

**TOWN OF
WEST WINDSOR, VERMONT**



2003 ANNUAL REPORTS

Cover: Print of Mountain/Village
Courtesy of Shirley Pierce Ouelette

MONTHLY MEETINGS

Planning Commission (Town Hall)	7:00 PM 3 rd Tuesday
Selectmen (Town Hall)	6:30 PM 2 nd Monday
Zoning Board (Town Hall)	7:00 PM 2 nd Tuesday
School Board (School)	5:30 PM 3 rd Thursday
Conservation Commission (Town Hall)	7:00 PM 1 st Monday

PHONE NUMBERS

Town Clerk & Treasurer	484-7212
	FAX 484-3518
Town Office	484-7212
Town Garage	484-5044
School	484-3344

EMERGENCY NUMBERS

Ambulance	911 OR 674-2112
Constable	911 OR 674-6102*
Fire	911 OR 674-2112
Fast Squad	911 OR 674-2112
Game Warden	1-802-885-4975
State Police	1-802-234-9933

*If no answer, call 674-2184 (Windsor Police Department)

OFFICIAL NOTICES

Town Newspaper

Eagle Times

Official Notices:

1. Posted at Town Office
(Basement of Town Hall)
2. Enclosed Bulletin Board
(Outside of Town Hall)
3. Brownsville General Store

Official Address:

Town of West Windsor
P. O. Box 6
Brownsville, Vermont 05037

TOWN OFFICE HOURS

Monday through Friday 9:00 – 12:00 and 1:30 – 4:30

REPORT OF THE TOWN CLERK/TOWN TREASURER

Every year I start off saying it was another busy year. This year was no exception. With the interest rates down and property selling the total pages recorded for 2003 were 3,759.

We had 3 Board of Civil Authority Meetings and I attended numerous Selectboard Meetings.

I took nine more Land Record Books to Middlesex and had them put on microfilm.

I enjoy working with the Town Officials and again I'd like to thank them at this time for being there when I need them.

I enjoy serving as your Town Clerk and Treasurer and please feel free to call me anytime if I can be of any assistance.

Cathy Archibald
Town Clerk & Treasurer



DAVID DUGDALE, JR.

Dedicated to David Dugdale, Jr., with great appreciation for his many years of service to the Town of West Windsor.

**TOWN OF WEST WINDSOR
BALANCE SHEET
AS OF 12/31/03**

ASSETS

CURRENT ASSETS

TOWN CASH ACCOUNTS	394,368.34	
ACCOUNTS RECEIVABLE	140,000.00	
UNCOLLECTED TAXES	46,172.03	
TOTAL CURRENT ASSETS		580,540.37

CURRENT LIABILITIES-GENERAL FUND

CURRENT LIABILITIES

ACCOUNTS PAYABLE	94.12	
LOCAL CONSTRUCTION PROP.TAX	61,130.00	
A/P STATEWIDE PROPERTY TAX	316,189.61	
PREPAID TAXES 2004	8.00	
TOTAL CURRENT LIABILITIES		377,421 73

CURRENT EQUITY

CURRENT FUND BALANCE	149,206.42	
RESERVE-RESTORATION SURCHARGE	9,028.92	
CURRENT REVENUE/DEFICIT	44,883.30	
TOTAL EQUITY		203,118.64

TOTAL LIABILITIES AND EQUITY		580,540.37
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SUBSIDIARY SCHEDULE

TOWN CASH ACCOUNTS

CASH/CHECKS ON HAND	101 92	
TOWN CHECKBOOK	40,006.93	
TOWN MONEY MARKET/CD	304,126.52	
RESERVE FUND	50,132.97	
		394,368.34

**TOWN OF WEST WINDSOR
LONG TERM DEBT ACCOUNT GROUP
BALANCE SHEET
AS OF 12/31/03**

ACCOUNTS RECEIVABLE	140,000.00	140,000.00
UNCOLLECTED TAXES 2002	5,372.25	
UNCOLLECTED TAXES 2003	40,799.78	46,172.03
OTHER ASSETS		
AMOUNT TO BE PROVIDED (LTD)	169,000.00	
TOTAL ASSETS		169,000.00
TOTAL LIABILITIES		
GRADER NOTE	134,000.00	
BOND BANK NOTE-TOWN GARAGE	35,000.00	
TOTAL LIABILITIES		169,000.00

**WEST WINDSOR FIXED ASSETS
BALANCE SHEET
AS OF 12/31/03**

FIXED ASSETS	
LAND	715,000.00
BUILDINGS	1,085,000.00
MACHINERY & EQUIPMENT	195,000.00
HIGHWAY MACHINERY EQUIPMENT	194,103.93

SMALL TOOLS	5,000.00	
OFFICE EQUIPMENT	5,000.00	
VEHICLES-HIGHWAY DEPARTMENT	231,753.00	
FURNITURE & FIXTURES	1,946.07	
ACCUMULATED DEPRECIATION	(190,325.20)	
1995 FIRETRUCK	91,816.21	
2000 GMC FIRETRUCK	68,000.00	
VOTED SCHOOL WELL	29,906.26	
VOTED LONG TERM-VAULT	47,921.22	
TOTAL FIXED ASSETS		2,480,121.49

**HIGHWAY DEPARTMENT
BALANCE SHEET
AS OF 12/31/03**

ASSETS

CURRENT ASSETS

HIGHWAY CHECKBOOK	1,173.49	
HIGHWAY MONEY MARKET	2,691.60	
ACCOUNTS RECEIVABLE	186,881.65	
TOTAL CURRENT ASSETS		190,746.74

LIABILITIES

CURRENT LIABILITIES

ACCOUNTS PAYABLE	140,000.00	
TOTAL CURRENT LIABILITIES		140,000.00

EQUITY

CURRENT FUND BALANCE	55,632.33	
CURRENT REVENUE/DEFICIT	(4,885.59)	
TOTAL EQUITY		50,746.74

TOWN AND SCHOOL OFFICERS

Moderator:	2004	Matthew Birmingham
Town Clerk:	2004	Cathy Archibald
Town Treasurer:	2004	Cathy Archibald
Selectmen:	2004	Howard Clay
	2005	Thomas Kenyon
	2006	Harold Pyke
Listers:	2004	David Dugdale, Jr.
	2005	Annie Burke
	2006	Lauri Bessey
Auditors:	2004	Nancy Gaynor
	2005	Annie Burke
	2006	Lauri Bessey
Delinquent Tax Collector:	2004	Ralph Johnson
School Directors:	2004	Audrey Halpert
	2005	Christopher Morley
	2006	John Byers
School Treasurer:	2004	Cathy Archibald
Town Grand Juror:	2004	Matthew Birmingham
First Constable:	2004	Ralph Johnson
Second Constable:	2004	Larry Garrand
Town Agent:	2004	Matthew Birmingham

Campbell Fund Trustees: 2004 James Kenyon
2005 Rodney Hastings
2006 Paul Hoisington

Justices of the Peace: Gary Burke
Nancy Gaynor
Paul Kelley
Arthur Kimbell
Jennifer Rathburn

Representative-Windsor 3: Steven Adams

OFFICERS BY APPOINTMENT

Administrative Assistant:	Dale Abramson
Animal Control:	Selectmen
Assistant Town Clerk:	Paula Waters
Assistant Treasurer:	Paula Waters
Cemetery Sexton:	Robert Matthews
Conservation Commission:	2004 Perry Edson
	2005 Edwin Johnson, Chair
	Ted Siegler
	2006 Sue Greenall
	Robert Smith
	2007 Robert Gray
	Vacant
Council on Aging:	Pauline Ouelette
Deputy Registrar:	Russell Knight
	Douglas Cooley
Emergency Management Coordinator:	James Kenyon
Fence Viewers:	E. Conrad Dike
	Dennis Brown
	Vacant
Fire Warden:	Michael Spackman *
Fire Warden, Deputy:	James Kenyon **
Green-Up Coordinator:	Ted Siegler
Health Officer:	Claudia Sacuk ***
Highway Foreman:	Michael Spackman
Planning Commission:	2004 Claudia Sacuk, Chair
	James Stacey
	2005 Bruce Sahler
	Elizabeth Cornell-Weber
	2006 Christopher Callahan
Poundkeeper:	Selectmen
Service Officer:	Glenn Seward

* State Appointed

** Appointed by Fire Warden

*** 11-01-02 to 10-31-05

Southern Windsor County Management District:	Tom Kenyon
Southern Windsor County Regional Planning Commission:	Harold Pyke
Southern Windsor County Transportation Advisory Committee:	Robert Gray
Surveyor of Wood/Lumber:	Thomas Kenyon
Town Forest:	2004 Randy Perry Kenneth Burke, Chair
	2005 Mark Nowlan
	2006 Shannon Marden Dennis Conley
Tree Warden:	Jason Gravelle
Zoning Administrator:	2004 Roger Russell
Zoning Board:	2004 Lori Smith Philip Arvidson
	2005 Tracey Dugdale
	2006 John Bruno, Chair Gary Burke



HOWARD CLAY

Dedicated to Howard Clay with great appreciation for his many years of service to the Town of West Windsor.

AUDITORS REPORT TO TOWN

We submit that we have reviewed the internal controls and records of the Town of West Windsor and the various control accounts that the Town Clerk & Town Treasurer administer. This was done using the guidelines set forth in the *Handbook Aids of Auditors* issued by the Vermont League of Cities and Towns.

We worked with the Town Clerk to prepare the Town Report that shows all activities and year-end accountability. Since the school district has an outside audit annually, we did not physically audit the school district. We have requested that their reports be included in the Town Report.

This year the Town hired Tim Rathburn Accounting to assist the auditors with the more complex portions of the audit.

I would like to personally thank my team of auditors, Tim Rathburn, Consultant, and Cathy Archibald, the Town Clerk for all of their cooperation.

Respectfully submitted,
Annie Burke, Chairperson
Nancy S. Gaynor
Lauri L. Bessey

LITIGATION OF THE TOWN OF WEST WINDSOR

There was no significant litigation during 2003.

THE BONDING OF THE TOWN OF WEST WINDSOR

The Town of West Windsor is bonded for a portion of the following:

On Town Meeting day 1988, the town is the Southern Windsor/Windham Solid Waste Management District voted to issue 2.5 million dollars in bonds to pay for building the ash landfill in Newport, New Hampshire. It was ratified by the District on April 7, 1988. The landfill has been in operation since October, 1988.

On September 9, 1992 the towns in the Southern Windsor/Windham Solid Waste Management District voted to:

In Article 1 to issue 588,000 dollars in bonds for construction of the second stage of the ash disposal landfill in Newport, New Hampshire.

In Article II to issue 462,000 dollars in bonds to liquidate and refund a like amount of liabilities and obligations incurred in connection with completing the ash landfill authorized by vote of the District on March 1, 1988.

On March 3, 1998, the Town of West Windsor authorized issuance of bonds not to exceed \$284,000.00 for construction of a new highway garage. The Vermont Municipal Bond Bank issued bonds for the Town in the amount of \$260,000.00 for a period of 7 years.

On March 7, 2000, the Town of West Windsor authorized issuance of bonds not to exceed \$60,000.00 for a period of five years for improvements to the Town Hall. Bonds will be issued during 2001 to cover work essentially completed in 2000.

SELECTBOARD'S REPORT

Major changes to the appearance of the Town Hall began last spring when landscaping plans prepared by Skyline Nursery and a committee chaired by Mary Whiting became a reality. Proceeds from the Community Development Loan Program were used to pay for most of the work. Repair and cleaning of the building's brick exterior was completed later in May, and in June a power pole located on the north side of the parking lot was moved to the southeast side. Moving the pole will allow us to widen the parking lot next year. New overhead lighting on the pole will improve safe access to the building at night. The Board also upgraded fire alarms at the Town Hall and Town Garage in response to a report from the Vermont Department of Labor and Industry.

The Selectboard approved a grant of \$24,000 from the revolving loan fund to the Albert Bridge School to help improve handicap accessibility in the new addition.

At the request of residents and the Constable, the Board surveyed traffic problems on Sheddsville and Cemetery Roads and Hammond Hill Road and passed an ordinance that listed stop signs and yield signs to be posted on Town roads.

Daniels Construction Company began work in June to construct a modern replacement bridge on Banister Road at the intersection with Rush Meadow Road. Work was completed in December. State bridge funds have reimbursed the Town for the cost of the improvements.

In May the Board learned that Luzenac America, Inc. planned to close its West Windsor talc plant by the end of the year. Luzenac is considering several options for making the facility productive again, including selling the plant and some of the equipment to a green industry. They hope to create a community recreation area on the site of their tailing ponds. Howard Clay, Luzenac's Environmental and Community Affairs Manager and Selectboard member, outlined preliminary plans for reclaiming the ponds. The Selectboard was given a tour of the area.

Heavy rains last fall contributed to runoff that undermined a 60-foot section of the Brownsville-Hartland Road between Coon Club Road and Cemetery Road in October. A portion of the east bank gave way causing earth and vegetation to slide across Beaver Brook and creating a dangerously unstable roadway. The Board and

Town Highway crew took immediate steps to close the road. With winter approaching, Foreman Mike Spackman, with Glenn Seward of Farrell-Seward, Inc.(FSI), John Bruno of Bruno Associates, and engineers from the Agency of Natural Resources and Agency of Transportation, met to determine the best way to construct a permanent fix. Remarkably, the Highway crew and FSI were able to repair the damage and reopen the road within three weeks. Next spring the roadway will be repaved and guardrails installed along the bank. The Selectboard thanks Roger and Pauline Cheney, Barbara Luff, and Clay and Evelyn McCullough, whose lives were sorely interrupted during the construction, for their patience and cooperation. We anticipate receiving partial reimbursement from the State for this emergency highway project.

Finally, Howard Clay resigned from the Selectboard effective January 2nd. He had served on the Board with distinction since 1998 and will be missed. With the talc plant closure, the Clays have retired and moved to Florida. Howard will return periodically to consult with Luzenac during the closeout.

As always, the Selectboard thanks all the Town employees and volunteers who continue to help make West Windsor a special place in which to live.

Respectfully submitted,
Hal Pyke, Chairman

**TOWN OF WEST WINDSOR
LISTERS' REPORT TO STATE
GRAND LIST OF APRIL 1, 2003**

		LISTED VALUES				
	NO OF PARCELS	ALL CORPORATIONS	TOWN RESIDENTS	STATE RESIDENTS	NON-STATE	TOTALS
REAL ESTATE Residential 1	207	0	\$27,013,807 00	\$680,300 00	\$1,608,600 00	\$29,302,707 00
Residential 2	210	0	\$39,422,973 00	\$ 2,456,178 00	\$5,663,400 00	\$47,542,551 00
Mobile Home-U	0	0	0	0	0	0
Mobile Home-L	13	\$50,400.00	\$631,800 00	\$49,700 00	\$273,412 00	\$1,005,312 00
Vacation 1	202	\$54,063 00	\$1,844,465 00	\$519,800 00	\$ 23,119,858 00	\$25,538,186 00
Vacation 2	64	0	0	\$72,600 00	\$ 22,905,221 00	\$22,977,821 00
Commercial	27	\$6,844,388 00	\$157,800 00	\$725,000 00	\$173,400 00	\$7,900,588 00
Commercial Apts	1	0	0	0	\$174,900 00	\$174,900 00
Industrial Plants	2	\$1,321,334 00	0	0	0	\$1,321,334 00
Utilities-Electnc	1	\$1,350,815 00	0	0	0	\$1,350,815 00
Utilities-Other	1	\$225,600 00	0	0	0	\$225,600 00
Farm	4	0	\$470,193 00	\$ -	\$364,500 00	\$834,693 00
Miscellaneous	<u>152</u>	<u>\$253,792 00</u>	<u>\$1,428,100 00</u>	<u>\$ 1,089,502 00</u>	<u>\$4,125,666 00</u>	<u>\$6,897,060 00</u>
TOTALS	884	\$10,100,392 00	\$70,969,138 00	\$ 5,593,080 00	\$ 58,408,957 00	\$ 145,071,567 00
						Tax Rate \$1 83

STATEMENT OF TAXES

Grand List: Real Estate 144,571,847	1,445,718.47
Taxes Levied	
General Property 1,445,718.47 x \$1.83	\$2,645,664.80
Listers Ommission & Errors	830.82
State of Vermont	36.00
Rounding	.01
	\$2,646,531.63

BOARD OF ABATEMENT

The Board of Abatement is composed of the Board of Civil Authority(Gary Burke, Howard Clay, Nancy Gaynor, Paul Kelley, Thomas Kenyon, Arthur Kimbell, Hal Pyke and Jennifer Rathburn), the Listers (Annie Burke, David Dugdale and Lauri Bessey) and the Town Treasurer (Cathy Archibald).

The Board of Abatement did not have any meetings in 2003.

Nancy Gaynor, Chairperson

DELINQUENT TAXES RECEIVED

	DUE COLLECTED		BALANCE
2002 Del.Taxes	\$40,968.65	\$35,596.40	\$5,372.25
2003 Del.Taxes	<u>\$165,321.29</u>	<u>\$124,521.51</u>	<u>\$40,799.78</u>
	\$206,289.94	\$160,117.91	\$46,172.03

BOARD OF CIVIL AUTHORITY

The Board of Civil Authority is composed of the Justices of the Peace (Gary Burke, Nancy Gaynor, Paul Kelley, Arthur Kimbell and Jennifer Rathburn), the Board of Selectmen (Howard Clay, Hal Pyke and Tom Kenyon) and the Town Clerk (Cathy Archibald).

The Board of Civil Authority hears appeals from taxpayers who have not found relief at grievance hearings from the listers.

The Board's objective is to have uniform tax assessments in correspondence with fair market value.

The Board of Civil Authority's case load this year was 3 meetings.

Hal Pyke, Chairman

SPECIAL BOARDS

Abatement Board	Board of Civil Authority, Listers, Town Clerk and Treasurer
Board of Civil Authority	Town Clerk, Justice(s) of the Peace and Selectmen
Conservation Commission	7 Member Board (Appointed by Selectmen)
Planning Board	5 Member Board (Appointed by Selectmen)
Zoning Board	5 Member Board (Appointed by Selectmen)

TOWN OF WEST WINDSOR TOWN PERMITS/LICENSES REQUIRED

TYPE

Burning Permit	Fire Warden
Cemetery Lots	Brownsville-James Kenyon
	Sheddsville-Selectmen
Dog Licenses	Town Clerk
Dog Kennel Permit	Town Clerk
Fireworks Display	Fire Chief and Constable
Highway Access	Selectmen
Liquor License	Town Clerk
Marriage License	Town Clerk
Use of Town Property	Selectmen
Trash Permit	Town Clerk
*Zoning Permits	Zoning Administrator
Construction of Building	Zoning Administrator
Home Occupation	Zoning Administrator
Conditional Use	Zoning Board
Change of Use	Zoning Administrator
Certificate of Occupancy	Zoning Administrator
Variance	Zoning Board
Flood Hazard Review	Planning Commission
Pond Construction	Zoning Administrator
Accessory Structures	Zoning Administrator
Planned Unit Dev.(PUD)	Planning Commission and
	Zoning Board of Adjustment
Planned Residential Dev.(PRD)	Planning Commission

*Note: State Permits are often required, so please check with the District II Environmental Commission before proceeding with any project.

