consultation with member towns, reflects town plan policies, and is ultimately approved by our towns.

2021 has been a busy year. We began a collaboration with the Vermont League of Cities and Towns (VLCT) to assist towns with the American Rescue Plan Act (ARPA). VLCT is helping explain the ARPA use and reporting policies, and the WRC is helping towns think strategically about how to make the most of this once in a generation direct funding from the federal government. Among other potential uses, the opportunity exists for communities to invest in infrastructure to support the retention of existing businesses and homes, and create the capacity necessary to encourage the development of new housing. In July we assisted towns as they reported damage associated with the most severe flooding event since Tropical Storm Irene 10 years ago, and sped up the local hazard mitigation plan update process for several towns in anticipation of the federal disaster declaration. We have new capacity to support local energy plan implementation and planning, the ability to convene the region's town energy committees, and to advance climate adaptation and resilience initiatives.

Funding for the WRC is provided through contracts with state agencies, federal and other grants, and town assessments. Town assessments made up approximately 7 percent of our total budget for FY 2021, and is the only funding we receive that has no conditions placed upon it by entities beyond the WRC's borders. Each town's individual assessment makes it possible for us to leverage the resources to serve all towns. The town's assessment for this year is \$7,278 and is based upon 2020 Census data. To see our detailed Work Program and Budget for FY 2022, visit our website, [www.windhamregional.org](http://www.windhamregional.org), and click on the heading "About Us."



WINDHAM SOLID WASTE MANAGEMENT DISTRICT  
327 OLD FERRY ROAD, BRATTLEBORO, VT 05301  
(802) 257-0272 FAX (802) 257-5122  
[www.windhamsolidwaste.org](http://www.windhamsolidwaste.org)

## ANNUAL REPORT TO MEMBER TOWNS December 2021

**Bob Spencer, Executive Director**  
**John Fay, Programs & Operations Manager**

**History and Current Status:** The Windham Solid Waste Management District (WSWMD) was formed in 1988 with eight member towns. These towns cooperatively managed a 30-acre landfill on Old Ferry Road, Brattleboro, which closed in 1995. A regional materials recycling facility (MRF) was constructed adjacent to the closed landfill and processed dual-stream recyclable materials for 20 years until it stopped operating in 2017. Seven towns, Dover, Jamaica, Readsboro, Townshend, Stratton, Wardsboro, and Wilmington operate transfer stations, and their trash and recycling haulers now collect recyclable materials for processing, primarily at the Casella MRF in Rutland. Three towns, Brookline, Halifax, and Marlboro provide 24-7 drop-off sites for recyclables. Three towns, Brattleboro, Vernon, and Westminster provide residential curbside trash and recycling collection. Five towns, Dummerston, Guilford, Newfane, Putney, and Somerset do not provide any trash or recycling services. The WSWMD website has a map showing the services provided by each town. This year, WSWMD also prepared a summary of solid waste and recycling services for each member town to post on its website.

**Roll-Off Containers Donated to Towns:** When the MRF closed in 2017, the recycling roll-off containers that WSWMD had provided to its member towns were no longer hauled and processed by WSWMD. In 2017 WSWMD loaned the containers to towns that wanted them, and in 2021 WSWMD transferred ownership of the roll-off containers, at no charge, to Brookline, Halifax, Jamaica, Marlboro, Readsboro, Townshend, and Wilmington. This saves those towns the cost of renting containers from their contract hauler.

**Financial Report:** WSWMD finished fiscal year 2021 with a budget surplus of \$79,534, and total revenues of \$1,293,227, off-setting total expenses of \$1,213,693. The annual assessment to member towns was kept the same as the prior year, although each town's respective assessment varied due to population changes using the new census figures. The annual budget now includes a capital reserve fund for equipment replacement.

**Transfer Station:** The COVID-19 pandemic has demonstrated that WSWMD provides "essential services," and has continued full-scale operation. The staff stepped up to keep the transfer station operating with significant new safety protocols. Only the ever-popular Swap Shop suspended operation in 2020 but re-opened in May 2021 with new safety protocols.

The transfer station is a regional drop-off center for landfill materials, recyclables, organics/food scraps, construction & demolition debris, scrap metal, and appliances. The transfer station diverts 76% of all materials to recycling and composting, including electronics, fluorescent tubes, ballasts, lead-acid and household batteries, waste oil and oil filters, oil-based paint and other paint products, sharps, textiles, books, and tires. Use of the transfer station is limited to residents and businesses from member communities and requires the purchase of an access sticker for \$40/year. The cost for trash disposal is \$3.00 per 33-gallon bag, or \$155/ton.

**Materials Recovery Facility (MRF):** The WSWMD MRF closed in July 2017 but continues to accept cardboard from commercial sources. Cardboard is baled (no sorting required) and sold, generating approximately \$100,000 of revenue per year.

**Trucking:** Since closure of the MRF in 2017, WSWMD no longer collects recyclable materials from member towns, but retained a driver with a Class A CDL license that allows WSWMD to self-haul recyclables from our transfer station, scrap metal, and wood chips for the composting operation.



**Composting Facility:** Of all recyclable materials handled by the District, the only ones that are reused locally are food scraps and yard debris. The food scrap composting facility is in its 8th year of operation and is the 2nd largest food scrap composting facility in Vermont. As the food scrap composting mandates of Act 148 have been phased in, the total quantity of food scraps processed at the site have increased each year, and in 2021 were projected to exceed 2,000 cubic yards per year, the maximum allowed by the state permit. About 50% of the food waste is from the Town of Brattleboro curbside collection program, and the balance from commercial and institutional sources brought to the compost site by private trash haulers. In April, Vermont Bread Company closed its manufacturing facility in Brattleboro, and WSWMD diverted Keene State College to another composting facility, and as a result the permit capacity will not be exceeded in 2021.

The District is evaluating technologies and costs to meet state permit requirements for a larger capacity permit. The District sold more than 3,000 cubic yards of “Brattlegrow” compost in 2021 through retail distributors, as well as for construction projects. WSWMD donates compost for school and community gardens.

**Solid Waste Implementation Plan (SWIP):** 2021 was the second year of the five-year term of the current SWIP. Household hazardous waste collection, education, and outreach, as well as numerous other requirements, are mandated by State law and contained in the District’s SWIP. Membership in WSWMD makes towns compliant with state recycling mandates.

**Solar Array:** WSWMD leases its closed and capped landfill to Greenbacker Capital who operate a 5 mega-watt solar array on the landfill. It is the largest group net-metered project in the state and has contracted for 20 years with the towns of Brattleboro, Wilmington, Readsboro, Vernon, Wardsboro, Dummerston, Halifax, and Newfane; schools in Brattleboro, Vernon, Putney, and Marlboro; as well as Landmark College, Marlboro College, and the Brattleboro Retreat. The project provides significant cost savings for municipal and school budgets. Greenbacker Capital has a 20-year lease and pays the District a minimum of \$120,290/year for use of the landfill, as well as 50% of renewable energy credits, for total annual revenue of over \$250,000.

**New HHW Depot:** WSWMD opened its Household Hazardous Waste (HHW) Depot on May 1, 2021. The facility is open by appointment one day each week from May through October. This year 326 households were served by the facility, up from an average of 260 households per year in the previous five years. The facility startup costs were paid for in part by a grant from the Vermont Department of Environmental Conservation (DEC), and operational costs are covered by a separate grant from the DEC. The Depot provides a convenient and cost-effective way for residents and small businesses to dispose of their hazardous waste.

In addition to the HHW Depot, the District provided a one-day HHW collection event on July 24<sup>th</sup> in Readsboro in collaboration with a neighboring solid waste district.

**Backyard Composting Demonstration Area:** A new teaching area has been installed at the District demonstrating different systems for composting food scraps at homes, schools, and community gardens. The District conducted three workshops in the demonstration area during 2021. The facility is available for use by schools and community organizations as well. The District also conducts composting workshops in District towns as we did in Newfane, Halifax, and Vernon.

**Business Outreach & Technical Assistance:** The District continues to promote its business resources and free technical assistance, including food scrap diversion. In 2021, WSWMD aided about 50 businesses.

**School Outreach & Technical Assistance:** The District continues to promote its school resources and free technical assistance, including food scrap diversion. In 2021, WSWMD aided 10 schools.

**Special Event Outreach and Technical Assistance:** WSWMD owns 20 sorting stations for special events that are available to towns, businesses, residents, and institutions for use at fairs, festivals, weddings, etc. In addition, WSWMD offers free technical assistance to help events reduce their waste.

## *Windham & Windsor Housing Trust*

Windham & Windsor Housing Trust (WWHT) is a non-profit organization founded in 1987, serving the residents of Windham and southern Windsor County. We provide housing for residents of low and moderate incomes, preserve and revitalize neighborhoods, help residents acquire their own homes, and generally improve the social, economic, and cultural health of communities of Windham and southern Windsor County.

*WWHT's mission is to strengthen the communities of Southeast Vermont through the development and stewardship of permanently affordable housing and through ongoing support and advocacy for its residents.*

The organization applies mission to practice through three branches: Homeownership, Housing Development, and Property Management. The **Homeownership's** Home Repair Program assisted 42 homeowners by providing low cost loans to make critical repairs. The one-to-one counseling assist 46 new homeowners in 2021 by navigating them through the purchase process to closing on their new home. The Shared Equity program has 134 homes currently and provides grants to income-eligible homebuyers to subsidize the purchase of single-family homes which lowers the cost to the homebuyer. Beyond these standard program, the Homeownership department has acted quickly to administer the State's COVID Relief Funded Rehousing Recovery Program. This program granted funding for the rehab of 79 privately owned units which were formerly offline to bring them back on the market before the close of the year to absorb the need for safe and affordable housing. The units are spread across the whole of Windham and Windsor Counties. Our new Housing Retention Program has assisted 80 renters and homeowners impacted by Covid in stabilizing their housing with access to relief funding.

**Housing Development:** WWHT develops affordable rental housing opportunities which meets the diverse housing needs of a community. This takes the form of both rehabilitation of existing housing and the construction of new apartments. At the close of 2021, the Bellows Falls Garage project broke ground. This project will introduce 27 new apartments to Downtown Bellows Falls, and contribute to the revitalization of this historic Vermont village. The Putney project entered the design phase in 2021, creating 27 new homes within the village. In 2022, WWHT is planning the rehabilitation of 26 apartments in Brattleboro and Windsor, comprising some of the oldest buildings in our portfolio. Breathing new life into these units will allow us to serve our residents into the coming decades.

