

ANNUAL REPORT

*TOWN & SCHOOL*

BRUNSWICK, VT

2003

FOR THE YEAR ENDING  
DECEMBER 31, 2003

**2003 ANNUAL REPORT**  
**BRUNSWICK, VERMONT**  
including  
***TOWN & SCHOOL***

**FOR THE YEAR ENDING**  
**DECEMBER 31, 2003**

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**BRUNSWICK, VERMONT  
SCHOOL & TOWN OFFICERS**

Moderator:	James Bates	2004
Town Clerk:	Sharon Graham	2004
Treasurer:	Sharon Graham	2004
Selectboard:	Robert Hook	2004
	Brendan Whittaker	2005
	Kenneth Hook	2006
Listers:	Donald Plumley	2004
	David Caron	2005
	Tim Meunier	2006
Auditors:	Susie Riley	2004
	Theresa Caron	2005
	Avis Brosseau	2006
School Directors:	Michael Brosseau	2004
	Claudette Hook	2005
	Martha Kennett	2006
Constable:	Dean Hook	2004
Town Agent/ Town Grand Juror	Selectboard	2004
Municipal Planning Commission:	Charlotte Whitaker	2004
	Beverley Martin	2004
	Dorothy Whittaker	2005
	Jerry Kennett	2005
	Tim Meunier	2006
Justices of the Peace:	Sharon Graham	2005
	Claudette Hook	2005
	June Hook	2005
	Charolotte Whitaker	2005
Town Health Officer:	Dorothy Meunier	
Town Fire Warden	Dean Hook	

**TOWN OF BRUNSWICK, VERMONT**  
 994 VT Rte. 102 - Community Office Building  
 Brunswick, VT 05905

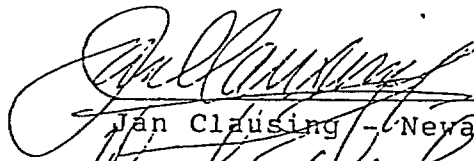
POLLS WILL BE OPEN FROM 10 AM to 7 PM

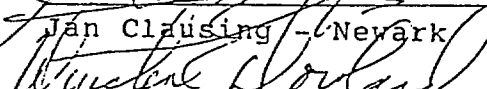
## WARNING

### NEK WASTE MANAGEMENT DISTRICT BUDGET VOTE MARCH 2, 2004

The legal voters of the Northeast Kingdom Waste Management District are hereby notified and warned to vote, by Australian Ballot, at the polling place and between the hours specified by their municipality on Tuesday, March 2, 2004 to act on the following article.

**ARTICLE 1:** Shall the voters authorize the Northeast Kingdom Waste Management District to appropriate and expend a budget of \$ 464,608.39?

  
 Jan Clausen - Newark

  
 Winston Dowland - Holland

  
 Stephen Brochu - Derby

  
 Edward J. Bates - Waterford

  
 Dustin Sanville - Irasburg


  
 Walter J. McNeil, Jr. - Danville

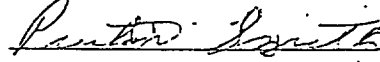
  
 Gerald Bresnahan - Lunenburg

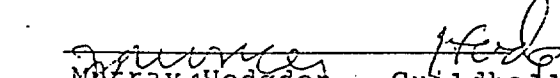
  
 Ralph J. Vincent - Sutton

  
 Philip Sorrell - Concord

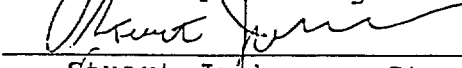
  
 Libre Sheperd - Lyndon

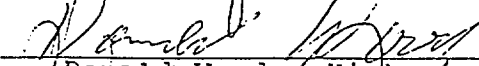
  
 Gene A. Perkins - Ryegate

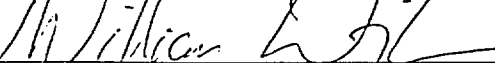
  
 Preston Smith - Wheelock

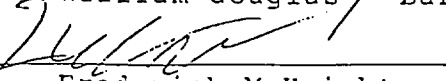
  
 Murray Hodgdon - Guildhall

  
 Joel Cope - Brighton

  
 Stuart Jackson - Stannard

  
 Donald Wood - Kirby

  
 William Douglas - Barnet

  
 Frederick McKnight - Peacham

  
 Arthur B. Sanborn - Lyndon

# BRUNSWICK SCHOOL DISTRICT WARNING

The legal qualified voters of the Town of Brunswick, Vermont are hereby warned to meet in the Brunswick Community Office Building on Tuesday, March 2<sup>nd</sup>, 2004 at 3:15 P.M., to act on the following.

- ARTICLE 1. To choose a Moderator for the ensuing year.
- ARTICLE 2. To elect School District Officers, as required by law.
- ARTICLE 3. Shall the town pay tuition, in accordance with Vermont Law, to public/private and/or independent schools for the education of their pupils.
- ARTICLE 4. Shall the Town School District vote to transfer \$56,000 from their Escrow Account to the General Fund to offset expenditures in their current budget.
- ARTICLE 5. Shall the voters of the Brunswick School District appropriate \$261,435 necessary to pay tuition and other school costs, in accordance with Vermont Law for the education of their pupils for the year beginning July 1, 2004.
- ARTICLE 6. To transact any other business that may legally come before this meeting.

Given unto our hands this 8<sup>th</sup> day of January, 2004.