AMBULANCE SERVICE

The Town of West Windsor (including Mt.Ascutney) had 82 calls in 2003.

VITAL STATISTICS FOR 2003

BROWNSVILLE CEMETERY

Charles Dennis Bronson	Charles Floyd Elliot
Margret D. Brown	Kevin McCarthy
Arline B. Clough	Marjorie C. Stoner
Bertha Arelene Elliot	Lester E. Sykes

SHEDDSVILLE CEMETERY

Christine Elizabeth Nowlan
William Henry Waite

OTHER BURIALS

Loren R. Webster

BIRTH CERTIFICATES

Two

MARRIAGE CERTIFICATES

Five Licenses Issued in Town

DEATH CERTIFICATES

Seven

CIVIL UNIONS

None

LIQUOR & TOBACCO LICENSES

1 Tobacco @ no charge	N/C
3 First Class @ \$100.00	\$300.00
1 Second Class @ \$50.00	<u>\$ 50.00</u>
TOTAL TO GENERAL FUND	\$350.00

MARRIAGE/CIVIL UNION LICENSES

	T.C.FEES	LICENSES	TOTAL
5 @ \$23.00	<u>\$40.00</u>	<u>\$ 75.00</u>	<u>\$115.00</u>
	\$40.00	\$ 75.00	\$115.00
	to Town	to State	
	General Fund	of Vermont	

DOG LICENSES

253@ \$ 4.00	\$1,012.00	\$ 253.00	\$1,265.00
53@ \$ 6.00	\$ 318.00	\$ 53.00	\$ 371.00
32@ \$ 8.00	\$ 256.00	\$ 32.00	\$ 288.00
18@ \$12.00	<u>\$ 216.00</u>	<u>\$ 18.00</u>	<u>\$ 234.00</u>
356 Tags Issued	\$1,802.00	\$ 356.00	\$2,158.00
	to Town	to State	
	General Fund	of Vermont	

CAMPBELL FUND

Balance on Hand, January 1, 2003 \$20,092.79

Income:

Interest	<u>\$515.61</u>	
Total Income		\$515.61

Expense:

One Request		
For Assistance	<u>\$1,045.44</u>	
Total Expense		\$1,045.44

Balance on Hand, December 31, 2003 \$19,562.96

The Campbell Fund was set up by David R. Campbell in March 1888 as follows: "I give to the inhabitants of West Windsor six thousand dollars. The lawful authorities and their successors of said Town shall invest and keep safe the amount of this bequest, and use the annual income of the investments in aid and support of the indigent, Poor and Paupers of said Town."

There was one official requests for aid in 2003.

Contact any of the trustees shown below for assistance.

James Kenyon, Rodney Hastings, Paul Hoisington, Trustees

COMMUNITY DEVELOPMENT FUND

Balance on Hand, January 1, 2003 \$29,954.79

Income:

Grant Payment \$22,775.00

Interest \$319.88

Total Income \$23,094.88

Expense:

State Assessment \$63.22

Town Hall

Landscaping \$11,366.00

Total Expense \$11,429.22

Balance on Hand, December 31, 2003 \$41,620.45

EQUIPMENT FUND

Balance on Hand, January 1, 2003 \$77,725.47

Income:

2003 Voted Money \$50,000.00

2002 Surplus \$25,000.00

Interest \$152.83

Total Income \$75,152.83

Expenses:

Grader Payment \$35,353.93

York Rake \$3,800.00

Truck Purchase \$65,364.00

Total Expense \$104,517.93

Balance on Hand, December 31, 2003 \$48,360.37

**TOWN OF WEST WINDSOR
REVENUE & EXPENSE LEDGER
FOR YEAR END DECEMBER 31, 2003**

ACCOUNT NUMBER	REVENUE	2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
3320	TAX PAYMENTS RECEIVED		2,481,210.34	
3330	UNCOLLECTED TAXES 2003		40,799.78	
3340	2002 DEL.TAX INTEREST	1,500.00	3,623.56	1,200.00
3341	2003 DEL.TAX INTEREST		1,395.84	1,500.00
3345	2002 DEL.TAX PENALTY	3,223.00	2,847.72	430.00
3346	2003 DEL.TAX PENALTY		9,961.72	3,300.00
3349	2003 DELINQUENT TAXES		124,521.51	
3351	INTEREST INCOME	5,000.00	3,569.81	2,500.00
3354	DOG LICENSES	1,900.00	1,802.00	1,850.00
3355	DOG LICENSES FEE TO STATE	350.00	356.00	350.00
3356	USE OF COPY MACHINE	250.00	365.33	350.00
3357	LIQUOR LICENSES	350.00	350.00	350.00
3358	MARRIAGE LICENSES	50.00	40.00	50.00
3359	MARRIAGE LICENSE FEE TO STATE	100.00	75.00	100.00
3360	CIVIL UNION LICENSES	10.00	0	10.00
3361	CIVIL UNION LIC.FEE-STATE	15.00	0	15.00
3362	POSTED LAND	180.00	155.00	180.00
3364	GREEN MOUNTAIN PASSPORT	0	4.00	0
3370	TOWN CLERK FEES	20,000.00	26,697.10	20,000.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
3371	RESTORATION SURCHARGE	2,000.00	3,623.00	2,000.00
3372	BURGLAR ALARM	50.00	250.00	100.00
3373	POLICE REPORTS/STATE REFUNDS	4,000.00	9,289.50	4,000.00
3374	CIVIL ORDINANCE-DOG FINES	100.00	97.50	100.00
3378	MISCELLANEOUS	100.00	475.35	200.00
3385	ZONING AND PLANNING	2,000.00	2,671.65	2,125.00
3611	STATE OF VT.CURRENT LAND USE	5,000.00	5,516.00	5,000.00
	TOTAL REVENUE	46,178.00	2,719,697.71	45,710.00
	GENERAL EXPENSES			
4010	SELECTMEN'S SALARIES	3,000.00	3,000.00	3,000.00
4012	TOWN CLERK SALARY	16,560.00	16,560.00	17,600.00
4013	TOWN TREASURER SALARY	16,560.00	16,560.00	17,600.00
4014	AUDITORS WAGES	750.00	351.45	750.00
4015	LISTERS WAGES	6,000.00	3,205.13	6,000.00
4016	FIRST CONSTABLES WAGES	14,000.00	12,919.16	14,500.00
4017	SECOND CONSTABLES WAGES	2,800.00	2,707.76	3,300.00
4018	ASSISTANT TC&T WAGES	3,000.00	2,866.05	4,500.00
4019	CUSTODIAN WAGES	2,000.00	1,168.20	2,000.00
4020	DEL.TAX COLLECTOR WAGES	750.00	373.75	750.00
4105	LEGAL FEES	3,000.00	1,615.00	3,000.00
4110	SELECTMEN'S EXPENDITURES	750.00	266.43	500.00
4111	TC&T TRAVEL & EXPENSES	700.00	622.72	900.00
4113	FIRST CONSTABLE EXPENSES	2,500.00	1,331.91	2,500.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
4114	FIRST CONSTABLES TRAVEL	5,000.00	4,131.00	5,000.00
4115	2ND CONSTABLE TRAVEL/EXPS	500.00	24.75	250.00
4116	LISTERS EXPENSE & TRAVEL	21,000.00	5,257.84	21,000.00
4117	AUDITORS EXPENSES	1,000.00	20.00	1,000.00
4118	POUNDKEEPER	100.00	0	100.00
4119	DEL.TAX COLLECTOR EXPS.	300.00	82.13	300.00
4120	CONTRACTED SVC-ADMIN.ASST	11,400.00	11,226.27	15,500.00
4140	OFFICERS TRAINING EXPS.	200.00	215.00	200.00
4200	TOWN OFFICERS OFFICE	15,100.00	13,119.54	13,950.00
4300	TOWN HALL	16,300.00	13,968.06	16,600.00
4430	INSURANCE EXP.BOND/WC	17,000.00	16,318.00	17,100.00
4440	INTEREST EXP.-SHORT TERM NOTES	1,000.00	0	0
4442	INTEREST EXP.-FIRETRUCK	1,000.00	394.90	0
4443	INTEREST EXP.-TOWN GARAGE	3,000.00	2,961.00	1,490.00
4444	INTEREST EXP.-GRADER	0	0	2,613.00
4460	LIFE SAFETY	14,800.00	17,482.29	18,760.00
4470	TAXES,DUES & ASSESSMENT	20,585.00	18,060.02	18,445.00
4480	TOWN MEETING & ELECTIONS	400.00	250.74	1,000.00
4500	ZONING & PLANNING	2,000.00	1,622.58	5,950.00
4510	CONSERVATION	1,000.00	1,629.12	1,500.00
4550	TAX ADJUSTMENTS/MISC.	1,500.00	1,482.07	1,500.00
4701	PAYROLL TAXES	5,000.00	4,746.94	5,000.00
4703	BENEFITS-OFFICE EMPLOYEES	6,210.00	6,211.42	7,235.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
	LONG TERM DEBT			
4801	FIRETRUCK INDEBTEDNESS	16,500.00	16,500.00	0
4802	GRADER INDEBTEDNESS	0	0	33,500.00
4803	NEW HIGHWAY GARAGE	35,000.00	35,000.00	35,000.00
	TOTAL GENERAL EXPENSES	268,265.00	234,251.23	299,893.00
	OUT OF BUDGET EXPENSES			
7700	APPROPRIATIONS	47,723.00	47,723.00	50,233.00
7800	OTHER VOTED ARTICLES	1,181.00	1,181.00	250.00
	TOTAL OUT OF BUDGET EXPS	48,904.00	48,904.00	50,483.00
	TOTAL EXPENSES	317,169.00	283,155.23	350,376.00
	OTHER EXPENSES			
9002	SCHOOL PAYMENTS 2003 VOTE		1,409,365.00	
9003	HIGHWAY TAX VOTE		286,065.00	
9004	STATEWIDE PROP.TAX LIAB.		632,379.22	
9005	LOCAL CONSTRUCTION PROPERTY TAX		61,130.00	
	TOTAL OTHER EXPENSES		2,672,124.68	

ACCOUNT NUMBER	SUBSIDIARY SCHEDULE	2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
3351	INTEREST INCOME			
335133	INTEREST ON MONEY MARKET	5,000.00	3,569.81	2,500.00
		5,000.00	3,569.81	2,500.00
3385	ZONING AND PLANNING			
338561	APPLICATION FEES AND PERMITS	1,850.00	2,564.15	2,000 00
338562	ZONING SEARCH	75.00	20.00	50.00
338564	COPY OF ZONING ORDINANCES	75.00	87.50	75 00
		2,000 00	2,671.65	2,125.00
4200	TOWN OFFICERS OFFICE			
420020	OFFICE SUPPLIES	3,500.00	3,100.09	3,500.00
420031	ADVERTISING, PRINTING & POSTAGE	2,000.00	1,945.67	2,500.00
420062	PRINTING THE TOWN REPORTS	1,500.00	850.35	1,500.00
420068	REPAIRS AND MAINTENANCE	100.00	0	100.00
420075	UTILITIES (TELEPHONE)	2,500.00	2,778.02	2,500.00
420082	RESTORATION OF RECORDS	1,000.00	903.04	1,500.00
420083	MACHINERY AND EQUIPMENT	2,000.00	2,143.00	600.00
420084	COMPUTER SUPPLY AND UPGRADE	1,500.00	770.00	1,000.00
420085	SERVICE CONTRACTS (OFC EQUIP.)	1,000.00	629.37	750.00
		15,100.00	13,119.54	13,950.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
4300	TOWN HALL			
430021	OPERATING SUPPLIES	200.00	124.70	200.00
430023	GROUND CARE AND SUPPLIES	500.00	381.64	1,000.00
430068	REPAIRS AND MAINTENANCE	10,000.00	8,499.28	10,000.00
430070	RUBBISH REMOVAL	100.00	66.25	100.00
430076	UTILITIES (ELECTRIC)	2,000.00	1,808.61	1,800.00
430077	UTILITIES (FUEL)	2,500.00	2,615.99	2,500.00
430082	IMPROVEMENTS	1,000.00	471.59	1,000.00
		16,300.00	13,968.06	16,600.00
4460	LIFE SAFETY			
446054	WINDSOR DISPATCH FEES	3,500.00	5,091.22	5,500.00
446055	FIRE EXT.INSPECTION/NEW	500.00	1,751.90	500.00
446056	AMBULANCE CONTRACT	8,500.00	8,445.45	10,460.00
446057	RADIO COMMUNICATIONS-OFFICE	100.00	529.77	100.00
446076	UTILITIES (STREET LIGHTS)	1,700.00	1,663.95	1,700.00
446087	EMERGENCY MGMT.EXPENSES	500.00	0	500.00
		14,800.00	17,482.29	18,760.00
4470	TAXES, DUES AND ASSESSMENTS			
447001	COUNTY TAX	18,000.00	15,597.02	15,800.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
447002	REGIONAL PLANNING	1,070.00	1,067.00	1,070.00
447004	VLCT	965.00	965.00	1,025.00
447005	DOG FEES PAID TO STATE	350.00	356.00	350.00
447006	MARR/CIVIL FEES PAID TO STATE	100.00	75.00	100.00
447007	DUES AND OTHER EXPENSES	100.00	0	100.00
		20,585.00	18,060.02	18,445.00
4480	TOWN MEETING AND ELECTIONS			
448001	CONSTABLES	150.00	102.24	500.00
448002	BALLOT CLERKS	250.00	148.50	500.00
		400.00	250.74	1,000.00
4500	ZONING AND PLANNING			
450001	SUPPLIES	50.00	185.71	150.00
450002	EXPENSES AND MILEAGE	100.00	328.07	300.00
450003	ADMINISTRATOR WAGES	1,650.00	1,108.80	5,300.00
450005	ADVERTISING, PRINTING & POSTAGE	200.00	0	200.00
		2,000.00	1,622.58	5,950.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSED
4510	CONSERVATION			
451002	EXPENSES AND MILEAGE	1,000.00	1,629.12	1,500.00
		1,000.00	1,629.12	1,500.00
4550	TAX ADJUSTMENTS/MISC			
455045	FLAGS	100.00	0	100.00
455052	BANK FEES/SERVICE CHARGES	25.00	20.65	25.00
455055	BCA/STATE BOARD REFUND-TAX	1,000.00	1,303.50	1,000.00
455056	BCA/STATE BOARD REFUND-INT.	375.00	157.92	375.00
		1,500.00	1,482.07	1,500.00
4701	PAYROLL TAXES			
470101	SOC.SEC.& MEDICARE	5,000.00	4,746.94	5,000.00
		5,000.00	4,746.94	5,000.00
4703	BENEFITS FOR OFFICE EMPLOYEES			
470301	MEDICAL INSURANCE	4,890.00	4,886.62	5,870.00
470302	VT.STATE RETIREMENT	1,320.00	1,324.80	1,365.00
		6,210.00	6,211.42	7,235.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
7700	APPROPRIATIONS			
770100	WEST WINDSOR VOL.FIRE DEPT.	32,500.00	32,500.00	32,500.00
770200	WEST WINDSOR VOL.FAST SQUAD	1,000.00	1,000.00	1,000.00
770300	COMM.MENTAL HEALTH CENTER	923.00	923.00	923.00
770400	WINDSOR COUNTY PARTNERS	250.00	250.00	500.00
770500	VOLUNTEERS IN ACTION	250.00	250.00	250.00
770600	VT.CENTER FOR INDEPENDENT LIVING	140.00	140.00	140.00
770700	GREEN UP VERMONT	100.00	100.00	100.00
770800	WINDSOR REGIONAL HOME HEALTH	2,560.00	2,560.00	2,820.00
770900	MARY L. BLOOD LIBRARY	2,500.00	2,500.00	4,500.00
771000	SEVCA	1,050.00	1,050.00	1,050.00
771100	WINDSOR COUNTY YOUTH SERVICES	300.00	300.00	300.00
771200	GEO D. AIKEN RES.CON.S.& DEV.FUND	50.00	50.00	50.00
771400	NEW BEGINNINGS	300.00	300.00	300.00
771500	LISTERS FUND	5,000.00	5,000.00	5,000.00
771600	ACORN	300.00	300.00	300.00
771800	WINDSR CTY COURT DIVERSION PROG.	500.00	500.00	500.00
		47,723.00	47,723.00	50,233.00
7800	OTHER VOTED ARTICLES			
780500	VT.COALITION OF MUNICIPAL	1,181.00	1,181.00	250.00
		1,181.00	1,181.00	250.00

**WEST WINDSOR HIGHWAY DEPARTMENT
REVENUE & EXPENSE LEDGER
FOR YEAR END DECEMBER 31, 2003**

ACCOUNT NUMBERS	REVENUE	2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
3500	HIGHWAY REV.-BY SOURCE	77,000.00	366,998.90	80,000.00
3540	OTHER HIGHWAY REVENUE	0	187,581.65	0
3600	INTEREST INCOME	100.00	88.53	75.00
	TOTAL REVENUE	77,100.00	554,669.08	80,075.00
	EXPENSES			
4500	BANK CHARGES	0	0	0
4701	PAYROLL TAXES	8,500.00	8,515.01	8,500.00
	TOTAL PAYROLL EXPENSES	8,500.00	8,515.01	8,500.00
	WAGES			
460000	HIGHWAY WAGES	0	98,586.78	99,100.00
460001	HIGHWAY BENEFITS (SEE #5904-5909)	0	12,717.67	16,500.00
	TOTAL WAGES	0	111,304.45	115,600.00
5000	SPECIAL HIGHWAY EXPENSES	750.00	120.00	500.00
5100	TOWN GARAGE	12,350.00	12,688.35	12,950.00
5200	NEW CONSTRUCTION	12,600.00	*82,006.07	12,000.00

* SEE REVENUE ACCT.#354040

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
5300	SUMMER MAINT. CLASS 2&3	85,000.00	38,849.30	41,750.00
5400	WINTER MAINT. CLASS 2&3	70,035.00	43,092.34	35,750.00
5500	BRIDGE MAINTENANCE	10,000.00	*120,172.37	8,000.00
5600	RETREATMENT CLASS 2	19,300.00	0	18,300.00
5700	EQUIPMENT MAINTENANCE	28,130.00	15,846.24	17,500.00
5800	EQUIPMENT FUND	50,000.00	**75,000.00	50,000.00
5900	HIGHWAY EMPLOYEE BENEFITS	51,500.00	36,074.81	42,560.00
5910	OTHER HIGHWAY EXPENSES	15,000.00	15,885.73	18,500.00
	TOTAL SPECIAL HIGHWAY EXPENSES	354,665.00	439,735.21	257,810.00
	TOTAL HIGHWAY EXPENSES	363,165.00	559,554.67	381,910.00
	NET REVENUE AND EXPENSE			
	* SEE REVENUE ACCT.#354030			
	** \$25,000.00 WAS FROM 2002 SURPLUS			
	SUBSIDIARY SCHEDULE			
3500	HIGHWAY REV. -BY SOURCE			
351000	CURRENT TAXES HIGHWAY USE		286,065.00	
352000	STATE OF VERMONT - HIGHWAY	77,000.00	80,933.90	80,000.00
	TOTAL HIGHWAY REV. BY SOURCE	77,000.00	366,998.90	80,000.00