**Property Management:** WWHT owns 878 residential properties and 16 commercial properties with rental apartments with over 1500 tenants. We manage the rental properties in and near Brattleboro and contract with Stewart Property Management Services for the properties in northern Windham and Windsor Counties. WWHT takes pride in the appearance of our multi-family housing and is committed to providing the staff and financial resources necessary to ensure long-term health and safety for our residents as well as preservation of property values. This includes helping tenants access rent relief funding through the State. We have accessed nearly \$500,000 of rental relief for tenants. In 2021 we brought on a full Supportive Services Department focused on increasing the wellbeing of our residents by building community, accessing resources, and empowering and engaging residents. Although WWHT is a non-profit, we pay local property taxes on our rental properties and our shared-equity homeowners pay property taxes to the Towns and Villages.

For more information, please visit us on the web at [www.homemattershere.org](http://www.homemattershere.org)





**Women's Freedom Center's  
Statement of Services  
And  
Report to the Town of Westminster**

The mission of the Women's Freedom Center is to work to end physical, sexual and emotional violence against the women and children of Windham County. The Freedom Center works to fulfill its mission by educating the community regarding the root causes of violence against women, challenging the systems that help keep it in place and by providing support and services, including shelter and safe housing, to women and their children who have experienced domestic violence, sexual assault, stalking, and dating violence. Since our beginnings in 1977, we have provided support to the survivors of these crimes, as well as consultation and educational activities to a wide range of community groups to help create a community in which violence is not tolerated.

Emergency support such as shelter, safety planning, financial assistance, and information and referral is available 24 hours a day, 365 days a year. Ongoing individual and group support for women and children; legal, medical, housing and social services advocacy; and cooperative work with other agencies are provided during the week. Due to the rural nature of Windham County and the isolation inherent in many abusive relationships, we are committed to meeting with women wherever we may do so safely. Sometimes this means assisting her to get to us and other times it means us going to her, somewhere safe in her community.

During the fiscal year July 1, 2020 through June 30, 2021, the Women's Freedom Center responded to over 2,000 hotline calls, sheltered 70 adults and their 45 children and provided thousands of hours of individual and group support, advocacy, emergency financial and housing assistance, access to legal representation, transportation and childcare to **523** survivors and their **344** children who had been abused. These figures include 8 survivors and their 5 children from Westminster. In addition, we provided 51 community outreach activities including school presentations and workshops to 545 people throughout Windham and southern Windsor County.

The Women's Freedom Center is a private, non-profit organization relying heavily on community support to provide our free and confidential services. We thank you for your Town's contribution to the Freedom Center and hope you will look at it as an investment in creating a future free from violence, something we all deserve.

Regards,

Vickie Sterling  
Executive Director  
Women's Freedom Center



## Report to the Town of Westminster

Youth Services was established in 1972. We provide transformative programs in prevention, intervention and restorative justice services for young people, individuals and families in Windham County communities. We assist over 1,000 children, youth and families annually. We help youth and young adults living in difficult circumstances learn the life skills that will assist them in living successfully on their own and as engaged and productive community citizens. Our broad array of program services available include:

- Transitioning youth in foster care to independent living as young adults
- Assistance to teens leaving home or at-risk for running away with counseling, family mediation, and housing
- Restorative justice-based programming with the Brattleboro Community Justice Center and Windham County Court Diversion & Pre-Trial Services. Program services engage with community members and referred individuals to repair harm caused by conflict and crime as an alternative to the traditional court system.
- Therapeutic case management services, support and referral
- Workforce and career development programs with one-on-one and group mentoring for high school students and young adults
- Youth Substance Awareness Safety Program- substance use prevention for youth and young adults
- Counseling services for young adults including Assessment, Intervention and Recovery
- Youth-led screen printing business start-up named DemoGraphiX

This year, we respectfully request \$2,250 from the Town of Westminster to help fund our agency's services. We served 20 residents from Westminster during Fiscal Year 2021 and remain available to provide services in the future. Your continued support is beneficial to the children, youth and families in your town.

For additional information please see our website at [www.youthservicesinc.org](http://www.youthservicesinc.org), call 802-257-0361 or email [info@youthservicesinc.org](mailto:info@youthservicesinc.org). Thank you for your consideration of this request.

Russell Bradbury-Carlin  
Executive Director

*Transforming Lives, Inspiring Futures*

# *Westminster Community Schools*



*301 School Street, Westminster, VT 05158*

*(802) 722 3241*   *Phone*

*(802) 722 9536*   *Fax*



January 4, 2022

Dear Westminster Community,

This year has been a test of our flexibility and perseverance. Students and families continue to adapt as we navigate the ever-changing guidance on in-person learning. Staff have been able to lean into our new learning of Responsive Classroom to build a school community that is safe, joyful, and engaging. Responsive classroom is a set of research-based practices designed to create positive school culture for students and staff. The implementation of this student-centered approach to social-emotional learning and discipline has allowed our staff to prioritize relationship building and a sense of belonging as we create learning goals throughout the year. Social-emotional learning, academic achievement, and student engagement are the top three priorities as we work to help students recover and thrive in these COVID times.

Our student body consists of 154 students in grades kindergarten through sixth. Our staff is a highly qualified and engaging team that teaches the whole student. WCS has 12 classroom teachers, kindergarten through 6th grade, 4 special educators, and 2 Title One teachers. Our wonderful paraprofessionals provide tremendous support, largely through federal funding. Our 5 Essentialists provide enriching opportunities in Art, PE, Music, and Library, and our guidance counselor and mental health clinician help address the social-emotional needs of our students. Studio Y continues to provide integrated arts opportunities for all students at the Westminster West building throughout the school year. Our maintenance staff continue to take pride in the buildings and grounds and our school nurse has played an unbelievably integral role in keeping all our school community safe this year!

Our staff continues to keep track of both our preschool community of learners and our seventh and eighth graders for whom tuition support is provided. Last year there were more than 60 Westminster 7th and 8th graders in area schools; this year there are 55. The WNESU provides preschool services in the Center building 5 days a week and we offer an after school program five days a week as well. We also identify, to the extent possible, those children being homeschooled in our community.

The Windham Northeast Union Elementary School District (WNUESD) was awarded Vermont's Farm to School Grant, which has allowed us to expand our garden, welcome chickens, and continue to develop our connection with local food sources. The mission of the farm to school program is encompassed in the 3 C's (Cafeteria, Classroom, and Community). Students have engaged in all aspects of harvest and tending to the garden. Much of our harvest is given to our school's food service program and students are able to participate in this full circle model. WNUESD was also awarded the 21st Century grant which funds our after school and summer programs. These programs provide robust enrichment and academic opportunities for all students grades K-6.

WCS has adopted a new reading system: Fountas & Pinnell Classroom. This is a resource that supports consistent and effective literacy instruction involving guided reading, phonics and word study, along with interactive read aloud. Not only are teachers embracing this new resource, but students are devouring the new

books! Students are benefiting from increased exposure to authentic, real world, text along with direct instruction at their individual instructional level.

We have personalized approaches in all academic areas, using teachers' expertise as well as standardized tests to determine each child's proficiency levels and progress. We obtained some new baseline data at the start of the school year and will be able to report more later this spring. Some children are doing better than anticipated; others are not. All are benefitting from the positive learning environment we are working to create and maintain.

Thank you, Westminster, for consistently supporting our school. I am privileged and humbled to serve our students, parents, and the community, and to work with so many wonderful educators. I truly look forward to seeing the students come through the door each day. We all look forward to the time when, post COVID, we can once again have parents and other volunteers with us more frequently in the buildings and on trips in the community with us!

Respectfully Submitted,

Liz Harty

Liz Harty

Principal



# Westminster Community Schools

Elizabeth Harty, Principal

Bridget Goodell, Administrative Assistant

[www.wnesu.com/wcs](http://www.wnesu.com/wcs)

January 2022

Dear Westminster Community:

We would like to start by acknowledging how difficult the past two years have been in these COVID times for far too many. The deaths, disruptions, fears, emotional challenges, and learning losses are real. Many children and their families have suffered deeply, and continue to do so. We also want to acknowledge and celebrate the strength of the parents, grandparents, siblings, teachers, school nurses, administrators, paraprofessionals, custodial staff, food services team, and the many we are not naming who have helped make it possible for our community's children to thrive and grow to the extent possible in these challenging times.

With that as context, we want you to know that we see this as an exciting time for our Westminster Community Schools. Our shared opportunities are numerous as are our shared responsibilities to engage, participate, and vote; to care for the children, and one another; and to keep making this a vibrant, thoughtful healthy community.

## ***Town School District Governance***

The town of Westminster's school district once again becomes fully operational on July 1, 2022, authorized by the Vermont State Board of Education with responsibility for the education of the town's children and youth and as members of the Windham Northeast Supervisory Union (WNESU). This reinstated autonomy within the WNESU occurs three full years after the State Board of Education forced the towns of Athens, Grafton and Westminster to merge into the Windham Northeast Union Elementary School District (WNUESD) and dissolved the Westminster school district.

Throughout the multi-year process that began with implementation of the state's Act 46, Westminster voters consistently voted overwhelmingly to remain a town school district, and then watched the state override the votes of the people; subsequently participated in the Athens *et al* lawsuit which ultimately went to the Vermont Supreme Court and resulted in a split decision without reinstating those forcibly merged; and then, when it appeared possible to do so, voted officially to withdraw from the WNUESD, with the support of our friends and neighbors in Athens and Grafton. In a further several-step process, the Vermont Board of Education agreed and Westminster's town school district is reinstated with authority effective July 1.

Throughout this difficult process, the education and well-being of our communities' children has remained the guiding priority. The WNUESD has functioned respectfully and collaboratively, making the best of a situation that we knew in advance would result in no cost-savings for our townspeople and could also undermine the efficacy of community involvement at each respective Town's Meeting. Strengthening our townspeople's involvement once again with the Westminster Community Schools while also working to strengthen collaboration, creativity, innovations and efficiencies throughout the supervisory union are among the goals of your elected board members—while always keeping the health, well-being and success of our community's children and youth as our highest priorities.

### ***Town Meeting, Budget and Elections***

At this Town Meeting in Westminster, there will be an opportunity once again for discussion of school-related business. You will vote on the budget for the Westminster Community Schools and related financial items. You will vote for school board members. You have already elected members of an initial Westminster school board, and last January you approved expanding the initial board from three to five members.