SCHOOL DIRECTORS

OF

BRUNSWICK



Mike Brosseau



Claudette Hook



Martha Kennett

Sharon B. Graham  
Town Clerk

**BRUNSWICK, VERMONT**  
***WARNING TOWN MEETING***  
***March 2, 2004***

The legal voters of the Town of Brunswick, Vermont are hereby notified and warned to meet at the Community Office Building on Tuesday, March 2, 2004, at 3:15 o'clock in the afternoon to transact the following business:

1. To elect a Moderator for the ensuing year.
2. To elect a Town Clerk for the ensuing year.
3. To elect a Town Treasurer for the ensuing year.
4. To elect a Selectboard member for three years.
5. To elect a Lister for three years.
6. To elect an Auditor for three years.
7. To choose a Constable for the ensuing year.
8. To choose a Grand Juror for the ensuing year.
9. To choose a Town Agent for the ensuing year.
10. To elect two Municipal Planning representatives for three years.
11. To see if the Town will vote to pay all taxes to the Town Treasurer, or appoint a tax collector.
12. To see if the Selectboard will be authorized by vote of the Town to incur debts for the ensuing year and to pay such debts out of the tax money when the sum becomes available.
13. To see if the Town will vote to appropriate a sum of \$100 to the Northeastern Vermont Development Association (NVDA), for planning, development promoting and publicizing the resources of Caledonia, Essex and Orleans counties with other towns in the three counties.
14. To determine if the Town will vote to raise and appropriate \$250 for the Upper Connecticut Valley Hospital to help defray the costs of providing emergency services.
15. To see if the Town will appropriate a sum of \$400 to continue membership in the Vermont League of Cities and Town (VLCT).

16. To see if the Town will vote to appropriate the sum of \$963 for the support of the Upper Connecticut Valley Hospital Ambulance Fund which only purchases ambulance services and equipment, including ambulances, for the towns that support the fund.
17. To see if the Town will vote to appropriate \$50 to the Orleans Essex VNA & Hospice, Inc. for the services of Skilled Nursing, Physical Therapy, Speech Therapy, Occupational Therapy, Medical Social Work, Licensed Nurses Aide, Homemaker, Personal Care Attendant, Hospice, and Maternal Child Health Programs, and other community health programs provided by the Agency.
18. To see if the Town of Brunswick will appropriate the sum of \$2,000 to the Town of Stratford for a fire protection contract in 2004.
19. To see if the Town of Brunswick will appropriate the sum of \$160 to the Colebrook Public Library.
20. To see if the Town will contribute \$750 for a contribution to the Essex County Sheriff's Department.
21. To see if the Town will vote to raise and appropriate the sum of \$150 for the purpose of supporting the Groveton High School Chemical Free Graduation Fund, these funds to be used to promote alcohol and drug-free youth by sponsoring a chemical-free graduation celebration.
22. To review the proposed budget for the ensuing year and to see what sum of money the Town will appropriate for Town expenses and to authorize the Selectboard to set a tax rate sufficient to provide the same.
23. To hear reports of agents and officers and to take proper action thereon.

Dated at Brunswick, Vermont, January 29, 2004.

Sharon B. Graham  
Town Clerk

Brunswick Selectboard  
Brendan Whittaker  
Kenneth Hook  
Robert Hook

**BRUNSWICK SCHOOL DISTRICT  
PROPOSED SCHOOL BUDGET**

	2003-04 Budget	2003-04 Ant. Exp.	2004-2005 Proposed
School Board			
Salaries	450	450	450
Insurance (bond, liability, etc)	100	100	100
Dues & Fees (VT School Boards Assoc)	250	250	250
Admin. Exp.(phone,advert.,postage,etc.)	125	125	125
New Equipment	2,742	1,107	2,906
Audit	0	1,635	0
Essex North Supervisory Union			
Annual Assessment	1,000	1,000	1,000
Insurance (prof. liability,property, etc.)	886	886	930
Support of Special Services			
Annual Assessment (mainstream svcs.)	7,500	7,500	7,500
Reimbursable Expenditure	1,740	25,749	31,749
Contracted Services	6,642	6,642	8,001
Essential Early Education	400	400	1,052
Transportation			
Bus Service	27,693	26,658	27,693
Tuition			
Kindergarten - in/out of State	0	3,653	0
Elementary - in/out of State	92,119	98,112	91,800
Secondary - in/out of State	91,260	99,173	87,879
<b>TOTAL</b>	<b>\$232,907</b>	<b>\$273,440</b>	<b>\$261,435</b>

**BRUNSWICK SCHOOL DISTRICT  
ESTIMATE OF RECEIPTS**

Revenue Source	2003-04 Budget	2003-04 Revised	2004-2005 Est. Receipts
1110 Property Taxes (Above Block Spending)	0	0	0
1510 Interest	600	600	600
1990 Miscellaneous - Escrow Transfer		56,000	
3109 General State Support Grant from Town	0	101,689	0
3110 General State Support Grant from State	184,618	82,929	214,404
3150 Transportation Aid	12,136	12,710	13,015
3201 Special Ed. - Mainstream Block Grant	8,485	8,485	9,301
3202 Special Ed. - Expenditure Reimbursement	870	12,874	15,875
3204 Essential Early Education Grant	400	400	1,052
9000 Prior Year Surplus/Deficit	25,798	4,941	7,188
<b>TOTAL</b>	<b>\$232,907</b>	<b>\$280,628</b>	<b>\$261,435</b>

**BRUNSWICK SCHOOL DISTRICT  
ESCROW ACCOUNT**

**Beginning Balance**

July 1, 2003	\$182,795
Anticipated Interest Earnings - FY2004	2,000
Withdrawal - As per Warned Article	-56,000

**Anticipated Fund Balance - June 30, 2004**  
2004

**\$128,795**



## PRELIMINARY

## Three Prior Years Comparisons

ESTIMATES  
ONLYDistrict: **Brunswick**  
County: **Essex**LEA: **035**  
S.U.: **Essex North**

## Expenditures

	FY2002	FY2003	FY2004	FY2005	
<b>Budget</b> (local budget approved in prior years)	252,156	226,061	232,907	261,435	1.
82% of base payment per FTE paid to tech centers by the State on behalf of the district in FY2005	not applicable	not applicable	not applicable	-	2.
S.U. assessment (included in local budget)	1,000	1,000	1,000	1,000	3.
Deficit (if included in local budget)	-	-	-	-	4.
+ Block grant paid by State to tech center in prior years	-	-	-	not applicable	5.
+ 1. Separately warned article passed at town meeting	-	-	-	-	6.
+ 2. Separately warned article passed at town meeting	-	-	-	-	7.
+ 3. Separately warned article passed at town meeting	-	-	-	-	8.
- Act 144 Expenditures, (excluded from "Education Spending")	-	-	-	-	9.
<b>Act 68 local adopted budget</b>	<b>252,156</b>	<b>226,061</b>	<b>232,907</b>	<b>261,435</b>	10.
+ Union school or joint school district assessment	-	-	-	-	11.
+ Deficit if not included in budget or revenues	-	-	-	-	12.
+ Special programs expenditures (if not included in local budget)	-	-	-	-	13.
<b>Gross Act 68 Budget</b>	<b>252,156</b>	<b>226,061</b>	<b>232,907</b>	<b>261,435</b>	14.
Act 144 expenditures (if any - excluded from "Education Spending")	-	-	-	-	15.