ACCOUNT NUMBER		2003 PROPOSED	2003 ACTUAL	2004 PROPOSED
354000	OTHER HIGHWAY REVENUE	0	700.00	0
354029	PAVING GRANT REIMBURSE	0	0	0
354030	BRIDGE GRANT REIMBURSE	0	107,833.50	0
354040	BROWNSVILLE-HARTLAND RD REIMB.	0	76,500.00	0
354050	BANK STABILIZATION GRANT	0	2,548.15	0
	TOTAL OTHER HIGHWAY REVENUE	0	187,581.65	0
3600	INTEREST INCOME			
361000	INTEREST ON MONEY MARKET	100.00	88.53	75.00
		100.00	88.53	75.00
4500	BANK CHARGES			
455200	BANK SERVICE CHARGES	0	0	0
		0	0	0
4701	PAYROLL TAXES			
470101	SOC SEC.& MEDICARE	8,500.00	8,515.01	8,500.00
		8,500.00	8,515.01	8,500.00
5000	SPECIAL HIGHWAY EXPENSES			
500200	TRAINING - HIGHWAY EXPENSES	750.00	120.00	500.00
		750.00	120.00	500.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSAL
5100	TOWN GARAGE			
510021	OPERATING SUPPLIES	2,500.00	611.19	2,500.00
510022	REPAIRS & MAINTENANCE	250.00	593.78	500.00
510023	SMALL TOOLS & EQUIP.	1,500.00	240.34	1,500.00
510066	EQUIPMENT RENTAL	0	220.00	0
510070	RUBBISH REMOVAL	300.00	203.00	250.00
510075	UTILITIES (TELEPHONE)	1,150.00	1,026.79	1,100.00
510076	UTILITIES (ELECTRIC)	1,650.00	1,582.88	1,600.00
510077	UTILITIES (FUEL)	5,000.00	5,601.96	5,500.00
510085	ENVIRONMENT	0	2,608.41	0
		12,350.00	12,688.35	12,950.00
5200	NEW CONSTRUCTION			
520011	EMPLOYEE WAGES	600.00		
520022	OPERATING MATERIALS	2,000.00	1,082.19	2,000.00
520066	EQUIPMENT RENTAL	2,000.00	360.00	2,000.00
520070	SPECIAL PROJECTS	8,000.00	80,563.88	8,000.00
		12,600.00	82,006.07	12,000.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSAL
5300	SUMMER MAINT. CLASS 2&3			
530011	EMPLOYEE WAGES	43,750.00		
530022	OPERATING MATERIALS	1,500.00	4,753.63	2,000.00
530023	GRAVEL/CULVERTS	19,000.00	16,547.50	19,000.00
530024	OTHER AGGREGATE	5,000.00	2,623.00	5,000.00
530066	EQUIPMENT RENTAL/MOWING	10,500.00	9,512.71	10,500.00
530067	CALCIUM CHLORIDE	5,000.00	5,280.00	5,000.00
530068	CHLORIDE TRAILER	250.00	132.46	250.00
		85,000.00	38,849.30	41,750.00
5400	WINTER MAINT. CLASS 2&3			
540011	EMPLOYEES WAGES	36,535.00		
540022	SAND/GRAVEL	18,000.00	24,839.25	20,000.00
540066	EQUIPMENT RENTAL	1,000.00	112.50	1,000.00
540067	SALT	12,000.00	13,583.89	12,000.00
540068	OPERATING MATERIALS	2,500.00	4,556.70	2,750.00
		70,035.00	43,092.34	35,750.00
5500	BRIDGE MAINTENANCE			
550011	EMPLOYEES WAGES	2,000.00		
550022	OPERATING MATERIALS	5,000.00	0	5,000.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSAL
550066	EQUIPMENT RENTAL	3,000.00 10,000.00	120,172.37 120,172.37	3,000.00 8,000.00
5600	RETREATMENT CLASS 2			
560011	EMPLOYEE WAGES	1,000.00		
560022	OPERATING MATERIALS	18,300.00 19,300.00	0 0	18,300.00 18,300.00
5700	EQUIPMENT MAINTENANCE			
570011	EMPLOYEES WAGES	11,330.00		
570022	MISC.ITEMS FOR ALL EQUIPMENT	3,000.00	2,885.85	3,000.00
570023	RADIO REPAIRS	250.00	317.50	250.00
570030	NEW EQUIPMENT PURCHASED	0	0	0
570066	EQUIPMENT RENTAL	0		0
570071	TIRES	3,250.00	117.55	3,250.00
570072	REPAIRS TO GRADER	1,000.00	1,593.62	1,000.00
570073	REPAIRS TO LOADER	1,800.00	989.17	2,000.00
570082	REPAIRS TO 97 TRUCK	1,000.00	2,855.75	0
570083	PARTS FOR SANDER	500.00	290.39	500.00
570084	PARTS FOR PLOWS	2,500.00	143.09 1,772.53	2,500.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSAL
570085	REPAIRS TO 2000 TRUCK	1,500.00	3,186.06	2,000.00
570086	REPAIRS TO 2002 TRUCK	1,500.00	843.56	1,500.00
570087	REPAIRS TO 2004 TRUCK	0	830.77	1,000.00
570088	REPAIRS FOR CHAINSAW & TRIMMER	250.00	20.40	250.00
570089	REPAIRS TO CHIPPER	250.00	0	250.00
		28,130.00	15,846.24	17,500.00
5800	EQUIPMENT FUND			
580100	XFER TO NEW EQUIPMENT FUND	50,000.00	75,000.00	50,000.00
		50,000.00	75,000.00	50,000.00
5900	BENEFITS FOR HIGHWAY EMPLOYEES			
590100	MEDICAL INSURANCE	30,050.00	30,048.98	36,060.00
590200	VT. STATE RETIREMENT	3,900.00	4,452.17	4,500.00
590300	UNIFORMS	2,500.00	1,573.66	2,000.00
590400	HOLIDAY PAY (SEE ACCT. 460001)	2,975.00		
590500	PERSONAL PAY (SEE ACCT. 460001)	5,925.00		
590600	VACATION PAY (SEE ACCT. 460001)	5,900.00		
590900	FIRE CHIEF ON DUTY(SEE # 460001)	250.00		
		51,500.00	36,074.81	42,560.00

ACCOUNT NUMBER		2003 PROPOSAL	2003 ACTUAL	2004 PROPOSAL
5910	OTHER HIGHWAY EXPENSES			
591100	TRAVEL	1,200.00	1,606.32	1,500.00
591200	DIESEL FUEL	11,500.00	11,762.80	12,000.00
591300	SIGNS	300.00	2,516.61	1,000.00
591400	TREE REMOVAL	2,000.00	0	4,000.00
		15,000.00	15,885.73	18,500.00

BORROWED MONEY ACCOUNT

PAID DATE	NOTE NUMBER	PRINCIPAL	INTEREST RATE	INTEREST PAID	PRINCIPAL PAID	YEAR END BALANCE
12/12/03	#10-4	\$16,500.00	2.40%	\$394.90	\$16,500.00	\$0.00
12/10/03	#12-8	\$134,000.00	1.95%			<u>\$134,000.00</u>
				\$394.90	\$16,500.00	\$134,000.00

The \$134,000.00 is the Grader Note and the 1st payment will be in December, 2004.

PLANNING AND CONSERVATION FUND

Balance on Hand, January 1, 2003 \$33,855.44

Income:

Conservation	
Donation	\$400.00
Forest, Parks &	
Recreation Grant	\$382.25
Interest	<u>\$1,508.28</u>
Total Income	\$2,290.53

Expense:

Trail Signs	<u>\$382.25</u>
Total Expense	\$382.25

Balance on Hand, December 31, 2003 \$35,763.72 **

**Restricted CD Amount-Conservation \$34,483.25

**Planning/Conservation Account \$1,280.47

LISTERS FUND

Balance on Hand, January 1, 2003 \$24,367.36

Income:

State of Vermont	
Reappraisal Cost	\$6,237.00
Interest	\$94.22
2003 Voted Money	<u>\$5,000.00</u>
Total Income	\$11,331.22

Balance on Hand, December 31, 2003 \$35,698.58

CONSTABLE'S REPORT

COMPLAINTS:

A.T.V.	4
Accidents	18
Accidents w/injuries	2
Alarms	36
Assault	1
Assisted Motorist	2
Attempt to locate	1
Attempted B&E	1
Attempted Suicide	1
Bad Checks	2
BOL for Subject	2
BOL for Vehicle	5
Breaking & Entering	4
Burglary	3
Check on well being	3
Deer/Car Accident	2
Deer Jacking	1
Deliver Messages	2
Disturbance	1
Dog Bites	3
Dogs Chasing Deer	3
Dog Complaints	18
Dog Letters	3
Domestic Animals	5
Domestic Assault	4
Driving while	
Intoxicated	5
Drug Overdose	1
Fight in Progress	1
Gunshots	2
Harrassing Calls	2
Hunting on Posted	
Property	2
Illegal Dumping	1
Littering	2
Lockouts	17
Miscellaneous	19

Missing Adult	1
Motor Vehicles	22
Noise in Nighttime	2
Open Door	2
Panic Alarm	5
Petit Larceny	4
Riding Snowmachine	
on Road	2
Shooting on Private	
Property	1
Stolen Ski Equip.	2
Stolen Money	1
Stolen Property	6
Subject Lodged after	
Domestic	1
Suspicious Subject	1
Theft of Services	4
Traffic Control	2
Trespassing	3
Unattended Death	1
Unlawful Mischief	3
Untimely	1
Vandalism	13
Vehicles Parked in	
Road	4
Vehicle Towed	3
Wild Animals	6
911 Calls	5
911 Hang Ups	8

MISCELLANEOUS:

Assisted Other	
Agencies	10
Attended County	
Law Enforcement	
Meetings	4

Backup from other Agencies	8
Inservice Training	126 Hrs.
Investigations	8
Recovered Stolen Property	1
Served No Trespassing Notice	9
Served Papers for Other Agencies	3
Trips to Traffic Court	8
VIN Numbers	27

CITATIONS ISSUED:

Bad Checks	1
Criminal DLS	4
Grand Larceny	4
Furnishing Alcoholic Beverage	1

VT.TRAFFIC CITATIONS:

Basic Rule	2
Civil DLS	1
Failing to Send in License	1
Failing to Stop for Stop Sign	18
Local Speed Zones	139
No Insurance	8
No License	6
No Registration	4
Operating ATV on Road	2
Permitting Illegal Operation of Motor Vehicle	1
Trespassing with Motor Vehicle	2

ESA	4
SO 2	1
VNI	2

VT.CIVIL CITATIONS:

Failing to Keep Dog Restrained	2
Unregistered Dogs	1

WARNINGS:

Display of Plates	3
Entering a Intersection	17
Parking on Highway	2
Stop Sign Violations	37
Warning on Blocking Sidewalk	2
Warning on Defective Equipment	1
Warning on Dogs Running Loose	1
Warning on Failing to Change Address	3
Warning on Failing to Keep Right	8
Warning on Failing to Register Dog	2
Warning for Failing to Yield at Intersection	37
Warning on Fireworks	2
Warning on Inspection	3
Warning on License	3
Warning on Littering	1
Warning on no Amber Lights while Plowing Snow	1

Warning on Parking	1
Warning for Parking On Sidewalk	3
Warning for Pulling out into Traffic	1
Warning on Registration	3
Warning on Skateboard	1
Warning on Speed	29
Warning on Use of Turn Signals	38

MONIES RECEIVED:

Civil Ordinance-Dogs	\$97.50
Refunds for Alarms	\$250.00
Refunds for Traffic Tickets	\$9,289.50

FIRST CONSTABLE:

Total Hours	1005 $\frac{3}{4}$
Total Miles	9180
Idling Time	108
Typing/Paperwork	77 $\frac{1}{2}$

SECOND CONSTABLE:

Total Hours	266 $\frac{1}{4}$
Total Miles	58

ZONING REPORT

Regular meetings of the Zoning Board of Adjustment are held, as needed, on the second Tuesday of each month at 7:00 PM in the Town Hall. Hearing notices are posted on the bulletin board outside the Town Clerk's office, at the Brownsville General Store and at the Post Office.

For the 2003 calendar year there were a total of 75 permits issued:

Accessory Structures	17
Additions/Alterations	24
Agricultural Use	7
Conditional Use Permits	6
Ponds	1
Pools	1
Signs	3
Single Family Dwellings	9
Subdivisions	7

I would like to take this opportunity to thank Roger Russell our Zoning Administrator, Dale Abramson our Clerk and members of the Zoning Board for all their work in 2003.

Just a reminder that a zoning permit is required for any subdivision of land in the Town. Development in wetlands is subject to review by the State Vermont Agency of Natural Resources and/or U.S. Army Corps of Engineers. In addition to obtaining Town permits for a project, applicants should check to determine if a State permit is required. New State on-site wastewater disposal regulations require that all wastewater disposal systems need to be designed and certified by a licensed engineer or site technician prior to installing. In addition there is a new General Construction Permit required from the Vermont Agency of Natural Resources that reviews erosion control measures and stormwater management during construction for any project that would result in more than 1 acre of disturbance.

John Bruno
Chairman Zoning Board

ANIMAL CONTROL OFFICER

The incidents of rabies have declined over the past year, but it is still an important problem. The Town of West Windsor did confirm one case of a rabid raccoon in 2003. Never contact a wild animal and never invite a stray dog, cat or other animal into contact with you or your family. If you suspect the rabies exist in any animal, please contact the Constable or the Selectboard (as acting animal control officer) immediately.

As a reminder, please observe West Windsor's leash law which dictates that your dog must be on a leash or under voice control at all times.

Thank you for your cooperation.

West Windsor Selectboard

WEST WINDSOR CIVIL DEFENSE FOR 2003

MEMBERS (Reappointed)

Michael Spackman	Fire
Ralph Johnson	Police
Nancy Gaynor	Rescue Squad
Pauline Ouelette	Clerk
Claudia Sacuk	Health Officer
James Kenyon	C-D Coordinator

Mt.Ascutney School evacuation plan completed.

Ralph & Jim attended several regional meetings on Emergency Management.

New radio frequency added to Ralph, Jim and some Fire Department radios.

James Kenyon
Civil Defense Coordinator
(Emergency Management)

FOREST FIRE WARDEN

My appreciation to the residents of West Windsor for their continued support in obtaining burning permits. Two hundred eighty-nine (289) permits were issued during 2003 compared to 278 in 2002. Burning permits may be obtained by calling either Michael Spackman at 484-9142 or James Kenyon at 484-5170. Permits **MUST** be obtained to have any open fire in Vermont. An open fire, no matter how small, should never be left unattended.

I would like to thank the West Windsor Volunteer Fire Department and its membership for their dedication and assistance in fire prevention.

Please protect our forests and fields!!! Don't hesitate to report any suspicious smoke or fire by calling 674-2112 or 911.

Michael Spackman
Forest Fire Warden

REPORT OF THE TOWN FOREST ADVISORY COMMITTEE (CROSS WOODLOT)

Balance on Hand, January 1, 2003	\$6,697.61
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Income:

Interest	\$24.40
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Vt.Hang Gliding	
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Association	<u>\$100.00</u>
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Total Income	\$124.40
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Balance on Hand, December 31, 2003	\$6,822.01
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The primary purpose of the Town Forest continues to be recreational.

Respectfully submitted,
Ken Burke, Chairman

JULY 4TH CELEBRATION FUND

Balance on Hand, January 1, 2003	\$2,765.31
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Income:

Donations for Fireworks	\$3,380.00	
Candle Sales	\$13.00	
Interest	<u>\$ 8.96</u>	
Total Income		\$3,401.96

Expense:

Fireworks	\$3,000.00	
Box Rental/Postage	\$33.40	
Prizes, Misc.	\$432.43	
Flags	\$50.08	
Advertising	\$45.60	
Music	<u>\$550.00</u>	
Total Expense		\$4,111.51

Balance on Hand, December 31, 2003	\$2,055.76
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2003 4TH of July Celebration began with our traditional bang of fireworks at the Resort on the evening of July 3rd. Additional features new this year for the many in attendance enjoying the pleasant weather was on-site radio station broadcasting and refreshments for young and old.

Friday the 4th, included a full day starting with a pancake breakfast, a flea market, games for the young at heart, a variety of food and drink, and music from the reviewing stand. The always delightful parade was highlighted by a great turnout of local children vying for prizes by the American Legion; and an appearance by a musical group from the Vermont Center for the Arts. A wonderful day for our proud West Windsor residents.

2004 4th of July Celebration falls on a weekend and a larger than

normal crowd is anticipated and will not be disappointed. The town will be decked out with flags and the firehouse will sport new decorations. Fireworks on the 2nd will start the weekend of events. A great treat is in store for the young crowd as The Guild Players Touring Company from Bennington will perform a children's theatre play in the Town Hall. What an addition to the upcoming 4th of July Celebration 2004!

This community event would not be possible without support from our residents and surrounding business establishments. For this, the 4th Celebration Committee is grateful for your support. Hopefully, we can anticipate a high participation level during our Spring 2004 contribution appeal. Let's make this year's Celebration one that will make all West Windsor residents proud. See you there!

Committee Chairs,
Cathy Archibald
Andrew Kraft



WEST WINDSOR'S 4TH OF JULY PARADE
CLOWNING AROUND

*IN MEMORY OF OUR FRIENDS AND
NEIGHBORS WHO PASSED AWAY IN 2003*

CHARLES BRONSON

MARGRET BROWN

JOHN HOWLAND

DANIEL KNOWLES

CHRISTINE NOWLAN

MARJORIE STONER

LESTER SYKES

LOREN WEBSTER

BRUCE WENTWORTH

WEST WINDSOR VOLUNTEER FIRE DEPARTMENT

The following is a report of the activities of the West Windsor Volunteer Fire Department from January 1, 2003 through December 31, 2003. The Department is commencing its forty-sixth year of service with 29 members. Member Dennis Lemire was recognized this past year with a special award for his many years of service as a line officer.

We answered 61 calls this year: 18 Mutual Aid (to other towns), 2 chimney fires, 17 motor vehicle incidents, 13 automatic alarms, 2 wires down, 2 smoke investigations, 1 carbon monoxide incident, 3 assist Fast Squad, 1 9-1-1 Hang Up, and 2 other calls. Mutual Aid to our town was 3.

Early in the year the Department offered the series of Hepatitis B shots to its membership. A new radio was purchased for the ladder truck and the frequencies updated in all our communications equipment. Additional Forestry gear was purchased. We actively participated in the Town's 4th of July celebration and we "wet down" Windsor's new fire station and assisted with the "Scouts Honoring Vets" parade in Windsor. Special firefighting equipment was purchased with funds given in memory of charter member Loren Webster.

Education, training activities, and drills continued almost every month. The mutual aid fire response system continues to work extremely well. This year we again provided valuable free firefighting assistance to our surrounding towns.