You may have heard or read that there have been a variety of issues affecting the WNESU business office. Even so, the boards, school principals, SU administration and staff have worked to bring you a budget for your vote. This is possible in Westminster's case because even throughout the past three years of the forced merger of Athens, Grafton and Westminster, the SU and individuals schools have kept and documented income and expenses to differentiate Athens/Grafton and Westminster. We have years of well-supported documentation of our budgets. In the meeting materials for Town Meeting, you will find the proposed budget. Despite increases out of our control, including the 6% increase in health insurance benefits for employees, the budget is in line with recent years of Westminster's portion of the WNUESD budget and lower overall. As we write this letter in January of 2022, we do not have all the information we need from the state of Vermont about tax rates; however, we anticipate being able to provide that updated information prior to Town Meeting. We feel confident the proposed budget is realistic, fair to employees, and responsibly serves the citizens of this community while providing the quality educational environment and services necessary for the community's children and youth.

### ***Additional Thoughts and Requests for Your Consideration***

Here are a few things we would like you to be thinking about:

- Westminster's teachers and staff have been loyal, strong, and competent. We believe they deserve increased compensation.
- There is significant learning loss, intensified social and emotional problems, and an exceptional lack of readiness for school among many of our youngest learners, as a number were kept out of pre-school given anxieties related to COVID and complications with childcare.
- All the children and youth in our community have tended to suffer from the lack of social interaction, and that shows up among some in lack of verbal skills, emotional outbreaks, bullying of classmates, and more, as they try to re-learn what it means to be in school with other children and teachers.
- We are looking at an extraordinary infusion of federal dollars for "COVID recovery." Those funds are awarded to the WNESU and total approximately \$18MM over a three-year period. The funds initially provided protective equipment and other immediate needs. They supported the



afterschool and summer programs. Going forward, the funds continue to help address students' learning loss, but also provide an opportunity for some COVID-related capital improvements.

**What does this community need? What are the priorities in your view?** What would be most helpful to nourish a healthy community overall, for all ages, in an amazingly beautiful and appealing environment? More childcare? An enhanced and even more accessible public pre-school? A high school that offers classes and programs in regenerative agriculture, like many of our successful locals exemplify? More community-based classes? More intergenerational learning? **Help us with your suggestions and advice. We encourage your involvement to explore these exciting possibilities.**

Westminster has a history of strong support for its schools. Overall, as a community, we have worked hard to bring that opportunity and responsibility back home to the local level. Thank you for your efforts to help make that possible. Now let's work together as a community to re-invigorate our commitment and actions in support of healthy schools for healthy children, families, and the townspeople of Westminster as well as our broader WNESU community.

With appreciation,



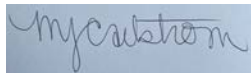
Cheryl Charles, Chair



Charles Hutchison, Vice Chair and Clerk



David Major, Member



Melissa Carlstrom, Westminster Representative, WNUESD



Elise Major, Westminster Representative, WNUESD



For FY2020, 2021, and 2022 the Budgets and Education Spending Per Equalized Pupil are from the Windham Northeast Union Elementary SD

District: **Westminster**  
SU: **Windham Northeast**

**T234**

Windham County

Property dollar  
equivalent yield

**12,937**

<--See bottom note

Homestead tax rate  
per \$12,937 of  
spending per  
equalized pupil

**1.00**

Income dollar equivalent yield per  
2.0% of household income

#### Expenditures

		FY2020	FY2021	FY2022	FY2023	
1.	<b>Budget</b> (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)	\$6,959,645	\$6,916,353	\$6,954,684	\$4,618,770	1.
2.	<i>plus</i> Sum of separately warned articles passed at town meeting	-	-	-	-	2.
4.	<b>Locally adopted or warned budget</b>	\$6,959,645	\$6,916,353	\$6,954,684	\$4,618,770	4.
5.	<i>plus</i> Obligation to a Regional Technical Center School District if any	-	-	-	-	5.
6.	<i>plus</i> Prior year deficit repayment of deficit	-	-	-	-	6.
7.	<b>Total Budget</b>	\$6,959,645	\$6,916,353	\$6,954,684	\$4,618,770	7.

#### Revenues

10.	Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)	-	-	-	-	10.
11.	<i>plus</i> Capital debt aid for eligible projects pre-existing Act 60	-	-	-	-	11.
13.	<b>Offsetting revenues</b>	-	-	-	-	13.

14.	<b>Education Spending</b>	\$6,684,655	\$6,632,904	\$6,954,684	\$4,618,770	14.
15.	Equalized Pupils	361.78	353.93	349.27	241.43	15.

16.	<b>Education Spending per Equalized Pupil</b>	\$18,477.13	\$18,740.72	\$19,912.06	\$19,130.89	16.
17.	<i>minus</i> Less ALL net eligible construction costs (or P&I) per equalized pupil	-	-	-	-	17.
18.	<i>minus</i> Less share of SpEd costs in excess of \$60,000 for an individual (per eqpup)	-	-	-	-	18.
19.	<i>minus</i> Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per eqpup)	-	-	-	-	19.
20.	<i>minus</i> Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per eqpup)	-	-	-	-	20.
21.	<i>minus</i> Estimated costs of new students after census period (per eqpup)	-	-	-	-	21.
22.	<i>minus</i> Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per eqpup)	-	-	-	-	22.
23.	<i>minus</i> Less planning costs for merger of small schools (per eqpup)	-	-	-	-	23.
24.	<i>minus</i> Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per eqpup)	-	-	-	-	24.
25.	<i>minus</i> Costs incurred when sampling drinking water outlets, implementing lead remediation, or retesting.	-	-	-	-	25.
26.	Excess spending threshold	threshold = \$18,311 \$18,311.00	threshold = \$18,756 \$18,756.00	threshold = \$18,789 \$18,789.00	threshold = \$19,997 \$19,997.00	26.
27.	<i>plus</i> Excess Spending per Equalized Pupil over threshold (if any)	-	-	2 year suspension	2 year suspension	27.
28.	Per pupil figure used for calculating District Equalized Tax Rate	\$18,477	\$18,741	\$19,912	\$19,130.89	28.
29.	District spending adjustment (minimum of 100%)	173.527% based on yield \$10,648	170.401% based on yield \$10,883	175.948% based on \$10,763	147.877% based on yield \$12,937	29.

#### Prorating the local tax rate

30.	Anticipated district equalized homestead tax rate (to be prorated by line 30) [\$19,130.89 ÷ (\$12,937 / \$1.00)]	\$1.7353 based on \$1.00	\$1.7040 based on \$1.00	\$1.7595 based on \$1.00	\$1.4788 based on \$1.00	30.
	Percent of Westminster equalized pupils not in a union school district	-	-	-	70.50%	
1.	Portion of district eq homestead rate to be assessed by town (70.50% x \$1.48)	\$1.2866	\$1.2703	\$1.3087	\$1.0426	1.
2.	<b>Common Level of Appraisal (CLA)</b>	101.79%	98.06%	95.75%	91.65%	2.
3.	Portion of actual district homestead rate to be assessed by town (\$1.0426 / 91.65%)	\$1.2640 based on \$1.00	\$1.2954 based on \$1.00	\$1.3668 based on \$1.00	\$1.1376 based on \$1.00	3.

If the district belongs to a union school district, this is only a **PARTIAL** homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage.

4.	Anticipated income cap percent (to be prorated by line 30) [(\$19,130.89 ÷ \$15,484) x 2.00%]	2.83% based on 2.00%	2.77% based on 2.00%	2.89% based on 2.00%	2.47% based on 2.00%	4.
5.	Portion of district income cap percent applied by State (70.50% x 2.47%)	2.81% based on 2.00%	2.84% based on 2.00%	2.89% based on 2.00%	1.74% based on 2.00%	5.
6.	Percent of Equalized Pupils at Bellows Falls Union High School	25.86%	25.45%	25.62%	29.50%	6.
7.	Percentage of Students at Windham Northeast Union Elementary	74.14%	74.55%	74.38%	70.50%	7.

- Following current statute, the Tax Commissioner recommended a property yield of \$13,846 for every \$1.00 of homestead tax per \$100 of equalized property value, an income yield of \$16,705 for a base income percent of 2.0%, and a non-residential tax rate of \$1.385. **THESE FIGURES USE THE ESTIMATED \$90,000,000 SURPLUS FROM THE EDUCATION FUND. I DO NOT EXPECT THAT SURPLUS WILL BE USED TO INCREASE THE YIELDS.** I would suggest using the figures provided without the surplus: \$12,937 for the property yield, \$15,484 for the income yield, and \$1.482 for the non-homestead tax rate.  
- Final figures will be set by the Legislature during the legislative session and approved by the Governor.

