

# **Town of Townshend 162<sup>nd</sup>**

## **Annual Town Report**



**Richard  
Jackson**

**Thank you!  
for all your  
years of service  
to the Town of  
Townshend**

**Fiscal Year July 1, 2019 to June 30, 2020**

**Pre-Town Information Meetings - February 17th and 18th, Via Zoom**

**Voting Day March 2nd, by Australian ballot**

<b>TOWN OF TOWNSHEND</b>	
<b>P.O. BOX 223 - 2006 VT ROUTE 30 - TOWNSHEND, VT 05353</b>	
<b><u><a href="http://www.unofficialtownshendvt.net/index.html">http://www.unofficialtownshendvt.net/index.html</a></u></b>	
<b>911 FOR EMERGENCIES</b>	
<b>Population: 1,232</b>	<b>Registered Voters 1,046</b>
<b>Elevation : 574 Feet</b>	<b>Area: 27,200 Acres</b>
<b>Roads: 62.857 Miles</b>	
<b>Area Code 802</b>	
<b>First Constable</b>	221-0467
<b>Highway Dept.</b>	365-4260
<b>Second Constable</b>	365-7334
<b>Library</b>	365-4039
<b>Townshend Dam Picnic/Swimming For Reservations</b>	365-7703 877-444-6777
<b>L&amp;G Union HS</b>	365-7355
<b>Elementary School</b>	365-7506
<b>Town Hall</b>	365-7300
<b>TOWN CLERK HOURS</b>	
Monday, Tuesday, Wednesday, Friday - 9:00 A.M. to 4:00 P.M., Saturday by Appointment, Closed Thursday	
<b>COMPACTOR</b>	
Tuesday and Thursday – 2:00 P.M. to 6:00 P.M.	
Saturday - 9:00 A.M. to 5:00 P.M.	
<b>MEETINGS</b>	
<b>All Meetings Are Currently Held Via Zoom/Conference Until Further Notice</b>	
<b>CEMETERY COMMISSION</b>	<b>SELECT BOARD</b>
2nd Monday - 5:00 P.M. at Town Hall	2nd & 4th Tuesday - 6:30 P.M. at Town Hall
<b>FIRE DEPARTMENT</b>	<b>LIBRARY TRUSTEES</b>
4th Monday - 6:00 P.M. Work Detail	2nd Wednesday - 6:00 P.M. at the Library
2nd Thursday - 7:00 P.M. Business Meeting at Fire Station	<b>LIBRARY HOURS*</b>
<b>PLANNING COMMISSION</b>	Monday - 1:00 P.M. to 5:00 P.M.
2nd & 4th Wednesday 7:15 P.M. at Town Hall	Tuesday - 9:00 A.M. to 1:00 P.M.
<b>LISTER HOURS</b>	Wednesday - 1:00 P.M. to 7:00 P.M.
Tuesday & Friday - 9:00 A.M. - 12:00 P.M.	Friday - 9:00 A.M. to 1:00 P.M.
<b>West River Modified Union Education District</b>	Saturday - 9:00 A.M. to 1:00 P.M.
3rd Monday of each month 7:00 P.M. at Leland & Gray High School Library	*Please note hours and availability are subject to Covid-19 mandates. Please plan accordingly.
<b>TOWN Informational Meeting</b> Monday, February 17 & 18, 2021 at 6:00 P.M. via <b>Zoom</b>	
<i>Please have this Report at pre-Town Meeting, Feb 17th or 18th, 2021 at 6:00 P.M.</i>	

# **Townshend FY 2020 Town Report**

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## WARNING FOR THE TOWN OF TOWNSHEND 2021 ANNUAL MEETING

The legal voters of the Town of Townshend are hereby notified and WARNED that voting by Australian ballot will be at Town Hall in Townshend, Vermont, on Tuesday, March 2, 2021, from 9:00 a.m.- 7 p.m., to act on the following articles, viz:

ARTICLE I. To choose a Moderator for the ensuing year:

ARTICLE II. To act upon the July 1, 2019 - June 30, 2020 Independent Auditors' Report:

ARTICLE III. To see what salaries the Town will vote to pay its various officials for the ensuing year:

Town Clerk:	\$37,877.77/ yr
Town Treasurer	\$30,450.00/ yr
Select Board: (1) Chair:	\$1,200.00/ yr
(4) Members:	\$1,000.00/ yr
Town Clerk assistants and casual labor:	\$14.99/ hr

ARTICLE IV: To elect all Town Officials for the ensuing year(s):

Town Clerk:	(1) 1 yr term
Town Treasurer	(1) 1 yr term
Select Board:	(1) 3 yr term
	(2) 1 yr terms
	(1) 1 yr left of 3 yr term
Listers:	(1) 3 yr term
Delinquent Tax Collector:	(1) 1 yr term
First Constable:	(1) 1 yr term
Second Constable:	(1) 1 yr term
Town Grand Juror:*	(1) 1 yr term
*will be appointed by Select Board	
Library Trustees:	(1) 1 yr left of 5 yr term
	(1) 5 yr term
Cemetery Commissioner:	(1) 5 yr term

ARTICLE V. To see if the Town will authorize the Selectmen to set a tax rate sufficient to cover all monies raised for municipal entities for the period July 1, 2021 through June 30, 2022, and to borrow money in anticipation of taxes?

ARTICLE VI. To see if the Town will authorize its Property Tax Collector to receive its Real Property Taxes quarterly, August 27, 2021; November 19, 2021; February 25, 2022; and May 27, 2022. Monthly interest will be charged at the rate of one-half percent (1/2%) or fraction thereof; interest of one percent (1%) or fraction thereof plus penalties will commence on May 28, 2022.

ARTICLE VII. To see if the Town will vote to appropriate \$578,351.00, to pay for the running expenses and liabilities of the Town of which \$324,346.00 to be raised in taxes?

ARTICLE VIII. To see if the Town will vote to appropriate \$702,190.00, for the running expenses and liabilities of maintaining the Town's roads of which \$565,852.00 to be raised in taxes?

ARTICLE IX. To see if the Town will vote to appropriate \$187,000 of surplus Highway Funds to purchase a new 2021 Western Star to replace T1- the 2011 Freightliner that has a \$0 trade value and is not currently road worthy?

ARTICLE X. To see if the Town will vote to raise \$20,000.00, by taxation, for law enforcement services?

ARTICLE XI. To see if the Town will vote to raise \$50,000.00, by taxation, to be held in a reserve account for the repair of the stone arch bridge on Back Windham Road contingent upon the successful award of grant funds?

ARTICLE XII. To see if the Town will vote to raise \$54,422.00, by taxation, for the running expenses and liabilities of the Library?

ARTICLE XIII. To see if the Town will vote to raise \$478.00, by taxation, to increase the Librarian's operating hours?

ARTICLE XIV. To see if the Town will vote to raise \$10,000.00, by taxation, to be placed in the Capital Expenditure Fund Fire Department Reserve toward a future pumper?

ARTICLE XV. To see if the Town will vote to raise \$1,800.00, by taxation, for the Old Cemetery Fund?

ARTICLE XVI. To see if the Town will vote to raise \$14,990.00, by taxation, for the support of Social Services, as recommended?

ARTICLE XVII. To see if the Town will vote to raise \$1,000.00, by taxation, for the support of SeVEDS as recommended by the Social Services Committee?

ARTICLE XVIII. To see if the Town will vote to raise \$790.00, by taxation, for the support of Grace Cottage Hospital, as recommended by the Social Services Committee?

ARTICLE XIX. To see if the Town will authorize the Board of Selectmen to acquire land by gift or purchase for municipal forest to promote reforestation water conservation and good forestry practices?

ARTICLE XX. To see if the Town will vote to set the first Tuesday in March 2022 as the date for the 163rd Town of Townshend Annual Meeting?

Dated at Townshend, this 26th day of January 2021



On behalf of the Select Board:  
Sherwood Lake- Select Board Chair

Townshend Select Board

Steven Frisk  
Robert Wright  
Irvin Stowell

## **TOWN OFFICERS ELECTED IN 2020**

### **TOWN CLERK**

Anita Bean (1 year term) to March 2021

### **TOWN TREASURER**

Elaine Hill (1 year term) to March 2021

### **TOWN MODERATOR**

David Liebow to March 2021

### **SELECT BOARD**

William Bissonnette (3 year term) to March 2022

**(Resigned – Sherwood Lake Appointed)**

Steve Frisk (3 year term) to March 2023

Crystal Mansfield (1 year term) to March 2021

**(Resigned)**

Irvin Stowell (1 year term) to March 2021

Robert Wright (3 year term) to March 2021

### **WEST RIVER MODIFIED UNION EDUCATION DISTRICT OFFICER**

Al Claussen (3 year term) to March 2023

### **LISTERS**

Helen Holt (3 year term) to March 2022

Eugene Kuch (3 year term) to March 2023

Mike Bills (3 year term) to March 2021

**DEL TAX COLLECTOR** Becky Nystrom to March 2021

**FIRST CONSTABLE** Warren Beattie to March 2021

**SECOND CONSTABLE** Michael Cutts to March 2021

**TOWN GRAND JUROR** Margaret Bills to March 2021

**TOWN AGENT** Carole Melis to March 2021

### **LIBRARY TRUSTEES**

Judy Slowik (5 year term) to March 2024

Jean McIntyre (5 year term) to March 2025

Marilee Attley (5 year term) to March 2021

Marjorie Holt (5 year term) to March 2022

**Resigned – Katherine DuGrenier Appointed)**

Patricia Lassoff (5 year term) to March 2023

### **CEMETERY COMMISSIONERS**

Bruce Bills (5 year term) to March 2024

Paula Newton (5 year term) to March 2025

Scott Nystrom (5 year term) to March 2021

Charles Marchant (5 year term) to March 2022

Carly Sanderson (5 year term) to March 2023



**Sullivan, Powers & Co., P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS

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October 30, 2020

Townshend Select Board P.O. Box 109 Townshend, VT 05353

We have audited the financial statements of the Town of Townshend, Vermont as of and for the year ended June 30, 2020 and have issued our report thereon dated October 30, 2020. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing our audit, we considered the Town of Townshend, Vermont's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Townshend, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Townshend, Vermont's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed as follows, we identified certain deficiencies in internal control that we consider to be material weaknesses and another deficiency that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Town of Townshend,

Vermont's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying Schedule of Deficiencies in Internal Control and Other Recommendations as Items 2020-01 through 2020-03 to be material weaknesses.

Town of Townshend, Vermont -2- October 30, 2020

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying Schedule of Deficiencies in Internal Control and Other Recommendations as Item 2020-04 to be a significant deficiency.

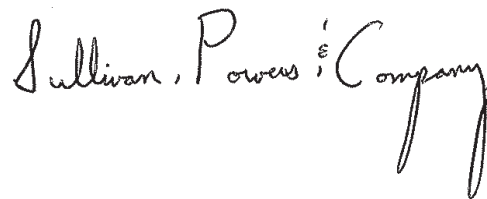
We have also noted other matters during our audit as indicated in the accompanying Schedule of Deficiencies in Internal Control and Other Recommendations that are opportunities for strengthening internal control and operating efficiency. We have discussed the recommendations with the staff during the course of fieldwork and some of the recommendations may have already been implemented.

This communication is intended solely for the information and use of management, the Selectboard, and others within the Town of Townshend, Vermont, and is not intended to be, and should not be, used by anyone other than these specified parties. If you would like to discuss any of the recommendations further, please feel free to contact us.

We would like to take this opportunity to thank the staff of the Town of Townshend, Vermont for their assistance and cooperativeness throughout our audit. It has been a pleasure working with you.

Respectfully submitted,

SULLIVAN, POWERS & CO. Certified Public Accountants

A handwritten signature in cursive script that reads "Sullivan, Powers & Company". The signature is written in dark ink and is positioned below the printed name of the firm.

**FULL AUDIT REPORT IS AVAILABLE FOR INSPECTION IN THE TOWN CLERK'S  
OFFICE**

Members of The American Institute and Vermont Society of Certified Public Accountants



## Select Board Report

This year has presented our town, state and country unique challenges, the coronavirus has cost a tremendous amount not only in lives lost, but peoples' financial and physical security.

Vermont remains under a state of emergency, which has limited our ability to conduct business as we usually do, both in the private and public sector. This year's town meeting is being conducted under circumstances that we have never experienced before.

Because the long term impact of this situation has yet to be known the Select Board has endeavored to control costs through systematic review of our spending and budget practices. In October, town staff was requested to review their budget submissions and to ensure they were conservative in what they were asking for. They did an excellent job with their individual requests and the board thanks them for their efforts. In our review of these requests further cuts were made, with the end result being the budget that is being presented to you at this time.

The board lost two of its member this year to resignation; Will Bissonnette and Crystal Mansfield; we thank them for their service and wish them well. Sherwood Lake joined the board to replace the un-expired term of Will Bissonnette, and was elected Chair. We were not able to fill the remain seat and continue to operate with 4 members.

The Select Board, after town meeting will be seeking volunteers to represent the town on multiple regional committees and boards. If you are interested in filling one of these positions please contact a member of Select Board or the Board's administrative assistant. A list of open appointments is available for anyone who might be willing to serve on the town's behalf.