## Revenues

+ Local revenues (categorical grants, donations, tuitions, surplus, etc., including Act 144 revenues)	63,267	37,596	48,289	47,031	16.
+ Capital debt aid	-	-	-	-	17.
+ Special program revenues (if not included in local budget)	-	-	-	-	18.
- Deficit if not included in budget or expenditures	-	-	-	-	19.
- Act 144 revenues	63,267	37,596	48,289	47,031	20.
<b>Total revenues</b>	<b>63,267</b>	<b>37,596</b>	<b>48,289</b>	<b>47,031</b>	21.
- Fund raising (if any)	-	-	-	-	22.
<b>Adjusted local revenues</b>	<b>63,267</b>	<b>37,596</b>	<b>48,289</b>	<b>47,031</b>	23.

## Education Spending (Act 68 definition)

Equalized Pupils	188,889	188,465	184,618	214,404	24.
	35.09	33.86	32.67	31.53	25.

## Education Spending per Equalized Pupil

	5,383	5,566	5,651	6,800	26.
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Excess Spending per Equalized Pupil (if any)  
Per pupil figure used for calculating District Adjustment

	not applicable	not applicable	not applicable	-	27.
	not applicable	not applicable	not applicable	6,800	28.

District spending adjustment (minimum of 100%)  
(\$6,800 / \$6,800)

	not applicable	not applicable	not applicable	100.000%	29.
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Anticipated homestead tax rate, equalized  
(100.000% x \$1.10)

	not applicable	not applicable	not applicable	\$1.100	30.
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Household Income Percentage for income sensitivity  
(100.000% x 2.0%)

	not applicable	not applicable	not applicable	2.00%	31.
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**BRUNSWICK, VERMONT**  
**SCHOOL TREASURER'S REPORT**  
**July 1, 2003 – December 31, 2003**

<b>REV</b>		<b>Receipt</b>	<b>Expenses</b>	<b>Balance</b>
9000	Prior Year Surplus			\$ 4,940.68
	First Colebrook Bank Checking			
1510	Interest	\$ 50.13		
3109	Education Fund	101,689.00		
	Local share (taxes)			
3110	Education Fund	55,286.00		
	General State Support Grant (GSSG)			
3150	Transportation Aid	8,474.00		
3201	Special Education – Mainstream	5,985.87		
3204	Essential Early Education Grant	400.00		
	Reimbursement of Overpayment	1,756.74		
	Of Tuition			
	Tuition		\$ 89,472.94	
	Transportion		9,384.85	
	ENSU Assessment & Insurance		1,886.00	
	ENSU Special Education		7,500.00	
	EEE Grant		200.00	
	VSBA Dues		250.00	
	Audit by Fothergill Segale & Valley		1,635.00	
	Office Equipment/Heat		91.17	
	Speech/Language Services		571.52	
	Checks		51.25	
	Total Receipts	\$173,641.74		
	Total Expenses		\$111,042.73	
	<b>December 31, 2003 – Balance on hand</b>			<b>\$ 67,539.69</b>
	First Colebrook Bank Checking Acct.			
	<b>Community National Bank</b>			
12/31/03	Certificate of Deposit			\$106,827.99
	\$100,000 plus interest to date			
	<b>First Colebrook Bank</b>			
12/31/03	Certificate of Deposit			\$ 77,221.06
	\$75,000 plus interest to date			
	<b>December 31, 2003– Total Revenue for Brunswick School District</b>			<b>\$251,588.74</b>

Sharon B. Graham, Treasurer

**BRUNSWICK, VERMONT**  
**SCHOOL DISTRICT ORDERS**  
**July 1, 2003 – December 31, 2003**

<i>Order</i>	<i>Date</i>	<i>Payable to:</i>	<i>Amount</i>
1565	8/14/03	Colebrook School Dist. – Speech services	\$ 207.52
1566	9/15/03	Nugent Motor Co. – Heating oil	44.08
1567	9/15/03	VT School Board Assoc. – Dues	250.00
1568	9/15/03	Canaan School Dist. – Tuition	2,087.50
1569	9/15/03	Essex North Supervisory Union – Assessment & Insurance	1,886.00
1570	9/15/03	ENSU – Special Education – Assessment	7,500.00
1571	10/17/03	Couture Bus Service – Transp. Aug/Sept.	3,692.40
1572	10/17/03	Northumberland School Dist. – Tuition	24,224.00
1573	10/17/03	Stratford School Dist. – Tuition	27,871.50
1574	10/17/03	Jean Switser – Speech services	260.00
1575	11/06/03	Town of Brunswick – Reimbursement for heating oil paid out of Town acct. by mistake	47.09
1576	11/13/03	Canaan School Dist. – Tuition	1,756.81
1577	11/13/03	Couture Bus Service – Transp. Oct.	3,230.85
1578	11/13/03	ENSU – Special Education – EEE Grant	200.00
1579	11/13/03	Jean Switser – Speech services	104.00
1580	11/25/03	Stratford School Dist. – Tuition	27,871.50
1581	12/11/03	White Mtn. Regional School Dist. – Tuition	5,661.63
1582	12/11/03	Fothergill Segale & Valley – Auditors	1,635.00
1583	12/11/03	Couture Bus Service – Transp. Nov.	<u>2,461.60</u>
<b>TOTAL</b>			<b>\$110,991.48</b>