BUDGET UNIT	BUDGET UNIT Title	Account	Account Title	Approved Base	FY23 Requested Budget
<b>Westminster Center School</b>					
1001106111101101	REGULAR EDUCATION	5111	TEACHERS	\$ 878,928.78	\$926,702.00
1001106111102212	CURRICULUM DEVELOPMENT	5111	TEACHERS	\$ 3,000.00	\$3,000.00
1001106111101101	REGULAR EDUCATION	5121	PARAEDUCATOR	\$ 110,430.53	\$80,000.00
1001106111101101	REGULAR EDUCATION	5127	EARLY OUTREACH PARA	\$ 1,000.00	\$0.00
1001106111101101	REGULAR EDUCATION	5128	KINDERGARTEN Outreach	\$ 1,500.00	\$1,500.00
1001106111101101	REGULAR EDUCATION	5131	SUBSTITUTES	\$ 37,000.00	\$37,000.00
1001106111102410	PRINCIPAL'S OFFICE	5141	ADMINISTRATION	\$ 96,967.29	\$98,500.00
1001106111102410	PRINCIPAL'S OFFICE	5161	CLERICAL	\$ 41,412.09	\$45,000.00
1001106111102510	FISCAL SERVICES	5161	CLERICAL	\$ 1,000.00	\$0.00
1001106111102120	GUIDANCE SERVICES	5171	TECHNICAL/PROFESSNL STFF	\$ 72,487.71	\$77,706.50
1001106111102131	HEALTH SERVICES	5171	TECHNICAL/PROFESSNL STFF	\$ 67,431.79	\$57,000.00
1001106111102220	LIBRARY/MEDIA SERVICES	5171	TECHNICAL/PROFESSNL STFF	\$ 58,000.00	\$62,182.00
1001106111102610	OPERATION OF BUILDINGS	5171	TECHNICAL/PROFESSNL STFF	\$ 55,007.68	\$63,766.50
1001106511102230	TECHNOLOGY	5171	TECHNICAL/PROFESSNL STFF (30%)	\$ 21,380.00	\$15,000.00
1001106111102610	OPERATION OF BUILDINGS	5181	NON-CLERICAL GENERALISTS	\$ 78,418.93	\$80,317.00
				<b>WCS Total Salary \$</b>	<b>1,547,674.00</b>
1001106111102212	CURRICULUM DEVELOPMENT	5220	FICA	\$ 508.73	\$100.00
1001106111102510	FISCAL SERVICES	5220	FICA	\$ 76.50	\$0.00
1001106111102120	GUIDANCE SERVICES	5211	HEALTH INSURANCE	\$ 16,716.62	\$21,176.00
1001106111102120	GUIDANCE SERVICES	5217	FSA, HRA, HSA ADMIN FEES	\$ 41.40	\$27.00
1001106111102120	GUIDANCE SERVICES	5219	HRA	\$ 4,400.00	\$4,200.00
1001106111102120	GUIDANCE SERVICES	5220	FICA	\$ 5,399.52	\$5,608.00
1001106111102120	GUIDANCE SERVICES	5251	TUITION REIMBURSEMENT	\$ 350.00	\$350.00
1001106111102120	GUIDANCE SERVICES	5271	WORKERS COMPENSATION	\$ -	\$2,053.00
1001106111102120	GUIDANCE SERVICES	5281	DENTAL	\$ 409.50	\$350.00
1001106111102120	GUIDANCE SERVICES	5292	LIFE	\$ 13.09	\$13.00
1001106111102120	GUIDANCE SERVICES	5294	LTD	\$ 259.18	\$1,985.00
1001106111102131	HEALTH SERVICES	5211	HEALTH INSURANCE	\$ 10,000.00	\$7,242.00
1001106111102131	HEALTH SERVICES	5217	FSA, HRA, HSA ADMIN FEES	\$ 500.00	\$27.00
1001106111102131	HEALTH SERVICES	5219	HRA	\$ 4,400.00	\$2,100.00
1001106111102131	HEALTH SERVICES	5220	FICA	\$ 5,022.91	\$4,114.00

1001106111102131	HEALTH SERVICES	5251	TUITION REIMBURSEMENT	\$ 350.00	\$350.00
1001106111102131	HEALTH SERVICES	5271	WORKERS COMPENSATION	\$ 300.00	\$1,506.00
1001106111102131	HEALTH SERVICES	5281	DENTAL	\$ 409.50	\$350.00
1001106111102131	HEALTH SERVICES	5292	LIFE	\$ 13.09	\$13.00
1001106111102131	HEALTH SERVICES	5294	LTD	\$ 241.10	\$1,456.00
1001106111102220	LIBRARY/MEDIA SERVICES	5211	HEALTH INSURANCE	\$ 22,000.00	\$21,176.00
1001106111102220	LIBRARY/MEDIA SERVICES	5217	FSA, HRA, HSA ADMIN FEES	\$ 41.40	\$27.00
1001106111102220	LIBRARY/MEDIA SERVICES	5218	HSA	\$ 400.00	
1001106111102220	LIBRARY/MEDIA SERVICES	5219	HRA	\$ 4,400.00	\$4,200.00
1001106111102220	LIBRARY/MEDIA SERVICES	5220	FICA	\$ 3,537.05	\$4,488.00
1001106111102220	LIBRARY/MEDIA SERVICES	5251	TUITION REIMBURSEMENT	\$ 2,000.00	\$2,000.00
1001106111102220	LIBRARY/MEDIA SERVICES	5281	DENTAL	\$ 327.60	\$350.00
1001106111102220	LIBRARY/MEDIA SERVICES	5292	LIFE	\$ 10.47	\$13.00
1001106111102220	LIBRARY/MEDIA SERVICES	5294	LTD	\$ 169.78	\$1,588.76
1001106111102610	OPERATION OF BUILDINGS	5211	HEALTH INSURANCE	\$ 55,984.28	\$37,510.00
1001106111102610	OPERATION OF BUILDINGS	5217	FSA, HRA, HSA ADMIN FEES	\$ 124.20	\$52.00
1001106111102610	OPERATION OF BUILDINGS	5219	HRA	\$ 8,400.00	\$8,800.00
1001106111102610	OPERATION OF BUILDINGS	5220	FICA	\$ 9,938.79	\$10,451.00
1001106111102610	OPERATION OF BUILDINGS	5234	VMERS	\$ 7,795.13	\$9,175.00
1001106111102610	OPERATION OF BUILDINGS	5271	WORKERS COMPENSATION	\$ 5,000.00	\$3,825.00
1001106111102610	OPERATION OF BUILDINGS	5281	DENTAL	\$ 1,053.00	\$300.00
1001106111102610	OPERATION OF BUILDINGS	5292	LIFE	\$ 39.27	\$39.00
1001106111102610	OPERATION OF BUILDINGS	5294	LTD	\$ 477.06	\$3,699.00
1001106111102410	PRINCIPAL'S OFFICE	5211	HEALTH INSURANCE	\$ 25,617.57	\$21,176.00
1001106111102410	PRINCIPAL'S OFFICE	5217	FSA, HRA, HSA ADMIN FEES	\$ 82.80	\$27.00
1001106111102410	PRINCIPAL'S OFFICE	5218	HSA	\$ -	\$0.00
1001106111102410	PRINCIPAL'S OFFICE	5219	HRA	\$ 5,040.00	\$4,200.00
1001106111102410	PRINCIPAL'S OFFICE	5220	FICA	\$ 10,307.72	\$7,210.00
1001106111102410	PRINCIPAL'S OFFICE	5234	VMERS	\$ 2,419.40	\$0.00
1001106111102410	PRINCIPAL'S OFFICE	5251	TUITION REIMBURSEMENT	\$ 2,000.00	\$2,000.00
1001106111102410	PRINCIPAL'S OFFICE	5271	WORKERS COMPENSATION	\$ 2,000.00	\$2,639.00
1001106111102410	PRINCIPAL'S OFFICE	5281	DENTAL	\$ 351.00	\$350.00
1001106111102410	PRINCIPAL'S OFFICE	5292	LIFE	\$ 26.18	\$26.00
1001106111102410	PRINCIPAL'S OFFICE	5294	LTD	\$ 494.76	\$2,552.00
1001106111101101	REGULAR EDUCATION	5211	HEALTH INSURANCE	\$ 206,833.21	\$190,828.00
1001106111101101	REGULAR EDUCATION	5217	FSA, HRA, HSA ADMIN FEES	\$ 736.92	\$324.00
1001106111101101	REGULAR EDUCATION	5219	HRA	\$ 40,320.00	\$43,260.00
1001106111101101	REGULAR EDUCATION	5220	FICA	\$ 79,306.88	\$62,714.00

1001106111101101	REGULAR EDUCATION	5231	RETIREMENT	\$ 7,500.00	\$0.00
1001106111101101	REGULAR EDUCATION	5232	VSTRS--OPEB	\$ 9,156.00	\$19,832.00
1001106111101101	REGULAR EDUCATION	5234	VMERS	\$ 8,602.18	\$0.00
1001106111101101	REGULAR EDUCATION	5251	TUITION REIMBURSEMENT	\$ 6,000.00	\$6,000.00
1001106111101101	REGULAR EDUCATION	5261	UNEMPLOYMENT COMPENSATION	\$ 3,500.00	\$0.00
1001106111101101	REGULAR EDUCATION	5271	WORKERS COMPENSATION	\$ 3,000.00	\$22,954.00
1001106111101101	REGULAR EDUCATION	5281	DENTAL	\$ 6,996.60	\$4,130.00
1001106111101101	REGULAR EDUCATION	5292	LIFE	\$ 282.74	\$192.00
1001106111101101	REGULAR EDUCATION	5294	LTD	\$ 3,669.03	\$22,203.00
1001106111101101	REGULAR EDUCATION	5295	CASH IN LIEU	\$ 2,000.00	\$2,200.00
1001106511102230	TECHNOLOGY	5210	HEALTH INSURANCE	\$ 9,000.00	\$2,437.00
1001106511102230	TECHNOLOGY	5217	FSA, HRA, HSA ADMIN FEES	\$ 500.00	\$8.00
1001106511102230	TECHNOLOGY	5219	HRA	\$ 4,400.00	\$660.00
1001106511102230	TECHNOLOGY	5220	FICA	\$ 200.00	\$960.00
1001106511102230	TECHNOLOGY	5234	VMERS	\$ 200.00	\$898.00
1001106111102580	TECHNOLOGY ADMINISTRATION	5217	FSA, HRA, HSA ADMIN FEES	\$ 2,350.00	\$0.00
				<b>WCS Total Benefits</b>	
				<b>\$580,493.76</b>	
1001106111102560	ADVERTISING	5531	COMMUNICATIONS	\$ 800.00	\$800.00
1001106111101101	Art Supplies	5615			\$1,500.00
1001106111102314	AUDIT SERVICES	5342	AUDITING SERVICES	\$ 9,000.00	\$9,000.00
1001106111102311	BOARD OF EDUCATION	5950	Contingency		\$46,405.00
1001106111102630	CARE & UPKEEP OF GROUNDS	5422	SNOW PLOWING AND SANDING	\$ 11,500.00	\$11,500.00
1001106111102630	CARE & UPKEEP OF GROUNDS	5424	LANDSCAPING/LAWN CARE	\$ -	\$0.00
1001106111102630	CARE & UPKEEP OF GROUNDS	5431	NONTECHNLGY REPAIR/MAINT	\$ 2,250.00	\$2,250.00
1001106111102630	CARE & UPKEEP OF GROUNDS	5611	GENERAL SUPPLIES	\$ -	\$0.00
1001106111102630	CARE & UPKEEP OF GROUNDS	5626	GASOLINE	\$ 400.00	\$400.00
1001106111102212	CURRICULUM DEVELOPMENT	5321	PROFESSIONAL EDU SERVICES	\$ 4,000.00	\$4,000.00
1001106111102212	CURRICULUM DEVELOPMENT	5611	GENERAL SUPPLIES	\$ 400.00	\$400.00
1001106111102212	CURRICULUM DEVELOPMENT	5631	FOOD	\$ 500.00	\$500.00
1001106111102212	CURRICULUM DEVELOPMENT	5641	BOOKS AND PERIODICALS	\$ 500.00	\$500.00
1001106011101101	EARLY EDUCATION	5562	TUITN TO PRIV VT LEAS	\$ 88,400.00	\$69,084.00
1001106111105390	FUND TRANSFER	5919	FUND TRANSFER OUT - OTHER	\$ 10,000.00	\$0.00
1001106311101101	GRADES 7 & 8	5341	OTHER PROFESSNL SERVICES	\$ 5,000.00	\$5,000.00
1001106311101101	GRADES 7 & 8	5561	TUITN TO PUB VT LEAS	\$ 1,221,220.00	\$888,416.00
1001106311101101	GRADES 7 & 8	5562	TUITN TO PRIV VT LEAS	\$ -	\$0.00