Again in 2003, we co-operated with the Albert Bridge School and Mt. Ascutney School to celebrate the theme of Fire Prevention Week, which is to educate the youth about fire safety. Our town WWVFD Education Fund finances this local elementary education program. The fund was established using monies donated in memory of Ray Spackman and John Martin.

We continued the monthly detailed inspection of all our equipment. This takes time but finding and fixing problems pays off when we respond to a fire call. Your fire department is fortunate to have a membership that not only volunteers to fight fire and keep itself trained but also spends many hours doing small repairs and performing regular upkeep on its firefighting equipment.

We again ask you to check and change the batteries in your smoke detectors, check out your building's heating plant on a regular basis, have an escape plan for your home. Please contact a member of the fire department in September about checking your home's chimney especially if you burn wood for heating.

The department wishes to thank the voters and the taxpayers for their support. We appreciate the financial donations and fundraising. A Homeland Security Grant to us for \$11,000 is being used to purchase a infra-red camera which will allow us to quickly check for fire extension, allow us to quickly locate people in a building, and assist us during other search and rescue operations.

	PROPOSED 2003	ACTUAL 2003	PROPOSED 2004	PROPOSED 2005
Utilities	\$2,000.00	\$1,841.59	\$2,000.00	\$2,000.00
Insurance	\$6,500.00	\$6,164.00	\$6,500.00	\$6,500.00
Trucks	\$5,500.00	\$3,580.88	\$5,500.00	\$5,000.00
House	\$4,000.00	\$4,005.99	\$4,500.00	\$5,000.00
Equipment	\$7,000.00	\$6,961.79	\$7,000.00	\$6,000.00
Communications	\$3,500.00	\$4,688.82	\$3,500.00	\$3,500.00
Miscellaneous	\$2,500.00	\$3,686.38	\$2,500.00	\$2,000.00
Dues & Training	\$1,000.00	\$1,205.00	\$1,000.00	\$1,000.00
Activity Room		\$ 392.71		
Awards Ceremony				<u>\$1,500.00</u>
	\$32,000.00	\$33,334.35	\$32,500.00	\$32,500.00

ITEMS IN BUDGET PAID FOR BY OTHER SOURCES

Equipment

John Martin Fund	\$1,310.50
Hazardous Materials	\$2,102.75
Special Equipment Fund	\$ 991.19
Special Equipment Fund	\$1,039.38 (Forestry Equip.)

Miscellaneous

Educational Fund	\$ 213.32
Awards Ceremony	\$1,390.00

Communications

Homeland Security Grant	\$ 920.00
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Activity Room

Special Donations	\$ 392.71
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WEST WINDSOR VOLUNTEER FAST SQUAD

The West Windsor Volunteer Fast Squad answered 75 calls in 2003: 62 medical emergencies and 13 motor vehicle accidents.

The Fast Squad is licensed by the State of Vermont at the paramedic level.

Our 19th year begins with one paramedic, four EMT Intermediates, one EMT basic and two who are CPR certified.

Our annual 4th of July Fundraiser, the Rummage Sale and the many generous donations allows us to keep the sum we ask the town for at a very reasonable amount.

We received a new Zoll defibrillator from District 9 in which our squad is governed by. These monies were received as part of Homeland Security Grants.

The certified members of the squad are continually working to maintain and upgrade their current level of certification.

I want to thank everyone on the Fast Squad for their many hours of time and dedication. *We are looking for new members to join our squad.*

	PROPOSED	ACTUAL	PROPOSED
	2003	2003	2004
Insurance	\$700.00	\$583.00	\$600.00
Training/Safety	\$.00	\$121.37	\$.00
Equipment	\$.00	\$803.73	\$.00
Supplies	\$.00	\$306.73	\$.00
Repeater Assoc.	<u>\$300.00</u>	<u>\$700.00</u>	<u>\$400.00</u>
	\$1,000.00	\$2,514.83	\$1,000.00

Respectfully submitted,
Nancy S. Gaynor, EMT-D
Director

911 REPORT

Local 911 responsibilities now primarily consist of addressing new structures, keeping the 911 Atlas up-to-date and resolving occasional discrepancies that occur when new residents of West Windsor and neighboring towns seek phone service for existing structures.

Because new address numbers are frequently determined based on the location of the driveway, I would prefer to generate addresses for new structures after all local and/or state approvals for site access have been received.

Cathy Archibald continues to act as liaison between me and those who need assistance with 911 issues. I am thankful for her assistance. People are also welcome to contact me at home (484-5976), where I now do most of my 911-related work.

Respectfully submitted,
Andrea Sullivan
911 Coordinator

ENHANCED 9-1-1 REPORT

Statewide System Operations

The following information is from the period January 1, 2003 to November 30, 2003.

Total Calls Handled System-wide	Wire-line	113,763
	Wireless	60,374
Total Abandoned Calls System-wide	Wire-line	15,464
	Wireless	3,656
Average Call Answer Time System-wide	5 seconds	
Average Call Duration System-wide	1 minute 54 seconds	

The Vermont Enhanced 9-1-1 system continues to perform within established benchmarks.

The Enhanced 9-1-1 Board operates ten 9-1-1 call-answering points, known as Public Safety Answering Points (PSAP). They are located at the Springfield Police Department, the Hartford Police Department, the Montpelier Police Department, the Lamoille County Sheriff's office, the Saint Albans Police Department, the Shelburne Police Department, and the State Police Barracks at Williston, Rutland, Rockingham and Derby to be operational by January 2004.

E9-1-1 Address Confidentiality

In 1996, the General Assembly passed a law requiring Towns that created new street addresses for enhanced 9-1-1 to provide a confidentiality option to residents.

This option allows residents to prevent their names from being linked with their new street addresses in municipal public records, such as the Grand List. If you choose to exercise this option, you are required by law to provide the Town Clerk with an alternate mailing address, such as a Post Office box. Copies of the "Confidentiality Option Form" and instructions are available at your Town Office or on the internet @ www.state.vt.gov/e911. Your Confidentiality Order Form is not a public record and is exempt from disclosure under the Public Records Law. Town officials are required to preserve your privacy.

FRED SAVAGE TRUST FUND

Balance on Hand, January 1, 2003	\$5,002.15
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Income:

Interest	<u>\$18.56</u>	
Total Income		\$18.56

Expenses:

Mary L. Blood		
Library	\$4.86	
Brownsville		
Church	<u>\$14.57</u>	
Total Expense		\$19.43

Balance of Hand, December 31, 2003	\$5,001.28
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Balance on Hand, January 1, 2003	\$400.17
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Income:

Interest	<u>\$1.49</u>	
Total Income		\$1.49

Expenses:

Albert Bridge		
School	<u>\$1.55</u>	
Total Expense		\$1.55

Balance on Hand, December 31, 2003	\$400.11
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SHEDDSVILLE CEMETERY FUND

Balance on Hand, January 1, 2003	\$2,434.95
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Income:

Interest	<u>\$8.85</u>	
Total Income		\$8.85

Expenses:

Wages to Town of West Windsor	<u>\$982.58</u>	
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Total Expense	\$982.58
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Balance on Hand, December 31, 2003	\$1,461.22
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SHEDDSVILLE INVESTMENT SAVINGS

Balance on Hand, January 1, 2003	\$8,163.65
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Income:

Interest	<u>\$109.76</u>	
Total Income		\$109.76

Balance on Hand, December 31, 2003	\$8,273.41
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DANIEL L. CADY TRUST FUND

Balance on Hand, January 1, 2003 \$7,356.34

Income:

Interest \$68.36

Total Income \$68.36

Balance of Hand, December 31, 2003 \$7,424.70

The Daniel L. Cady Trust Fund is a trust fund (\$3,800.00 Principal) for the purpose of providing maintenance around the Cady Mausoleum in Brownsville and seven (7) other graves in two (2) different West Windsor cemeteries (The Brownsville Cemetery and the Sheddsville Cemetery). The West Windsor Board of Selectmen are the Trustees of this fund.

For those of you who haven't visited the Mausoleum, and for those of you who have forgotten what a beautiful view there is from the Mausoleum, this coming summer would be an ideal time to take a few minutes to visit this unique site at the top of Strawberry Hill Road.

West Windsor Board of Selectmen

MARY L. BLOOD LIBRARY

The most important thing to note in 2003 is that use of the library expanded three-fold as townspeople took advantage of our expanded hours and outreach programs.

- We had a total of 1,433 visits this year compared to 559 last year. This includes 674 visits by children, compared to 162 in 2002. Library members borrowed 1,316 books, 112 videos, and 96 audio books in 2003.
- The library gained 63 new families in 2003 and lost 8 members. This brings to 193 the total number of families that belong to the library.

Early in 2003 the library conducted a survey of West Windsor residents to see how the library can better meet the needs of the town. Sixty-five (65) people responded to the questionnaire. 70% of respondents had visited a library in the past year, but only half of these had been to the Mary L. Blood library during that year. Nine out of 10 respondents thought the Brownsville library needed improvements. Most asked for more or different hours. Other common suggestions were the need for community-access computers/internet, electronic information, more audio books, children's programs, and a better selection of adult fiction. With support from the trustees and the citizens of West Windsor, the library was able to act on these suggestions as follows:

- Generous local volunteers provided over 210 hours of support to the library in 2003. Volunteers enabled the library to expand its core hours to three days and eight hours a week, compared to four hours in the past, with additional days and hours available during school vacations. Volunteers have also helped with computerizing our stock of books, reorganizing the stacks, and building a video rack. Karen Diop and the library's trustees would like to thank Mark Felone, Larry Revit, Amy Yates, Tracy Dugdale, Jill Arthur, Marge Clogston for their long-term contributions, as well as the many other members who have given their support for individual activities.

- The library significantly expanded its current fiction, audio books, large-print books and videos – thanks in large part to generous donations from members.
- The library now offers the use of computers and access to the internet. One of the computers was purchased by the Trust Fund, while a second computer was donated by the Selectboard. The library is also able to offer specialized volunteer services to help West Windsor citizens to improve their computer and internet skills, as well as to help with genealogy research.
- The library provides special programs for children during the school year and during school vacations. All classes at Albert Bridge School came regularly to the library during school hours in the 2002/2003 school year. Thirty-six children participated in the reading program held by the library over the summer. The library was open extra hours to give the kids more access to reading material, and nine special events were held with support from the community to encourage them to come in. In all, the children in this program read 245 books over the summer. The library also had special programs with Kindergarten Kamp and with local brownie and junior Girl Scout troops.

The increase in services to West Windsor's citizens has resulted in slightly higher operating costs. The trustees of the Mary L. Blood library also note the decreasing balance of the library's endowment, which the trustees propose be preserved at a level that will cover capital improvements and major repairs (e.g. the eventual replacement of the aged furnace that arise. For 2004, the trustees are requesting that support from the town cover \$4,500 of the library's \$6,500 budget.

Trustees of the Mary L. Blood Library
Edson Pierce, Jennifer Rathburn, Tom Kenyon

MARY L. BLOOD LIBRARY – SINKING FUND

Balance on Hand, January 1, 2003 \$258.06

Income:

Lost Book Reimburse	\$ 15.00	
Donation for Signage	\$ 175.00	
CVPS Dividends	\$ 41.50	
Donation in Memory of Loren Webster	\$ 25.00	
Savage Fund – 1 yr	\$ 4.86	
Transfer of Funds	<u>\$5,900.00</u>	
Total Income		\$6,161.36

Expenses:

Electricity	\$ 408.34	
Fuel	\$ 640.22	
Telephone	\$ 686.63	
Librarian	\$1,768.00	
Books	\$ 531.77	
Postage/Box Rental	\$ 66.80	
Alarm-Repairs	\$ 566.00	
Computer & Expenses	\$1,379.37	
FICA	\$ 135.27	
Bank Charge-Checks	\$ 59.25	
Supplies	<u>\$ 103.75</u>	
Total Expense		\$6,345.40

Balance on Hand, December 31, 2003 \$74.02

MARY L. BLOOD LIBRARY – TRUST FUND

Balance on Hand, January 1, 2003 \$17,372.05

Income:

Interest	\$107.97	
Town of West Windsor	<u>\$2,500.00</u>	
Total Income		\$2,607.97

Expense:

Transfer of Funds	<u>\$5,900.00</u>	
Total Expense		\$5,900.00

Balance on Hand, December 31, 2003 \$14,080.02

BENJAMIN F. BLOOD FUND

Balance on Hand, July 1, 2001 \$10,000.00

Income:

Interest	<u>\$243.11</u>	
Total Income		\$243.11

Expense:

Albert Bridge		
School	<u>\$243.11</u>	
Total Expense		\$243.11

Balance on Hand, January 8, 2003 \$10,000.00*

*17 month CD – mature date is June 2, 2004

WEST WINDSOR EDUCATION FUND, INC.
P O BOX 33
BROWNSVILLE, VERMONT 05037

The West Windsor Education Fund (WWEF) is a non-profit corporation organized under the laws of the State of Vermont. Its purpose from its beginning in mid-2002 through the calendar year 2003 was to support our West Windsor school with contributions in order to benefit the school and to reduce the local school taxes imposed under Vermont's Act 60. The IRS has recognized WWEF as a 501 (c)(3) charity, making donations to the Fund tax deductible.

A total of \$142,778.56 has been received by the Fund in contributions through year-end 2003 (97% of the total pledged to us). In 2003 \$137,500 was transferred to the Town Clerk for school funds; we expect to transfer a further \$3000 in January 2004. \$3069.36 (about 2%) was spent by the Fund for expenses, primarily for printing for printing and mailing expenses and bank fees. 336 town taxpayers contributed to the Fund, resulting in about 49% of potential fair-share contributions. These contributions resulted in a tax reduction for all taxpayers, not just those who contributed, of 24 cents per \$100 of assessed valuation from what your taxes would otherwise have been in the year 2003. For example, this resulted in a reduction of approximately \$480 on a property assessed at \$200,000. For those taxpayers who made their fair-share contribution, the net result, after their contribution, was a savings of 3 cents per hundred dollars of assessed valuation. Using the same example of a property assessed at \$200,000, this would have resulted in a net savings of \$60.00. Although this does not sound like much, assuming the contribution was made six months before taxes were due, this is about a 14% return on investment over six months – not a bad return in any financial market.

Some have asked why their contribution was not shown on their tax bill. The answer is that the estimated total of expected contributions was subtracted from the school budget before the tax rate for the year was calculated. Because these contributions were not subject to the "matching fund" provisions of Act 60, they resulted in a total tax savings to the town taxpayers of \$177,600.

We would like to thank those of you who supported the Fund in 2002 and 2003.

Because of a recent change in the Vermont school funding law the Fund cannot be used in 2004 and future years to reduce property taxes. The Board of Directors of the Fund, working with the School Board, has not yet determined whether the Fund should be continued as a conduit for charitable contributions to the school beyond early 2004.

OFFICERS & DIRECTORS

Philip R. Arvidson, President, David Halpert, VP & Treasurer, Bruce Sahler, Secretary
Barbara Byers, George Chambers; Joseph D'Anna, DDS, Martha Harrison,
Andrew Kraft, VDM, Genevieve Lemire, Nancy Ross

VERMONT DEPARTMENT OF HEALTH

- **Bioterrorism and Emergency Preparedness:** The Vermont Department of Health is actively working with local, state and federal agencies to assure a rapid and effective response to bioterrorism and other public health threats or emergencies. Local health department response may include finding and identifying disease, investigating and source of the disease, providing accurate and timely information to the public and health professionals, and collaborating with other agencies during biological, environmental or weather events. Recent local efforts have included participation in hospital committees, smallpox vaccination clinics, and membership on the District 3 Local Emergency Planning Committee (LEPC #3).
- **Special Supplemental Food & Nutrition Program for Women, Infants, and Children (WIC):** WIC improves the health of eligible pregnant and postpartum women, infants and young children through access to health care, nutrition education and individually designed nutritious food packages. During 2002, several women, infants and young children living in West Windsor received health and nutrition screening, education and nutritious foods through this program. Participation in this program has been steadily increasing in this area. The average value of foods provided is \$35.00 per person each month.
- **Reportable Disease Investigations:** Infectious diseases continue to be a major source of illness, disability and death in the U.S., accounting for 25% of all doctor visits each year. The Department of Health investigates all reportable diseases, such as hepatitis, meningitis, measles or foodborne illness. When these illnesses occur, we strive to determine their source and recommend measures to control and prevent further spread of disease. In 2002, Windsor County had 219 cases of disease investigated.
- **Vaccine-Preventable Diseases:** Proper vaccination protects children and adults against many diseases, saves health care costs, and minimizes sick leave from school or work. Immunization has reduced reportable cases of preventable diseases in Vermont to record low levels. Still, total annual hospital costs from vaccine-preventable disease in Vermont are \$2.6 million, and each year up to 200 Vermonters die of pneumonia or influenza. In 2002, the Department of Health distributed 12,054 doses of vaccine to health

care providers in Windsor County, at a value of \$153,342 to these communities.

- **Food Establishment Inspections:** Public health sanitarians inspect eating establishments (restaurants, schools and fairs) to decrease the risk of foodborne disease outbreak. The five greatest risks for foodborne outbreaks are storing food at improper temperatures, inadequate cooking, contaminated equipment, unsafe food sources, and poor personal hygiene among food handlers. Inspections include a 44-item review to evaluate food storage, preparation and handling, as well as to identify potential risks. Of the 16 establishments in your area, there were 17 inspections in 2002. For the most recent inspection scores and results in your area, please go to www.healthyvermonters.info and select "Program List" then scroll down to "Division of Health Protection" and select "Restaurant Inspection Scores."

- **Town Health Officer (THO) Program:** Every town in Vermont has a THO who is nominated by the Select Board and appointed by the Commissioner of Health. THOs work on a variety of environmental and health issues, and respond to calls on public health concerns as varied as animal bites, West Nile virus, rental code complaints and septic systems. The Department of Health supports THOs with training, information and technical assistance. Your THO's report describes the calls received for West Windsor.

- **West Nile Virus (WNV) Surveillance:** WNV first appeared in the U.S. in 1999. Birds and mammals (including people) can get WNV from the bite of an infected mosquito. The Vermont Departments of Health and Agriculture conduct surveillance for WNV each year from June until cold weather limits mosquito activity. In 2003, 5 THOs throughout the state also participated in this program by assisting with mosquito trapping. As of September 19, 2003, there have been 450 mosquito samples tested, with nine positive for WNV. In Windsor County from June – September 19, 2003, 110 dead birds were reported, 56 were tested, and 5 were found to be infected with WNV.

The Vermont Department of Health works to protect and promote the public's health. Current challenges include emergency preparedness and response to disease threats such as SARS or potential acts of bioterrorism; expansion of substance abuse prevention and treatment; and improving health care for people with chronic conditions like diabetes, asthma and cardiovascular disease.

If you would like to learn more about these or other efforts, or if you have a public health concern, please call the Health Department's Springfield District Office at (802) 885-5778. Please visit our web site at www.healthyvermonters.info for recent publications, news updates and other current information about public health.

Respectfully submitted,
Becky Thomas
Springfield District Director
Vermont Department of Health

SOUTHERN WINDSOR COUNTY REGIONAL PLANNING COMMISSION

The Southern Windsor County Regional Planning Commission is an organization that serves the ten towns in the southern Windsor County Region. Member towns comprise of Andover, Baltimore, Cavendish, Chester, Ludlow, Reading, Springfield, Weathersfield, West Windsor, and Windsor. SWCRPC's mission includes two major activities: assisting member towns with their planning and other community related activities, and promoting cooperation and coordination among towns.