We continue to meet and accomplish the business of the town on a bi-monthly basis utilizing the virtual platform Zoom. This meeting method will continue through the end of the State of Emergency ordered by Governor Scott. While meeting virtually has, at times, made conducting business challenging, it is a best way currently to keep people safe while ensuring that the business of the town continues to get done. It is anticipated moving forward that we will continue to meet on the second and fourth Tuesday of the month at 6:00 PM. The meetings are open to the public and citizens are encouraged to attend. If you wish to address the board with an issue or concern please notify the administrative assistant so that she may add you to the members of the public on the night's agenda.

Respectfully, the Townshend Select Board,

Sherwood Lake

Robert Wright

Steven Frisk

Irv Stowell

# TOWN OF TOWNSHEND GENERAL FUND 2020 - 2021 and 2022

	Voted FY - 2020	Actual FY - 2020	Voted FY - 2021	Proposed FY - 2022
<b>GENERAL FUND REVENUE</b>				
<b>PROPERTY TAXES</b>				
Property Tax - Current	399,254	272,130	325,741	<b>324,346</b>
Property Tax - Delinquent	0	135,469	0	0
Tax Collector Late Intere	500	1,895	500	500
Delinquent Collector Int	10,000	9,451	7,000	7,000
Del Tax Penalty Revenue	0	10,716	0	0
Education Billing Fee	0	6,117	0	6,205
Abated Taxes	0	0	0	0
<b>Total PROPERTY TAXES</b>	<b>409,754</b>	<b>435,780</b>	<b>333,241</b>	<b>338,051</b>
<b>INTERGOVERNMENTAL REVENUE</b>				
US Dam Tax-Loss Payment	5,656	5,656	5,656	5,656
PILOT VT & USA	9,000	25,722	10,000	10,000
STVT Current Use	55,000	69,829	55,000	55,000
Civil/Local Fines	8,000	4,149	7,500	4,000
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>77,656</b>	<b>105,355</b>	<b>78,156</b>	<b>74,656</b>
Town Interest Earned	1,000	1,532	1,000	1,000
Town Hall/Common Rental	1,000	635	1,000	500
Reimbursement	0	0	0	0
Misc Revenue	0	798	0	0
SOVEREN Land Lease	2,000	2,000	2,000	2,000
Lister Grant Income	0	2,466	0	
Liquor Licenses	400	485	400	400
<b>Total LICENSES</b>	<b>4,400</b>	<b>7,916</b>	<b>4,400</b>	<b>3,900</b>
TC Office Fees/OTC	5,000	4,267	5,000	4,000
TC Recording Fees	8,000	13,175	7,000	7,000
TC Marriage License	100	90	100	50
TC Dog License	1,200	754	1,000	700
TC Fish & Game	250	155	150	150
TC Vehicle Registration	0	117	0	0
Election Reimbursement	0	1,171	0	0
Election \$\$ Ctr for Techn	0	0	0	0
FD Grant \$\$	0	9,235	0	0
Fire Pond Grant \$\$	0	0	0	0
Transfer In	0	4,788	0	0
Trash Bag Sales	30,000	32,286	30,000	30,000
<b>Total TC</b>	<b>44,550</b>	<b>66,037</b>	<b>43,250</b>	<b>41,900</b>
<b>GENERAL FUND REVENUE</b>	<b>536,360</b>	<b>615,088</b>	<b>459,047</b>	<b>458,507</b>
<b>Applied Surplus</b>				<b>119,844</b>
<b>Total Revenues</b>				<b>578,351</b>

	<b>Voted</b>	<b>Actual</b>	<b>Voted</b>	<b>Proposed</b>
	<b>FY - 2020</b>	<b>FY - 2020</b>	<b>FY - 2021</b>	<b>FY - 2022</b>
<b>TOWN GOVERNMENT</b>				
<b>SELECTBOARD</b>				
Wages - Selectboard	4,000	4,000	5,200	5,200
Wages - Admin. Assist	35,273	25,423	34,850	30,000
Admin Assist Health Ins	13,704	11,022	15,747	15,820
EyeMed Assistant	85	44	85	90
Dental Ins Assist	650	362	350	700
Insurance - SB	4,200	5,361	4,400	5,400
Admin. Asst. Retirement	2,100	1,462	2,200	1,500
Legal Expense - SB	5,000	1,341	5,000	5,000
Web Expense - SB	100	82	250	250
Tech Support - SB	0	45	100	100
Notices - SB	1,000	0	1,000	1,000
Town Report Print	1,900	2,036	2,500	2,500
Windham Regional Assment.	2,775	2,886	3,000	3,200
VLCT Dues	2,500	2,498	2,500	2,700
Travel/Meetings - SB	200	0	200	200
Travel Adm Asst	0	0	200	200
Supplies - SB	250	192	250	250
Tax Bill Expense - SB	2,500	1,450	2,500	2,500
Town Meeting Lunch	1,000	798	1,000	0
SOVEREN SOLAR	0	6,416	0	0
Equipment	--	--	--	500
<b>Total SELECTBOARD</b>	<b>77,237</b>	<b>65,417</b>	<b>81,332</b>	<b>77,110</b>
<b>LAND-TAFT MEADOWS</b>				
Expense - Taft Meadows La	500	0	1,400	1,000
<b>Total LAND-TAFT MEADOWS</b>	<b>500</b>	<b>0</b>	<b>1,400</b>	<b>1,000</b>
<b>ELECTIONS</b>				
Wages-Ballot Clerks	1,000	1,374	1,500	1,500
Travel/Meeting	0	0	0	0
Supplies - Elections	200	0	200	200
Election \$5K Grant Exp.	0	0	0	0
<b>Total ELECTIONS</b>	<b>1,200</b>	<b>1,374</b>	<b>1,700</b>	<b>1,700</b>
<b>TOWN CLERK'S OFFICE</b>				
Salary - Town Clerk	36,407	36,407	37,318	37,877
Wages - Clerical - TC	5,660	2,711	5,800	6,500
Health Insurance - TC	13,704	6,795	15,747	15,820
EyeMed TC	85	84	85	90
Dental Ins TC	650	681	650	700

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY-2022
Retirement - TC	2,100	2,194	2,100	2,200
Bond - TC	100	147	120	100
Training/PD - TC	100	65	150	300
Computer Exp - TC	500	1,259	750	500
Repair/Maint - TC	0	0	0	500
Copier Exp - TC	1,500	0	1,500	1,400
Supplies - TC	1,500	1,095	1,500	1,500
New Equipment-Copier	0	0	0	500
Records Maintenance	0	0	500	
<b>Total TOWN CLERK'S OFFICE</b>	<b>62,306</b>	<b>51,437</b>	<b>66,220</b>	<b>67,987</b>
<b>FINANCE OFFICE</b>				
Town Treasurer	0	0	30,000	30,450
Salary - Treasurer	2,342	2,342	0	
Wages-Tax Collector	5,000	3,462	5,000	5,000
Wages- Bookkeeper	15,000	13,628	0	0
Misc. Reimbursement	0	1,921	0	0
Treasurer Health Ins.	0	0	2,000	2,400
Treasurer Eye Med	0	0	85	85
Treasurer Dental	0	0	350	350
Bond - Treasurer	1,125	1,469	0	1,800
Training - Finance Office	4,000	1,581	3,000	2,500
Training - Bookkeeper	2,000	0	0	0
Outside Audit	15,000	25,800	10,000	10,000
Other Municipal Bkpping	0	2,750	0	0
Tax Col. Computer Expense	0	782	0	0
Comp. Expenses - FO	500	1,643	1,000	1,500
Tech Support - Bookkeeper	1,000	719	1,000	1,000
Travel Treasurer	0	175	0	0
Supplies - FO	500	367	500	750
New Equipment - FO	0	0	500	500
Miscellaneous	0	20	0	0
Fund Reconciliation	0	0	0	0
<b>Total FINANCE OFFICE</b>	<b>46,467</b>	<b>56,618</b>	<b>53,435</b>	<b>56,335</b>
<b>DELINQUENT TAX COLLECTOR</b>				
Del Tax Penalty Wages	0	10,944	0	0
Del Tax Emplryr Exp	500	837	500	700
Bond - Del Tax	450	587	475	600
Delinq Collect Legal	0	914	0	1,000
Computer Exp - Del Tax	250	365	250	250
Supplies - Del Tax	200	94	200	200
Reverse Delinquent Fees	0	0	0	0
<b>Total DELINQUENT TAX COLLECTOR</b>	<b>1,400</b>	<b>13,741</b>	<b>1,425</b>	<b>2,750</b>

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY-2022
<b>LISTERS</b>				
Wages - Listers	18,000	17,942	18,000	18,270
Contractual Serv-Listers	600	215	500	500
Lister Legal Expenses	0	0	5,000	3,000
Tech Support - Listers	600	0	500	1,000
Computer Exp - Listers	2,000	2,574	1,500	2,500
Software Lic - Listers	700	1,078	1,500	1,250
Notices - Listers	100	132	100	150
Lister Dues	125	0	100	100
Travel/Meetings - Listers	500	423	500	500
Supplies - Listers	250	228	250	350
Map Exp - Listers	0	0	500	2,500
Office Exp. Copier Rental	0	0	0	775
Equipment - Listers	500	0	0	0
<b>Total LISTERS</b>	<b>23,375</b>	<b>22,592</b>	<b>28,450</b>	<b>30,895</b>
<b>PLANNING BOARD</b>				
Clerical	0	0	0	0
Town Plan	1,000	0	1,000	0
PB Technical	1,250	0	1,200	800
Notices - PB	700	449	500	500
Printing - PB	350	0	450	450
Supplies - PB	350	254	250	250
Map Expense - PB	750	0	1,000	750
<b>Total PLANNING BOARD</b>	<b>4,400</b>	<b>703</b>	<b>4,400</b>	<b>2,750</b>
<b>BOARD OF CIVIL AUTHORITY</b>				
Supplies - BCA	25	0	25	25
Appeals Exp - BCA	50	0	50	50
<b>Total BOARD OF CIVIL AUTHORITY</b>	<b>75</b>	<b>0</b>	<b>75</b>	<b>75</b>
<b>MUNICIPAL TOWN HALL</b>				
Wages: Janitor/Main	800	1,400	800	1,500
Clock Contract - TH	125	0	125	125
Computer Exp - TH	250	786	250	800
Alarm - TH	300	295	400	450
Repair/Maint - TH	2,500	5,547	10,000	10,000
Lawn Care - TH	0	0	0	0
Insurance - TH	8,000	10,282	8,200	15,000
Phone/Internet - TH	1,500	6,044	5,000	7,000
Supplies - TH	1,000	1,119	1,000	2,500

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY-2022
Office Exp - TH	1,500	2,383	1,500	2,000
Fuel Oil/Propane - TH	6,000	3,758	5,000	5,500
New Equip - TH	0	0	0	0
Renovations - TH	0	0	0	0
<b>Total MUNICIPAL TOWN HALL</b>	<b>21,975</b>	<b>31,615</b>	<b>32,275</b>	<b>44,875</b>
<b>Total TOWN GOVERNMENT</b>	<b>238,935</b>	<b>243,498</b>	<b>270,712</b>	<b>285,447</b>
<b>RESCUE INC</b>				
Rescue Inc	35,700	35,629	36,060	36,344
<b>Total RESCUE INC</b>	<b>35,700</b>	<b>35,629</b>	<b>36,060</b>	<b>36,344</b>
<b>CONSTABLE</b>				
Bond - Constable	200	294	200	300
Liability Ins - Police	700	896	700	900
Supplies-Constable	200	0	200	200
<b>Total CONSTABLE</b>	<b>1,100</b>	<b>1,189</b>	<b>1,100</b>	<b>1,400</b>
<b>LAW ENFORCEMENT</b>				
Law Enforcement	20,000	17,525	20,000	0
				0
<b>Total LAW ENFORCEMENT</b>	<b>20,000</b>	<b>17,525</b>	<b>20,000</b>	<b>0</b>
<b>EMERGENCY MGMT</b>				
Supplies	0	0	0	0
Emergency Mgmnt	2,500	2,528	2,500	2,500
COVID-19 Emergency Mgmnt	0	2,015	0	0
<b>Total EMERGENCY MGMT</b>	<b>2,500</b>	<b>4,543</b>	<b>2,500</b>	<b>2,500</b>
<b>POUNDKEEPER</b>				
Poundkeeper	300	350	300	350
<b>Total POUNDKEEPER</b>	<b>300</b>	<b>350</b>	<b>300</b>	<b>350</b>
<b>FIRE HOUSE/DEPARTMENT</b>				
Workers' Comp - FD	1,600	2,203	2,000	3,000
Repair/Maint - FH	3,000	727	3,000	3,000
Insurance - FH/FD	2,200	3,011	3,000	3,800
Telephone - FH	550	530	600	600