1001106111102120	GUIDANCE SERVICES	5341	OTHER PROFESSNL SERVICES	\$	30,000.00	\$30,000.00
1001106111102120	GUIDANCE SERVICES	5611	GENERAL SUPPLIES	\$	200.00	\$200.00
1001106111102120	GUIDANCE SERVICES	5641	BOOKS AND PERIODICALS	\$	100.00	\$100.00
1001106111102131	HEALTH SERVICES	5531	COMMUNICATIONS	\$	558.00	\$558.00
1001106111102131	HEALTH SERVICES	5611	GENERAL SUPPLIES	\$	2,500.00	\$3,000.00
1001106111102131	HEALTH SERVICES	5612	COVID SUPPLIES	\$	500.00	\$0.00
1001106111102131	HEALTH SERVICES	5641	BOOKS AND PERIODICALS	\$	100.00	\$100.00
1001106111102220	LIBRARY/MEDIA SERVICES	5611	GENERAL SUPPLIES	\$	2,500.00	\$2,500.00
1001106111102220	LIBRARY/MEDIA SERVICES	5641	BOOKS AND PERIODICALS	\$	2,000.00	\$2,000.00
1001106111102220	LIBRARY/MEDIA SERVICES	5651	SUPPLIES-TECH RELATED	\$	500.00	\$500.00
1001106111102220	LIBRARY/MEDIA SERVICES	5811	DUES AND FEES - STAFF	\$	2,300.00	\$2,300.00
1001106111105020	LONG-TERM DEBT	5831	REDEMPTION OF PRINCIPAL	\$	95,000.00	\$95,000.00
1001106111105020	LONG-TERM DEBT	5832	INTEREST ON LT DEBT	\$	17,005.25	\$17,005.25
1001106111102610	OPERATION OF BUILDINGS	5352	ASSISTIVE TECHNOLOGY	\$	2,512.45	\$2,512.45
1001106111102610	OPERATION OF BUILDINGS	5411	UTILITY SERVICES	\$	-	\$0.00
1001106111102610	OPERATION OF BUILDINGS	5412	WATER & SEWER	\$	2,000.00	\$2,000.00
1001106111102610	OPERATION OF BUILDINGS	5421	CLEANING SERVICES	\$	2,000.00	\$5,000.00
1001106111102610	OPERATION OF BUILDINGS	5425	TRASH & RECYCLING	\$	3,000.00	\$3,000.00
1001106111102610	OPERATION OF BUILDINGS	5426	SEPTIC & GREASE DISPOSAL	\$	3,000.00	\$2,000.00
1001106111102610	OPERATION OF BUILDINGS	5431	NONTECHNLGY REPAIR/MAINT	\$	20,000.00	\$35,000.00
1001106111102610	OPERATION OF BUILDINGS	5442	RENTALS-EQUIPMNT/VEHICLES	\$	150.00	\$150.00
1001106111102610	OPERATION OF BUILDINGS	5490	CAPITAL PROJECTS	\$	10,000.00	\$10,000.00
1001106111102610	OPERATION OF BUILDINGS	5521	INSURANCE (NOT EMP BEN)	\$	10,010.00	\$10,010.00
1001106111102610	OPERATION OF BUILDINGS	5531	COMMUNICATIONS	\$	660.00	\$660.00
1001106111102610	OPERATION OF BUILDINGS	5581	TRAVEL	\$	-	\$500.00
1001106111102610	OPERATION OF BUILDINGS	5611	GENERAL SUPPLIES	\$	20,000.00	\$20,000.00
1001106111102610	OPERATION OF BUILDINGS	5612	COVID SUPPLIES	\$	500.00	\$0.00
1001106111102610	OPERATION OF BUILDINGS	5622	ELECTRICITY	\$	35,000.00	\$35,000.00
1001106111102610	OPERATION OF BUILDINGS	5623	BOTTLED GAS	\$	250.00	\$250.00
1001106111102610	OPERATION OF BUILDINGS	5624	OIL	\$	16,000.00	\$8,425.00
1001106111102610	OPERATION OF BUILDINGS	5811	DUES AND FEES - STAFF	\$	2,300.00	\$2,300.00
1001106111102410	PRINCIPAL'S OFFICE	5431	NONTECHNLGY REPAIR/MAINT	\$	1,000.00	\$1,000.00
1001106111102410	PRINCIPAL'S OFFICE	5432	TECHNLGY REPAIR/MAINT	\$	250.00	\$250.00
1001106111102410	PRINCIPAL'S OFFICE	5443	RENTALS-COMPUTERS/RELATED	\$	12,000.00	\$12,000.00
1001106111102410	PRINCIPAL'S OFFICE	5531	COMMUNICATIONS	\$	7,200.00	\$7,200.00
1001106111102410	PRINCIPAL'S OFFICE	5551	PRINTING AND BINDING	\$	550.00	\$550.00
1001106111102410	PRINCIPAL'S OFFICE	5581	TRAVEL	\$	1,000.00	\$1,000.00
1001106111102410	PRINCIPAL'S OFFICE	5611	GENERAL SUPPLIES	\$	3,000.00	\$3,000.00

1001106111102410	PRINCIPAL'S OFFICE	5631	FOOD	\$	500.00	\$500.00
1001106111102410	PRINCIPAL'S OFFICE	5651	SUPPLIES-TECH RELATED	\$	500.00	\$500.00
1001106111102410	PRINCIPAL'S OFFICE	5811	DUES AND FEES - STAFF	\$	1,300.00	\$1,300.00
1001106111101101	REGULAR EDUCATION	5321	PROFESSIONAL EDU SERVICES	\$	1,200.00	\$1,200.00
1001106111101101	REGULAR EDUCATION	5322	504/EST SERVICES	\$	110,000.00	\$110,000.00
1001106111101101	REGULAR EDUCATION	5341	Legal	\$	5,750.00	\$5,750.00
1001106111101101	REGULAR EDUCATION	5431	NONTECHNLGY REPAIR/MAINT	\$	2,000.00	\$2,000.00
1001106111101101	REGULAR EDUCATION	5443	RENTALS-COMPUTERS/RELATED	\$	3,000.00	\$3,000.00
1001106111101101	REGULAR EDUCATION	5611	GENERAL SUPPLIES	\$	20,000.00	\$30,000.00
1001106111101101	REGULAR EDUCATION	5612	COVID SUPPLIES	\$	500.00	\$0.00
1001106111101101	REGULAR EDUCATION	5613	MUSIC SUPPLIES	\$	800.00	\$800.00
1001106111101101	REGULAR EDUCATION	5614	PHYS ED SUPPLIES	\$	800.00	\$800.00
1001106111101101	REGULAR EDUCATION	5631	FOOD	\$	300.00	\$300.00
1001106111101101	REGULAR EDUCATION	5641	BOOKS AND PERIODICALS	\$	6,000.00	\$6,000.00
1001106111101101	REGULAR EDUCATION	5651	SUPPLIES-TECH RELATED	\$	6,000.00	\$6,000.00
1001302111102132	SCHOOL NURSE	5593	SU ASSESSMENTS	\$	20,000.00	\$0.00
1001106312101201	SPECIAL ED GRADES 7 & 8	5341	OTHER PROFESSNL SERVICES	\$	4,000.00	\$4,000.00
1001106312101201	SPECIAL ED GRADES 7 & 8	5594	SPED EXCESS TO PUB VT LEA	\$	20,000.00	\$20,000.00
1001106111101401	STUDENT ACTIVITIES	5611	GENERAL SUPPLIES	\$	1,750.00	\$2,000.00
1001106111101401	STUDENT ACTIVITIES	5812	DUES AND FEES - STUDENTS	\$	12,750.00	\$12,750.00
1001106111102230	TECHNOLOGY INSTRUCTION	5521	INSURANCE (NOT EMP BEN)	\$	475.00	\$400.00
1001106111102230	TECHNOLOGY INSTRUCTION	5531	COMMUNICATIONS	\$	6,000.00	\$5,200.00
1001106111102230	TECHNOLOGY INSTRUCTION	5611	GENERAL SUPPLIES	\$	500.00	\$500.00
1001106111102230	TECHNOLOGY INSTRUCTION	5651	SUPPLIES-TECH RELATED	\$	20,000.00	\$15,610.00
1001106111102230	TECHNOLOGY INSTRUCTION	5811	DUES AND FEES - STAFF	\$	1,500.00	\$0.00
1001106118102110	TRUANT OFFICER	5341	OTHER PROFESSNL SERVICES	\$	400.00	\$400.00
1001106111102650	VEHICLE OPERATION/MAINT	5431	NONTECHNLGY REPAIR/MAINT	\$	500.00	\$0.00
1001106111102650	VEHICLE OPERATION/MAINT	5626	GASOLINE	\$	500.00	\$0.00
1001106111102650	Wood Chip	5627	Wood chip	\$	500.00	\$15,000.00
<b>WCS Total Supplies</b>				<b>\$</b>	<b>4,044,607.66</b>	<b>\$1,598,835.70</b>

**CS Total Request**

101120111503100	Food Service	5593	SU Assessments	\$	136,285.22	\$32,364.00
101120111102610	Operations	5593	SU Assessments	\$	21,454.02	\$32,054.56
101120111102311	Board	5593	SU Assessments	\$	16,260.46	\$19,238.60
101120111102711	Transportation	5593	SU Assessments	\$	173,279.70	\$169,799.69
101120111102580	Technology	5593	SU Assessments	\$	30,325.71	\$30,497.86

1011120112201201	Special Ed	5593	SU Assessments	\$ 551,066.62	\$323,988.93
	Early Childhood Special Education	5593	SU Assessments	\$ -	\$12,354.34
1011120011101101	Early ED	5593	SU Assessments	\$ 67,594.93	\$82,053.16
1011120111102510	Fiscal Services	5593	SU Assessments	\$ 80,741.07	\$114,042.29
1011120111102320	Superintendent	5593	SU Assessments	\$ 66,344.51	\$75,373.42
				<b>\$ 1,143,352.24</b>	<b>Total Assessment</b>

<b>WCS Total with Assessment</b>	<b>\$ 891,766.85</b>
----------------------------------	----------------------

## **Report of the Superintendent of Schools-January 2022**

It would be an understatement to say these last four months have been challenging. With the resignation of Superintendent Pratt, Assistant Superintendent Carey, and Business Manager Pagan along with the continuing pandemic, every faculty member, staff member, and administrator has definitely stepped up to ensure the academic success of our students. I want to recognize the efforts of Stacey Alexander, Acting Director of Student Services; Richard Adams, Director of Technology; JoEllen Barton, Human Resources Manager; and Nicole Barnett, Administrative Assistant to the Superintendent whose efforts have been most critical to the success during this transition.