During FY 2003, member towns contributed 4% to the Regional Planning Commission's annual budget of \$555,565.00. Town dues assessment was based on \$1.00 per person using 2000 census data, which for the Town of West Windsor was \$1,067.00. The remaining revenues were derived from federal and state funding sources: Federal funding supported transportation planning activities and the administration of Community Development Block Grants; State funds were derived from the Agency of Natural Resources for environmental planning, and the Agency of Commerce and Community Development for land use planning and other related activities.

The Southern Windsor County Transportation Advisory Committee (SWCTAC) is an advisory committee of the Regional Planning Commission. The SWCTAC's primary responsibilities are to make recommendations on regional transportation policies, review and provide comment on VT Agency of Transportation projects, identify and rank town/regional transportation improvements for submission to VAOT, and provide input on regional transportation studies.

In addition to providing on-going technical assistance to member towns, in the last year, the Regional Planning Commission has helped West Windsor with the Vermont Emergency Management Program, continues to perform water monitoring in the Mill Brook on an annual basis and is assisting the Planning Commission with amending its Town Plan.

Annually, the Board of Selectmen for the Town of West Windsor appoints a representative and an alternate to the Regional Planning Commission. The RPC board is responsible for

developing regional policies, providing Act 200 review of town plans, and facilitating cooperation amongst member towns. In FY 2003, Harold Pyke represented the Town to the Regional Planning Commission and Robert Gray was the representative to the Transportation Advisory Committee.

Southern Windsor County Regional Planning Commission
Ascutney Professional Building
P. O. Box 320
Ascutney, Vermont 05030
web site: www.swcrpc.org

VERMONT LEAGUE OF CITIES AND TOWNS

The Vermont League of Cities and Towns mission is to serve and strengthen Vermont local government. Most government services used by Vermonters on a daily basis are those provided by its cities and towns. These include highways, police, fire, recreation, sewer and water. Vermont municipal officials are responsible for raising and expending nearly one-half of the non-federal taxes raised in the State.

In large part, volunteer elected and appointed municipal officials lead those governments. VLCT provides the following services to its member cities and towns to serve and strengthen the ability of these officials to provide quality services at affordable levels of taxation:

- **Advocacy representation before the State legislature, administration and judiciary, ensuring that municipalities have the resources and authority to serve their citizens.** VLCT is a leader in the education finance debate and in securing revenues for town highway and bridge maintenance programs.
- **Training, technical assistance and publications to strengthen the ability of municipal officials to serve their communities.** In the past year, we have responded to almost 50,000 telephone calls, 21,200 of them from local officials on the toll-free telephone line available to them. Our Municipal Assistance Center and Group Services staffs provided over 750 workshops and small group training sessions attended by over 4,000 municipal officials

and answered over 2,300 legal questions posed by municipal officials. VLCT distributed over 575 copies of local government publications and distributed over 3,200 hard copies or electronic mail versions of VLCT's *Weekly Legislative Report* to municipal officials each week during the legislative session.

- **Purchasing opportunities to provide needed services at the lowest cost.** These include an array of municipal insurance programs, among many others. Examples of how this saves local taxpayers dollars are the securing of municipal employee health insurance and liability coverage for town operations. The VLCT Health Trust represents the most affordable option available to provide health insurance to your employees. The value of VLCT PACIF to all our members was made painfully clear this year when the major re-insurer for the largest private sector option available for municipal property and casualty insurance was declared insolvent by the State of Pennsylvania, threatening the payment of claims made under those policies.

All 246 Vermont cities and towns are members of VLCT, along with 140 other municipal entities including villages and fire districts. Membership dues are \$.72 per capita plus a \$250 service fee per year. VLCT maintains its offices in Montpelier and employs 42 staff members. It has an annual operating budget of approximately \$3.0 million.

Individuals interested in finding out more about Vermont League of Cities and Towns, including reviewing its audited financial statements can visit its website at www.vlct.org.

VERMONT COALITION OF MUNICIPALITIES

The organized effort to substantially reform Act 60 and reduce the reliance on the property tax to fund education is not over. Despite the recent enactment of Act 60 reform, we believe the promise of lower education property taxes will be short term.

We contend that in July of 2004, when this new law goes into effect, the property taxes will be a good deal higher than estimated and will continue to rise rapidly over the next two years. When the rising tax impact is felt, the pressure to reform the statewide property tax system will greatly increase.

In a letter to all legislators in May of 2003, we stated the following reasons for our opposition to the changes in the reform legislation because it still retained many of the onerous features that were a part of Act 60 such as:

- **Over-dependence on the property tax to fund education;**
- **Reliance on a flawed property valuation and equalization system;**
- **Rapidly rising property values, which under the Common Level of Appraisal (CLA) system, increase tax rates;**
- **A system based on tax rate instead of tax burden;**
- **Lack of cost controls over rising education costs; and**
- **Tax policy inhibiting economic development and job creation.**

As noted above, there continue to be serious problems with the state system of financing education. **The Coalition intends to continue to be an organized force fighting for property tax relief. In the coming year we also intend to monitor closely the studies on cost containment and grand list issues established by the law.**

We will also work through the legislature and the administration to correct the inequities in the education equalization system and the problems caused in the way property values are determined.

COMMUNITY MENTAL HEALTH CENTER

Health Care and Rehabilitation Services of Southeastern Vermont

In the year ending June 30, 2003, our agency provided a comprehensive range of community based services to 4,484 residents of Windsor and Windham Counties. The services that are available to the residents of your community are as follows:

- ***Outpatient Mental Health Services:*** The mission is to provide caring, high quality, cost-effective mental health care for our community at every level of need. Our highly trained staff of professional therapists, social workers, and psychiatrists help individuals and families cope with stress and anxiety, develop their full potential and maximize control of their lives. We make it our paramount goal to ensure that children, adolescents, and adults who come to us receive appropriate, timely care. We are now offering walk-in clinics to any resident who has an urgent need to see a mental health counselor for support and more effective coordination of services.

- ***Alcohol & Drug Treatment Services:*** For adults and family members who are adversely affected by the use of alcohol or drugs, we offer a comprehensive program of assessment, inpatient referrals, outreach, outpatient treatment and aftercare dedicated to aiding the recovery from chemical dependency and its effects.

- ***Community Rehabilitation & Treatment Program:*** The CRT program provides comprehensive services to adults over the age of 18 who are suffering from a mental illness so serious that it interferes with that person's capacity to function in the community. We provide help and information to concerned family members and help clients regain stability and learn how to manage their mental illness, either in a hospital setting or as outpatients.

- ***Community Services Division:*** The CSD provides services to people with developmental disabilities and their families. Services are available to people of all ages who have been found eligible, and each person being served receives an individually written program to meet his or her needs.

- ***Community Services Division:*** The CSD provides services to people with developmental disabilities and their families. Services are available to people of all ages who have been found eligible, and each person being served receives an individually written program to meet his or her needs.

- ***The Alternatives Program:*** A short-term alternative to hospitalization, the Alternatives Program provides crisis stabilization, respite and support to clients with psychiatric disabilities or to any adult experiencing an acute mental health crisis. We also provide a transitional residence for those stepping down from an inpatient setting. Our program provides a very desirable alternative to hospitalization in being less costly and less structured, while at the same time providing individualized attention in a more homelike, community based setting.
- ***Emergency Services:*** The Emergency Services Team has a very specific mission to act quickly in critical situations. Specially trained mental health professionals are available 24 hours a day for emergencies. Anyone may use this service when an emergency arises including individuals of any age, family or friends of an individual in crisis; hospitals and nursing homes; police; schools; clergy; businesses and other community agencies.

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

WINDSOR COUNTY PARTNERS Mentors for Youth

Windsor County Partners' youth mentoring program provides at-promise youth aged 10 through 17 with positive, healthy, and supportive adult role models that help improve their self-esteem, direction, and leadership potential. The U.S. Department of Health and Human Services has recognized us as "an outstanding instance of what can be done with limited resources and a great personal commitment".

Last year we supported 39 Partnerships and 1 West Windsor resident. We also took steps to begin to build our capacity to serve more youth, and to plan for future growth of our program. We instituted new policies in regard to our volunteers and their Partnerships to better ensure the safety of children in our program, including the requirement of an F.B.I. criminal background check for all mentors. We also sponsored several workshops, organized new special events, and helped youngsters attend camp or classes in which they had a special interest.

It is the long-term support of the community that has helped our organization to grow and succeed over the last three decades as a vibrant leader in youth mentoring in our community. Our long track record and well-established program continue to positively influence our children so they can improve their school grades, as well as peer

and family relationships; avoid the use of alcohol, tobacco, and other drugs; and seek to achieve` higher goals in life.

For more information about our services, please contract our Executive Director, Mary Beth Heiskell, at (802) 674-5101 or (800) 491-5101 or windsor.county.partners@valley.net.

VOLUNTEERS IN ACTION

We thank the voters of West Windsor for the appropriation of \$250.00 to Volunteers in Action in 2003 and in 2002. ViA depends on local support.

The mission of Volunteers in Action is to connect caring volunteers with neighbors in need of a helping hand. The services most frequently requested are: transportation, friendly visiting, respite to relieve a caregiver and assistance with daily tasks such as food shopping. These services enable people with physical limitations to remain in their home longer than would otherwise be possible.

During the past year, there were 12 active volunteers from West Windsor. Several volunteers performed more than one role. Five of those volunteers helped with transportation to medical appointments, grocery shopping, and other essential services. Of the five, one is trained to drive the Mt. Ascutney Hospital van. One volunteer serves on the ViA Advisory Council. Another knitted warm mittens and hats for children and adults. Four volunteers helped in various assignments at Mt. Ascutney Hospital. West Windsor volunteers contributed an impressive 494 hours of community service in the Mt. Ascutney area.

Eight West Windsor residents received services from ViA volunteers. These services included transportation to medical appointments, friendly visits and respite to relieve a caregiver.

To request service or to volunteer, please call Margaret Campbell or Jannice Ellen at 674-5971. ViA has an office in the Windsor House. ViA brochures that describe the program are available at the Town Office, the Library and in the Brownsville church. We welcome your questions.

Thank you again for your support.

Margaret Campbell & Jannice Ellen
Coordinators

THE VERMONT CENTER FOR INDEPENDENT LIVING

The Vermont Center for Independent Living (VCIL) teaches people with significant disabilities how to gain more control over their lives and how to access tools and services for living more independently. We also conduct public education and systems change activities that promote the full inclusion of disabled people into community life.

An estimated one in five Vermonters has a disability. VCIL, a private not-for-profit corporation, is Vermont's first and only cross-disability center for independent living and the first organization in the state to be directed and staffed by a majority of people with diverse disabilities.

Statewide, from October 1, 2002 through September 11, 2003, VCIL responded to **1,974** requests from individuals, agencies and community groups for information and referrals on a broad range of subjects related to living with a disability. We provided one-on-one peer counseling to **342** individuals to help increase their independent living skills and life opportunities; provided **405** households with financial and technical assistance for making their bathrooms and entrances accessible to a disabled family member; provided over **340** with personal assistance and/or assistive technology; provided communications equipment to **67** Deaf, hard-of-hearing or speech-impaired individuals through our Telecommunications Equipment Distribution Program, and served home-delivered meals to almost **533** Vermonters through VCIL's Meals On Wheels program for Individuals Under 60 with Disabilities.

VCIL's central office is in downtown Montpelier with three smaller regional offices in Bennington, Brattleboro and Burlington. The Montpelier office houses our resource library and our toll-free information line, which provides answers to disability-related questions from every Vermont community. Our locally based Peer Advocacy Counselors are available to people with disabilities in every municipality in Vermont.

During FY2003, VCIL provided direct services to Vermonters throughout the state, utilizing the following

services/programs:

1. Information & Referral
2. Home and Community Access program
3. Meals on Wheels (people with disabilities under the age of 60)
4. Peer Advocacy
5. Counseling
5. Vermont Telecommunications Equipment Distribution Program
6. Sue Williams Freedom Fund

To learn more about VCIL, call us toll-free at 1-800-639-1522.

WINDSOR COUNTY YOUTH SERVICES

W.C.Y.S. is the organization that runs Mountainside House a shelter for homeless and runaway teens. This year we have housed 6 youngsters from West Windsor for a total of 70 nights. We do not charge for our services, which include housing, family counseling and contact with the schools. This leaves us looking for your town's financial help. In light of the amount of work we have done for your town we are asking \$300.00 from the Town budget. This is the amount of last year's donation for which we are grateful.

Stan Richbourg
Administrative Assistant

GREEN UP VERMONT GREEN UP DAY, MAY 1, 2004

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

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

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

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

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

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

F. Sheldon Prentice
President

VISITING NURSE ALLIANCE OF VERMONT AND NEW HAMPSHIRE, INC.

The Visiting Nurse Alliance is like the local police and fire departments – a strategic part of the community's safety net – with services that must be continuously available to anyone in need. The need varies dramatically from month to month and year to year. The VNA provides a comprehensive range of care, requisitioned by hospital staff and physicians, for everyone, regardless of ability to pay.

We value the continued partnership with the Town of West Windsor to help us meet your residents' home care, hospice and family health needs. Town funding accomplishes the following:

- Enables your family, friends and neighbors to remain independent and at home as they receive skilled clinical care during times of injury, recovery from surgery or accidents, disability, whether for short-term and chronic illness. For many such patients, many are addressing multiple medical, emotional and social issues at the same time.
- Provides emotional support plus pain and symptom management during terminal illness. Hospice care extends to family members as well. More and more patients want to be at home during their end of life, and through hospice they have that control.
- Provides community-wellness programs and assistance to young families at risk. Clients range from fathers and/or mothers who want to be more effective parents through learning parenting skills or providing a balanced diet; infants who require hi-tech health care; and children who grow and learn through play groups that offer interaction with other children.

The Visiting Nurse Alliance of Vermont and New Hampshire, Inc. provided the following services this past year:
(July 1, 2002 through June 30, 2003)

Skilled Nursing	91	MCH	
Physical Therapy	98	Children	37
Speech Therapy	43	Home Visits	186
Occupational Therapy	13		
Medical Social Worker	2	<i>Clinic attendance</i>	
Home Health Aide	451	Flu	41
Total Visits	698		

On behalf of the people we serve in your community, thank you for your continued confidence.

Susan H. Larman, BSN, MBA
President and Chief Executive Officer

SOUTHEASTERN VERMONT COMMUNITY ACTION

Southeastern Vermont Community Action is an anti-poverty, community based, nonprofit organization serving Windham and Windsor counties since 1965.

Our mission is to work in collaboration to foster sustainable self-sufficiency, to strengthen our communities, and to eliminate the root causes of poverty. SEVCA has a multitude of programs and services to meet this end. They include: Transportation, Weatherization, Emergency Services (i.e., fuel/utility assistance, food, shelter), Crisis Intervention, Parent Education, Micro-Business Development, Head Start, Individual Development Accounts (IDA), and thrift stores.

For fiscal year 2003 SEVCA has provided the following services in the Town of West Windsor:

Weatherization: 1 home @ \$2,500.00

Fuel/Utility assistance: 6 assists @ \$600.00

Micro-Business Development: 3 individuals

Family Services (outreach): 3 families; 21 services
(including rent assistance, forms assistance, information & referral, case management, budget counseling, and nutrition education).

These are labor-intensive services, with staff spending anywhere from one-half hour to several visits with each client.

Community support, through town funding, helps to build a strong partnership. The combination of community action funds and town funds allows us to not only increase, but improve service.

We thank the residents of West Windsor for their support.

Deborah M. Osienki
Executive Director

GEORGE D. AIKEN RESOURCE CONSERVATION AND DEVELOPMENT (RC&D) COUNCIL

The George D. Aiken Resource Conservation and

Development Council (RC&D) has been "making things happen" for towns with natural resource conservation and rural development projects over the past year. We are here to serve your community. We coordinate and facilitate assistance to town governments, school districts, fire departments, watershed groups and nonprofit organizations in the six southern Vermont counties. By bringing together help from our extensive network of resources, we can focus technical and financial resources on your specific needs. We get technical assistance and staff help through the U.S. Department of Agriculture but private sources make up most of our budget. The Council is a self-supporting 501 (c) (3) nonprofit organization. Highlights of our work in the six counties in 2003 include:

- 14 towns received funding to improve water quality and upgrade backroads through our better backroads grants
- Two towns received complete water supply plans identifying all potential useable water sources for fire fighting in town
- 16 towns received funding and engineering assistance to design and install dry hydrants as a source of water to fight fires
- 6 towns received Jeffords fire safety grants to purchase personal protective gear for firefighters
- Numerous farmers received technical and marketing assistance with agritourism ventures
- 5 Farmers received grants to support agritourism on their farms
- 10 towns received assistance from a consultant to help them prepare for an ISO (Insurance Service Office) evaluation. Towns are given a rating from 1 to 10 by the ISO and many insurance companies use that rating to set their rates. If a town can lower their ISO rating, it may lead to lower insurance costs for businesses and residents in that town
- We continue to serve as the fiscal agent for the White River Partnership and Connecticut River Birding Trail
- Teams of high school students from throughout the area participated in the Vermont Envirothon

Other current projects include helping a town with flooding

problems, erosion control and streambank stabilization in several locations, helping to develop community centers and recreation fields. We currently have funding available for low interest loans (3.0 to 5.0%) to develop agritourism ventures on farms. Do you have a project or program that could use some assistance to "make it happen"? Over the years the George D. Aiken RC&D Council has helped many communities and organization on a variety of projects. We work on a request basis, so the first step is up to you, giving us a call. For information and free consultation call Kenneth Hafner our RC&D Coordinator at (802) 728-9526 or email: kenneth.hafner@vt.usda.gov.

WINDSOR COUNTY COURT DIVERSION PROGRAMS INC.

On behalf of our Board of Trustees, may I extend our sincere thanks to the residents of the Town of West Windsor for their generous support of community justice.

Services to the town included five (5) criminal and civil cases involving West Windsor residents, all completing successfully. In each case, local volunteers (including several West Windsor residents) work with offenders to help them find a different path from the one than their recent conduct. This includes referral to counseling, treatment, or other remedial services. As importantly, \$186 was recovered for victims of crime. In addition, offenders performed some 50 hours of service to the community. West Windsor residents also benefit from the significant drop in recidivism achieved this year; fewer than six percent of diversion participant re-offend within two years of completion.

We are asking the Town to continue its support of \$500.00 for FY2005.

If you have questions, please do not hesitate to contact our Executive Director, Paul Haskell, at 281-5060.

Thanks again for your support. We look forward to continuing to serve the residents of West Windsor in the future.

Richard McCostis, President
Board of Trustees

ACORN AIDS COMMUNITY RESOURCE NETWORK

ACORN provided professional case management, advocacy, and related services to 50 individuals living with HIV/AIDS and an additional 120 affected family members living within the 94 towns in Windsor and Orange Counties of Vermont and Grafton and Sullivan Counties of New Hampshire. During this time period, 2 ACORN clients died, 8 left our catchment area, and 10 new people became clients of the agency.