	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY-2022
Communications - FH	5,000	4,920	5,000	2,500
District Mutual Aid	20,000	20,100	20,500	21,000
Professional Memberships	0	0	0	250
Supplies - FH	500	582	500	500
Fuel Oil - FH	5,000	3,978	5,000	5,000
New Equipment - FH	11,600	11,132	1,000	1,000
New FH Contingency Funds	0	0	5,000	5,000
FD Grant Expenses	0	4,379	0	0
Fire Pond Grant Expenses	0	0	0	0
Grant Training Expenses	0	0	0	600
<b>Total FIRE HOUSE/DEPARTMENT</b>	<b>49,450</b>	<b>51,561</b>	<b>45,600</b>	<b>46,250</b>
<b>FIRE VEHICLES</b>				
Repair - FT	8,900	9,815	13,400	14,000
Ins/Reg - FT	4,600	6,648	5,500	7,250
Supplies - FT	1,400	2,124	1,200	1,200
New Equipment - FT	2,700	3,054	5,000	3,300
<b>Total FIRE VEHICLES</b>	<b>17,600</b>	<b>21,640</b>	<b>25,100</b>	<b>25,750</b>
<b>Total Exp Rescue thru FireVehicles</b>				<b>112,594</b>
<b>PUBLIC WORKS</b>				
<b>Municipal</b>				
Wages-Sidewalk	0	0	0	0
Municipal Electric	10,300	0	11,100	11,100
Town Hall Electric	0	222	0	0
Garage Electric	0	2,460	0	0
Fire House Electric	800	222	0	0
Library Electric	0	0	0	0
Common Electric	0	222	0	0
Streetlights	0	3,980	0	0
<b>Total Municipal</b>	<b>11,100</b>	<b>7,106</b>	<b>11,100</b>	<b>11,100</b>
<b>TOWN BARN/GARAGE</b>				
Computer Exp - Garage	200	239	400	1,080
Repair/Maint - Garage	1,500	182	1,000	1,000
Insurance - Garage	5,000	6,610	5,200	5,200
Telephone - Garage	600	540	600	600

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY-2022
Supplies - Garage	0	0	100	100
Fuel Oil - Garage	4,500	3,138	5,000	5,000
<b>Total TOWN BARN/GARAGE</b>	<b>11,800</b>	<b>10,709</b>	<b>12,300</b>	<b>5,100</b>
<b>WASTE/RECYCLING/COMPACTOR</b>				
Wages: Attendant	12,400	11,833	12,700	12,600
Recycling Contract	12,000	13,650	12,000	12,000
Maint/Repair - Compactor	2,500	62	2,500	2,500
Ins/Registr - Compactor	175	233	175	250
WSWMD Assessment	9,000	8,468	8,100	8,200
Supplies - Compactor	500	4,604	0	5,000
Tipping Fees Paid	20,000	28,089	25,000	28,000
Green-Up Day Expenses	0	0	0	350
<b>Total WASTE/RECYCLE/COMPACTOR</b>	<b>56,575</b>	<b>66,939</b>	<b>60,475</b>	<b>68,900</b>
<b>COMMON</b>				
Wages - Mowing	0	0	0	0
Lawn Care - Common	1,000	0	1,000	0
Tree Care - Common	3,000	3,760	3,000	3,000
Fountain Care - Common	300	90	300	300
Gazebo Maintenance	200	0	200	200
Supplies - Common	0	0	0	0
<b>Total COMMON</b>	<b>4,500</b>	<b>3,850</b>	<b>4,500</b>	<b>3,500</b>
<b>RECREATION</b>				
Ballfield	100	0	100	0
General Recreation	100	0	100	0
<b>Total RECREATION</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>Total PUBLIC WORKS</b>	<b>84,175</b>	<b>88,606</b>	<b>88,575</b>	<b>96,480</b>
<b>Appropriations Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>EMPLOYER/DEBT/MISC EXPENSE</b>				
FICA - Town	12,000	9,308	12,000	12,000
Unemployment - Town	300	139	300	300
WC - Town	1,000	0	1,000	1,000
Misc Employer Expense	0	0	0	0
<b>Total Emp/Debt/Misc Exp</b>				<b>13,300</b>

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposes</b> FY-2022
<b>OTHER EXPENSES</b>				
BCTV Support	1,000	1,000	1,000	1,200
Windham County Tax	12,000	13,618	12,500	14,000
Principal Paid-Long Term	40,000	40,000	40,000	40,000
Interest Paid: Notes	20,000	18,082	15,000	15,000
Memorial Day Expense	300	290	300	300
Appropriation	0	15,820	0	0
Miscellaneous Expense	0	2,079	0	0
Stone Arch Bridge Expense	0	0	0	0
<b>Total Other Expenses</b>	<b>73,300</b>	<b>90,889</b>	<b>68,800</b>	<b>70,500</b>
<b>Total EMPLOYER/DEBT/MISC OTHER</b>	<b>86,600</b>	<b>100,336</b>	<b>82,100</b>	<b>83,800</b>
<b>TOTAL TOWN EXPENDITURES</b>	<b>536,360</b>	<b>564,877</b>	<b>572,047</b>	<b>578,351</b>

# TOWN OF TOWNSHEND HIGHWAY FUND 2020 - 2021 and 2022

	Budget FY - 2020	Actual FY-2020	Budget FY - 2021	Proposed FY - 2022
<b>HIGHWAY REVENUES</b>				
<b>TAXES RAISED: HIGHWAY</b>				
Taxes Raised: Highway	366,550	366,550	305,110	565,852
<b>Total TAXES RAISED: HIGHWAY</b>	<b>366,550</b>	<b>366,550</b>	<b>305,110</b>	<b>565,852</b>
STVT HW State Aid	110,000	114,752	110,000	110,000
Hwy Supplement (2020)	0	0	0	
<b>Total Aid &amp; Supplements</b>				<b>110,000</b>
<b>OTHER HIGHWAY REVENUE</b>				
Plow: Other Towns	3,000	6,200	3,000	3,000
SOV Grant Reimbursement	0	10,350	0	0
Grants & Aid	0	0	0	0
Better Back Roads Grant	0	0	0	0
Misc. Highway Receipts	0	0	0	0
<b>Total OTHER HIGHWAY REVENUE</b>	<b>3,000</b>	<b>16,550</b>	<b>3,000</b>	<b>3,000</b>
<b>Total HIGHWAY REVENUES</b>	<b>479,550</b>	<b>497,852</b>	<b>418,110</b>	<b>678,852</b>
<b>DIRECT HIGHWAY EXPENSES</b>				
<b>GENERAL MAINTENENCE</b>				
Wages - GM	200,000	199,965	205,000	208,000
Hired Services - GM	10,000	15,522	10,000	10,000
Road Signs - GM	500	500	500	500
MRGP State Fee	2,000	1,350	2,000	2,000
Materials & Supplies - GM	100,000	94,770	105,000	105,000
Contract - Retreatment	25,000	0	100,000	100,000
Grants & Aid Expenses	0	0	0	0
Better Back Roads Expense	0	0	0	0
<b>Total General Maintenance</b>				<b>425,500</b>
<b>GRAVEL CRUSHING</b>				
Gravel Crushing	35,000	40,500	40,000	40,000
Charge Out Crshd Gravel	0	0	0	0
Apply Gr Crush to Reserve	0	0	0	0
<b>Total Gravel Crushing</b>	<b>35,000</b>	<b>40,500</b>	<b>40,000</b>	<b>40,000</b>
<b>All Special Projects</b>	<b>0</b>	<b>22,440</b>	<b>34,000</b>	<b>29,000</b>
<b>Total GENERAL MAINTENENCE</b>	<b>372,500</b>	<b>375,046</b>	<b>496,500</b>	<b>494,500</b>

	<b>Voted</b> FY-2020	<b>Actual</b> FY-2020	<b>Voted</b> FY-2021	<b>Proposed</b> FY2022
<b>INDIRECT HWAY EXP</b>				
<b>ANCILLARY HIGHWAY EXPENSE</b>				
Uniforms - Highway	4,500	6,164	4,630	4,900
Liability Ins - Highway	4,500	5,873	4,250	4,200
CDL Exp - Highway	0	0	250	0
Misc Ancillary Exp - Hwy	250	449	250	400
<b>Total ANCILLARY HWY EXP Indirect</b>	<b>9,250</b>	<b>12,486</b>	<b>9,380</b>	<b>9,500</b>
<b>EMPLOYER EXPENSE: HIGHWAY</b>				
Health Ins - Highway	54,820	51,305	63,000	51,000
EyeMed Highway	330	170	330	330
Dental Ins Highway	2,000	2,085	2,000	2,100
FICA Tax - Highway	12,500	16,648	17,000	16,500
Retirement - Highway	11,500	11,615	12,200	12,600
Unemployment - Highway	1,250	0	1,300	1,300
WC - Highway	15,000	25,539	16,000	22,500
Misc. Employers Exp - Hwy	400	200	400	400
<b>Total EMPLOYER EXPENSE: HWY Indirect</b>	<b>97,800</b>	<b>107,562</b>	<b>112,230</b>	<b>106,730</b>
Transfer Out	0	2,388	0	0
<b>TOTAL INDIRECT HWAY EXP*</b>	<b>107,050</b>	<b>122,435</b>	<b>121,610</b>	<b>116,230</b>
<b>*Ancilliary + Employer Exp</b>				
<b>Total DIRECT HIGHWAY EXPENSES</b>	<b>479,550</b>	<b>497,482</b>	<b>618,110</b>	<b>610,730</b>
<b>Total Expenditures</b>	<b>479,550</b>	<b>497,482</b>	<b>618,110</b>	<b>610,730</b>

## EQUIPMENT FUND

	Voted	Actual	Voted	Proposed
	FY - 2020	FY-2020	FY - 2021	FY - 2022
<b>Town Equip Appropriation</b>	89,325	89,325	102,110	0
<b>Equipment Appropriation</b>	10,000	10,000	0	0
				0
<b>OTHER EQUIP FUND REVENUE</b>				
Insurance Reimbursement	0	0	0	0
Equip fund Interest Earne	0	5	0	0
Misc. Equip Fund Income	0	0	0	0
Proceeds from Borrowing	0	110,000	0	0
Transfer from Reserve	0	50,000	0	0
<b>Total OTHER EQUIP FUND REVENUE</b>	0	160,005	0	0
<b>Total Revenues</b>	<b>99,325</b>	<b>259,330</b>	<b>102,110</b>	<b>0</b>
<b>DIRECT EQUIPMENT EXPENSE</b>				
<b>Western Star 2020 Dump Tr</b>				
Outside Repairs	0	975	0	0
Ins/Registration	0	136	0	50
Supplies/Parts	0	956	1,500	2,000
<b>Total Western Star 2020 Dump Tr</b>	0	2,067	1,500	2,050
<b>BACKHOE: 2008 JD 410</b>				
Outside Repairs: Backhoe	0	165	0	0
Winter EQ: Backhoe	0	64	0	0
Ins/ Reg: Backhoe	0	0	0	0
Supplies/ Parts: Backhoe	3,000	1,157	3,000	3,000
<b>Total BACKHOE: 2008 JD 410</b>	3,000	1,386	3,000	3,000
<b>TK#03: 2015 International</b>				
Outside Repairs: TK#03	0	1,389	0	0
Winter EQ: TK#03	0	0	0	0
Ins/Reg: TK#03	0	0	0	50
Supplies/Parts: TK#03	4,000	3,292	4,000	4,000
<b>Total TK#03: 2015 International</b>	4,000	4,681	4,000	4,050



	<b>Voted</b> FY-2020	<b>Actual</b> FY2020	<b>Voted</b> FY - 2021	<b>Proposed</b> FY-2022
<b>TK#09 2011 International</b>				
Outside Repairs: TK#09	0	0	0	0
Ins/Reg: TK#09	0	50	0	0
Supplies/Parts: TK#09	6,000	794	0	0
<b>Total TK#09 2011 International</b>	6,000	844	0	0
<b>TK#1: 2012 Freightliner</b>				
Outside Repairs: TK#01	0	883	0	0
Ins/Reg: TK#01	0	50	0	50
Supplies/Parts: TK#01	6,000	4,494	6,000	6,000
<b>Total TK#1: 2012 Freightliner</b>	6,000	5,428	6,000	6,050
<b>TK#02: 2012 F550</b>				
Outside Repairs: TK#02	0	0	0	0
Supplies/Parts: TK#02	1,000	553	2,000	0
<b>Total TK#02: 2012 F550</b>	1,000	553	2,000	0
<b>Dodge 550</b>				
Out. Repairs: Dodge 5500	0	0	0	0
Ins/Registration Dodge	0	50	0	50
Supplies/Parts: Dodge 550	0	993	0	2,500
<b>Total 2018 Dodge 550</b>	0	1,043	0	2,550
<b>MISC EQ:YORKRAKE/SAWS/ETC</b>				
Misc Equip Purchased	0	36	0	0
Ins/Reg: Misc EQ	0	0	0	0
Supplies/Parts: Misc EQ	1,000	1,538	1,500	1,500
<b>Total MISC EQ:YORKRAKE/SAWS/ETC</b>	1,000	1,573	1,500	1,500
<b>TRACTOR: Kubota</b>				
Outside Repairs: Kubota	0	0	0	0
Ins/Reg: Kubota	0	0	0	0
Supplies/Parts: Kubota	500	320	5,000	500
<b>Total TRACTOR: Kubota</b>	500	320	5,000	500
<b>GRADER: JD 772</b>				
Outside Repairs: JD Grade	0	0	0	0
Winter EQ: JD Grader	0	0	0	0