The coronavirus has affected all of us. The continual changes in guidance from federal and state agencies have made it extremely difficult for our school nurses. Our number one priority is the safety of our students and staff. We know that most, if not all, our students learn best in person and we have made every effort to keep our schools open. I want to publicly recognize the work of our school nurses during this pandemic: Rebecca Stockwell, float nurse and COVID Coordinator; Whitney Patterson, BFUHS; Kathleen Goodell, BFMS; Jen Burke, CES; Jennifer Vaughan, SRES; Meghan Rink, WCS; and Desirea Wilbur, GES.

The following is a discussion of the proposed budget for the fiscal year 2023 (FY23). There were obvious challenges in building this budget with the absence of Ms. Pagan, but also Mr. Pratt. In addition, as what was reported, there were “material misstatements” our auditors found while finalizing our FY21 books and similar issues are currently being addressed in the current fiscal year; FY22. However, I believe that the expenditure budget being proposed is accurate and true to operate the supervisory union.

Windham Northeast Supervisory Union has received a considerable amount of federal dollars through the ESSER grants to address COVID related issues. We have received approximately \$20,100,000 since the program began. These dollars must be fully spent by September of 2024. We have used some of these dollars to provide free summer programming for students, address loss of learning, provide additional staff for support of student learning, safety equipment, and infrastructure needs. Moving forward, we will focus our efforts around three major goals: Academic Achievement, Student Engagement, and Social Emotional well-being. I encourage families and community members to participate in our efforts to define these goals in the coming months.

### **WNESU Services and Budget**

- The WNESU provides services in a number of key areas which include:
  - The Early Education Program which serves 3 and 4 year-old students at our sites in Westminster and Bellows Falls and through our private preschool provider partners
  - The Office of Students Services provides special education services and personnel for all students identified for need; preschool through age 21



- The Business Office provides human resources, budget management, and payroll services to all of our member districts
- Transportation Services provides all transportation services to our member districts
- The Nutrition Program provides an in-house farm to school meal program for our member districts.
- The Office of Technology provides our member districts with infrastructure maintenance, as well as instruction and assistance to teachers and staff on effective use of technology for instructional purposes
- The Office of the Superintendent oversees all school services, functions, and assists the school board in their legally prescribed functions. The office also provides support to the schools in the administration of student 504 plans, English Language Learner instruction, and management of all federal and state grants

Overall, the FY23 WNESU expense budget is down \$941602.95 or a decrease of 15.01%. The primary savings are from recalculating benefits for staff and use of grants.

**Legislative Actions Affecting Tax Rates** - The state has announced a \$90 million dollar surplus. As of the writing of this report, it is still not known how they intend to use these dollars and what effect they will have on tax rates.

To help you understand more about your projected town school property tax rate, I encourage you to take the time to study your preliminary tax projection sheet and your school's proposed budget and revenue sheets, which are contained elsewhere in this Town Report. Please feel free to contact me if you have any questions regarding this report.

Thank you again for the opportunity to serve the communities of Windham Northeast Supervisory Union.

Andrew Haas  
 Superintendent of Schools  
 Windham Northeast Supervisory Union

## **Windham Northeast Supervisory Union Student Services Profile January 2022**

The Student Services Team has done an outstanding job supporting students through the pandemic. Despite staff shortages at all levels, our team continues to go above and beyond to provide direct instruction and support to all students in person, hybrid, and remotely. They collaborate with families and classroom teachers to ensure that students' needs are met.

In the Fall of 2019 we created a Student Services Team (SST) at the Supervisory Union level to review special education referrals. The SST is made up of specialists from speech, occupational therapy, psychological services and special education administration. The SST system has increased parental involvement and transparency with the referral process. It provides an opportunity for both the school and the parent/s to have a voice. In the event that a referral request does not lead to special education evaluation, the parent/s and the school leave with recommendations for further intervention and support.

In an effort to support teachers within the Multi-tiered System of Supports (MTSS) we implemented a consultation process. Teachers, School Counselors or Principals can request consultation from student services staff in the area of speech, occupational therapy, physical therapy and behavior. The consultation can be for a single student or a classroom. We conduct an observation, meet with the referring staff and make recommendations to support the student/s.

In September 2021, the Speech and Occupational Therapy Departments administered screenings to all Kindergarten students which has allowed us to identify and support teachers and students with early intervention and programming needs.

For the FY2021-FY2023 school years, the elementary special education teachers will work with the Stern Center in the Lead to Read program. This is professional development that focuses on foundational reading skills. Our special education teachers will work closely with classroom teachers to provide additional support within the general education reading curriculum. This training has allowed us to pilot a benchmarking assessment system three times throughout the year, to all K-4 students within WNESU.

The life skill classrooms at the elementary and secondary levels continue to provide intensive educational programming and community work opportunities that prepare students for the multiple transitions they encounter from childhood to adulthood. The high school special education team has shown a strong commitment to the Secondary Transition Plans, which support students' goals for after high school and connect families with outside agencies that can provide work or independent living support.

The WIN Elementary Classroom (What I Need) just started its fifth year in January of 2022. This classroom supports students with behavioral disabilities that require a high level of structure, instruction and intervention. This level of early intervention has allowed us to keep students in district and continue to keep our Out of District numbers under fifteen. Last year, we were able to contract with a Board Certified Behavior Analyst (BCBA). They have supported students with behavior plans, alternative solutions for classroom teachers, and training for paraprofessional and special education teachers.

Over the past two years the number of Pre-K students ages 3-5 on Individual Education Programs (IEP) has stayed consistently in the low 40's. We are on track to have the same number of students by the end of this year. The focus moving forward will be supporting the implementation of a Multi-tiered System of Supports (MTSS) at the Pre-K level.

WNESU Student Services is looking to the future with the upcoming Special Education Rules Change, Act 173's implementation, and the increase in student's academic and mental health needs. We are preparing to look at our system of support and how we can make the necessary changes to meet the changing needs of our schools and families.