ACORN distributed approximately \$32,000 in emergency financial assistance to our clients to support their housing, nutritional, emotional, and physical needs. In addition, our case managers accessed \$60,000 in State and Federal financial aid to help clients pay for insurance premiums, co-insurance payments, and prescription costs.

ACORN broadened its role in HIV/AIDS prevention services through the establishment of subcontracts with 2 outside provider groups. The first is the Hero Project, which provides educational programs in prisons throughout Vermont and has reached close to 1,000 inmates. The second is the Chronic Conditions Information Systems, located on the web at www.cc-info.net. This subcontract uses trained peer counselors to supply information in a chat room designed for Men Who Have Sex with Men (MSM).

ACORN remains the only anonymous HIV testing and counseling site in the Greater Upper Valley region utilizing OraSure (a non-intrusive oral test that is as effective as blood tests for HIV). In the past year, we have tested approximately 100 individuals.

ACORN's "Gayz About" newsletter is mailed out to more than 160 people each month.

In September, ACORN's Prevention/Education Program held a 3-day retreat for MSM, featuring workshops and support groups. In addition, the program sponsored 6 community-building events throughout the year.

Due to a combination of personnel changes and building renovation projects, St. Thomas Episcopal Church in Hanover (the main supporter of ACORN's Dove Program) needed to discontinue its food and volunteer contributions for most of the past year. Consequently, the Dove Program had to be put on hold; we will, however, restart the program this summer.

Services offered:

"HIV Education and Prevention – to schools, civic organizations, and the general public. A comprehensive array of free materials about HIV/AIDS and other sexually transmitted diseases is always available at our office.

Free and Anonymous HIV Tests – ACORN uses an oral HIV test called "OraSure" that is accurate as a blood test for detecting the virus. The 5-minute procedure is offered with individual prevention counseling and can be performed at the ACORN office in Lebanon, NH. It is simple, non-invasive, quick, confidential, and FREE.

Support Groups

Referrals – Our case managers can help locate doctors, dentists, lawyers, and mental health counselors sensitive to the needs of our clients.

Financial Assistance – ACORN has a Crisis Fund available to clients with short-term financial emergencies.

Food-ACORN works in collaboration with local churches to collect and distribute food to clients in need.

Direct Services-ACORN staff and volunteers provide practical assistance such as transportation to appointments, respite care, and help with daily tasks."

ACORN is asking you to consider our request of **\$300.00**.
Your contribution will make a significant difference.

Tom Mock, Executive Director of ACORN

NEW BEGINNINGS, INC.

New Beginnings, Inc. is a non-profit agency providing services to victims of domestic and sexual violence. Staff and volunteers provide support and information to clients in the office, a police station and Springfield and Mount Ascutney Hospital after hours, on weekends, and holidays. We offer a 24-hour hotline 365 days a year, assistance and support for client safety, assistance with relief from abuse complaints, court education in the final relief from abuse hearing, safe housing, social service advocacy, referrals, and community education, as well as peer support groups.

This year the staff of New Beginnings, Inc. would like to recognize the amazing types of support by many amazing human beings throughout Windsor County, Vermont, including residents of West Windsor.

Thanks to:

Every resident who voted to support town allocations...
Every dollar donated, raised, or granted...
Every one of the 219 individuals who wrote out a check or spent a day with us...
Every donation of stuffed animals or books...
Every monthly meeting attended by our FY 2003 members of our Directors...
Every weekly trip to the office by our Board Treasurer or Secretary...
Every trip to an area business to request support...
Every business owner who offered support...
Every horse and rider in our Ride-A-Thon...
Every note from a musician at our Country Jamboree and Klezmer Concert...
Every pot of chili stewed, hotdog steamed, cookie baked...
Every individual willing to carry a pager attached somewhere to their clothing...
Every individual willing to wake up at 2:30 A.M. to support a victim...
Every gardening session in our front "yard"...
Every pamphlet and poster distributed...

Every Thanksgiving basket of food and Christmas present donated...

we were able to provide:

To a population of approximately 34,000 individuals...

Over 475 square miles...

In 14 Towns, and at times, beyond...

At 4 full-time police departments...

In 2 hospital emergency rooms...

8760 hours of hotline and in-person crisis services...

48 trips to Family Court...

1250 +- pre-crisis, crisis, and post-crisis services...

9462 hours of volunteer crisis services to:

346 victimized women...

51 victimized men...

11 physically or sexually victimized children...

479 children exposed to domestic and sexual violence in-home...

394 domestic violence victims...

40 sexual violence victims.

Thank you to the many located "behind the scenes" for ensuring that there will continue to be someone to provide support, education and advocacy to those who suffer abuse and for creating a foundation on which New Beginnings builds its services.

Clearly, people of West Windsor recognize that domestic violence or sexual assault will touch someone in their community and they wish to ensure there is someone available to meet victims' needs.

Co-Directors

Pamela S. Burns

Terri A. Fisk

**EXTRACTS FROM MINUTES OF
TOWN OF WEST WINDSOR ANNUAL TOWN
AND SCHOOL DISTRICT MEETING
MARCH 4, 2003**

Copy of the complete minutes are on file at the Town Clerk's Office:

The legal voters of the Town of West Windsor, Vermont are hereby notified and warned to meet at the Story Memorial Hall in the Town of West Windsor, Vermont on Tuesday, March 4, 2003 at 9:00 AM.

Town Meeting was called to order by Moderator Matt Birmingham at 9:04 AM.

Matt Birmingham read the introductory passage of the warning. A motion to waive the reading of the balance of the warning was made, seconded and passed.

Moderator Matt Birmingham announced that we have an Australian Ballot issue today and the polls will open at 10:00 AM. They are open until 7:00 PM. You will be voting two articles as they pertain to the school construction project. Matt said I will tell you know if you don't already know that the State law is very clear – we can not debate or discuss the Australian Ballot article. While some of you may wish to have done that and that might of even included me I can't do it. We had an informational meeting on Friday night and I know the school has had a long series of neighborhood meetings. However I think we can skirt back alittle bit because our directors, our principal and people from the school are here and I'm sure they would be happy to speak to you individually if you had a comment or a question about the Australian Ballot.

Matt said let me remind you of a couple of things and then we'll step right in to the warning. Absent two-third consent only residents of the Town of West Windsor are eligible to speak although we bend that usually for our elected officials if there here. It's important for you to all have a bright yellow label for indentification purposes.

Matt Birmingham continued saying I will try very hard to be fair and impartial and run the meeting according to our traditions. I note that there are some elections of interest that may keep you here at least through the morning. We have a vacancy or election for Selectmen, Lister, Auditor and School Director so I'm hoping you will stay through the entire meeting. At this moment I would ask you to pause for a moment and think about those neighbors and friends who are not with us today. Matt read the names of the deceased and then a moment of silence was taken.

Matt Birmingham said let me ask you if you would to turn to page 96 of the town report and in doing so I'm going to call Cathy Archibald to the chair for the election for Moderator.

Town Clerk Cathy Archibald took over the meeting for the election of Moderator.

Article 1: To elect a Moderator for the ensuing year – Matt Birmingham was elected as Moderator by a voice vote.

The meeting was then turned back over to Moderator Birmingham. Matt said he had a couple of announcements. The ladies of the Brownsville Community Church will be preparing lunch today during the noon recess. Matt said there wouldn't be a rabies clinic this year. There is a survey from Senator Bill Doyle that we would like to have you fill out if your interested and deposit here in this box. There is also a survey from the Mary L. Blood Library if you would like to fill out and deposit them in a box in the entranceway. If you have a request to amend any article in the warning would you tip me off ahead of time so that we can do it properly and it's helpful if you can do that in writing so that I make sure that we go through the amendment process carefully. If you're going to speak we're going to try something a little different this year. Would you stand and come down somewhere that you are comfortable so that we can pick you up on the microphone. If it is difficult for you to come down to the front just stay where you are but otherwise we would appreciate it if you would do that as we have to transcribe the minutes of this meeting. Cathy has had trouble in the past transcribing what some people have said from the back.

Matt continued saying at some point probably when we adjourn after article 3 if we stick to the normal schedule that we have I am going to with your consent of course ask Phil Arvidson and Dave Halpert to speak briefly about the West Windsor Educational Fund. I think we will do that after article 3. We'll stick to our traditions and I will entertain a motion at the end of the third article on the town warning to go to the school warning. The school warning is to be found on page 125 of your report. Your elected officers are to be found on page 7 of your report. Unless there are any questions or concerns let me call your attention to article 2 on page 96 of your town report.

Article 2: To act on the reports of the Town for the year ending December 31, 2002 – What I will ask you to do is give me a motion and a second to adopt your reports and then we'll go around the room and find out if anybody knows about corrections, mistakes or additions. A motion was made to adopt the reports. This motion was then seconded. Cathy then went over a couple of corrections.

Matt said we have a motion and a second to adopt the town report as amended. Is there any discussion? This motion was passed by a voice vote.

Article 3: To elect all Town Officers and establish compensation as proposed in the Selectmen's budget – The Moderator read each officers' position, the length of the term and the compensation for each position. In the past what we have done with this article is moved and second to adopt the compensation as is set in the Selectmen's budget. The thinking behind that was if your going to elect somebody for those jobs at least they would know ahead of time what they are going to be paid so that they can accept or decline based on their compensation. A motion was made to adopt those levels of compensation as is set in the Selectmen's budget. This motion was seconded.

Matt asked if there was any discussion regarding the compensation. Hearing none Matt then re-read the compensation for each officer. This motion was passed by a voice vote.

Town Clerk – 1 year - Cathy Archibald was elected by a voice vote.

Town Treasurer – 1 year - Cathy Archibald was elected by a voice vote.

Selectmen – 3 years - Hal Pyke was nominated and this was seconded. Nominations were declared closed and a motion was made to have the clerk cast a single ballot for Hal Pyke for Selectmen. This motion was passed by a voice vote.

Lister – 3 years – Lauri Bessey was nominated and this was seconded. Nominations were declared closed and a motion was made to have the clerk cast a single ballot for Lauri Bessey for Lister. This motion was passed by a voice vote.

Auditor – 3 years – Lauri Bessey was nominated and this was seconded. Nominations were declared closed and a motion was made to have the clerk cast a single ballot for Lauri Bessey for Auditor. This motion was passed by a voice vote.

Delinquent Tax Collector – 1 year – Ralph Johnson was elected by a voice vote.

Town Clerk Cathy Archibald took over the meeting for the election of Town Grand Juror.

Town Grand Juror – 1 year – Matt Birmingham was elected by a voice vote.

First Constable – 1 year – Ralph Johnson was elected by a voice vote.

Second Constable – 1 year – Larry Garrand was elected by a voice vote.

Town Clerk Cathy Archibald took over the meeting for the election of Town Agent.

Town Agent – 1 year - Matt Birmingham was elected by a voice vote.

Campbell Fund Trustee – 3 years - Paul Hoisington was elected by a voice vote.

The Moderator said it is our tradition in West Windsor at this point to entertain a motion to recess the town meeting and convene the town school district meeting. A motion was made and seconded to recess the town meeting and convene the town school district meeting. This motion passed on a voice vote.

Matt Birmingham asked the assembly to turn to page 125. The warning for the town school district reads as follows: The legal voters of the School District of West Windsor, Vermont are hereby notified and warned to meet at Story Memorial Hall in said Town of West Windsor on Tuesday, March 4, 2003 at nine o'clock in the forenoon to act on the following articles. I would entertain a motion and a second to waive the reading of the balance of the warning. A motion was made, seconded and passed.

Article 1: To elect a Moderator for the School District for the ensuing year - The Town Clerk took over the meeting for the election of Moderator. Matt Birmingham was elected as Moderator by voice vote and resumed conducting the meeting.

The Moderator then said that he was going to stray a little bit from the warning with your permission. I will remind you again at ten o'clock and we will declare the ballot boxes open here for voting. We will try and find a procedure to do that so that we don't disrupt this meeting but there are two articles on that particular warning. While we are not able to discuss the substance of those articles because of state law. There are two things that I'm going to try in thread in here with your permission just so that we are all informed voters. The first is with your consent I'm going to let Phil Arvidson and Dave Halpert speak very briefly to you about the West Windsor Education Fund. Then I think Mary it might be prudent if you wish or someone on your team without going into the substance to simply explain the two articles. Does that make sense? Mary replied yes. Matt continued saying there are two articles. I think the first one is

self-explanatory the second one is Greek because it was written by a lawyer and it does need a little explanation. Simply an explanation not a – we're not advocating just explain what it is. So if you will allow I'm going to let Phil and Dave speak to you briefly about the West Windsor Education Fund.

Phil Arvidson spoke first to the assembly about the West Windsor Education Fund and then turned the floor over to Dave Halpert who also spoke in regards to the Education Fund.

Matt continued saying I will allow any questions or discussion under article 6 because it's a non-binding article. If you have a thought or question for Phil or Dave I wanted to give you that commercial a little early and you can think about what you want to talk about with them. When we get to article 6 we can talk about that as well as I think the ballot just in terms of what it says.

Matt said I'm going to open up the ballot boxes in nineteen minutes and this will be the ballot that you're going to see.

Mary spoke to the assembly regarding the Australian Ballot. Article 1 is simply are you in favor of the bond issue or are you opposed and that is very simple. The top box is the choice of supporting the building project and the bottom box not supporting the project. Where we get in trouble is article 2. Article 2 is how we fund it and by state law we had to put this on and it was very well scripted for no one to understand. The top choice is the cheapest way to do the project. It would be dollar for dollar. The bottom choice is a disaster in my mind. It would cost us over four million dollars if people choose the bottom box.

Matt said we would freelance that a little under article 6 also. You understand what I'm trying to do. I'm trying to be sure that everybody gets to say what they would like to say about this and both as you wish. I just want to be sure you understand the ballot because it is not a simple ballot.

Article 2: To act on reports of the School District Officers for the past year – A motion was made to accept the report as written

for the Town School District Officers for the past year. This motion was seconded and passed.

Article 3: To elect officers for the School District as provided by law and to establish officers' salaries – I think we will do the same thing here that we did in article 3 of the town warning and that is set the level of compensation first so that those persons elected know what they are going to get paid. In the case of the Treasurer that is \$2,000.00 annually and in the case of School Director it's \$200.00 annually. A motion was made to adopt those levels of compensation as set forth in the budget. This motion was seconded. This motion passed on a voice vote.

School Treasurer – 1 year – Cathy Archibald was elected by a voice vote.

School Director - 3 years – John Byers was nominated and this nomination was seconded. A motion was made to have the clerk cast a single ballot for John Byers as School Director. This motion was passed by a voice vote.

Article 4: Shall the voters of the West Windsor School District appropriate \$1,479,188.00 necessary for the support of its school for the year beginning July 1, 2003? - A motion was made to adopt this article as read. This motion was seconded. Mary Bell spoke and said she needed to back track. On page 124 Tracey Dugdale has reminded me of an error. At the top it should read as of December 1, 2001 instead of 2002. With that being said I have to take a moment to acknowledge three School Directors who do take no pay for their very hard work. I have worked with these three individuals night and day for the last six months to accomplish my goal and I'd like to recognize Audrey Halpert, Chris Morley and John Byers. A round of applause was then given.

Mary spoke to the assembly saying that she brings an expenditure budget of \$1,479,188.00 to us today. This is an expenditure increase of \$57,745.00. The school report starts on page 99 of your town report. On page 100 you will see the list of staff names and their positions. There are five full time classroom teachers and one part time classroom teacher. Another full time teacher is listed as a special educator. The

point two figure equals a person who works one day a week and a point four is a person who works two days a week. I'd like to thank these people for the wonderful job that they do. A round of applause was then given.

Mary continued speaking about the budget and went over several line items.

Mary Bell introduced Jim Fenn who is our business manager for the Supervisory Union. Jim Fenn spoke briefly to the assembly.

The Moderator asked the assembly if anyone had questions, comments or thoughts for Mary?

A few questions were then asked.

Matt Birmingham announced it was ten o'clock and he declared the ballot boxes open for the Australian Ballot issues Article 1 and Article 2. Matt said if you are going to vote while we are conducting the meeting please do it as quietly as you can. Matt announced the ballot boxes are open now until seven tonight.

Matt asked is there was any more discussion on Article 4. Hearing none this article passed on a voice vote.

Article 5: To see if the School District shall authorize the Town Selectmen to collect taxes in the same fashion as is established by the Town of West Windsor – A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 6: To do any other School District business that can legally be done at this meeting - Matt said you can have a little fun with this. This is an article that allows you to speak your peace presumably on any issue as it pertains to the school. We can't do business under this article I can't accept motions but it is a great opportunity to express opinions or speeches.

Thomas Kenyon made a motion to adjourn the town school district meeting. This motion was seconded and passed.

Matt asked the assembly to turn to page 96 Article 4.

Article 4: Shall the Town vote to pay taxes to the Town Treasurer by or on Friday, October 31, 2003 by 4:30 PM with no discount for payment in advance, and penalty and interest to incur on payments not received in the Treasurer's office by 4:30 PM? - A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 5: Shall the Town approve the expenditure of \$268,265.00 for General, \$363,165.00 for Highway (Combined \$631,430.00) for the year 2003, of which \$486,536.53 shall be raised by taxes and \$123,278.00 by non-tax revenues, and \$21,615.47 by prior year surplus? – A motion was made to adopt this article as read. This motion was seconded. Matt said I normally would let the Selectmen speak first to this.

Hal Pyke spoke saying this is a pretty flat budget. If you look back on page 24 and 25 the expense budget for the town not the highway is \$268,265.00 which is approximately \$7,000.00 less than the budget of last year and about \$35,000.00 or \$36,000.00 over what we actually spent last year. The major item being number 411600 on page 24 the listers' expense and travel. The \$21,000.00 is largely to update our tax maps, which have not been updated in ten years. We felt now was a good time to do that. Other than that it's a pretty flat budget.

Matt asked if anybody had any comments, questions or thoughts for the Selectmen or in general upon the article that's read to you.

Anybody for any of the Selectmen who are here – any comments or questions. Hearing none this article passed on a voice vote.

Article 6: Shall the Town establish a reserve fund under the control and direction of the Selectboard and to place an initial sum of \$50,000.00 from the 2002 Town General Fund surplus? A motion was made to adopt this article as read. This motion was seconded. Matt said he was going to let Hal speak on this article.

Hal spoke saying the town does not have a reserve fund. If you will

notice back on page 38 we borrowed money last year in order to pay some expenses to the tune of two thousand one hundred plus dollars. We are also anticipating some expenses this year that the amount is unanticipated. Some assessments that were appealed to the Board of Civil Authority here than to the State and then Supreme Court. If we lose those appeals it could cost the town between \$70,000.00 and \$80,000.00 in credits for tax rebates for those property owners. We felt it would be important to go forward with that. Basically what's happened and Dave could describe this better than I is that assessments for four properties were lowered by from thirty to sixty percent by the State assessor and we feel that was inappropriate. We have an opinion that says our case should succeed so we'll see how that goes. These are some reasons why the Selectboard felt that it's important to keep \$50,000.00 of surplus. This is not new money that we are asking for – this is surplus to hold down the borrowing and to make sure that we have some funds available if we need them for these purposes.