	<b>Voted</b>	<b>Actual</b>	<b>Voted</b>	<b>Proposed</b>
	<b>FY-2020</b>	<b>FY-2020</b>	<b>FY-2021</b>	<b>FY-2022</b>
Ins/Reg: JD Grader	0	0	0	0
Supplies/Parts: JD Grader	5,000	6,062	5,000	5,000
<b>Total GRADER: JD 772</b>	5,000	6,062	5,000	5,000
<b>Loader 524</b>				
Outside Repairs	0	0	0	0
Loader 524: Registration	0	0	0	0
Supplies/Parts: Loader 52	500	125	1,000	1,500
<b>Total Loader 524</b>	500	125	1,000	1,500
<b>Total Direct Equipment Expense</b>				26,200
<b>ALL EQUIPMENT</b>				
Winter EQ: AQ	0	42	0	0
Liq Chloride Machine Exp	0	0	0	0
Insurance	8,500	9,695	7,500	7,500
Supplies/Parts: AQ	2,500	4,793	3,500	3,500
Diesel: AQ	25,000	30,024	30,000	30,000
Unleaded Gas: AQ	125	533	350	500
<b>Total ALL EQUIPMENT</b>	36,125	45,086	41,350	41,500
<b>OTHER EQUIPMENT EXPENSE</b>				
Rented Equipment	0	0	0	0
Equipment Purchased	2,000	179,413	8,000	0
Tank Expenses: Dsl & Gas	0	0	0	0
Equ. Principal Payments	0	22,000	23,760	23,760
Interest PD-EQ Financing	0	2,200	0	0
Grader Fund to Reserve	0	0	0	0
<b>Total OTHER EQUIPMENT EXPENSE</b>	2,000	203,613	31,760	23,760
<b>Total OTHER EQUIP EXPENSE</b>	2,000	203,613	31,760	23,760
<b>Total DIRECT EQUIPMENT EXPENSE</b>	65,125	272,781	102,110	91,460
<b>Total Expenditures and Equipment</b>	65,125	272,781	102,110	91,460
<b>Total Direct Highway &amp;</b>				610,730
<b>Total Direct Equipment Expense</b>				91,460
<b>Less Revenue</b>				113,000
<b>Applied Surplus</b>				23,338
<b>Amount to be Raised in Taxes</b>				565,852

### **Townshend Equipment Loans Payable:**

**Western Star Milf Loan original principle \$110,000**  
**Interest paid - \$2,200**  
**Principal Payment - \$22,000**  
**Total Owing \$85,800**

### **RESERVE FUNDS**

	<b>06/30/19</b>	<b>06/30/20</b>
Common Fund	5,747.13	5,752.90
Equipment Fund	5,194.95	5,200.16
Sidewalk Fund	6,804.60	6,823.90
Fire Truck CD	244,721.34	269,311.57
Fire Pond	757.54	7,455.53
Fog Line	2,775.00	2,775.00
Special Projects	0	0
Stone Arch Bridge	3,500.00	91,500.00
GC Sewer Fund	41,067.63	41,696.84
Mosley Fund	62,074.34	62,300.47
PILOT/RDAG MM	70,992.54	68,843.96
Restoration Reserve	27,030.88	31,812.88
Reappraisal	113,945.03	114,833.48
Lister Education*	1,045.00	2,084.00
Planning Commission	6,619.15	6,619.15

**\*auditor moved Reappraisal & equalization payments into one account**

**FY2019 State Reappraisal \$8882.50 + Equalization \$1045 = \$9927.50**

**FY2020 State Reappraisal \$8831.50 + Equalization \$1039 = \$9870.50**

## **TOWNSHEND SOCIAL SERVICES – FY 2022 page 1**

### **American Red Cross of Vermont and NH Upper Valley Region**

2021 appropriation: \$500.                      2022 request: \$500.                      **2022 recommendation: \$500**

**Brattleboro Area Hospice, Inc.** provides non-medical, volunteer-staffed programs for dying and grieving community members.

2021 appropriation: \$300                      2022 request: \$300                      **2022 recommendation: \$300**

**Gerda's Equine Rescue, (West Townshend)** rescues, rehabilitates, and re-homes mainly slaughter-bound horses, and hopes to be a resource to local towns and animals in need.

2021 appropriation: \$00.                      2022 request: none rec'd                      **2022 recommendation: \$0**

**Green Mountain Retired Senior Volunteer Program (RSVP)** supports and develops programs for seniors who wish to volunteer within the community.

2021 appropriation: \$275                      2022 request: \$275                      **2022 recommendation: \$275**

**Green Up Vermont** – sponsors Green Up Day

2022 appropriation: \$00                      2022 request: \$110                      **2002 recommendation: \$110**

**Groundworks Collaborative** is a merger of the Brattleboro Area Drop-In Center and Morningside Shelter, providing emergency food, housing and case management services.

2021 appropriation \$1200.                      2022 request \$1,200                      **2022 recommendation \$1,200**

**Health Care and Rehabilitation Services (HCRS)** provides a broad range of community mental health services.

2021 appropriation: \$1,100                      2022 request: \$1,100                      **2022 recommendation \$1,100**

**MOOver (formerly The Current, operated by the Connecticut River Transit, Inc.)** provides transportation for the elderly, the disabled, and children and families who receive Medicaid.

2021 appropriation: \$750                      2022 request: \$750                      **2022 recommendation: \$750**

**Newbrook Fire and Rescue** supplements fire protection and rescue services to Townshend residents as part of our Mutual Aid Agreement.

2021 appropriation: \$2,500                      2022 request none rec'd                      **2022 recommendation: \$0**

**Senior Solutions Southeastern VT** supports aging seniors in Townshend with information and assistance, senior nutrition programs, transportation, case management and caregiver respite.

2021 appropriation: \$750                      2022 request: \$750                      **2022 recommendation: \$750**

**Southeastern Vermont Community Action, Inc. (SEVCA)** provides weatherization, emergency heating repair, tax preparation services, thrift store vouchers and fuel assistance.

2021 appropriation: \$1,500                      2022 request: \$1,500                      **2022 recommendation: \$1,500**

**Southern Vermont Therapeutic Riding Center** serves 21 clients from Southern Vermont, including some from Townshend. The center's mission is "to enrich, educate and expand the lives of individuals with special needs through Equine Assisted Activities and Therapies (EAAT)," with goals of improving clients' coordination, balance, cognitive, emotional, and behavioral skills while developing equestrian skills.

2021 appropriation: \$250                      2022 request: \$500.                      **2022 recommendation: \$500**

## TOWNSHEND SOCIAL SERVICES – FY 2022 page 2

**Southeastern Vermont Watershed Alliance** monitors and documents the health of local rivers to identify potential areas of concern, in an effort to meet the goals of the Clean Water Act.

2021 appropriation: \$500      2022 request: \$260      **2022 recommendation: \$260**

**Townshend Community Food Shelf**, provides food to those in need.

2021 appropriation: \$700      2022 request: \$700      **2022 recommendation: \$700**

**Vermont Association of Conservations Districts/Rural Fire Protection Program** provides dry hydrants and other rural water supply systems.

2021 appropriation: \$00.      2022 request: \$100.      **2022 recommendation: \$100**

**Vermont Center for Independent Living** is a statewide non-profit organization dedicated to improving the quality of life for people with disabilities & supports Townshend residents

2021 appropriation: \$255      2022 request: \$255      **2022 recommendation: \$255**

**Vermont Family Network** provides the state's largest children's integrated services early intervention program, and provides family support consultants throughout the state.

2021 – appropriation - \$00      2022 request: \$250      **2022 recommendation: \$250**

**Vermont Independent Media/The Commons**, publishers of The Commons, "Windham County's Independent Source for News and Views, is a non-profit (501c3) organization.

2021 appropriation - \$00      2022 request: \$250      **2022 recommendation: \$250**

**Visiting Nurse Association & Hospice of VT and NH** makes homecare visits to Townshend residents.

2021 appropriation: \$2,700      2022 request: 2,700.      **2022 recommendation \$2700**

**Windham County Humane Society's** mission is to "ensure the safety and well-being of animals as well as enhancing the relationship between individuals and pets.

2021 appropriation: \$500      2022 request: \$500.      **2022 recommendation: \$500**

**Winston Prouty Center for Child & Family Development** provides services for preschool children with special needs.

2021 appropriation: \$250.      2022 request: \$250.      **2022 recommendation: \$250**

**Women's Freedom Center** works to end physical, sexual and emotional violence against the women and children of Windham County.

2021 appropriation: \$1,200      2022 request: 1,200.      **2022 recommendation: \$1,200**

**Youth Services** coordinates the Big Brother/Big Sister program, provides in-home parent education and support, and a 24/7 crisis hotline.

2021 appropriation: \$1,540.      2022 request: \$1,540      **2022 recommendation: \$1,540**

**2021 appropriate total: \$16,780**

**2022 recommendation total: \$14,990**

**TOWNSHEND SOCIAL SERVICES – FY 2022 page 3**

**Separate articles:**

**Brattleboro Development Credit Corporation (SoVEDS)** – promotes regional economic development, improving wages and fosters job creation.

2021 appropriation: \$0                      2022 request: \$3,696. **2022 recommendation: \$1,000.00**

**Grace Cottage Family Health & Hospital** – health care provider

2021 appropriation: \$0                      2022 request: \$1000.                      **2022 recommendation: \$790.00**

**2022 recommendation total (all three articles):** **\$16,780.00**



# **Town of Townshend Highway Report**

## **Act 64: Vermont Clean Water Act**

The Vermont Clean Water Act Initiative, known as Act 64, has been in effect since June 2015. This was in response to a number of impaired bodies of water, and the components of Act 64 are to improve water quality throughout the state. New regulations for various sources such as farms and municipal roads have been implemented.

### **Municipal Roads General Permit**

The purpose of the MRGP is to reduce road erosion by keeping an inventory and properly maintaining hydrologically connected road segments. Towns locate the road segments that may have the highest impact on bodies of water and implement Best Management Practices (BMPs) to reduce road erosion and polluted runoff.

The BMPs utilized change the way water flows on and around the roads to reduce damage as well as reduce the amount of contaminated runoff which flows into local water sources. BMPs include: allowing water to flow as a “sheet” to prevent it from flowing as a concentrated mass; increasing the size of road culverts to allow for a larger, steady flow, stabilizing ditches to prevent soil erosion; building up a high point in the center of the road to allow water to run off; and removal of the shoulder berm.

### **Road Erosion Inventory (REI).**

The Road Erosion Inventory was conducted by the Windham Regional Commission (WRC) under contract to the Town of Townshend, evaluated hydrologically-connected road segments for erosion issues and conformance to standards proposed by the State of Vermont as part of the upcoming Municipal Roads General Permit (MRGP). A hydrologically-connected road segment is one in which drainage, or runoff, leaves the road right-of-way at a location within 100 feet of waters of the State (e.g. perennial and intermittent stream, wetland, lake, or pond).

Road erosion causes sediment from these hydrologically connected segments to be carried into the water bodies around them. Large amounts of sediment contamination can lead to decreased habitat for important aquatic species (e.g. brook trout, etc.), and plugged culverts or detrimental physical changes to the stream channel, both of which could potentially affect town highway infrastructure and reduce flood resiliency. The REI identifies existing road erosion issues and where associated road work is needed to improve road drainage.

The MRGP requires that all hydrologically-connected road segments fully meet standards by 2037. Townshend has 157 segments that fully meet MRGP standards while 403 segments do not. A segment is 100 meters.

Of the 403 segments not fully meeting the standard, 63 segments (or 3.91 mi) have an average slope of more than 10% and are identified as Very High Priority Segments; these must fully meet standards by 2025.

To date 27 segments have been completed, 11 segments have been funded by two grants; Vtrans Better Roads and Windham Regional Grants in Aid. The Townshend Highway Dept. completed 16 segments funded by our special projects budget. The Dept. has already applied for Two more grants for FY 2022. At our current rate we will have all 63 segments completed by the 12/31/2025 deadline.