Respectfully submitted,

Stacey Alexander  
Acting Director of Student Services

BUDGET UNIT	BUDGET UNIT Title	Account	Account Title	FY22	FY23 Requested	ATH/GRAT	ROCK	WEST	BFUHS	TOTAL
					REGULAR ED ASSESSMENT:	5.05%	44.20%	17.98%	32.77%	100.00%
					SPECIAL ED ASSESSMENT:	4.56%	46.75%	12.86%	35.83%	100.00%
					TRANSPORTATION ASSESSMENT	10.74%	38.93%	22.43%	27.90%	100.00%
					EE ASSESSMENT	7.74%	66.63%	25.63%	0.00%	100.00%
					EEE ASSESSMENT	7.71%	65.62%	26.67%	0.00%	100.00%
<b>FOOD SERVICES</b>										
6001401511593100	FOOD SERVICE DIRECTOR	5141	ADMINISTRATION	\$ 77,000.00	\$ 84,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5151	MID-MANAGEMENT/SUPERVISOR	\$ 160,000.00	\$ 225,732.16					
6001401511593100	FOOD SERVICE DIRECTOR	5181	NON-CLERICAL GENERALISTS	\$ 135,000.00	\$ 241,776.00					
				<b>FOOD SERVICES Total Salary</b>	<b>\$ 551,508.16</b>					
6001401511593100	FOOD SERVICE DIRECTOR	5211	HEALTH INSURANCE	\$ 125,000.00	\$ 180,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5217	FSA, HRA & HSA ADMIN FEES	\$ 2,000.00	\$ 2,120.00					
6001401511593100	FOOD SERVICE DIRECTOR	5218	HSA	\$ 4,000.00	\$ 4,240.00					
6001401511593100	FOOD SERVICE DIRECTOR	5219	HRA	\$ 17,600.00	\$ 18,656.00					
6001401511593100	FOOD SERVICE DIRECTOR	5220	FICA	\$ 27,542.73	\$ 29,195.29					
6001401511593100	FOOD SERVICE DIRECTOR	5234	VMERS	\$ 22,817.83	\$ 24,186.90					
6001401511593100	FOOD SERVICE DIRECTOR	5271	WORKERS COMPENSATION	\$ 7,000.00	\$ 7,420.00					
6001401511593100	FOOD SERVICE DIRECTOR	5281	DENTAL	\$ 3,510.00	\$ 3,720.60					
6001401511593100	FOOD SERVICE DIRECTOR	5292	LIFE	\$ 500.00	\$ 530.00					
6001401511593100	FOOD SERVICE DIRECTOR	5294	LTD	\$ 1,500.00	\$ 1,590.00					
6001401511593100	FOOD SERVICE DIRECTOR	5321	PROFESSIONAL EDU SERVICES	\$ 1,500.00	\$ 1,590.00					
6001401511593100	FOOD SERVICE DIRECTOR	5352	OTHER TECHNICAL SERVICES	\$ 7,000.00	\$ 7,420.00					
				<b>FOOD SERVICES Total Benefits</b>	<b>\$ 280,668.79</b>					
6001401511593100	FOOD SERVICE DIRECTOR	5427	COMPOSTING	\$ 2,000.00	\$ 2,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5431	NONTECHNICAL REPAIR/MAINT	\$ 2,000.00	\$ 2,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5521	INSURANCE (NOT EMP BEN)	\$ 9,500.00	\$ 10,500.00					
6001401511593100	FOOD SERVICE DIRECTOR	5581	TRAVEL	\$ 1,000.00	\$ 1,000.00					
2610401511573100	FARM TO SCHOOL	5611	GENERAL SUPPLIES	\$ 2,000.00	\$ 2,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5611	GENERAL SUPPLIES	\$ 35,000.00	\$ 25,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5615	GENERAL SUPPS - LOCAL	\$ 15,000.00	\$ 15,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5623	BOTTLED GAS	\$ 2,500.00	\$ 2,500.00					
6001401511593100	FOOD SERVICE DIRECTOR	5626	GASOLINE	\$ -	\$ -					
6001401511593100	FOOD SERVICE DIRECTOR	5631	FOOD	\$ 223,334.00	\$ 223,334.00					
6001401511593100	FOOD SERVICE DIRECTOR	5632	FOOD - LOCAL	\$ 35,000.00	\$ 35,000.00					
2610401511573100	FARM TO SCHOOL	5730	EQUIPMENT	\$ 3,500.00	\$ 3,500.00					
6001401511593100	FOOD SERVICE DIRECTOR	5739	OTHER EQUIPMENT	\$ 7,000.00	\$ 7,000.00					
6001401511593100	FOOD SERVICE DIRECTOR	5811	DUES AND FEES - STAFF	\$ 1,000.00	\$ 1,000.00					
				<b>FOOD SERVICES Total Supplies</b>	<b>\$ 329,834.00</b>					
				<b>FOOD SERVICES Total</b>	<b>\$ 1,162,010.95</b>					
				<b>FOOD SERVICES Total Grant/Revenue</b>	<b>\$ 982,010.95</b>					
				<b>FOOD SERVICES Total Request</b>	<b>\$ 180,000.00</b>					
<b>OPERATIONS</b>										
LOCAL	CUSTODIAL	5181	NON-CLERICAL GENERALISTS	\$ 14,000.00	\$ 18,906.00					
LOCAL	ALL SCHOOLS NURSE	5171	TECHNICAL/PROFESSNL STFF	\$ 46,929.60	\$ 50,000.00					
ESSER	Health Office Assist				\$ 150,000.00					
ESSER	Director of Operations			\$ 70,000.00	\$ 70,000.00					
ESSER	COVID Coordinator				\$ 10,000.00					
				<b>OPERATIONS Total Salary</b>	<b>\$ 288,906.00</b>					
LOCAL	CUSTODIAL	5220	FICA	\$ 2,500.00	\$ 1,447.00					
LOCAL	CUSTODIAL	5271	WORKERS COMPENSATION	\$ 1,000.00	\$ 529.00					
LOCAL	ALL SCHOOLS NURSE	5211	HEALTH INSURANCE	\$ 7,940.97	\$ 21,176.00					
LOCAL	ALL SCHOOLS NURSE	5217	FSA, HRA & HSA ADMIN FEES	\$ 4.52	\$ 27.00					
LOCAL	ALL SCHOOLS NURSE	5219	HRA	\$ 1,575.00	\$ 4,200.00					
LOCAL	ALL SCHOOLS NURSE	5220	FICA	\$ 3,050.27	\$ 3,590.00					
LOCAL	ALL SCHOOLS NURSE	5281	DENTAL	\$ 58.36	\$ 350.00					
LOCAL	ALL SCHOOLS NURSE	5292	LIFE	\$ 2.16	\$ 13.00					
LOCAL	ALL SCHOOLS NURSE	5294	LTD	\$ 28.38	\$ 1,271.00					
ESSER	Health Office Assist		Health Benefits		\$ 60,000.00					
ESSER	Dir of Ops		HEALTH INSURANCE		\$ 7,645.00					
ESSER	Dir of Ops		FSA, HRA & HSA ADMIN FEES		\$ 27.00					
				<b>FOOD SERVICES Total Grant/Revenue</b>	<b>\$ 9,090.00</b>					
				<b>FOOD SERVICES Total Request</b>	<b>\$ 180,000.00</b>					
				<b>FOOD SERVICES Total</b>	<b>\$ 79,560.00</b>					
				<b>FOOD SERVICES Total Request</b>	<b>\$ 58,986.00</b>					
				<b>FOOD SERVICES Total</b>	<b>\$ 180,000.00</b>					



--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

LOCAL	TECHNOLOGY	5531	COMMUNICATIONS	\$ 12,350.00	\$ 10,000.00						
LOCAL	TECHNOLOGY	5581	TRAVEL	\$ 500.00	\$ 500.00						
LOCAL	TECHNOLOGY	5611	GENERAL SUPPLIES	\$ 500.00	\$ 500.00						
LOCAL	TECHNOLOGY	5651	SUPPLIES-TECH RELATED	\$ 38,200.00	\$ 41,800.00						
CFG	STEAM		SUPPLIES-TECH RELATED		\$ 20,900.00						
				TECHNOLOGY Total Supplies		\$ 77,300.00					
				TECHNOLOGY Total		\$ 404,173.00					
				TECHNOLOGY Grants/Revenue		\$ 234,552.00					
				TECHNOLOGY Total Request		\$ 169,621.00	\$ 8,565.86	\$ 74,972.48	\$ 30,497.86	\$ 55,584.80	\$ 169,621.00
STUDENT SERVICES											
LOCAL	SPECIAL ED	5111	TEACHERS	\$ 1,440,000.00	\$ 1,415,000.00						
LOCAL	SPECIAL ED	5121	PARAEDUCATOR	\$ 1,250,000.00	\$ 1,225,000.00						
LOCAL	SPECIAL ED	5131	SUBSTITUTES	\$ 62,000.00	\$ 65,000.00						
LOCAL	SP ED ADMINISTRATION	5141	Director	\$ 113,000.00	\$ 113,000.00						
LOCAL	SPEECH LANGUAGE SERVICES	5151	SLP Admin	\$ 6,446.58	\$ 6,447.00						
LOCAL	SP ED ADMINISTRATION	5151	Assistant Director	\$ 83,000.00	\$ 95,000.00						
IDEA			Secondary Coordinator		\$ 73,500.00						
LOCAL	SP ED ADMINISTRATION	5161	CLERICAL	\$ 135,000.00	\$ 172,600.00						
LOCAL	SP ED PSYCH	5171	Psych/Clinician	\$ 145,000.00	\$ 171,000.00						
MEDICAID	MEDICAID	5161	CLERICAL	\$ -	\$ 32,000.00						
LOCAL	SPEECH LANGUAGE SERVICES	5171	SLP/SLPA	\$ 289,167.56	\$ 299,500.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5171	OT/COTA	\$ 130,000.00	\$ 135,000.00						
IDEA	OCCUPATIONAL THERAPY SERV		COTA		\$ 38,235.00						
				STUDENT SERVICES Total Salary		\$ 3,841,282.00					
MEDICAID	MEDICAID	5211	HEALTH INSURANCE		\$ 22,500.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5211	HEALTH INSURANCE	\$ 54,727.29	\$ 15,400.00						
IDEA	OCCUPATIONAL THERAPY SERV		HEALTH INSURANCE		\$ 21,000.00						
LOCAL	SP ED ADMINISTRATION	5211	HEALTH INSURANCE	\$ 91,825.40	\$ 74,298.00						
IDEA	SP ED ADMINISTRATION		HEALTH INSURANCE		\$ 21,000.00						
LOCAL	SP ED PSYCH	5211	HEALTH INSURANCE	\$ 39,522.57	\$ 28,000.00						
LOCAL	SPECIAL ED	5211	HEALTH INSURANCE	\$ 775,923.18	\$ 750,000.00						
LOCAL	SPEECH LANGUAGE SERVICES	5211	HEALTH INSURANCE	\$ 66,975.49	\$ 98,200.00						
MEDICAID	MEDICAID	5217	FSA, HRA & HSA ADMIN FEES		\$ 27.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5217	FSA, HRA & HSA ADMIN FEES	\$ 163.12	\$ 81.00						
IDEA	OCCUPATIONAL THERAPY SERV		FSA, HRA & HSA ADMIN FEES		\$ 27.00						
LOCAL	SP ED ADMINISTRATION	5217	FSA, HRA & HSA ADMIN FEES	\$ 194.58	\$ 135.00						
IDEA	SP ED ADMINISTRATION		FSA, HRA & HSA ADMIN FEES		\$ 27.00						
LOCAL	SP ED PSYCH	5217	FSA, HRA & HSA ADMIN FEES	\$ 82.80	\$ 54.00						
LOCAL	SPECIAL ED	5217	FSA, HRA & HSA ADMIN FEES	\$ 2,618.95	\$ 621.00						
IDEA	ECSE		FSA, HRA & HSA ADMIN FEES		\$ 54.00						
LOCAL	SPEECH LANGUAGE SERVICES	5217	FSA, HRA & HSA ADMIN FEES	\$ 231.84	\$ 190.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5218	HSA	\$ 2,415.00	\$ -						
LOCAL	SP ED PSYCH	5218	HSA	\$ 1,000.00	\$ -						
LOCAL	SPEECH LANGUAGE SERVICES	5218	HSA	\$ 1,200.00	\$ -						
MEDICAID	MEDICAID	5219	HRA		\$ 4,400.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5219	HRA	\$ 6,720.00	\$ 4,000.00						
IDEA	OCCUPATIONAL THERAPY SERV		HRA		\$ 4,400.00						
LOCAL	SP ED ADMINISTRATION	5219	HRA	\$ 14,112.00	\$ 15,200.00						
IDEA	SP ED ADMINISTRATION		HRA		\$ 4,200.00						
LOCAL	SP ED PSYCH	5219	HRA	\$ 6,720.00	\$ 7,056.00						
LOCAL	SPECIAL ED	5219	HRA	\$ 154,563.28	\$ 73,500.00						
IDEA	ECSE		HRA		\$ 6,300.00						
LOCAL	SPEECH LANGUAGE SERVICES	5219	HRA	\$ 12,768.00	\$ 21,700.00						
MEDICAID	MEDICAID	5220	FICA		\$ 2,310.00						
LOCAL	OCCUPATIONAL THERAPY SERV	5220	FICA	\$ 12,053.52	\$ 9,940.00						
IDEA	OCCUPATIONAL THERAPY SERV		FICA		\$ 2,762.00						
LOCAL	SP ED ADMINISTRATION	5220	FICA	\$ 23,362.88	\$ 22,605.00						
IDEA	SP ED ADMINISTRATION		FICA		\$ 5,623.00						
LOCAL	SP ED PSYCH	5220	FICA	\$ 10,554.96	\$ 12,778.00						
LOCAL	SPECIAL ED	5220	FICA	\$ 209,009.08	\$ 150,000.00						







EARLY CHILDHOOD SPECIAL EDUCATION				STUDENT SERVICES Total		STUDENT SERVICES Grants/Revenue		STUDENT SERVICES Request		STUDENT SERVICES Request		STUDENT SERVICES Request	