Matt asked if there were questions for Hal or comments or suggestions.

A few questions were then asked.

Matt asked if there were anymore questions or comments on this article. Hearing none this article was paid by a voice vote.

Article 7: Shall the Town authorize the Selectmen to borrow money for current expenses in anticipation of taxes and pay any part of its indebtedness? – A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 8: Shall the Town authorize the Selectmen to spend unanticipated funds such as grants, interest income and gifts? A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 9: Shall the Town vote the sum of \$32,500.00 as a donation for the support and maintenance of the West Windsor Volunteer Fire Department with such funds to be raised by taxes? - A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 10: Shall the Town vote the sum of \$1,181.00 payable to Vermont Coalition of Municipalities for dues for the year 2003? -

A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 11: Shall the Town vote the sum of \$1,000.00 as a donation for the support and maintenance of the West Windsor FAST Squad with such funds to be raised by taxes? - A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 12: Shall the Town vote the sum of \$2,500.00 as a donation for the support and maintenance of the Mary L. Blood Library with such funds to be raised by taxes? - A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 13: Shall the Town vote the sum of \$5,000.00 for the Listers Fund with such funds to be raised by taxes? - A motion was made to adopt this article as read. This motion was seconded.

Dave Dugdale spoke to the assembly about this article.

A few questions were then asked.

Matt asked if there were any more questions, comments or thoughts for Dave? Hearing none this article passed on a voice vote.

Article 14: Shall the Town appropriate \$6,223.00 to be raised by taxes to the following organizations as shown:

Community Mental Health Center	\$ 923.00
Windsor County Partners	250.00
Volunteers in Action	250.00
Vt. Center for Independent Living	140.00
Green Up Vermont	100.00
Windsor Regional Home Health Agency	2,560.00
SEVCA	1,050.00

Windsor County Youth	300.00
Geo D.Aiken Cons.Dev.Fund	50.00
New Beginnings	300.00
ACORN	300.00

A motion was made to adopt this article as read. This motion was seconded and passed by a voice vote.

Article 15: Shall the Town appropriate the sum of \$500.00 to Windsor County Court Diversion Program, Inc. with such funds to be raised by taxes? A motion was made to adopt this article as read. This motion was seconded. Hal spoke briefly regarding this article. This motion passed on a voice vote.

Article 16: To do any other business that can legally be done at this meeting. Matt said you can say just about anything that you would like except you can't discuss the Australian Ballot.

Pat Dugdale spoke saying she would like to thank probably the best road crew that this state has got. A round of applause was then given. Pat continued saying they have always been fantastic but boy they've outdone themselves this year. Mike, Phil & Kimball deserve all of our gratitude and thanks. Another round of applause was given.

State Representative Steven Adams then spoke to the assembly and asked questions.

Someone asked if we could take a seven-minute stretch before starting the special town meeting.

Matt said when we adjourn this meeting I will decree a seventh inning stretch but only with the solemn covenant that you stay right where you are and sit right back down again. I don't want to do this second meeting with people wandering around. It's tough as it is with the ballots going on here.

A motion was made to adjourn at 10:58 AM. This motion was seconded and passed.

Respectfully submitted,
Cathy Archibald

**EXTRACTS FROM MINUTES OF
TOWN OF WEST WINDSOR SPECIAL TOWN MEETING
MARCH 4, 2003**

Copy of the complete minutes are on file at the Town Clerk's Office.

Moderator Matthew Birmingham called the special town meeting to order at 11:05 AM.

Matt said I know several of you came up to me on the break and said what second town meeting. There is a statute that says that the Selectmen who receive a petition from members of the community for more than five percent of the checklist shall post an article if that requisite of people have asked to have a meeting. Rather than put this on the warning your Selectmen chose to warn it as a special meeting. I'm not mindful of their way of thinking in that regard but I suspect it was because there is a genuine issue as to whether or not they were obligated to warn this meeting because it is clearly not something that the Selectmen would normally act on. The compromise appears to have been a special town meeting.

The legal voters of the Town of West Windsor, Vermont are hereby notified and warned to meet at the Story Memorial Hall in said Town of West Windsor on Tuesday, March 4, 2003 at such time as the regular town meeting shall adjourn following the last warned article:

Shall the residents of the Town of West Windsor support the following resolution?

Whereas many foods that we eat have been genetically engineered or contain genetically engineered ingredients; and

Whereas genetically engineered foods are fundamentally different from conventional foods in that they have foreign DNA from bacteria, viruses, animals or plants spliced into their genetic codes; and

Whereas such foods can have unpredictable effects on human health; and

Whereas consumers cannot avoid buying such foods since no foods in this country are labeled for genetically engineered content; and

Whereas the principles of democratic society require being able to make informed choices;

Therefore, shall the residents of the Town of West Windsor call upon our Legislative and Congressional representatives to work towards the mandatory labeling of all genetically engineered food products.

Matt continued saying this came to your Selectmen with a petition with signatures that exceeded five percent of your checklist. I want to try and find a fair way to think about this. Normally I would say that I would take a motion and a second to discuss the article. Whether the article passes or not – it's not something that the Selectmen are actually going to be able to do anything other than presumably the notice that this resolution passed would be passed along to Montpelier and Washington.

For the next twenty minutes several people in the assembly spoke regarding this article.

Matt re-read this article to the assembly and put it to a voice vote. Matt couldn't tell the results of the voice vote.

Matt said those in favor of the resolution as it was read please stand.

The results were 43 in favor and 22 opposed. The resolution has been adopted.

A motion was made to adjourn this meeting at 11:35 AM. This motion was seconded and passed.

Respectfully submitted,
Cathy Archibald

WARNING
TOWN OF WEST WINDSOR, VERMONT
ANNUAL MEETING

The legal voters of the Town of West Windsor, Vermont are hereby notified and warned to meet at the Story Memorial Hall in said Town of West Windsor on Tuesday, March 2, 2004 at 9:00 AM to act on the following articles, viz:

ARTICLE 1: To elect a Moderator for the Town for the ensuing year.

ARTICLE 2: To act on the reports of the Town for the year ending December 31, 2003.

ARTICLE 3: To elect all Town Officers and establish compensation as proposed in the Selectboard's budget.

Town Clerk	1 year
Treasurer	1 year
Selectman	3 years
Lister	3 years
Auditor	3 years
Delinquent Tax Collector	1 year
Town Grand Juror	1 year
First Constable	1 year
Second Constable	1 year
Town Agent	1 year
Campbell Fund Trustee	3 years

ARTICLE 4: Shall the Town vote to pay taxes to the Town Treasurer by or on Friday, October 29, 2004 by 4:30 PM with no discount for payment in advance, and penalty and interest to incur on payments not received in the Treasurer's office by 4:30 PM?

ARTICLE 5: Shall the Town approve the expenditure of \$299,893.00 for General, \$381,910.00 for Highway (Combined \$681,803.00) for the year 2004, of which

\$521,018.00 shall be raised by taxes, \$125,785.00 by non-tax revenue, and \$35,000.00 by prior year surplus?

ARTICLE 6: Shall the Town authorize the Selectboard to borrow money for current expenses in anticipation of taxes and pay any part of its indebtedness?

ARTICLE 7: Shall the Town authorize the Selectboard to spend unanticipated funds such as grants, interest income and gifts?

ARTICLE 8: Shall the Town vote the sum of \$32,500.00 as a donation for the support and maintenance of the West Windsor Volunteer Fire Department with such funds to be raised by taxes?

ARTICLE 9: Shall the Town vote the sum of \$250.00 payable to Vermont Coalition of Municipalities for dues for the year 2004?

ARTICLE 10: Shall the Town vote the sum of \$1,000.00 as a donation for the support and maintenance of the West Windsor FAST Squad with such funds to be raised by taxes?

ARTICLE 11: Shall the Town vote the sum of \$4,500.00 as a donation for the support and maintenance of the Mary L. Blood Library with such funds to be raised by taxes?

ARTICLE 12: Shall the Town vote the sum of \$5,000.00 for the Listers Fund with such funds to be raised by taxes?

ARTICLE 13: Shall the Town appropriate \$7,233.00 to be raised by taxes to the following organizations as shown:

Community Mental Health	\$ 923.00
Windsor County Partners	\$ 500.00
Volunteers in Action	\$ 250.00

Vt. Center for Independent Living	\$ 140.00
Green Up Vermont	\$ 100.00
Windsor Regional Home Health Agency	\$2,820.00
SEVCA	\$1,050.00
Windsor County Youth	\$ 300.00
Geo. D. Aiken Cons.Dev.Fund	\$ 50.00
New Beginnings	\$ 300.00
ACORN	\$ 300.00
Windsor County Court Diversion Prog.	\$ 500.00

ARTICLE 14: To do any other business that can legally be done at this meeting.

West Windsor Board of Selectmen
Harold Pyke
Thomas Kenyon
Philip Arvidson

Dated this 22nd day of January, 2004
Cathy R. Archibald, Town Clerk

ANNUAL REPORT
of the
WEST WINDSOR
SCHOOL DISTRICT

For the year

July 1, 2002 to June 30, 2003

Including the proposed budget for the year

2004 and 2005

WEST WINDSOR SCHOOL DISTRICT
2002-2003 School Year

SCHOOL DIRECTORS

Audrey Halpert
John Byers
Chris Morley

Chairperson
V. Chairperson
Clerk

BUSINESS OFFICE

James Fenn
Elizabeth Mayfield

Business Manager
Director of Special Services

**ALBERT BRIDGE
SCHOOL STAFF**

Mary Bell
Debra Brown
Sally Bemont
Sally Quinn
Ava Emerson
Carol Foster
Tammy Myers
Jean Chick
Lynda Knisley
Regina Ostrander
Robert Parker
Shirley Parker
Ann Schnare
Mary Kay Cronin
Wendy Bodley
Michelle Pratson
April Sykes
Mark Felone

Superintendent/Principal
Music (.2)
Grade 2
Guidance (.3)
Librarian (.4)
Grade 3 (.6)
Special Educator
Nurse (.2)
Art (.2)
Physical Education (.2)
Grades 4/5/6
Grades 4-5
Grade 1
Grade K (.5) & Grade 3 (.5)
Special Education Assistant
Individual Assistant
Administrative Assistant
Custodian

WEST WINDSOR SCHOOL DIRECTORS REPORT

Last Town Meeting Day, when voters passed the bond issue to fund the school addition, they launched the biggest, most exciting project the town has seen since the Town Hall was built. The school board has been working hard all year to oversee the construction of a building we think the town can be proud of.

The project went out to bid and was awarded to Ingram Construction in June. Groundbreaking happened with a ceremonial shovel of dirt in July. Building has been non-stop ever since. The renovation work in the front of the existing building was completed in time to open the school just one week into September. The space that has been created is bright, efficient and congenial. It brings together office space for the principal and her administrative assistant and creates office areas for the nurse and guidance as well as a special education room and a teacher's room.

The students were able to watch as the slab for the new addition was poured and they learned from the concrete foreman, how the concrete is reinforced, mixed and cured. When the steel frame went up, town residents really began to take notice and to understand what this landmark new space would look like.

Progress has not always been as quick as we hoped; the construction company struggled through wet weather right up until Christmas, getting the roof on and the new building closed in.

As I write this in January I have just come from a building site that was a hive of activity. With the winter weather now sealed out, ductwork, wiring and plumbing are all going in. Sheet rock and siding should be up by the end of the month. I'll go out on that proverbial limb and say, we hope to have the classrooms ready for occupancy in March.

The students and teachers have been remarkable in how they have adapted to the added noise and activity the project has added to their lives. I think everyone is excited to see the finished project and get into the new space.

I think the school addition will be a building the town can be proud of for years to come. It will provide our children needed space for new educational opportunities. Just as important, we see the gymnasium and added classrooms as a community space, a place for community activities and recreation.

Thanks for all your support,
Audrey Halpert
West Windsor School Director



West Windsor Seniors-Graduating Class of 2004

Dear Residents of West Windsor,

As December 2003 draws to an end, I feel great pride in our accomplishments of the past year. Driving into the village on the Hartland-Brownsville Road, I pause each morning on the crest of the hill to appreciate the community's gift to our children. There is no "thank you" large enough to express my gratitude to a community that gives in countless ways to the children of Albert Bridge School.

The population of the elementary school remains at approximately eighty students in grades K-6. We continue to tuition our seven through twelve students to local high school and private schools. These schools encompass: The Runnemedede School, The Upper Valley Waldorf School in Quechee, Crossroads Academy, Mid Vermont Christian School and The Sharon Academy. Three students are choosing to attend Hartland Middle School for grades seven and eight this fall. While we pay in the range of \$8,000 - \$9,000 for public school tuition, students who attend the private schools receive up to state average tuition of \$8,000 toward a year's expenses, excluding Mid Vermont Christian School. Total tuition costs for this year are \$562,000.

The second greatest expense in our budget continues to be special education (\$198,592.) This amount is both for the elementary students and our tuitioned 7-12 students. Services include academic tutoring, speech therapy, testing, counseling and occupational therapy.

West Windsor is fortunate to have a dedicated team of school directors (Audrey Halpert, John Byers and Chris Morley) who advocate for Brownsville youth. The school directors make it possible for staff and students to demonstrate academic success. During the past eighteen months their commitment has tripled! I urge you to personally join me in thanking them for their dedication.

Sincerely,

Mary A. Bell, Superintendent/Principal
West Windsor School District/Albert Bridge School

West Windsor School District
Budget Proposal

Description	Budget FY-2004	Budget FY-2005
Property Taxes	\$402,617 00	\$494,546.00
Prop Tax For Ed Fund	\$472,942 00	\$0.00
Elem. Tuition From Parents	\$0 00	\$0 00
Interest	\$10,000 00	\$10,000.00
Refund- Prior Yr. Exp.	\$0 00	\$0.00
Emp. Ins Co-Pay Health	\$0.00	\$0.00
Emp. Ins Co-Pay Dental	\$0.00	\$0.00
Misc. / Cobra Adm Fee	\$250.00	\$0.00
Gen. State Support-Town	\$885,059.00	\$881,842.00
Gen. State Support-State	\$0.00	\$0.00
Local Share Support	\$0.00	\$0.00
Small School Grant	\$53,976 00	\$46,959.00
State Aid - Transportation	\$12,698 00	\$12,825.00
Special Ed. Mainstream	\$41,349.00	\$37,214.00
Special Ed. Expenditure	\$66,647.00	\$61,461 00
Special Ed Extraordinary	\$0.00	\$0.00
State ECP Program	\$6,592.00	\$6,606.00
State Placed Student Reim.	\$0 00	\$0 00
State Aid - Transp. Recon	\$0 00	\$0.00
Medicaid Reimbursement	\$0.00	\$0.00
Total Revenues	\$1,952,130.00	\$1,551,453.00

Description	Budget FY-2004	Budget FY-2005
Wages - Regular	\$500.00	\$500.00
Social Security	\$50.00	\$50.00
Tuition-VT. LEA	\$500.00	\$500.00
Total Adult Education	\$1,050.00	\$1,050.00
Board Wages	\$600.00	\$600.00
Wages-Treasurer	2,000.00	\$2,000.00
Wages - Board Secretary	\$360.00	\$360.00
Social Security	\$290.00	\$290.00
Architectural Study	\$0.00	\$0.00
Property / Liability Insurance	\$9,000.00	\$9,000.00
Postage	\$0.00	\$0.00
Advertising	\$800.00	\$800.00
Printing	\$1,000.00	\$1,000.00
Supplies	\$0.00	\$0.00
Dues & Fees	\$3,500.00	\$3,500.00
Miscellaneous	\$600.00	\$600.00
Total Board Of Education	\$18,150.00	\$18,150.00
Legal Services	\$1,000.00	\$1,000.00
Legal Services - SPED	\$0.00	\$0.00

Description	Budget FY-2004	Budget FY-2005
Total Legal Services	\$1,000.00	\$1,000.00
Audit Services	\$2,500.00	\$1,700.00
Total Audit Services	\$2,500.00	\$1,700.00
WSSU Assessment	\$15,238.00	\$17,915.00
Total Superintendent's Office	\$15,238.00	\$17,915.00
Elementary Level		
Regular Instruction		
Wages - Regular	\$295,625.00	\$318,723.00
Wages - Aides	\$9,160.00	\$26,100.00
Wages- Substitutes	\$4,000.00	\$4,000.00
Health Insurance	\$50,905.00	\$58,032.00
Dental Insurance	\$4,305.00	\$5,000.00
Social Security	\$23,625.00	\$25,000.00
Life Insurance	\$445.00	\$475.00
Retirement	\$430.00	\$550.00
Workers Compensation	\$1,650.00	\$2,000.00
Unemployment Insurance	\$300.00	\$500.00
Course Reimbursement	\$5,000.00	\$5,000.00

Description	Budget FY-2004	Budget FY-2005
Inservice Training	\$0.00	\$0.00
Contracted Services	\$0.00	\$0.00
Action Planning	\$0.00	\$0.00
Environmental Learning		
Supplies	\$1,500.00	\$1,500.00
Textbooks	\$8,000.00	\$8,000.00
Audiovisual	\$4,000.00	\$4,000.00
Student Body Account	\$0.00	\$0.00
Capital Equipment	\$450.00	\$500.00
Total Regular Instruction	\$409,395.00	\$459,380.00
Supplies	\$600.00	\$600.00
Total Art Program	\$600.00	\$600.00
Supplies	\$200.00	\$200.00
Total Physical Education	\$200.00	\$200.00
Supplies	\$200.00	\$200.00
Total Music Program	\$200.00	\$200.00

Description	Budget FY-2004	Budget FY-2005
Supplies	\$300.00	\$300.00
Total Athletic Program	\$300.00	\$300.00
Special Ed. Instruction		
Wages-Regular	\$33,080.00	\$34,168.00
Wages-Aides	\$30,530	\$0.00
Wages-Substitutes	\$0.00	\$0.00
Wages-Summer Program	\$1,500.00	\$1,500.00
Health Insurance	\$8,435.00	\$13,680.00
Dental Insurance	\$545.00	\$1,000.00
Social Security	\$4,980.00	\$5,000.00
Life Insurance	\$175.00	\$200.00
Retirement	\$1,435.00	\$1,500.00
Workers Compensation	\$350.00	\$400.00
Unemployment Insurance	\$50.00	\$0.00
Course Reimbursement	\$800.00	\$800.00
Contracted Services	\$1,700.00	\$2,000.00
Purchased Services	\$0.00	\$0.00
Supplies	\$1,000.00	\$1,000.00
Textbooks	\$0.00	\$0.00
Capital Equipment	\$1,000.00	\$500.00
Total Special Ed. Instruction	\$85,580.00	\$61,748.00