Respectfully submitted  
DPW Supervisor  
Steve Frisk



## FY2020 WAGES & SALARIES

### **Cemetery**

Doug Ballentine	\$295.20
Michael Cutts	\$1,382.40
Charlie Marchant	\$1,004.40
Karson Petty	\$457.20
Delano Schmidt	\$42.00
Domenick Schmidt	\$126.00

### **Delinquent Tax Collector**

Becky Reilly	\$10943.64
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### **Finance Office**

Elaine Hill	\$13,628.40
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### **Highway Department**

Steve Frisk	\$57,886.08
Robbie Germon	\$44,654.77
Billy Roberts	\$50,688.71
Jeremy Zumbruski	\$47,989.75

### **Library**

Karen Larue	\$27,295.06
Jennifer Clary	\$5,063.15
Elizabeth Etman	\$2,906.78
Pamela Russo	\$171.00
Laura Richardson	\$226.80

### **Listers**

Mike Bills	\$8,816.40
Helen Holt	\$7,941.60
Eugene Kuch	\$1,184.40

### **Select Board**

Kathy Hege	\$900.00
Will Bissonnette	\$775.00
Crystal Mansfield	\$775.00
Rob Wright	\$775.00
Karla Lumbra (Asst)	\$25,422.98

### **Town Clerk**

Anita Bean	\$36,407.82
Kathy Hege	\$21.00
Dick Jackson	\$568.80
Kurt Tietz	\$2,120.40

### **Town Hall Maintenance**

Anita Bean	\$1,400.40
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### **Transfer Station**

Arnold Cole	\$11,707.20
Michelle Valliere	\$126.00

### **Treasurer/Tax Collector**

Joseph Daigneault	\$5,803.58
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# **Townshend Volunteer Fire Department Association, Inc. Annual Report 2020**

It has been quite a year for the department in terms of having meetings and trainings, but we have adapted. Our business meetings have been via Zoom and some of the work meetings and training have been virtual. When there was good weather, we have been able to have outdoor training. Other training has been posted online so members can do it at their leisure.

We received another dry hydrant grant that allowed us to put a hydrant in the pond at the Peterson Farm on Simpson Brook Road. This hydrant has been tested and is fully operational. We thank the Peterson family for allowing this installation.

In terms of activity, we have had fewer calls this year than in the past several. Given the pandemic situation, this is a good thing as responders must practice safe incident protocol. The bulk of our calls continue to be motor vehicle, alarm, DHART, and mutual aid related. Townshend had no significant losses this year.

We again ask homeowners to post their E-911 address, so it is visible at night. We ask you to inform us as to how to shut off solar panels attached to a building. We also ask that you have a reliable contact person for those homeowners that have alarm systems. We should know who those people are if the residence is not going to be regularly occupied. If you are going to be away from your home frequently, and have an alarm system, we suggest you purchase a "Knox Box". To receive information on these contact Townshend Emergency Management at the following email. [slakejr89@gmail.com](mailto:slakejr89@gmail.com)

The department members would like to acknowledge the death of former Chief Park Chamberlin. Park was a true steward of the preservation of Townshend's history and a loyal supporter of the department well after his retirement. Also, we would like to recognize the generous support of Mary Moberly. For many years she wrote our thank you notes after our annual appeal. Her dedication will be missed.

Covid - 19 has slowed the progression of the New Fire House Feasibility Study, but the Building Committee is still meeting and hopes to present its findings in the near future.

The department is always looking for new volunteer members. If interested contact the Chief Glen Beattie, 874-4300



# Townshend Planning Commission Annual Report 2020

The Planning Commission consists of five citizen volunteers who are appointed by the Select Board for five year terms. Town planning commissions are charged by the State with looking at the long term development of the town. The principal vehicle for carrying out these responsibilities is the creation and maintenance of the Town Plan. The Planning Commission also reviews any requests for state development permits for projects in the town to determine if they conform to criteria in the Town Plan.

The closing of the Town Hall for COVID-19 presented some challenges to meeting, and the Commission utilized the fresh air of the gazebo on the Common for meetings through October. The venue provided adequate space for social distancing, added visibility and symbolic evidence of an open meeting. The winter chill began encroaching on the meetings and we were forced to resort to Zoom meetings.

This past year the Commission coordinated the Townshend portion of the broadband study for the feasibility of establishing a Communication Union District (CUD) in Windham County. The Commission reviewed the final feasibility and CUD business plan. The final business plan focuses on the rural southern towns that lack existing cable coverage and only provides for expansion into Townshend several years out.

The Commission has continued work on incorporating state requirements for Act 174 (energy) and Act 171 (forest blocks) into the future revisions of the Town Plan.

Meetings of the Planning Commission are held on the second and fourth Wednesday of each month at 7:00 p.m. Watch for agendas at the Post Office, Town Clerk's Office and on the unofficial town website. The meetings are open to the public and participation is welcome.

John Evans, Chair

Bob DeSiervo, Vice Chair

Andy Snelling, Secretary

Brandon Canevari

Liza Swenn Martin

## DELINQUENT TAX COLLECTOR 2019-2020 REPORT

After receiving the warrant in June of 2020 for \$172,402.28, the total in delinquent taxes owed to the Town of Townshend was \$215,995.15. Prior to receiving the warrant, the total due for delinquent taxes was \$54,967.81. There was a tax sale scheduled for April 17, 2020, but was cancelled due to the COVID 19 pandemic. I am currently in the process of another tax sale.

The tax sale that I am working on right now consists of seven properties and about \$41,000 in delinquent taxes. The tax sale date has not been scheduled yet, but will likely be in mid 2021 however is very tentative due to the pandemic. The struggle remains with deceased property owners with delinquent taxes where there is no estate or death certificate on file which are needed to enter the properties into probate court. Another stumbling block is properties that have IRS liens on them as they are not attractive to potential buyers. I currently have three properties that account for \$36,891.95 in delinquent taxes which the select board has advised me to hold off on pursuing to avoid up front legal fees. There are also two properties that are in foreclosure proceedings which are at a standstill during the pandemic accounting for \$4,168.06 in delinquent taxes. The remaining dollars on my list are under monthly payment arrangements with me to pay their balances off within 12 months. The majority of the taxes I am working to collect were unpaid prior to the current COVID 19 pandemic, however many are struggling through this virus and it is evident.

I do my best to work with everyone as much as I can while sticking to my policy that I implemented when I began collecting delinquent taxes. I would be happy to serve the Town in this position for another year.

\*Note - All of the figures mentioned above are principal only and do not include interest and penalty.

**BECKY REILLY**

	<u>7/1/2019</u>	<u>Collected</u>	<u>Adjusted</u>	<u>6/30/2020</u>
2010-2011	1752.76			1752.76
2011-2012	2003.48			2003.48
2012-2013	1963.04			1963.04
2013-2014	1516.23			1516.23
2014-2015	3178.63			3178.63
2015-2016	5735.87			5735.87
2016-2017	5446.93	205.02		5241.91
2017-2018	13703.03	6,186.86	(194.61)	7321.56
2018-2019	157,818.99	117,437.20	(14,982.33)	25,399.46
<b>2019-2020*</b>	<b>172,402.28</b>	8,371.87	2,268.35	161,762.06
	365,521.24			215,875.00

<b>*Warrant</b>	<b>6/12/2020</b>	<b><u>\$172,402.28</u></b>
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Amounts from 2018-2019 Annual Report
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# **2019-2020 Delinquent Tax Report (Tax Only)**

<u>2019-2020</u>	<u>2018-2019</u>	<u>Previous Years</u>	<u>2019-2020</u>	<u>2018-2019</u>	<u>Previous Years</u>
			\$3,462.71	\$712.90	
\$1,463.70				\$289.54	
\$35.72	\$539.28		\$209.95		
\$44.53			\$286.29	\$219.44	
\$1,707.16	\$773.86		\$224.79	\$149.73	
\$291.65		\$533.03	\$131.49		
\$708.31			\$5,783.80		
\$528.05	\$371.63		\$2,922.97		
\$133.61	126.06		\$676.50	\$50.01	
\$133.61	\$126.06			\$966.21	
\$3,978.44	\$3,753.69	\$13,159.11	\$84.63		
\$424.14	\$400.18	372.9	\$1,281.42		
\$212.07			\$349.64		
\$309.62			\$146.33		
	\$480.21		\$178.14	\$168.07	
\$50.89	\$48.02		\$78.08	\$90.73	
\$2,657.24			\$216.31		
\$231.16	\$218.10		\$2,177.96	\$655.39	
\$419.90	\$396.18		\$3,354.32	\$1,349.41	
\$20.00	\$2,170.98	\$1,480.12	\$190.86		
\$770.17			\$113.98		
\$252.36	\$238.11	\$1,468.10	\$1,053.99	187.63	
\$654.52			\$134.06	31.23	123.69
\$1,304.23	\$1,230.55	\$12,089.36	\$150.57	162.07	
\$159.06			\$3,194.76		
\$15,814.06	\$7,639.03		\$645.48		
\$139.97	\$132.06	\$37.08	\$65.74		
\$125.13			\$29,068.51		
			\$3,943.50		
			<b>\$77,499.91</b>	<b>\$1,903.65</b>	<b>\$288.18</b>
			<u>9,398.54</u> *	<u>54.03</u>	<u>0.00</u>
			<b>\$160,797.45</b>	<b>\$25,525.98</b>	<b>\$29,551.57</b>
			<b>TOTAL =</b>		<b>\$215,875.00</b>
			= Collected in full before report printed		
			* = Adjusted after 6/30/20		

## CEMETERY COMMISSION REPORT

All town maintained cemeteries received their required annual care. We thank Mike Cutts and his crew for their good care of Oakwood and Maple Grove Cemeteries. We also thank Doug Ballantine for his care of Round Hill, and Karson Petty and Delano Schmidt for their care of the "Back Cemeteries". Doug is retiring this year, so we need someone to look after Round Hill Cemetery in West Townshend.

After several years of work the stones and fence in the Brigham/Bixby (sometimes called Holland) Cemetery is completed. We thank Abbiati Monuments for donating a replacement marker there and Lester Dunklee for donating replacement fence material. We should also note that the Tracy family donated funds for the work. Much of the money was not used due to the donations of material and labor, so we have some money left over to use if there are future needed repairs.

After three "field trips" the Snow/Scott cemetery was rediscovered. This is a small cemetery under a big oak tree that used to be on land owned by Park Chamberlin and is now on state land. For many years Park took care of the cemetery. He died this past year and plans are in the works to continue to take care of the cemetery in his honor.

The Commission wants to thank the town road crew for their help with some heavy lifting in Oakwood and Maple Grove Cemeteries. With their help, and the help of the Commission members, a number of tilted stones were fixed in Oakwood, Maple Grove, Wiswell, and Round Hill Cemeteries.

Over the years questions frequently arise about the ownership and history of Townshend's cemeteries. There are 13 town maintained and 5 private cemeteries in Townshend. We have spend some time recently researching the deeds and history of each of the cemeteries. Anyone interested in this information should contact the Commission. There is one cemetery we have not been able to find. The last deed reference to it is dated 1914. It is located off the Back Road to Windham and was associated with the Jacobs property. It is not the existing Jacobs Family Cemetery. Anyone with information about this cemetery is asked to contact the Commission.

Scott Nystrom, Chairman  
Bruce Bills, Vice Chairman  
Charles Marchant, Secretary & Agent  
Carley Sanderson  
Paula Newton

<u>CEMETERY REVENUES</u>	2020 Actual	<u>CEMETERY EXPENSES</u>	2020 Actual
Town Appropriation	\$1,750.00	Wages	\$3,307.20
Interest	\$620.42	FICA	\$252.99
Annual Care	\$577.50	Insurance	\$175.85
Perpetual Care	\$450.00	Postage	\$13.75
Lot Sales	\$2,395.00	Deed Fees	\$60.00
Grace Cottage Field	\$750.00	Maintenance/Repairs	\$0.00
		Electricity	\$142.93
		Use of Equipment	\$459.44
		Supplies	\$93.43
		Mileage	<u>\$154.71</u>
<b>TOTAL REVENUES</b>	<b>\$6,542.92</b>	<b>TOTAL EXPENSES</b>	<b>\$4,685.30</b>

# Townshend Historical Society Report for Town Meeting

## VOTE YES ON ARTICLE X TO SAVE THE WEST TOWNSHEND STONE ARCH BRIDGE

There is wonderful news! The repairs to the Follett Bridge on State Forest Rd. are completed. Michael Weitzner, Master Stonemason, did the repairs. The Cemetery Commission contributed granite border markers that were no longer used in the cemetery to be used as curbing for the sides of the bridge. The Townshend Highway Department was extremely helpful with peripheral work that was requested by Mr. Weitzner at the State Forest Rd., as well as the other bridges.

We have additional good news. We applied to USDA Rural Business Development for \$16,640. and were awarded the Grant for marketing and physical signage at the Stone Arch Bridges. The marketing firm we hired, in turn; secured a Grant for \$10,000.00 from Google to further enhance our marketing ability. Interpretive and wayfinding signature, website update and online marketing will all be developed with these funds. We received the Grant to grow Townshend's historical tourist activity and interest. This should develop our rural economy by increasing the Town's business and creating more jobs.

Please visit our website, [Townshendvt.org](http://Townshendvt.org), for current updates. While you are there, you can go to our online store. You can shop for wonderful prints, notecards, puzzles & of course our fabulous book, [A Stitch in Time](#). Many of the sales proceeds go to the Stone Arch Bridge Project.

The Townshend Historical Society submitted an Article for consideration of the Town prior to us learning that there is no possibility of receiving a Small Structure Grant from VTrans in 2020. This is the 3<sup>rd</sup> time the Townshend Select Board has applied for the Grant, in response of our request. In 2018 and 2019 the Grant applications were denied. A 2020 application was submitted by the Select Board. There will not be any VTrans Grants this year. The West Townshend Bridge repair estimate was \$283,000., but that was almost three years ago. It is possibly higher now. We have asked the Master Stonemason, who did the original assessment, for updated figures. The total funds available for the West Townshend Bridge repair is currently a little more than \$165,000., plus the \$50,000, hopefully, from the vote in the warrant. That's a total of just over \$215,000. That still leaves us \$68,000, plus any additional cost for labor and materials since the 2017 estimate. None of those figures take into account any further damage that has been done to the bridge with the passing of time. The Townshend Historical Society will apply for any and all Grant funds that could possibly be available.