Sharon B. Graham, Treasurer

**BRUNSWICK, VERMONT**  
**SCHOOL TREASURER'S REPORT**  
**July 1, 2002 – June 30, 2003**

<b>REV</b>		<b>Receipt</b>	<b>Expenses</b>	<b>Balance</b>
<b>Code</b>				
9000	Prior Year Surplus			\$ 88,378.11
	First Colebrook Bank Checking			
1510	Interest	\$ 227.16		
3109	Education Fund	95,766.00		
	Local share (taxes)			
3110	Education Fund	92,699.00		
	General State Support Grant (GSSG)			
3150	Transportation Aid	12,509.00		
3152	Extraordinary Transportation	259.00		
3201	Special Education – Mainstream	8,194.00		
3201	Special Education Payment	(4,031.00)		
3202	Special Education	( 989.00)		
3204	Essential Early Education Grant	763.00		
5400	Transportation Aid Reconciliation	( 220.00)		
	Investment		\$ 75,000.00	
	Tuition		167,233.06	
	Transportation		26,658.00	
	ENSU Assessment & Insurance		1,787.00	
	ENSU Special Education		9,491.45	
	Speech/Language Services		1,586.00	
	EEE Grant		763.00	
	Public Official Insurance/Bond		100.00	
	VSBA Dues		250.00	
	School Directors Annual Fee		450.00	
	Ads/Order Books		182.58	
	New Equipment/Office		5,113.50	
	Total Receipts	\$205,177.16		
	Total Expenses		\$288,614.59	
	<b>July 1, 2003 – Balance on hand</b>			<b>\$ 4,940.68</b>
	First Colebrook Bank Checking Acct.			

**SCHOOL INVESTMENT REPORT**

Community National Bank		
7/11/03	Certificate of Deposit (\$100,000 + interest)	\$106,339.08
First Colebrook Bank		
7/11/03	Certificate of Deposit (\$75,000 + interest)	\$ 76,559.73

Sharon B. Graham, Treasurer

**TOWN OF BRUNSWICK, VERMONT  
SCHOOL DISTRICT ORDERS**

**July 1, 2002 – June 30, 2003**

<i>Order</i>	<i>Date</i>	<i>Payable to</i>	<i>Amount</i>
1505	07/11/02	First Colebrook Bank – Investment	\$ 75,000.00
1506	07/11/02	Viking Office Products – Office chairs	181.46
1507	07/18/02	Viking Office Products – File cabinet	918.99
1508	07/31/02	Viking Office Products – Chairs	1,079.76
1509	08/16/02	Canaan School District – Driver's Ed.	50.00
1510	10/10/02	ENSU – Assessment & Insurance	1,787.00
1511	10/10/02	ENSU – Special Education Assessment	7,500.00
1512	10/10/02	VSBA – Membership Dues	250.00
1513	10/10/02	ENSU – EEE Grant	382.00
1514	10/10/02	Couture Bus Service – Transp. Aug. & Sept.	3,406.30
1515	10/25/02	Stratford School District – Tuition	22,624.75
1516	10/25/02	White Mtns. Regional School Dist. – Tuition	3,608.42
1517	10/25/02	Nugent Motor Co. – Heating Oil	169.83
1518	11/14/02	Colebrook School District – Tuition	4,719.60
1519	11/14/02	News & Sentinel – Bus Contract Ad	121.00
1520	11/14/02	Couture Bus Service – Transp. Oct.	3,258.20
1521	11/14/02	Viking Office Products – Chairs	1,259.72
1522	11/14/02	Viking Office Products – Stand & clamps	289.98
1523	12/05/02	Northumberland School District – Tuition	23,619.00
1524	12/05/02	Stratford School District – Tuition	22,624.75
1525	12/05/02	Couture Bus Service – Transp. Nov.	2,665.80
1526	12/05/02	Nugent Motor Co. – Heating Oil	97.54
1527	12/05/02	Viking Office Products – File	VOID
1528	12/05/02	Viking Office Products – File	459.48
1529	01/10/03	Mike Brosseau – Board Member	150.00
1530	01/10/03	Martha Kennett – Board Member	150.00
1531	01/10/03	Claudette Hook – Board Member	150.00
1532	01/10/03	Jean Switser – Speech/Language Services	208.00
1533	01/10/03	Jean Switser – Speech/Language Services	130.00
1534	01/10/03	Northumberland School District – Tuition	23,619.00
1535	01/10/03	ENSU – EEE Grant	381.00
1536	01/10/03	Viking Office Products – Supplies	101.47
1537	01/10/03	Nugent Motot Co. – Heating Oil	91.63
1538	02/16/03	ENSU – Special Education	500.00
1539	02/16/03	Colebrook School District – Tuition	4,719.60
1540	02/16/03	Jean Switser – Speech/Language Services	91.00
1541	02/16/03	Taylor Moore Insurance – Officials Bond	100.00
1542	02/16/03	Couture Bus Service – Transp. Dec.	2,073.40
1543	02/16/03	Nugent Motor Co. – Heating Oil	120.60

1544	03/04/03	Canaan School District – Tuition	2,180.28
1545	03/04/03	Couture Bus Service – Transp. Jan.	3,110.10
1546	03/04/03	Stratford School District – Tuition	21,848.14
1547	03/04/03	Nugent Motor Co. – Fuel Oil	141.04
1548	03/04/03	White Mtn. Regional School Dist. – Tuition	3,228.58
1549	03/20/03	Couture Bus Service – Transp. Feb.	2,221.50
1550	03/20/03	Jean Switser – Speech/Language Services	208.00
1551	04/16/03	Couture Bus Service – Transp. Mar.	2,962.00
1552	04/16/03	Jean Switser – Speech/Language Services	104.00
1553	05/15/03	Canaan School District – Driver's Ed Tuition	50.00
1554	05/15/03	Nugent Motor Co. – Heating Oil	202.00
1555	05/15/03	Stratford School District – Tuition	22,813.64
1556	05/15/03	ENSU – Special Education	39.00
1557	05/15/03	Canaan School District – Tuition	2,087.50
1558	05/15/03	Jean Switser – Speech/Language Services	273.00
1559	06/19/03	Couture Bus Service – Transp. May, June, July	6,960.70
1560	06/19/03	Jean Switser – Speech/Language Services	195.00
1561	06/26/03	Colebrook School District – Tuition	9,439.80
1562	06/26/03	ENSU – Special Education	1,452.45
1563	06/26/03	Colebrook School District – Speech Expenses	377.00
1564	06/26/03	News & Sentinel – Order Books	61.58