Description	Budget FY-2004	Budget FY-2005
ECP Program		
ECP Assessment	\$10,405.00	\$5,682.00
Total ECP Program	\$10,405.00	\$5,682.00
Total Vocational Education	\$0.00	\$0.00
Guidance Services		
Wages-Regular	\$17,150.00	\$16,474.00
Health Insurance	\$0.00	\$0.00
Dental Insurance	\$0.00	\$0.00
Social Security	\$1,570.00	\$1,600.00
Life Insurance	\$0.00	\$0.00
Workers Compensation	\$0.00	\$0.00
Unemployment Insurance	\$0.00	\$0.00
Supplies	\$300.00	\$300.00
Testing Supplies	\$750.00	\$750.00
Total Guidance Services	\$19,770.00	\$19,124.00
Health Services		
Contracted Services	\$10,000.00	\$10,000.00
Supplies	\$200.00	\$200.00
Capital Equipment	\$500.00	\$1,500.00
Total Health Services	\$10,700.00	\$11,700.00

Description	Budget FY-2004	Budget FY-2005
Health Serv.-Special Ed.		
OT/PT Services	\$4,024.00	\$5,000.00
Total Health Serv. -Special Ed.	\$4,024.00	\$5,000.00
Psychological Services		
Independent Evaluation	\$7,060.00	\$5,000.00
Contracted Services	\$3,200.00	\$4,000.00
Total Psychological Services	\$10,260.00	\$9,000.00
Speech Services		
Contracted Services	\$9,914.00	\$11,000.00
Total Speech Services	\$9,914.00	\$11,000.00
Education Media Services		
Wages-Regular	\$14,105.00	\$14,977.00
Health Insurance	\$0.00	\$0.00
Dental Insurance	\$0.00	\$0.00
Social Security	\$1,320.00	\$1,400.00
Life Insurance	\$0.00	\$0.00
Retirement	\$0.00	\$0.00
Workers Compensation	\$0.00	\$0.00

Description	Budget FY-2004	Budget FY-2005
Unemployment Insurance	\$0.00	\$0.00
Supplies	\$100.00	\$100.00
Books	\$2,500.00	\$2,500.00
Periodicals	\$350.00	\$350.00
Audiovisual	\$250.00	\$250.00
Capital Equipment	\$250.00	\$250.00
Total Education Media Services	\$18,875.00	\$19,827.00
Repair & Maintenance	\$2,000.00	\$2,000.00
Internet Service	\$250.00	\$250.00
Supplies	\$1,000.00	\$1,000.00
Software	\$1,000.00	\$2,000.00
Software License	\$0.00	\$0.00
Total Computer Technology	\$4,250.00	\$5,250.00
Office Of The Principal		
Wages-Regular	\$60,868.00	\$63,000.00
Wages-Secretary	\$21,320.00	\$25,680.00
Health Insurance	\$16,100.00	\$18,050.00
Dental Insurance	\$1,380.00	\$1,500.00
Social Security	\$6,275.00	\$6,500.00
Life Insurance	\$380.00	\$400.00

Description	Budget FY-2004	Budget FY-2005
Disability Insurance	\$135 00	\$150.00
Retirement	\$6,325 00	\$6,500.00
Workers Compensation	\$440.00	\$500.00
Unemployment Insurance	\$245.00	\$300.00
Professional Development	2,000.00	\$2,000.00
Contracted Services	\$0.00	\$0.00
Repair & Maintenance	\$200 00	\$200.00
Copier Maintenance	\$5,000.00	\$5,000.00
Telephone	\$5,000.00	\$5,000.00
Postage	\$750.00	\$800.00
Travel-Principal	\$1,500.00	\$1,500.00
Travel-Support	\$300.00	\$300.00
Supplies	\$600.00	\$600.00
Dues & Fees	\$1,000.00	\$1,000.00
Total Office Of The Principal	\$129,818.00	\$138,980.00
Special Ed. Admin.	\$5,814.00	\$4,586.00
Total Special Serv. Admin.	\$5,814 00	\$4,586.00
Operation & Maintenance		
Wages-Regular	\$11,825 00	\$16,600.00

Description	Budget FY-2004	Budget FY-2005
Health Insurance	\$0.00	\$0.00
Dental Insurance	\$0.00	\$0.00
Social Security	\$1,375.00	\$1,500.00
Life Insurance	\$0.00	\$0.00
Retirement	\$0.00	\$0.00
Workers Compensation	\$590.00	\$700.00
Unemployment Insurance	\$35.00	\$50.00
Professional Development	\$225.00	\$0.00
Contracted Services	\$0.00	\$0.00
Water Testing	\$1,000.00	\$2,000.00
Garbage Removal	\$2,000.00	\$2,000.00
Playground Maintenance	\$400.00	\$500.00
Grounds Maintenance	\$1,800.00	\$2,000.00
Repairs & Maintenance	\$7,000.00	\$5,000.00
Grounds Repair & Maint.	\$500.00	\$750.00
Supplies- O & M	\$2,500.00	\$3,500.00
Supplies- Grounds	\$750.00	\$750.00
Electricity	\$5,750.00	\$10,000.00
Fuel Oil	\$7,500.00	\$10,000.00
Capital Equipment	\$250.00	\$250.00
Furniture & Equip	\$500.00	\$500.00
Total Operation & Maintenance	\$44,000.00	\$56,100.00

Description	Budget FY-2004	Budget FY-2005
Pupil Transp.-Special Ed.		
Contracted Services	\$29,745.00	\$30,000.00
Field Trips	\$1,600.00	\$1,600.00
Total Pupil Transp.-Special Ed.	\$31,345.00	\$31,600.00
Contracted Services	\$1,500.00	\$1,500.00
Total Special Ed. Transp.	\$1,500.00	\$1,500.00
Debt Service		
Interest	\$0.00	\$57,861.00
Principal	\$0.00	\$60,000.00
Total Debt Service	\$0.00	\$117,861.00
Local Share To State		
Local Share To State	\$472,942.00	\$0.00
Total Local Share To State	\$472,942.00	\$0.00
Total Elementary Level	\$1,269,892.00	\$959,638.00

Description	Budget FY-2004	Budget FY-2005
Secondary Level		
Regular Instruction		
Tuition -VT LEA	\$560,000 00	\$500,000.00
Tuition -Non VT LEA	\$0.00	\$0.00
Tuition - VT Private	\$0 00	\$0 00
Tuition - Non VT Private	\$0.00	\$0 00
Total Regular Instruction	\$560,000.00	\$500,000.00
Excess Costs		
Tuition Out Of State	\$81,500.00	\$50,000 00
Tuition Private School	\$0.00	\$0.00
	\$0 00	\$0.00
Total Special Ed. -Secondary	\$81,500.00	\$50,000.00
Vocational Education		
Tuition-Vocational	\$2,800.00	\$2,000.00
Total Vocational Education	\$2,800 00	\$2,000.00
Total Secondary Level	\$644,300.00	\$552,000 00
Total Expenditures	\$1,952,130.00	\$1,551,453.00

In accordance with VSA Title 16, #563, an audit of the 2002-2003 accounts of the West Windsor School District was conducted by David Angolano, CPA, PC, of Shelburne, Vermont. A copy of the audit is available for review at the Treasurer's Office, West Windsor, Vermont and at the Office of the Superintendent of Schools, at the Albert Bridge School, West Windsor, Vermont.

APPENDIX

West Windsor School District K-12 # of equalized pupils

2002 – 168.89
2003 – 162.98
2004 – 157.28
2005 – 151.79

West Windsor School District Per Pupil Spending

2002 - \$7,459.34
2003 - \$7,335.57
2004 - \$8,187.16
2005 - \$8,319.58

Anticipated equalized homestead tax rate : \$1.346

\$1.10 – State homestead rate
\$.246 – Local tax rate
\$.104 – Construction bond payment

Total anticipated equalized education homestead tax rate = \$1.45

The West Windsor Education Fund reduced taxes in the West Windsor School District by \$148,000. The West Windsor School Directors thank this group for their fund raising efforts.

AUSTRALIAN BALLOTS VOTED IN 2003

March 4, 2003

ARTICLE: Shall general obligation bonds of the West Windsor Town School District in an amount not to exceed One Million Six Hundred Twenty-Five Thousand Seven Hundred Dollars (\$1,625,700) be issued for the purpose of financing the District's share of making certain public improvements, viz; construction of school building additions and renovations to the Albert Bridge School in West Windsor, such improvements estimated to cost One Million Six Hundred Twenty-Five Thousand Seven Hundred Dollars (\$1,625,700)?

RESULTS:	In favor of	308
	Opposed	97
	Spoiled	1
	Blank	1

ARTICLE: As provided in Section 43(a) of No.144 of the Acts of 2002, shall West Windsor Town School District remove from the calculation of "local education spending" during each fiscal year in which indebtedness for the above improvements shall remain outstanding, or unless rescinded by vote of the District, expenditures for said improvements, including debt service therefor, for capital school construction costs certified by the Commissioner of Education under 16 V.S.A.#3448(a)(8)?

RESULTS:	In favor or	326
	Opposed	68
	Spoiled	1
	Blank	12

Windsor Southeast Supervisory Union #52

Windsor Southeast Supervisory Union # 52 provides special education administration and fiscal services to the Hartland, Weathersfield, West Windsor and Windsor school districts. As members of your administrative team, we provide comprehensive accounting and business services, special education administration, and operate the Essential Early Education program for all member districts. We are funded through assessments from each member district based on student populations, as established by Vermont law.

This is a time of significant change in education, both in Vermont and beyond. This has also been a time of change in the business office. While we are fortunate to have several veteran staff, we also have three new employees – including me. While this transition provided challenges, they also offered opportunities to assess what and how we manage the business of schools. The talent, experience and knowledge of our existing colleagues is invaluable. The fresh perspectives and new energy of our new members can stimulate the growth and improvement process for which we are striving. I look forward to honing the capacity of this office to provide information, service and support to each town district in the coming year.

The Special Services programs at Windsor Southeast Supervisory Union (WSSU) include the director, an administrative assistant, the early childhood program and itinerant services such as psychological and therapeutic supports. Financial support of WSSU Special Services programs is provided through a combination of state, federal and local funds. The responsibilities of the special services office are primarily focused on the support of students who receive special education or remedial services. Support is provided through regular consultation with administration and staff in all of the schools throughout WSSU and to the high schools outside of the district where our students are enrolled.

Additional responsibilities required of the office are grant writing and coordination, fiscal management and budget preparation for the state and federal sources. The Director of Special Services coordinates with each district to prepare and plan well in advance for possible costs related to special education in each town. A coordinated effort between the business office and the special services office provides for sound fiscal management and prudent budgetary planning.

As members of your administrative team, we work with your superintendents/principals. Our mission is to maintain and advance the infrastructure of our districts to include a well maintained and pleasing learning environment, to influence sound budgetary practices, and to insure fiscal and managerial accountability. We believe that an exceptional academic program must be the essential foundation of our schools. It is our task to support the community's efforts in obtaining this goal.

Respectfully submitted,

Elizabeth Mayfield
Special Education Director

Jonathan Barth
Business Administrator

Windsor Southeast Supervisory Union

Description	Budget SY 2003	Budget SY 2004	Budget SY 2005
REVENUES			
Tuition Revenue	\$0.00	\$0.00	
Interest Income	\$1,850.00	\$1,850.00	\$1,500.00
Dist. Assessment-Hartland	\$123,077.00	\$128,236.00	\$136,256.00
Dist. Assessment-Weathersfield	\$102,401.00	\$93,855.00	\$107,721.00
Dist. Assessment-West Windsor	\$33,135.00	\$30,660.00	\$31,428.00
Dist. Assessment-Windsor	\$219,870.00	\$238,384.00	\$249,308.00
Shared Services Fees	\$153,213.00	\$137,930.00	
Refund-Prior Year Expenses	\$0.00	\$0.00	
Emp. Insurance Co-Pay	\$8,665.00	\$17,330.00	\$11,345.00
Misc. Income	\$150.00	\$248.00	
Transfers In	\$7,000.00	\$0.00	
Medicaid IEP Revenues	\$0.00	\$0.00	
Other Grant Funding	\$0.00	\$0.00	\$10,000.00
EEE Grant			\$75,437.00
Title Grants	\$59,160.00	\$90,895.00	\$115,809.00
IDEA Grants	\$89,560.00	\$187,502.00	\$175,369.00
TOTAL REVENUE	\$798,081.00	\$926,890.00	\$914,173.00

Description	Budget SY 2003	Budget SY 2004	Budget SY 2005
EXPENDITURES			
Special Education Administration			
Wages-Regular	\$94,900.00	\$91,041.00	\$89,836.00
Wages-Shared Services	\$105,320.00	\$161,690.00	\$98,064.00
Benefits	\$84,255.00	\$109,805.00	\$88,481.00
Professional Development	\$3,000.00	\$3,000.00	\$3,000.00
Purchased Services	\$500.00	\$500.00	
Equipment Maintenance	\$0.00	\$500.00	\$500.00
Postage	\$500.00	\$500.00	\$500.00
Advertising	\$2,000.00	\$2,000.00	\$2,000.00
Travel	\$2,500.00	\$2,500.00	\$2,000.00
Voice Communications	\$1,500.00	\$1,500.00	\$1,500.00
Materials & Supplies	\$1,500.00	\$1,500.00	\$1,500.00
Reference Materials	\$350.00	\$350.00	\$350.00
Capital Equipment	\$2,000.00	\$2,000.00	\$2,000.00
Dues & Fees	\$750.00	\$750.00	\$750.00
Misc. Expenses	\$0.00	\$0.00	
TOTAL SPECIAL ED. ADMIN.	\$299,075.00	\$377,636.00	\$290,481.00
EARLY CHILDHOOD PROGRAM			
Wages	\$60,405.00	\$85,830.00	\$92,685.00
Benefits	\$8,500.00	\$23,930.00	\$38,705.00

Description	Budget SY 2003	Budget SY 2004	Budget SY 2005
Professional Development	\$1,400.00	\$1,800.00	\$2,800.00
Insurance	\$0.00	\$50.00	\$55.00
Advertising	\$1,000.00	\$1,500.00	\$1,800.00
Travel	\$1,500.00	\$1,500.00	\$6,500.00
Materials & Supplies	\$1,000.00	\$1,000.00	\$1,750.00
Capital Equipment	\$1,000.00	\$1,000.00	\$3,050.00
Dues & Fees	\$200.00	\$200.00	\$200.00
O/T P/T Services	\$0.00	\$6,450.00	\$25,163.00
Speech & Language	\$83,875.00	\$41,360.00	\$43,437.00
ECP Administration	\$1,100.00	\$42,155.00	\$44,000.00
Building & Grounds	\$18,900.00	\$18,400.00	\$23,000.00
Pupil Transportation	\$0.00	\$0.00	\$1,548.00
TOTAL CHILDHOOD PROGRAM	\$178,880.00	\$225,175.00	\$284,693.00

SCHOOL BOARD			
Wages	\$800.00	\$800.00	\$500.00
P/R Tax & Benefits	\$75.00	\$74.00	\$75.00
Legal Services	\$1,500.00	\$1,500.00	\$5,000.00
Dues & Fees	\$1,000.00	\$750.00	\$750.00
TOTAL SCHOOL BOARD	\$3,375.00	\$3,124.00	\$6,325.00

Description	Budget SY 2003	Budget SY 2004	Budget SY 2005
BUSINESS OFFICE			
Wages	\$179,825.00	\$182,195.00	\$178,263.00
P/R Tax & Benefits	\$55,810.00	\$59,025.00	\$71,911.00
Contracted Prof. Services	\$0.00	\$0.00	
Audit Services	\$3,500.00	\$3,500.00	\$4,000.00
Computer Maint.	\$7,400.00	\$7,400.00	\$15,000.00
Repair & Maint.	\$500.00	\$500.00	\$500.00
Computer Lease (Breen)	\$7,885.00	\$7,885.00	
Copier Lease	\$2,000.00	\$2,000.00	\$2,000.00
Insurance	\$2,200.00	\$4,500.00	\$5,200.00
Postage	\$5,000.00	\$5,500.00	\$5,700.00
Advertising	\$1,500.00	\$1,000.00	\$1,000.00
Travel	\$2,600.00	\$2,600.00	\$2,700.00
Materials & Supplies	\$8,500.00	\$8,750.00	\$9,000.00
Software	\$1,000.00	\$1,000.00	\$1,000.00
Capital Equipment	\$4,500.00	\$4,500.00	\$4,500.00
Dues & Fees	\$600.00	\$400.00	\$400.00
Prior Year Deficit	\$0.00	\$0.00	
Buildings & Grounds	\$4,600.00	\$3,250.00	\$3,000.00

Description	Budget SY 2003	Budget SY 2004	Budget SY 2005
Rent	\$14,000.00	\$18,550.00	\$19,500.00
Communications	\$5,800.00	\$6,800 00	\$6,300.00
Utilities	\$3,500.00	\$2,600.00	\$2,700.00
Moving Expenses	\$5,000.00	\$0.00	
Capital Equipment	\$1,000.00	\$0.00	
TOTAL BUSINESS OFFICE	\$316,720.00	\$320,955.00	\$332,674.00
TOTAL WSSU 52 BUDGET	\$798,050.00	\$926,890.00	\$914,173.00

WEST WINDSOR SCHOOL DISTRICT
PUPIL ENROLLMENT
As of December 1, 2002

Grade	Albert Bridge School	Woodstock Union HS	Windsor High School	Private
K	7			
1	12			
2	11			
3	15			
4	13			
5	13			
6	9			
7		5	4	4
8		3	3	
9		6	4	
10		4	10	
11		3	8	1
12		4	11	3
Total	80	25	40	8



Albert Bridge School 5/6 Soccer Team 2003

WARNING
WEST WINDSOR TOWN SCHOOL DISTRICT ANNUAL MEETING
TUESDAY MARCH 2, 2004

The legal voters of the School District of West Windsor, Vermont are hereby notified and warned to meet at Story Memorial Hall in said Town of West Windsor on Tuesday, March 2, 2004 at nine o'clock in the forenoon to act on the following articles:

- ARTICLE 1: To elect a Moderator for the School District for the ensuing year.
- ARTICLE 2: To act on reports of the School District Officers for the past year.
- ARTICLE 3: To elect officers for the School District as provided by law and to establish officers' salaries.
- ARTICLE 4: Shall the voters of the West Windsor School District appropriate \$1,551,453.00, necessary for the support of its schools, for the year beginning July 1, 2004.
- ARTICLE 5: To see if the School District shall authorize the Town Selectmen to collect taxes in the same fashion as is established by the Town of West Windsor.
- ARTICLE 6: Shall the voters of the West Windsor School District vote to exempt the District from the requirement of 16 V.S.A. 1264, that it operate a school breakfast and school lunch program for the 2004 – 2005 school year.
- ARTICLE 7: To do any other School District business that may legally come before the meeting.

WEST WINDSOR SCHOOL DISTRICT SCHOOL BOARD
Audrey Halpert, Chairperson, John Byers, Vice Chairperson
Chris Morley, Clerk

Dated at West Windsor, Vermont

this 15th day of January, 2004.

Cathy R. Archibald, Town Clerk

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2003
ANNUAL REPORTS

Of the Town of
WEST WINDSOR, VERMONT

FOR THE YEAR ENDING
DECEMBER 31, 2003
AND
TOWN SCHOOL DISTRICT
2002-2003 FISCAL YEAR
ENDING JUNE 30, 2003

PLEASE BRING THIS REPORT WITH YOU

TO TOWN MEETING
MARCH 2, 2004 – 9:00 AM
AT THE TOWN HALL