We are working on a project to classify our gifts of Townshend's history and our many artifacts. We will welcome any and all volunteers who can help. It's interesting to see Townshend history first-hand.

Trustees

Heidi Clawson, Robert DuGrenier, Eileen Fahey, Charles Marchant, Lee Petty, Judy Tietz.

# Townshend Listers Report

January 2021

This last year has been a challenging one in Town Hall and the Lister's office is no exception.

Because of the pandemic on-site inspections are limited so we're asking residents to let us know about any significant changes to their property-

If you've built a new deck, put up an outbuilding or added a bathroom, for example, please get in touch with us so we can update our records.

The statewide GIS mapping system has been wonderful- being able to accurately map out parcel boundaries goes a long way towards making sure the Grand List is accurate.

We continue to take classes to keep up on any changes handed down from the state.

We're always grateful to the owners of the Bald Mountain and Camperama campsites for their ongoing assistance

And we'd like to thank all the Townshend property owners who continue to be so gracious and helpful throughout the year

Special thanks and a fond farewell must go to our retiring Town Clerk, Anita Bean. You will be sorely missed but we wish you all the happiness and excitement you can handle during your new 'life of leisure'.

Please remember to file your Homestead Declaration (HS-122) every year and feel free to give us a holler if you have any questions

Our scheduled hours are Tuesday and Friday mornings and that's the best time to reach us by phone, but we always keep an eye on our email so that's often the quickest way to hear back from us

Townshend Listers,

Mike Bills  
Helen Holt  
Gene Kuch

802-365-7300 ext4

TownshendListers@GMail.com

## Librarian's Town Report 2020

After enjoying the beginning of the year with normalcy, we followed local and state guidelines and closed our doors in March. At first, I spent hours at home; connecting with Beth, Jeni, and other librarians strategizing how we could safely continue to serve patrons, learning new tools such as Zoom & Beanstack, and brainstorming how to do the work without staff and volunteer assistance and contact.

Initially, getting new books in was like waiting in line to buy toilet paper. I've since worked out a new purchasing system that is running smoothly. We currently house approximately 14,200 items. Inter-library loans have been largely suspended, although Jeni and I can borrow from the other libraries that we work at. We started curbside pickup services in the spring, and began offering limited browsing hours in late summer. After multiple redesigns, the summer reading program was offered remotely. In addition to promoting author and celebrity story readings online, we've offered take & make craft kits. I switched our annual gingerbread program to a take home program as well.

During the year, Cameron Howard & Mary Moberly quietly left us, leaving behind a lasting presence at the library. They are both greatly missed. This year's Red Clover nominees have been donated in Cameron's memory.

We miss seeing residents as much as they miss visiting the library. We've tried a combination of phone calls, virtual meetings, and our e-newsletters to stay connected. Look in all of your email folders if you don't see the e-newsletter in your main inbox. Please don't hesitate to reach out for reasons great or small.

For so many years I have enjoyed sharing comments from library visitors in this report. I never would have guessed that in 2020 people would be most ecstatic that I was offering curbside pick up services and that my top goal for 2020 would involve working so hard to keep people healthy and safe. That's been my primary goal so that when this horrible pandemic is over, all of our community members can return in good health. I look forward to that time and will keep modifying our services as necessary in the meantime.

Respectfully submitted,

Karen LaRue

## LIBRARY FUND

	VOTED	ACTUAL	VOTED	SB PROPOSED
	<u>2020</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
<b><u>TOWN APPROPRIATION</u></b>	<b>52,345</b>	<b>52,345</b>	<b>54,050</b>	<b>_____</b>
<b><u>LIBRARY FUND EXPENSES</u></b>				
<b>PAYROLL EXPENSES</b>				
Librarian	27,295	27,295	28,100	28,521.50
Assistants	8,000	7,659	8,600	9,200
Custodian	1,500	709	1,600	1,650
FICA	2,400	2,640	2,400	3,150
Insurance	2,200	1,836	2,200	2,200
	<b>41,395</b>	<b>40,139</b>	<b>42,900</b>	<b>\$44,721.50</b>
<b>OPERATIONAL EXPENSES</b>				
Supplies	1,500	1,470	1,300	1,300
Postage	1,000	1,026	1,200	1,250
Snow Removal	700	1,145	800	1,200
Maintenance	3,000	2,400	3,000	3,000
Travel/Meetings	600	665	600	650
Electricity	0	0	500	0
Fuel Oil	1,800	1,450	1,800	1,800
Telephone	650	483	650	650
Website	200	144	200	400
Equipment	1,000	145	900	900
				<b>\$9,700</b>
<b>TOTAL EXPENDITURES</b>	<b>51,050</b>	<b>48,086</b>	<b>52,345</b>	<b>\$54,421.50</b>

## Townshend Library Trustees report

In her 15 years as Librarian at Townshend Public Library, Karen LaRue has faced a lot of challenges -- everything from preschool story hours to the aftermath of Tropical Storm Irene -- but nothing compares to what she faced when COVID-19 shut down face-to-face interactions at the library.

In typical Karen fashion, she got right to work. She began increasing our digital resources, including promoting downloadable audiobooks and ebooks and compiling useful links of COVID-19 resources plus online read-alouds, speakers, and other virtual activities. Once it was deemed safe, she began offering "curbside" pickup of library materials with the help of assistants Beth Etmann and Jeni Clary, and in the fall she began offering limited in-person visits.

In between she devised a virtual Summer Reading program for young people, provided online Zoom meetings for groups like Fiber Arts, offered a virtual program on Vermont wildlife, made take-and-make craft kits for the youngest patrons and even kept a holiday tradition alive by providing take-home cookie decorating.

Despite the difficult circumstances, Karen and the board continue to work to move our library forward.

On a sad note, the Library lost a great friend last fall. Mary Moberly, longtime volunteer and library benefactor, passed away in October. For more than 20 years, Mary was a fixture at the front desk in the library and patrons appreciated the hundreds of books she purchased for the library through her Book of the Month Club. In her quiet, capable way Mary was mentor, volunteer, trustee, friend, tech support, reading advisor, advocate, and champion of children's programming (by managing the front desk). She will be sorely missed.

Thanks to your support, the Townshend Public Library continues to be a valuable resource for our community. For more information about the library offerings, see our new digital newsletter, created by assistant Jeni Clary, or visit at our website: [townshendpubliclibrary.org](http://townshendpubliclibrary.org)

Townshend Public Library

Board of trustees

Marilee Attley, Jean McIntire, Pat Lassoﬀ, Judy Slowik, and Kathy DuGrenier

The Library Board of Trustees is asking for the voters to approve an increase in the Librarian's operating hours- please see Article XIII. That amount, in conjunction with the SB recommended on page 38, would meet the stipulations below for the Trustees Proposal

**Town Library Fund Budget Proposal 2022**

**PAYROLL EXPENSES:**

Librarian	28, 550
Additional Librarian Hours	1,300
Assistants	9,200
Custodian	1,650
FICA	3,150
Insurance	2,200

**OPERATIONAL EXPENSES:**

Supplies	800
Postage	500
Snow Removal	1,200
Maintenance	2,500
Travel/Meetings	400
Electricity	0
Fuel Oil	1,800
Telephone	800
Website	400
Equipment	600

<b>TOTAL EXPENDITURES</b>	<b>54,900</b>
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## TOWN CLERK'S REPORT

Not sure where to begin.

It's been an incredible journey from beginning to end and I sometimes never knew what was coming around the bend. There were ups and there were downs, there were things that made me smile and things that made me stop smiling. Thinking back to when I first got elected, and not really knowing what I was doing to now, when I'm still not sure if I know what I'm doing, the whole experience has been the wildest ride of my life.

I have met many wonderful people, some of whom have become cherished friends. I have had the pleasure of working with individuals who supported, encouraged and uplifted me when, at times, I was discouraged and disheartened. The decision to leave wasn't an easy one. The reason I have "officially" decided to retire is that I want time to participate in adventures that life has to offer. I will stay on as an Assistant to aid in the training of the new Town Clerk.

My time working for the Town has filled me with a sense of purpose and belonging that nothing else could offer. I've had the opportunity to help so many people in the past seventeen years in so many ways and it has brought a deep sense of purpose to my life. I have been blessed to have your support and I will always be thankful for the opportunity you all gave me.

I've been very fortunate to have thoughtful and loyal assistants who were always willing to help and support me through some difficult situations especially during a year filled with changes and trying times. This is definitely not a one-person job. Having people who are knowledgeable certainly makes the job easier to manage.

To Dick Jackson; I cannot thank you enough for your expertise in recording of the Land Records. You are truly an inspiration and although you may have slowed down a little, your influence, tenacity and way of life will stay with me forever. As you have always said "the secret to living a long life is to keep on moving." I took those words to heart and that's exactly what I intend to do.

To Kurt Tietz; there are no words, at least none that I can put in writing! In all sincerity, you have always been a great help to me. Especially in the beginning when I felt like a fish out of water. What started out as a working relationship has turned into a great friendship. You made me laugh when I felt like screaming. You always had a way of making, what seemed like an unsurmountable situation, not so bad at all. The practical jokes, laughter and sometimes lighthearted sarcasm will be imbedded in my mind forever.

Thanks again for giving me the opportunity to serve the Town and its people!

Be well and I'll see you around.

Appreciatively,

Anita Bean, Town Clerk

# **Town Clerk Fees processed as of July 1, 2019 to June 30, 2020**

## **Fiscal 2019/2020**

Recording/Filing		\$ 17,895.00
Title Searching w/copies		\$ 3,074.25
Certified Copies (vital records)		\$ 930.00
Burial Transits		\$ 35.00
DMV		\$ 117.00
Animal Licenses	Town	\$ 754.00
	State	\$ 865.00
Vermont Fish & Wildlife	Town	\$ 102.50
	State	\$ 1,816.50
Posting Land		\$ 20.00
Marriage/Civil Unions	Town	\$ 90.00
	State	\$ 450.00
Miscellaneous		\$ 230.00
Green Mountain Passes		\$ 14.00
Town Hall Rental		\$ 1,495.00
Trash Bags		\$ 3,586.00
Liquor/Tobacco Licenses		\$ 485.00
Total:		\$ 31,959.25

## LAND TRANSACTIONS – JANUARY 1 – DECEMBER 31, 2020

### Total Transfer Returns Filed

2019 – 79  
2020 - 91

### Primary Residents

20  
48

## WELCOME TO TOWNSHEND (NEW PROPERTY OWNERS)

Alexander Sorenson & Jennifer Kessler	Keith & Yerenia Nilges
Benjamin & Jessica Landers	Jason & Jessica Flannery
Cody & Samantha Palmer	Kevin Brooks
Michael Hunter	Andrew & Margaret Clark
Christopher Pritts & Rong Rong	Joshua Murray
Austin Langsdorf & Jessica Prucnal	Keith Jillson
Robert Jones & Laura Wickham	Michael Crockett & Amy Duffy
Benjamin Farrell & Haley Felker	Mark Onyon
Rick Matschke	Jodie Gelineau
Valerie Hebert & Susan Vita	Andrew McPhail & Heather Pierce
Tammy Post & Demetri Sochin	Ryan Smith
Ella Kinsman & Matthew Deen	Robert Swiger & Tyler Burns
Pamela White	Robert C. Barnum, III
Shaun & Catherine Marrow	Adam Cehowski
Tyler & Kayla Hecht	Alene "Allie" Evans

### ORDINANCES

Health Ordinance  
Human Bit by Animal  
Solid Waste Disposal  
No overnight parking  
Wireless Telecommunication  
Facilities (Cell Towers)

Parking  
Designation of Common Road  
as a One-Way Street

### SPEED LIMIT ORDINANCES

Grafton Road (Revised)  
Unpaved Town Roads  
Local Enforcement on State  
Highway Speed Limit  
Riverdale Road (Revised)  
Amendment to Local Enforcement

of Speed Limits on a State Highway  
Back Windham Road Bridge Speed  
Limit

### LIQUOR/TOBACCO LICENSES

Harmonyville Store	River Bend Farm Market
Windham Hill Inn	West Townshend Country Store

### SEPTIC APPLICATIONS

Septic Applications must be obtained by the property owner from the State of Vermont when installing or replacing a septic system and/or replacing a tank.

## **ANIMAL LICENSING**

All dogs 6 months or older must be licensed on or before April 1st. An up-to-date Certificate of Vaccination for Rabies is required for licensing. If you are moving or your dog has died, please contact the Town Clerk's office.

**Licensing Fees:** \$9.00 spayed/neutered \$13.00 not spayed/neutered.

**Late Fees:** \$2.00 spayed/neutered - \$4.00 not spayed/neutered

The annual **PET VACCINATION CLINIC** will be scheduled at a later date.  
Fees are as follows: Rabies \$15.00, Distemper \$25.00, Rabies and Distemper \$35.00

## **PERMIT TO KINDLE: BURN BRUSH ONLY**

Fire Permits for burning must be obtained from the Town Clerk's office.  
Individuals must notify Keene Mutual Aid prior to burning at 603-352-1291.  
This Permit does not relieve you from any liability related to damage caused by the fire.