**Total****\$288,614.59****Investment****\$ 75,000.00****Tuition****167,233.06**

10 students K-6 = \$61,188.00

3 students 7-8 = \$16,050.50

13 students 9-12 = \$89,894.56

Driver's education + \$100.00

**Transportation****26,658.00****ENSU Assessment & Insurance****1,787.00****ENSU Special Education****9,491.45****Speech/Language Services****1,586.00****EEE Grant****763.00****School Officials Bond****100.00****VSBA Dues****250.00****School Directors Annual Fees****450.00****Ads/Order Books****182.58****New Equipment/Office****5,113.50**

Sharon B. Graham, Treasurer

**BRUNSWICK, VERMONT**  
**SCHOOL ENROLLMENT**  
**As of December 31, 2003**

**Stratford School District**                      **Grade**

Stinson, Ashley	12
Lesperance, Donald	11
Ramsay, Timothy	11
Smith, April	11
Washburn, Lance	11
Chapman, Brian	10
Lesperance, Jessica	9
Washburn, Brandon, Jr.	8
Hook, Benjamin	7
Ramsay, Brittany	7
Rousseau, Candice	7
Washburn, Wade	4
Howarth, Kyle	4
Plambeck, Alicia	3
Howarth, Corey	2
Howarth, Eric	1

**Canaan School District**

Rousseau, Tonya	12
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**Northumberland School District**

Kennett, Alyssa	12
Meunier, Crystal	12
Newton, Crystal	12
Riley, Melissa	12
Caron, Jamie	11
Meunier, Brent	10
Meunier, Dana	6

**Colebrook School District**

Riley, Joshua	8
Brosseau, Kaitlyn	6
Brosseau, Emily	2

**White Mtn. Regional School District**

Tanguay, John	2
Graham, Kaylah	K

**ESSEX NORTH SUPERVISORY UNION**

**BLOOMFIELD, BRUNSWICK, CANAAN,  
LEMINGTON, NORTON**

**ANNUAL REPORT  
OF THE  
SCHOOL DIRECTORS  
2003**



## ESSEX NORTH SUPERVISORY UNION STAFF

Wayne T. Murray	B.S., M.Ed.	Superintendent
Janis L. Riley		Business Administrator
Renee Marchesseault	A.S.	Administrative Assistant
Terry Hurlbert	B.A., M.Ed.	Special Services Coordinator
Linda Curtis	B.S., M.Ed.	Preschool Teacher
Susan Foy	B.S.	Language Development
Kay Harding	B.S.	District Equity Coordinator
Lydia Johnson	B.S.	Special Education Teacher
Frances Lienau	B.S., M.Ed.	Special Education Teacher
Chris Placy		SAP Counselor
Sue Chappell		Title 1 Para-Educator/HS Tutor
Adrian Dias-Mattina	B.S.	Special Education Para-Educator
Pamela Jordan		Early Education Initiative Para-Educator
Stephanie Kirkham	B.S., M.Ed.	One on One/Special Education
Monique Ouimette		Title 1 / Special Education Para-Educator
Patricia Pariseau		Special Education Para-Educator
Susan Rice		One on One/Special Education
Ellen Sipe	B.A.	Title 1 Para-Educator
Jan Thibeault		Special Education Para-Educator

## SPECIAL EDUCATION SERVICES

Special Services consist of Speech/Language, Remedial Reading/Math, Consulting Teacher, Resource Room, Tutorial and Preschool Services for students from the Essex North Supervisory Union. These services are providing more than 150 basic skills programs to special needs students.

## AUDIT REPORT AND REVIEW

The Essex North Supervisory Union engages in an independent audit completed by a public accountant every year. This review of our financial statements has taken place for fiscal year 2003. The complete report, including notes to financial statements, is available for review at the Office of the Superintendent of Schools.

**ESSEX NORTH SUPERVISORY UNION  
2004-2005 BUDGET**

**EXPENDITURE STATEMENT**

		Budget	Ant. Exp.	Budget	Increase
		2003-04	2003-04	2004-05	(Decrease)
105	Superintendent	\$ 75,168	\$ 75,168	\$ 67,000	\$ (8,168)
106	Treasurer	948	948	986	38
108	Business Adm.	36,894	36,894	38,370	1,476
110	Clerical	23,088	23,900	25,376	2,288
210	Group Insurance	26,103	39,606	44,416	18,313
220	FICA	4,661	10,474	10,077	5,416
250	Payroll Insurances	900	700	592	(308)
360	Legal Svc	1,000	1,000	1,000	0
370	Audit Svc	3,800	4,500	4,600	800
431	Equipment Maint.	900	900	900	0
520	Prof/OLT Liab. Ins.	4,430	4,430	4,650	220
530	Telephone	1,400	1,400	1,400	0
535	Postage	1,200	1,200	1,200	0
580	Travel Expenses	4,600	4,600	4,600	0
610	General Supplies	1,530	1,530	1,530	0
624	Heat	800	800	800	0
810	Dues & Fees	3,100	3,125	3,125	0
<b>TOTALS</b>		<b>\$ 190,522</b>	<b>\$ 211,175</b>	<b>\$ 210,622</b>	<b>20,100</b>

**REVENUE STATEMENT**

	FY-2004	FY-2005	Insurance	Total
	Assessment	Assessment	Expense	Assessment
	& Fees	& Fees		& Fees
Bloomfield	\$ 3,886	\$ 3,000	\$ 930	\$ 3,930
Brunswick	1,886	1,000	930	1,930
Canaan	107,511	137,922	930	138,852
Lemington	1,886	1,000	930	1,930
Norton	12,930	5,000	930	5,930
Admin. Fees	13,000	16,500		16,500
Misc. Income	10,000	5,100		5,100
Clerical Assessment	27,000	27,500		27,500
Prior Year Carry-over	12,423	13,600		13,600
<b>TOTALS</b>	<b>\$ 190,522</b>	<b>\$ 210,622</b>	<b>\$ 4,650</b>	<b>\$ 215,272</b>