LOCAL	EEC TRANSPORTATION	5220	FICA	\$	68.85	\$	-					
LOCAL	EEC TRANSPORTATION	5271	WORKERS COMPENSATION	\$	71.83	\$	-					
LOCAL	EEC TRANSPORTATION	5294	LTD	\$	3.30	\$	-					
				PRESCHOOL Total Benefits			\$	76,725.00				
LOCAL	EEC TEACHERS	5321	PROFESSIONAL EDU SERVICES	\$	200.00	\$	200.00					
LOCAL	EEC OP MAINT OF PLANT	5431	NONTECHNIGY REPAIR/MAINT	\$	300.00	\$	200.00					
LOCAL	EEC TEACHERS	5441	RENTALS-LAND/BUILDINGS	\$	150.00	\$	200.00					
LOCAL	EEC OP MAINT OF PLANT	5441	RENTALS-LAND/BUILDINGS	\$	15,300.00	\$	200.00					
LOCAL	EEC TEACHERS	5531	COMMUNICATIONS	\$	300.00	\$	200.00					
LOCAL	EEC OP MAINT OF PLANT	5531	COMMUNICATIONS	\$	300.00	\$	200.00					
LOCAL	EEC TEACHERS	5611	GENERAL SUPPLIES	\$	3,000.00	\$	200.00					
LOCAL	EEC TEACHERS	5631	FOOD	\$	1,000.00	\$	200.00					
LOCAL	EEC OP MAINT OF PLANT	5521	INSURANCE (NOT EMP BEN)	\$	8,375.00	\$	200.00					
LOCAL	EEC TEACHERS	5641	BOOKS AND PERIODICALS	\$	500.00	\$	200.00					
LOCAL	EEC TEACHERS	5651	SUPPLIES-TECH RELATED	\$	1,000.00	\$	200.00					
LOCAL	EEC TEACHERS	5811	DUES AND FEES - STAFF	\$	1,000.00	\$	200.00					
				PRESCHOOL Total Supplies			\$	2,400.00				
				PRESCHOOL Total			\$	320,145.00				
				PRESCHOOL Grants/Revenue			\$	-				
				PRESCHOOL Request			\$	320,145.00				
<b>BUSINESS OFFICE</b>												
LOCAL	FISCAL SERVICES	5141	ADMINISTRATION	\$	153,000.00	\$	115,000.00					
LOCAL	FISCAL SERVICES	5161	CLERICAL	\$	195,798.00	\$	222,600.00					
				Controller			\$	100,000.00				
				BUSINESS OFFICE Total Salary			\$	437,600.00				
LOCAL	FISCAL SERVICES	5211	HEALTH INSURANCE	\$	42,137.00	\$	79,735.00					
				Benefits			\$	50,000.00				
LOCAL	FISCAL SERVICES	5217	FSA, HRA & HSA ADMIN FEES	\$	100.00	\$	135.00					
LOCAL	FISCAL SERVICES	5218	HSA	\$	4,400.00	\$	-					
LOCAL	FISCAL SERVICES	5219	HRA	\$	13,200.00	\$	15,600.00					
LOCAL	FISCAL SERVICES	5220	FICA	\$	26,330.00	\$	21,890.00					
LOCAL	FISCAL SERVICES	5234	VMERS	\$	20,640.00	\$	6,410.00					
LOCAL	FISCAL SERVICES	5251	TUITION REIMBURSEMENT	\$	2,750.00	\$	1,500.00					
LOCAL	FISCAL SERVICES	5281	DENTAL	\$	2,100.00	\$	1,250.00					
LOCAL	FISCAL SERVICES	5292	LIFE	\$	100.00	\$	78.00					
LOCAL	FISCAL SERVICES	5294	LTD	\$	1,000.00	\$	7,750.00					
				BUSINESS OFFICE Total Benefits			\$	184,348.00				
LOCAL	FISCAL SERVICES	5581	TRAVEL	\$	3,000.00	\$	3,000.00					
LOCAL	FISCAL SERVICES	5611	GENERAL SUPPLIES	\$	6,000.00	\$	4,000.00					
LOCAL	FISCAL SERVICES	5631	FOOD	\$	625.00	\$	300.00					
LOCAL	FISCAL SERVICES	5521	INSURANCE (NOT EMP BEN)	\$	2,025.00	\$	3,025.00					
LOCAL	FISCAL SERVICES	5651	Copier	\$	2,000.00	\$	1,000.00					
LOCAL	FISCAL SERVICES	5811	DUES AND FEES - STAFF	\$	1,000.00	\$	1,000.00					
				BUSINESS OFFICE Total Supplies			\$	12,325.00				
				BUSINESS OFFICE Total			\$	634,273.00				
				BUSINESS OFFICE Grants/Revenue								
				BUSINESS OFFICE Request			\$	634,273.00				
<b>SUPERINTENDENT</b>												
LOCAL	SUPERINTENDENT	5141	ADMINISTRATION	\$	130,000.00	\$	152,000.00					
CFG/ESSER	SUPERINTENDENT	5151	MID-MANAGEMENT/SUPERVISOR	\$	54,000.00	\$	80,000.00					
LOCAL	SUPERINTENDENT	5161	CLERICAL	\$	57,000.00	\$	137,000.00					
ESSER			Clerical	\$		\$	53,000.00					
LOCAL	WNESU		ELL Coordinator	\$		\$	50,000.00					
				SUPERINTENDENT Total Salary			\$	422,000.00				
LOCAL	SUPERINTENDENT	5211	HEALTH INSURANCE	\$	25,000.00	\$	52,000.00					
CFG/ESSER	SUPERINTENDENT		HEALTH INSURANCE	\$		\$	21,000.00					
LOCAL	SUPERINTENDENT	5217	FSA, HRA & HSA ADMIN FEES	\$	250.00	\$	81.00					
CFG/ESSER	SUPERINTENDENT		FSA, HRA & HSA ADMIN FEES	\$		\$	27.00					
LOCAL	SUPERINTENDENT	5218	HSA	\$	6,600.00	\$	2,200.00					
LOCAL	SUPERINTENDENT	5219	HRA	\$	13,200.00	\$	8,600.00					



OTHER GRANT PERSONNEL Total Benefits				\$	875,288.00								
21C	WNESU		SUPPLIES	\$	18,000.00								
CFG	WNESU		Professional Development	\$	326,322.00								
CFG	WNESU		Curriculum	\$	134,000.00								
CFG	WNESU		Parent Engagement	\$	16,000.00								
OTHER GRANT PERSONNEL Total Supplies				\$	494,322.00								
OTHER GRANT PERSONNEL Total				\$	3,373,362.00								
OTHER GRANT PERSONNEL Grants/Revenue				\$	3,373,362.00								
OTHER GRANT PERSONNEL Request				\$	-								
FY23 WNESU Total				\$	14,744,643.45								
FY23 WNESU Grants/Revenue				\$	9,455,743.95								
FY23 WNESU Total Request				\$	5,331,222.50								
FY22 WNESU Approved Budget				\$	6,272,825.45								
Difference FY22-FY23				\$	(941,602.95)								
ATH/GRAF				\$	309,800.46								
ROCK				\$	2,462,479.81								
Assessment WEST				\$	891,766.85								
BFUHS				\$	1,667,175.39								
TOTAL				\$	5,331,222.50								

**NOTES:**

## **Community Information**

### **Recycling and Solid Waste**

Locations:

Rockingham/Westminster

Recycling Center: Route 5 near BFUHS

Hours: Wed. & Sat. 8:00-1:00 pm

Windham Solid Waste Management District  
327 Old Ferry Road, Brattleboro, VT  
Phone-802-257-0272

### **Fire Wardens (Burn Permits)**

Pat Haas.....802-387-5778

Mark Lund..... 802-722-4349

Cole Streeter..... 802-722-3178

## **Libraries**

**Butterfield Library** 802-722-4891

Hours: Monday: 1:00 - 4:00 pm

Tuesday & Thursday: 1:00 - 7:00 pm

**Westminster West Library** 802-387-4682

Hours: Monday: 7:00-9:00 pm

Tuesday & Wednesday: 2:00-6:00 pm

Thursday: 10:30 am-12:30 pm

Saturday: 10:00-12:00 pm

## **Meeting Schedule**

### ***Selectboard***

2nd & 4th Wednesday(s) at 6:30 pm

### ***Development Review Board***

1st Monday at 6:30 pm

### ***Planning Commission***

2nd Monday at 6:30 pm

### ***Conservation Commission***

4th Thursday at 7:15 pm

All other meetings are held when necessary and agendas are posted. For more information on meetings contact the Town Manager's office 722-4255 or refer to the Town Website at [www.westminstervt.org](http://www.westminstervt.org).

TOWN OF WESTMINSTER  
PO BOX 147  
3651 US ROUTE 5  
WESTMINSTER, VT 05158

STANDARD BPM  
US POSTAGE PAID  
PERMIT NO. 3  
WESTMINSTER, VT 05158

*Town Clerk Services*

- \* BIRTH CERTIFICATES
- \* DEATH CERTIFICATES
- \* MARRIAGE LICENSES
- \* DOG LICENSES
- \* FISHING & HUNTING LICENSES
- \* LAND POSTINGS
- \* NOTARY PUBLIC SERVICES
- \* VEHICLE RENEWAL REGISTRATIONS
- \* GREEN MOUNTAIN PARK PASSES
- \* VOTER REGISTRATION
- \* LAND RECORDS RETRIEVAL
- \* QUITCLAIM CEMETERY DEEDS
- \* LIQUOR LICENSES
- \* CURRENT USE PROGRAM
- \* TOWN/PRIMARY/GENERAL ELECTIONS

PROPERTY TAXES ARE DUE  
IN TWO INSTALLMENTS:

SEPTEMBER 10TH      AND  
FEBRUARY 10th

RABIES CLINIC  
SATURDAY, MARCH 26, 2022  
10:00 AM – 12:00 PM  
Location: Town Garage  
Held by Rockingham Veterinary Clinic  
Dr. Vincent DiBernardo

Annual Town Meeting  
Tuesday, March 1, 2022; 10:00 am @  
The Westminster Town Hall to Elect Town Officers by  
Australian Ballot. To be recessed to April 30, 2022 for  
the In-person Town Meeting

Westminster Institute Lawn  
Saturday, April 30, 2022 @ 10:00 am.  
Rain location will be in the bays of the Westminster Fire District # 3,  
Grout Avenue.