Permits can also be obtained from Roger Brown, Fire Warden.

**REMINDER:** Burning household trash, treated/painted wood and construction materials is against the law.

## **Townshend Residents - RESOURCE CENTER - TOWN OFFICE**

Information:	past & present for public review
Certified copies:	birth, marriage, death - \$10.00
Meetings:	times, minutes, posted and warned
Compactor:	rules & regulations, tokens and sticker
Licenses:	civil marriage, animal, VT Fish & Game
Auto:	renewals and State forms
Permits:	driveway access & outside burning
Property:	location, taxes, appraisal, owners name, 911, etc.
Hours:	Monday, Tuesday, Wednesday & Friday 9:00 A.M. to 4:00 P.M. <b>CLOSED</b> – Thursdays and Saturdays

**NOTE: IF YOU CHANGE YOUR ADDRESS FOR ANY REASON, PLEASE BE SURE TO NOTIFY THE TOWN CLERK'S OFFICE SO THAT NOTICES/ PUBLICATIONS/TAX BILLS CAN GET TO YOU IN A TIMELY MANNER**

# VITAL STATISTICS

## DEATHS

<u>NAME</u>	<u>AGE</u>	<u>DATE</u>	<u>RESIDENCE</u>
FLYNN, TIMOTHY	70	01/28/20	NEWFANE
LEVESQUE, JOSEPH	84	01/30/20	WARDSBORO
ABRNO, LUCY	100	01/31/20	TOWNSHEND
WIMBERLY, JAMES	82	02/03/20	ATHENS
STEINER, CARL	84	02/16/20	TOWNSHEND
MILIKEN, VIRGINIA	83	03/02/20	TOWNSHEND
MEEK, KENNETH	81	03/12/20	NEWFANE
WESTERN, MARY	89	03/12/20	BURLINGTON
DENYOU, BONNIE	64	03/21/20	TOWNSHEND
MCCARTY, JR., WILLIAM	92	03/31/20	TOWNSHEND
HOWARD, CAMERON	66	04/16/20	TOWNSHEND
WEINER, MARY	68	04/17/20	WEST TOWNSHEND
MEAGHER, JR., THOMAS	84	05/04/20	NASHUA, NH
LYMAN, RONALD	77	05/25/20	BRATTLEBORO
HARRIS, HEDY	77	07/01/20	TOWNSHEND
SCHWARTZ, ELIZABETH	86	07/14/20	HINSDALE, NH
COBB, ILLSE	85	08/20/20	JAMAICA
HOLMQUIST, ELOINE	90	08/23/20	BRATTLEBORO
PATRICK, WARREN	109	09/27/20	TOWNSHEND
HOWE, SR., HAROLD	70	10/07/20	TOWNSHEND
BLANCHARD, PHYLLIS	77	10/13/20	TOWNSHEND
MCALLISTER, CARLENE	58	10/13/20	BRATTLEBORO
FONTAINE, JEAN	86	10/18/20	TOWNSHEND
MOBERLY, MARY	79	11/01/20	TOWNSHEND
BOUSQUET, LOIS	92	11/02/20	WEST TOWNSHEND
GOULET, PAMELA	53	11/06/20	TOWNSHEND
THOMAS, SR., DONALD	69	11/22/20	JAMAICA

# BIRTHS

<u>NAME OF CHILD</u>	<u>SEX</u>	<u>DATE</u>	<u>NAME OF FATHERNAME OF MOTHER</u>	<u>RESIDENCE</u>
PHOENIX, ALAYNA	F	03/22/20	PHOENIX, KAYLINA	TOWNSHEND
FARRELL, MINNA	F	05/11/20	CONRAD, LOUISA	TOWNSHEND
WILSON, RILEY	M	07/30/20	WILSON, EMILY	TOWNSHEND

# CIVIL MARRIAGES

<u>SPOUSE MARRIAGE</u>	<u>RESIDENCE</u>	<u>SPOUSE</u>	<u>RESIDENCE</u>	<u>DATE</u>	<u>PLACE OF</u>
HAILE, SARAH	RHODE ISLAND	COOPER, NOAH	RHODE ISLAND	09/12/20	TOWNSHEND
VELSOR, TIMOTHY	TOWNSHEND	MCBURNIE, MAUREEN	TOWNSHEND	09/19/20	BRATTLEBORO
CASWELL, HOLLY	TOWNSHEND	DORMAN, SCOTT	TOWNSHEND	10/10/20	TOWNSHEND
SETARO, JR., ROBERT	CONNECTICUT	FARACE, JESSICA	CONNECTICUT	10/10/20	TOWNSHEND

**ANNUAL TOWN MEETING MINUTES  
MARCH 3, 2020**

The legal voters of the Town of Townshend are hereby notified and WARNED to meet at the Town Hall in Townshend, Vermont, on Tuesday, March 3, 2020 at 9:00 a.m. to act on the following articles, viz:

The Assembly recited the Pledge of Allegiance and David Liebow called the meeting to order at 9:05 A.M.. Several announcements were made and the location of numerous handouts and surveys were pointed out to the Assembly. The preamble was read and a brief explanation was given of the procedure that would be followed during Town Meeting.

**ARTICLE I.** To choose a Moderator for the ensuing year:

David Liebow opened nominations for Moderator.

Nominated: David Liebow.

There being no others, nominations were closed and the clerk was instructed to cast one ballot for David Liebow as Moderator for a term of one year. Motion seconded and passed by voice vote.

**David Liebow, 1 year term as Moderator**

Request to change the order of the Articles and proceed to Article IX relating to law enforcement services, as to accommodate Sheriff Mark Anderson.

No objection.

**ARTICLE IX.** To see if the Town will vote to raise, by taxation, money for law enforcement services and, if so, how much?

So moved by Will Bissonnette and seconded by Andy Snelling to raise, by taxation, \$20,000.00 for law enforcement services.

Discussion ensued regarding which Department the money would go to. It was explained that it would be up to the Select Board to make that decision.

There was question as to how much is the current budget for Law Enforcement? The amount budgeted for Law Enforcement has been \$20,000.00 for the last two years.

Is law enforcement mandated by the State? Not sure if it is mandated but the Town has, in the past, engaged for police protection, investigation and speeding enforcement.

State Police has been Law Enforcement Services for the past two years.

Motion was made to suspend the rules to allow Sheriff Mark Anderson of the Windham County Sheriff's Department to speak which was passed without objection

He spoke about the State Police and what they provide. He stated that they are short staffed and that they are a catch all service for everyone.  
The Sheriff's Department is well staffed and would provide more personal and protective service specific to our town. He also stated that the Town would get revenue from traffic stops and tickets issued.

He responded to many questions from the assembly.

Sheriff Anderson left at 9:31 A.M.

**ARTICLE IX.** To see if the Town will vote to raise, \$20,000.00 by taxation for law enforcement services?

There being no further discussion, Article IX passes by voice vote.

**Article IX Passed**

**ARTICLE II.** To act upon the July 1, 2018 - June 30, 2019 Independent Auditors' Report:

So moved by Eugene Kuch and seconded by Andy Snelling to approve the Independent Auditors' Report.

Brief discussion regarding the Auditor's Report.

There being no further discussion, Article II passes by voice vote.

**Article II Passed**

**ARTICLE III.** To see what salaries the Town will vote to pay its various officials for the ensuing year:

Town Clerk:	\$37,318.00/ yr
Town Treasurer:	\$30,000.00/ yr
Select Board: (1) Chair:	\$1,200.00/ yr
(4) Members:	\$1000.00/ yr
Town Clerk assistants and casual labor:	\$14.75/ hr

So moved by Elaine Hill and seconded by Will Bissonnette.

Brief discussion regarding Town Treasurer/Bookkeeper salary.

Combining the Treasurer and Tax Collector as one position.

There being no further discussion, Article III passes by voice vote.

**Article III Passed**

**ARTICLE IV.** To elect all Town Officials for the ensuing year(s):



**Town Clerk: 1 – one year term:** Nominated: Anita Bean

Motion made to close nominations and have the clerk cast one ballot for Anita Bean for a one year term as Town Clerk; seconded and carried by voice vote.

**Anita Bean, 1 year term as Town**

**Clerk**

**Town Treasurer: 1 – one year term:** Nominated: Elaine Hill

Motion made to close nominations and have the clerk cast one ballot for Elaine Hill for a one year term as Town Treasurer; seconded and carried by voice vote.

**Elaine Hill, 1 year term as Town**

**Treasurer**

Motion was made to suspend the rules to allow Sergeant Buckley of the Vermont State Police to speak which was passed without objection.

Sargent Buckley stated that he had been a State Policeman since November, 1994 and has been actively patrolling since 2005. He said that the State Police had responded to 346 incidents in Townshend over the past year. Twenty-one of those stops resulted in arrests.

He answered questions from the assembly. He explained the billing procedure and also noted that the town receives monies from issued traffic violations.

Explained the duties of the State Police and, in most cases, their response time was adequate. In emergency situations they request assistance from other departments.

There was further discussion concerning money, hours and costs associated with any incident.

He also stated that the State Police would respond without a contract.

There was comment made by a resident as to the quick response received when they placed a 911 call.

Sergeant Buckley also noted that they do school safety visits.

No further questions. Sergeant Buckley left at 10:45 A. M. and the meeting resumed with election of officers.

**Select Board: 1 - three year term:** Nominated: Steve Frisk

Motion made to close nominations and have the clerk cast one ballot for Steve Frisk for a three year term on the Select Board; seconded and carried by voice vote.

**Steve Frisk, 3 year term on Select Board**

**1 – one year term :** Nominated: Crystal Mansfield

Motion made to close nominations and have the clerk cast one ballot for Crystal Mansfield for a one year term on the Select Board; seconded and carried by voice vote.

**Crystal Mansfield, 1 year term on Select Board**

**1 – one year term:** Nominated: Irvin Stowell

Motion made to close nominations and have the clerk cast one ballot for Irvin Stowell for a one year term on the Select Board; seconded and carried by voice vote.

**Irvin Stowell, 1 year term on Select Board**

**Listers:** 1 - three year term Nominated: Eugene Kuch

Motion made to close nominations and have the clerk cast one ballot for Eugene Kuch for a three year term as Lister; seconded and carried by voice vote.

**Eugene Kuch, 3 year term as Lister**

**Delinquent Tax Collector:** 1 – one year term: Nominated: Becky Reilly

Motion made to close nominations and have the clerk cast one ballot for Becky Reilly for a one year term as Delinquent Tax Collector; seconded and carried by voice vote.

**Becky Reilly, 1 year term as Delinquent Tax Collector**

**West River Modified Union Education District Director:**

**1 – three year term:** Nominated: Al Claussen

Motion made to close nominations and have the clerk cast one ballot for Al Claussen for a three year term as West River Modified Union Education District Director;

**Al Claussen, 3 year term as West River Modified Union Education District Director**

**First Constable:** 1 – one year term: Nominated: Warren Beattie

Motion made to close nominations and have the clerk cast one ballot for Warren Beattie for a one year term as First Constable; seconded and carried by voice vote.

**Warren Beattie, 1 year term as First Constable**

**Second Constable:** 1 – one year term: Nominated: Michael Cutts

Motion made to close nominations and have the clerk cast one ballot for Mike Cutts for a one year term as Second Constable; seconded and carried by voice vote.

**Michael Cutts, 1 year term as Second Constable**

**Town Grand Juror:** 1 – one year term: Nominated: Margaret Bills

Motion made to close nominations and have the clerk cast one ballot for Margaret Bills for a one year term as Town Grand Juror; seconded and carried by voice vote.

**Margaret Bills, 1 year term as Town Grand Juror**

**Town Agent:**            **1 – one year term:**    Nominated:

No nominations. Select Board will appoint.

**Library Trustees:**    **1 – five year term:**    Nominated: Margaret Bills respectfully declined.  
Jean McIntyre

Motion made to close nominations and have the clerk cast one ballot for Jean McIntyre for a five year term as Library Trustee; seconded and carried by voice vote.

**Jean McIntyre, 5 year term as Library Trustee**

**Cemetery Commissioner:**    **1 – five year term:**    Nominated: Paula Newton

Motion made to close nominations and have the clerk cast one ballot for Paula Newton for a five year term as Cemetery Commissioner; seconded and carried by voice vote.

**Paula Newton, 5 year term as Cemetery Commissioner**

**ARTICLE V.**            To see if the Town will authorize the Selectmen to set a tax rate sufficient to cover all monies raised for municipal entities for the period July 1, 2020 through June 30, 2021, and to borrow money in anticipation of taxes?

So moved by Irv Stowell and seconded by Will Bissonnette.

There being no discussion, Article V passes by voice vote.