**ESSEX NORTH SUPERVISORY UNION  
SPECIAL EDUCATION  
2004-2005 BUDGET**

**EXPENDITURE STATEMENT**

<b>Mainstream Services</b>	<b>2003-04</b>		<b>2004-05</b>	
	<b>Budget</b>		<b>Proposed Budget</b>	
Coordinator	\$	53,990	\$	56,150
Teacher Salary		17,953		22,014
Para-Educators		78,828		59,499
FICA		11,534		10,532
Payroll Insurance		2,597		621
Group Insurance		24,416		23,629
Travel		3,000		3,000
Supplies		4,000		4,000
Contracted Services		76,153		108,700
Assessment		4,000		4,000
Equipment Maintenance		500		500
Telephone		1,500		1,500
Instructional Support Svc		3,000		3,000
Student Transportation		9,700		15,325
Tuition Reimbursement		1,500		1,500
<b>Total</b>	\$	292,671	\$	313,970

**REVENUE STATEMENT**

<b>Local Assessment</b>	<b>2003-04</b>		<b>Estimated 2004-05</b>	
Bloomfield	\$	7,500	\$	7,500
Brunswick		7,500		7,500
Canaan		253,030		283,970
Lemington		7,500		7,500
Norton		17,141		7,500
<b>Total</b>	\$	292,671	\$	313,970

**ESSEX NORTH SUPERVISORY UNION  
LEARNING CENTER  
2004-05  
EXPENDITURE STATEMENT**

Resource Room	2003-04		2004-05	
	Budget		Proposed Budget	
Teacher Salary	\$	68,031	\$	70,752
Substitute		400		0
Para-Educators		19,956		19,959
FICA		6,730		6,940
Payroll Insurance		1,040		427
Group Insurance		31,141		28,020
Professional / Technical Svcs		22,700		17,000
Contracted Services		22,400		6,000
Travel		200		500
Supplies		4,000		4,000
Equipment Maintenance		500		500
Tuition Reimbursement		500		500
<b>Total</b>	\$	177,598	\$	154,598

**REVENUE STATEMENT**

	2003-04		Estimated 2004-05	
Special Ed. Tuition	\$	6,000	\$	20,188
Local Share (Canaan)		85,799		67,205
State Reimb. (estimate)		85,799		67,205
<b>Total</b>	\$	177,598	\$	154,598

**EARLY EDUCATION INITIATIVE GRANT  
2004-05  
EXPENDITURE STATEMENT**

	2003-04		2004-05	
	Revised Budget		Proposed Budget	
Para-Educator	\$	18,447	\$	19,334
FICA		1,500		1,479
Payroll Insurance		256		125
Group Insurance		2,922		3,861
Fiscal Services		1,375		1,470
Staff Travel		3,000		2,131
Supplies		1,000		500
Rent		500		500
<b>Total</b>	\$	29,000	\$	29,400

**REVENUE STATEMENT**

	2003-04		Estimated 2004-05	
Early Education Initiative Grant	\$	29,000	\$	29,400
<b>Total</b>	\$	29,000	\$	29,400

**ESSEX NORTH SUPERVISORY UNION**

**TITLE I  
EXPENDITURE STATEMENT**

	<b>2003-04</b>		<b>2003-04</b>		<b>2004-05</b>
	<b>Budget</b>		<b>Ant. Exp</b>		<b>Proposed Budget</b>
Salaries	\$ 56,498	\$	64,346	\$	63,129
Group Insurance	\$ 16,411		15,844		18,810
FICA	4,322		4,921		4,829
Payroll Insurances	522		523		303
Audit/Fiscal	5,840		5,751		4,850
Contracted Services	14,300		0		3,500
Tuition	1,200		0		0
Supplies	3,000		3,637		2,000
Equipment	0		2,000		0
<b>Total</b>	\$ 102,093	\$	97,022	\$	97,421

**REVENUE STATEMENT**

	<b>2003-04</b>		<b>Revised 2003-04</b>		<b>Estimated 2004-05</b>
<b>Anticipated Federal Funding</b>	\$ 102,093	\$	97,022	\$	97,421

**ESSENTIAL EARLY EDUCATION  
EXPENDITURE STATEMENT**

	<b>2003-04</b>		<b>2003-04</b>		<b>2004-05</b>
	<b>Budget</b>		<b>Ant. Exp.</b>		<b>Proposed Budget</b>
Salaries	\$ 7,694	\$	7,717	\$	11,892
Group Insurance	180		180		212
FICA	589		590		910
Payroll Insurances	94		94		38
Contracted Services	14,800		14,800		12,150
Supplies	500		500		3,500
Student Transportation	1,800		1,800		300
<b>Total</b>	25,657		25,681		29,002

**REVENUE STATEMENT**

	<b>2003-04</b>		<b>Revised 2003-04</b>		<b>Estimated 2004-05</b>
Bloomfield	\$ 2,369	\$	2,374	\$	2,378
Brunswick	400		400		1,052
Canaan	7,547		7,562		7,924
Lemington	999		1,001		631
Norton	599		601		631
<b>Anticipated Revenue</b>	11,914		11,938		12,616
Local Assessment-Canaan	13,743		13,743		16,386
<b>Total</b>	\$ 25,657	\$	25,681	\$	29,002

**BRUNSWICK, VERMONT**  
**TOWN BUDGET**  
 2004 Proposed Budget & Comparatives

Item	2002 Actual	2003 Proposed	2003 Actual	2004 Proposed
<b>OFFICERS</b>				
Town Clerk	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Treasurer	1,000.00	1,000.00	1,000.00	1,000.00
Selectboard – Chairman	400.00	400.00	400.00	400.00
Two Members	400.00	400.00	400.00	400.00
Listers – Chairman	400.00	400.00	400.00	400.00
Two Members	300.00	300.00	300.00	300.00
Auditors (3)	75.00	75.00	75.00	75.00
Poll Clerks (3)	420.00	105.00	105.00	315.00
Zoning Administrator	100.00	100.00	100.00	100.00
<b>DONATIONS &amp; DUES</b>				
Fire Protection	\$ 1,500.00	2,000.00	2,000.00	2,000.00
NVDA	100.00	100.00	100.00	100.00
UCV Hospital	250.00	250.00	250.00	250.00
A-1 Ambulance	670.00	963.00	963.00	963.00
Orleans-Essex H.H.	200.00	50.00	50.00	50.00
VLCT	225.00	322.00	322.00	400.00
Colebrook Library	160.00	160.00	160.00	160.00
Sheriff's Dept.				750.00
<b>OPERATING EXPENSE</b>				
Clerk/Treasurer Expenses	1,617.04	1,500.00	923.30	1,500.00
Selectboard Expenses	59.81	500.00	69.00	
Lister Expenses	191.92	200.00	135.00	
Planning Bd./Zoning Expenses	138.80	50.00	180.00	
County Tax	3,055.81	3,208.16	3,208.16	3,661.00
Cemetery Care	300.00	1,500.00	2,921.94*	1,500.00
Fire Contingency	1,623.50	3,000.00	1,020.00**	3,000.00
Legal Fees Contingency	0	850.00	0	850.00
Town House Restoration Fund				500.00
Trash	7,195.27	8,000.00	7,514.10	11,500.00
Community Office Bldg.				
Phone/Computer line	1,208.87	1,500.00	1,352.40	1,500.00
Electric/Heat	903.00	400.00	326.47	400.00
Insurance	829.00	638.00	638.00	850.00
Plowing	120.00	150.00	120.00	150.00
Loan Repayment	12,318.50	12,320.00	12,318.50	12,320.00
Misc.	689.82	650.00	0	500.00
<b>TOTAL AMOUNT</b>	<b>\$37,451.34</b>	<b>\$42,091.16</b>	<b>\$38,351.87</b>	<b>\$46,894.00</b>

\*1,520.35 was transferred from Cemetery account to Town Acct. to pay for excavating and clearing of new section - \$1,401.59 was actual amount spent out of Town account.

\*\*\$1,020 was paid to N. Stratford for a camp fire - \$1,980 was put into the Town Fire Protection Account.

**BRUNSWICK, VERMONT**  
**TREASURER'S REPORT OF TOWN ACCOUNT**  
**Year Ending December 31, 2003**

	Receipts	Expenses	Balance
January 1, 2003 – Balance			\$39,040.58
Town Lease Lot	\$ 400.00		
State of VT – Railroad Tax	258.22		
State of VT – Current Use	2,367.00		
Taxes Collected	11,453.39		
Delinquent Taxes Collected	4,251.17		
(including penalty & interest)			
Interest on Account	106.39		
State of VT – Appraisal Money	959.00		
U.S. Fish & Wildlife Revenue	2,077.00		
Sharing			
State of VT – PILOT Money	15,141.00		
Town House Restoration Grant	675.00		
Transfer from Cemetery Account	1,520.35		
Misc. – Dog Licenses, Copies,	129.09		
Etc.			
Selectboard Orders		\$ 38,304.78	
Check #1365 – Nugent Motor Co.		47.09	
Should have been written from school account			
Transfer to Reappraisal Account		959.00	
Transfer to Town House Restoration		675.00	
Transfer to Fire Protection Account		1,980.00	
Total Receipts	\$ 39,337.61		
Total Expenses		\$ 41,965.87	
<b>Balance as of December 31, 2003</b>			<b>\$36,412.32</b>
December 31, 2003 – Balance in Town Account			\$36,412.32
Balance in Act 200 Account			5,135.76
Community Affairs Money			
Balance in Reappraisal Account			2,905.00
Balance in Cemetery Account			0
Balance in Town House Restoration Acct.			1,675.00
Balance in Fire Protection Account			3,855.00
Balance of Uncollected Taxes			<u>17,158.09</u>
<b>December 31, 2003 – Total Assets</b>			<b>\$67,141.17</b>

Sharon B. Graham  
Treasurer

**BRUNSWICK, VERMONT**  
**SELECTBOARD ORDERS**  
**January 1, 2003 – December 31, 2003**

<b>No.</b>	<b>Date</b>	<b>Payable to:</b>	<b>Amount</b>
489	01/03/03	Citizens Energy Services – electricity	\$ 37.90
490	01/10/03	Murray Hodgdon – trash pickup, Dec.	496.61
491	01/17/03	Norton Dozing & Excavating – Smith Gardner Cemetery clearing	1,763.50
492	01/17/03	N.E.K. Waste Mgt. Dist. – surcharge	29.28
493	02/13/03	N.E.K. Waste Mgt. Dist. – surcharge	66.06
494	02/13/03	VLCT Property & Casualty Insurance - Town insurance policy	638.00
495	02/13/03	Verizon – telephone	123.36
496	02/13/03	Murray Hodgdon – trash pickup, Jan.	644.58
497	02/13/03	Citizens Energy Service – electricity	84.16
498	03/04/03	Verizon – telephone	117.68
499	03/04/03	Citizens Energy – electricity	44.93
500	03/04/03	Porter Office Machines – toner for copier	76.00
501	03/04/03	Murray Hodgdon – trash pickup, Feb.	487.81
502	04/10/03	Citizens Energy – electricity	29.15
503	04/10/03	N.E.K. Waste Mgt. Dist. – surcharge	21.72
504	04/10/03	Verizon – telephone	141.28
505	04/10/03	Murray Hodgdon – trash pickup, Mar.	539.04
506	04/10/03	Stark & Son – dog tags	11.20
507	04/10/03	June Hook – ballot clerk	35.00
508	04/10/03	Claudette Hook – ballot clerk	35.00
509	04/10/03	Sharon Graham – ballot clerk	35.00
510	05/01/03	N.V.D.A. – annual dues	100.00
511	05/01/03	U.C.V. Hospital – annual donation	250.00
512	05/01/03	Orleans Essex VNA & Hospice – annual donation	50.00
513	05/01/03	Colebrook Public Library – annual dues	160.00
514	05/01/03	District A-1 Ambulance – annual donation	963.00
515	05/01/03	N.E.K. Waste Mgt. Dist. – surcharge	25.37
516	05/01/03	Citizens Energy – electricity	24.45
517	05/01/03	Verizon – telephone	130.27
518	05/01/03	Richard Moulton – plowing	120.00
519	05/01/03	Sharon Graham – reimbursement postage & office supplies	85.00
520	05/20/03	Murray Hodgdon – trash pickup, Apr.	557.12
521	05/28/03	Verizon – telephone	116.91
522	05/28/03	N.E.K. Waste Mgt. Dist. – surcharge	32.04
523	05/28/03	News & Sentinel – ad for hearing	33.00
524	06/06/03	VLCT – annual dues	322.00