**Article V. Passed**

**ARTICLE VI.**            To see if the Town will authorize its Property Tax Collector to receive its Real Property Taxes quarterly, August 28, 2020; November 24, 2020; February 26, 2021; and May 28, 2021. Monthly interest will be charged at the rate of one-half percent (1/2%) or fraction thereof; interest of one percent (1%) or fraction thereof plus penalties will commence on May 30, 2021.

So moved by Will Bissonnette and seconded by Charlie Marchant.

There being no discussion, Article VI passes by voice vote. **Article VI. Passed**

Motion was made to suspend the rules to allow Emily Long to speak which was passed without objection.

She addressed:            Global Warming and Climate Change;  
The veto of Governor Scott's decision regarding minimum wage increase;

State regulation and tax on cannabis; and  
Act 250 reform.

She questions from the assembly.

There as lengthy discussion regarding the Townshend Dam and the amount of silt created from multiple storms and what is being done to save the dam;  
Act 64 bill regarding cannabis; and  
Weighting Study;

Ms. Long left at 11:15 A.M. and the meeting resumed.

**ARTICLE VII.** To see if the Town will vote to appropriate \$552,047.00, to pay for the running expenses and liabilities of the Town of which \$325,741.00 to be raised in taxes?

So moved by Will Bissonnette and seconded by Eugene Kuch.

Discussion ensued regarding Reserve Funds concerning Fog Line, Reappraisal and Lister Education.

Irv Stowell stated that the Town Report does not show where the money is going.

Numbers in the Town Report are from last year. The Fog line got rolled into something else but remained as an item in the reserve funds. Unsure how the Lister's fund works.

Elaine Hill stated that there is an error in the Reappraisal Fund which has since been resolved.

There being no further discussion Article VII passes by voice vote.

**Article VII. Passed**

**ARTICLE VIII.** To see if the Town will vote to appropriate \$720,220.00, for the running expenses and liabilities of maintaining the Town's roads of which \$407,220.00 to be raised in taxes?

So moved by Will Bissonnette and seconded by Kristine Kuch.

There was discussion regarding the increase in the contract for retreatment from \$25,000.00 to \$100,000.00.

Andy Snelling questioned the monies for Special Projects

Steve Frisk detailed the amounts to be applied to the upcoming year for Special Projects.

\$11,000.00 - grant match for bridge 43;  
\$5,000.00 - grant match for Better Roads Program;  
\$5000.00 - grant match for Windham Regional Commission;  
\$6000.00 – purchase of culverts; and

\$7,000.00 – purchase of ditch stone.

Update on Grants.

The town will be meeting with Meghan Brunk within the next two weeks regarding small structure grants. The town will be reapplying for two grants, one for bridge #43 (West Hill) and one for the Stone Arch Bridge #34.

Questions concerning the monies put into the Kabota Tractor. Steve Frisk stated that an aftermarket cab was purchased which was not available last year when the tractor was purchased.

Andy Snelling wanted to clarify that we still had \$88,000.00 in a Reserve Fund for the repair of the Stone Arch Bridge.

Steve Frisk stated that \$88,000.00 was raised last year and is in a Reserve Fund. He also stated that Charlie Marchant's request was to bring to the meeting today an Article to raise \$167,000.00 to get up to the full amount for the repair of the Bridge. We decided to go with \$50,000.00 in anticipation of the potential grant approval and not have to raise \$167,000.00 today to get full funds to rebuild the bridge

There being no further discussion, Article VIII passes by voice vote.

**Article VIII. Passed**

**ARTICLE X.** To see if the Town will vote to raise \$50,000.00, by taxation, to be held in a reserve account for the repair of the Stone Arch Bridge on Back Windham Road contingent upon the successful award of grant funds?

So moved by Charlie Marchant and seconded by Kristine Kuch.

Discussion: Any updates on the grants? Steve Frisk reported that there would be a meeting with Meaghan after town meeting. He also stated that the town will be reapplying for 2 grants.

\$88,000.00 in reserve. Did not want to raise \$167,000.00.

There being no further discussion. Article X passes by voice vote.

**Article X. Passed**

**ARTICLE XI.** To see if the Town will vote to raise \$54,500.00, by taxation, for the running expenses and liabilities of the Library?

So moved by Will Bissonnette and seconded by Kristine Kuch

There being no discussion, Article XI passes by voice vote.

**Article XI. Passed**

**ARTICLE XII.** To see if the Town will vote to raise \$ 10,000.00, by taxation, to be placed in the Capital Expenditure Fund Fire Department Reserve toward a future pumper?

So moved by Irv Stowell and seconded by Steve Frisk.

There being no discussion, Article XII passes by voice vote.

**Article XII. Passed**

**ARTICLE XIII.** To see if the Town will vote to raise \$1,750.00, by taxation, for the Old Cemetery Fund?

So moved by Charlie Marchant and seconded by Steve Frisk.

Charlie Marchant took the opportunity to thanked Rick Snow for his years of service on the Cemetery Commission.

There being no discussion, Article XIII passes by voice vote.

**Article XIII. Passed**

**ARTICLE XIV.** To see if the Town will vote to raise \$16,780.00, by taxation, for the support of Social Services, as recommended?

So moved by Will Bissonnette and seconded by Kristine Kuch.

There being no discussion, Article XIV as amended passes by voice vote.

**Article XIV. Passed**

**ARTICLE XV.** To see if the Town will authorize the Board of Selectmen to acquire land by gift or purchase for municipal forest to promote reforestation water conservation and good forestry practices?

So moved by Will Bissonnette and seconded by Kristine Kuch

There being no discussion, Article XV passes by voice vote.

**Article XV. Passed**

**ARTICLE XVI.** To see if the Town will vote to set the first Tuesday in March 2021, as the date for the 2021 Town of Townshend Annual Meeting?

So moved by Will Bissonnette and seconded by Steve Frisk.

There was discussion as to considering the possibility of switching Town Meeting day to another day that is not a work day, such as Saturday.

Elected Officials would have to be elected at Town Meeting.

There being no further discussion, Article XVI passes by voice vote.

**Article XVI. Passed**

**ARTICLE XVII.** To transact any other non-binding business to properly come before said Meeting?

Issues discussed: Marilee Attley thanked Library Trustees – Maggie Bills, Marge Holt and Ann Allbee for their service;  
The Select Board was thanked for the work they do and Irv Stowell was thanked for running;  
The need for younger people to participate in town politics;  
Pilot Program. Request to have the Select Board look into it;  
Glenn Beattie gave an update on the Fire Department feasibility study;  
No longer mailing Town Reports. Many come back. Very expensive.  
Could be digitized.  
Send out postcards to residents asking if they want it mailed to them;  
Town Website. Explanation as to why the town does not have one; and  
Open Meeting Law

There being no further discussion, Irv Stowell made a motion to adjourn at 11:57 A.M.  
Seconded by  
Warren Beattie.

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Anita Bean, Town Clerk

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Will Bissonnette, Select Board Chair

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David Liebow, Moderator

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

**2020**  
**ANNUAL REPORT TO MEMBER TOWNS**  
**BY BOB SPENCER, EXECUTIVE DIRECTOR**

Brattleboro

Brookline

Dover

Dummerston

Guilford

Halifax

Jamaica

Marlboro

Newfane

Putney

Readsboro

Somerset

Stratton

Townshend

Vernon

Wardsboro

Westminster

Wilmington

**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. The recycling roll-off containers that WSWMD had provided to all of its member towns were no longer hauled and processed by WSWMD, and the towns assumed responsibility for complying with state recycling mandates. The roll-off containers are currently on loan to member towns at no charge. Besides the WSWMD transfer station, there are 7 towns that operate their own transfer station, three towns that provide residential curbside trash and recycling, three towns with 24-7 recycling drop-off areas, and five towns with no municipal trash or recycling services.

**Financial Report:** WSWMD finished fiscal year 2020 with a budget surplus of \$52,596, with total revenues of \$1,125,679 off-setting total expenses of \$1,025,025.

**Transfer Station:** The COVID-19 pandemic has demonstrated that WSWMD provides "essential services," and has continued full-scale operation. A comparison of the six-months from January - June in 2019 versus 2020 documented \$49,000 more revenue in 2020.

The staff stepped up to keep the transfer station operating with significant new safety protocols. Only the ever-popular Swap Shop suspended operation. 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. Eight towns continue to utilize the District's recycling roll-off containers and offer drop-off recycling services in their communities. Towns contract with private haulers to provide recycling services.

**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 kept local are food scraps and yard debris. The food scrap composting facility is in its 7th 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



## WINDHAM SOLID WASTE MANAGEMENT DISTRICT

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processed at the site in 2020 approached 2,000 cubic yards per year, the maximum allowed by the state permit. The District is evaluating options to process additional quantities of organics. 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. The District sold more than 3,000 cubic yards of “Brattlegrow” compost in 2020 through retail distributors, as well as for construction projects. WSWMD donates compost for town projects, school, and community gardens.

**Solid Waste Implementation Plan (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. On behalf of member towns, WSWMD submitted an amended SWIP this fall, and once approved by VT Agency of Natural Resources, it will be valid for 5 years.

**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.

**Household Hazardous Waste Collections:** Due to the pandemic, WSWMD held just two household hazardous waste collection events, as mandated by VT ANR Materials Management Plan. Collections were held in Brattleboro and in Wilmington on October 24th, with 230 households from 17 District towns participating.

**New HHW Depot:** Due to the high costs of HHW event collections, WSWMD applied for a state grant to construct a permanent HHW collection facility at Old Ferry Road, and following approval of a state permit, it will open in Spring of 2021 for certain hours each week to serve all District residents. Small businesses will also be able to use the site by appointment.

**Backyard Composting Demonstration Area:** A new teaching area has been installed at the District demonstrating five different systems for composting food scraps at homes, schools, and community gardens. The District held an open house in October and will be offering workshops starting in the spring of 2021. The facility will be available for use by schools and community organizations as well. The District also conducts composting workshops in District towns as we did in Vernon this fall.

**Business Outreach & Technical Assistance:** The District continues to promote its business resources and free technical assistance, including food scrap diversion.

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

**Special Event “Zero Waste” Outreach and Technical Assistance:** WSWMD owns 20 event-sorting stations that are available to towns, businesses, residents, and institutions for use at fairs, festival,

## Town Treasurer's Report

### Tax Collector's Report

7/1/2019-6/30/2020

The Treasurer's position transitioned from Joe Daigneault to a new Treasurer, effective March 3, 2020. The responsibilities of making bank deposits and managing the town CD's has remained transparent. With COVID-19 the Town Offices are dedicated to conducting town business as seamlessly as possible.

The on-going processes with the Library and Cemetery continue going well.

The town audit was successful, even with the transition from accrual to cash basis.

I have been working closely with both Sherwood Lake (Fire Department) and Steve Frisk (Highway Foreman) to handle the Fire Department & Fire Pond grants, as well as Grants & Aid Program and Better Back Road grants.

I've also taken on the responsibility of Tax Collector. Property taxes have been consistently coming in even with the 1<sup>st</sup> payment due in October and the 2<sup>nd</sup> payment in November. **Please remember to include your tax payment coupon when making a payment. And, if your property taxes are escrowed with a mortgage company or bank, it is your responsibility to make sure they receive a copy of your current tax bill. Townshend only sends a copy to companies that make this request.**

Additional note: it is important that every Vermont resident **file their Homestead Declaration** each year by April 15. Not doing so results in the state assessing a penalty which can result in a sizeable dollar amount added to your tax bill.

My hours are M, T, W & F 9:00 – 4:00. Do not hesitate to call or email me.

Elaine Hill, Treasurer

(802) 365-7300, ext. 3

[Ehill.townoftownshend@gmail.com](mailto:Ehill.townoftownshend@gmail.com)

Elaine Hill, Tax Collector

(802) 365-7300, ext. 2

[Ehill.townoftownshend@gmail.com](mailto:Ehill.townoftownshend@gmail.com)

## TOWN OF TOWNSHEND PRE-TOWN ZOOM MEETING INFORMATION:

Topic: Pre-Town Meeting

Time: February 17th and 18th at 6:00 P.M.

Join Zoom Meeting

<https://zoom.us/j/92204337811?pwd=cVIQWGVzNFBmNmxiOXJCQ0U0OUljUT09>

Meeting ID: 922 0433 7811

Passcode: 578357

One tap mobile

+16465588656,,92204337811#,,, \*578357# US (New York)

+13017158592,,92204337811#,,, \*578357# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 922 0433 7811

Passcode: 578357

Find your local number: <https://zoom.us/j/92204337811>

- All guests entering the Zoom call will be asked to turn off their video, mute themselves, and make sure their correct name is displayed.

- BCTV will livestream the Zoom meeting to Channel 1085 as well as to YouTube and/or Facebook, and will record it for future playout and archiving.

### Phone controls for participants

The following commands can be entered via DTMF tones using your phone's dial pad while in a Zoom meeting:

- \*6 - Toggle mute/unmute
- \*9 - Raise hand

### Entering the meeting password using your dial pad

If the meeting requires a password, a phone-specific numeric password will be generated. You can find this password in the invitation listed below the dial-in numbers and meeting ID.

Townshend Town Hall  
PO Box 223  
Townshend, Vermont 05353

Presorted Standard  
U.S Postage  
PAID  
Townshend, VT  
05353  
Permit No.1