525	06/06/03	N. Stratford Postmaster – postage	37.00
526	06/06/03	News & Sentinel – ad	33.00
527	06/12/03	N.E.K. Waste Dist. – surcharge	34.40
528	06/12/03	Citizens Energy – electricity	18.31
529	06/12/03	Susie Riley – Auditor	25.00
530	06/12/03	Avis Brosseau – Auditor	25.00
531	06/12/03	Theresa Caron – Auditor	25.00
532	06/12/03	Murray Hodgdon – trash pickup, May	575.87
533	06/12/03	Treasurer, State of VT – software license	135.00
534	06/19/03	Murray Hodgdon – trash pickup, June	528.90
535	07/01/03	Town of Stratford – fire protection contract	2,000.00
536	07/01/03	Treasurer, Essex County – county tax	3,208.16
537	07/01/03	Verizon – telephone	119.25
538	07/01/03	Citizens Energy – electricity	19.55
539	07/18/03	N.E.K. Waste Mgt. Dist. – surcharge	23.65
540	07/18/03	Porter Office Machines – service contract	275.00
541	08/03/03	Brendan Whittaker – mileage	69.00
542	08/03/03	Viking Office Products – fax machine & supplies	298.01
543	08/03/03	Verizon – telephone	120.11
544	08/04/03	Postmaster, N. Stratford – postage	74.00
545	08/13/03	Murray Hodgdon – trash pickup, July	757.63
546	08/29/03	Verizon – telephone	128.00
547	09/18/03	Murray Hodgdon – trash pickup, Aug.	586.48
548	09/19/03	Citizens Energy – electricity	33.42
549	09/19/03	N.E.K. Waste Mgt. Dist. – surcharge	63.00
550	10/02/03	Sharon Graham – Town Clerk/Treasurer	2,000.00
551	10/02/03	Timothy Meunier – Lister Chairman	400.00
552	10/02/03	David Caron – Lister/Zoning Administrator	250.00
553	10/02/03	Donald Plumley – Lister	150.00
554	10/02/03	Wayne Graham – cemetery mowing	300.00
555	10/02/03	Robert Hook – Selectboard	200.00
556	10/02/03	Kenneth Hook – Selectboard	200.00
557	10/02/03	Brendan Whittaker – Selectboard Chair	400.00
558	10/03/03	Town of Stratford – camp fire	1,020.00
559	10/08/03	Murray Hodgdon – trash pickup, Sept.	544.91
560	10/18/03	Dorothy Whittaker – workshop expenses	92.00
561	10/30/03	Emerson & Son Inc. – cemetery fence materials	314.64
562	10/30/03	Verizon – telephone	238.11
563	10/30/03	N.E.K. Waste District - ad & surcharge	58.71
564	10/30/03	Murray Hodgdon – trash pickup, Oct.	645.68
565	10/30/03	News & Sentinel – ad	22.00
566	10/30/03	Viking Office Products – supplies	20.00
	11/06/03	Nugent Motor Co. – fuel oil for town office	47.09 *
567	11/06/03	Citizens Energy – electricity	34.60

568	12/09/03	First Colebrook Bank – loan payment	12,318.50
569	12/09/03	Murray Hodgdon – trash pickup, Nov.	676.34
570	12/19/03	Wayne Graham – cemetery work/fence	543.80
571	12/19/03	N.E.K. Waste Mgt. Dist. – surcharge	118.90
572	12/19/03	Verizon – telephone	<u>117.43</u>
<b>Total Orders for 2003</b>			<b>\$38,304.78</b>
<b>Check #1365</b>			<u><b>47.09</b></u>
<b>Total</b>			<b>\$38,351.87</b>

\*No order written for this check. It was written in error, should have been written from School Acct. A check from the School Acct. was written to the Town to reimburse this amount.

**SUMMARY OF EXPENSES:**

Officers	\$ 3,780.00
Donations & Dues	3,845.00
Office Supplies	1,307.30
Office Bldg. Expenses	14,755.37
County Tax	3,208.16
Fire Expenses	1,020.00
Cemetery Expenses	2,921.94
Trash – Murray Hodgdon	7,040.97
N.E.K. Waste Dist.	<u>473.13</u>
<b>Total</b>	<b>\$38,351.87</b>

**BRUNSWICK, VERMONT  
FIRE PROTECTION ACCOUNT**

January 1, 2003	Balance on hand	\$ 1,875.00
December 31, 2003	Transfer FROM Town Acct.	<u>1,980.00</u>
December 31, 2003	Balance of Account	<b>\$ 3,855.00</b>

**BRUNSWICK, VERMONT**  
**COMMUNITY AFFAIRS MONEY**  
 Received from State of Vermont under Act 200

December 31, 2003	Balance on hand	\$ 5,135.76
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**BRUNSWICK, VERMONT**  
**REAPPRAISAL MONEY**  
 Received from State of Vermont – Act 60

January 1, 2003	Balance on hand	\$ 1,946.00
December 31, 2003	Transfer FROM Town Account	<u>959.00</u>
December 31, 2003	Balance of Account	\$ 2,905.00

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**BRUNSWICK, VERMONT**  
**CEMETERY ACCOUNT**

January 1, 2003	Balance on hand	\$ 1,520.35
February 16, 2003	Transfer TO Town Account	<u>1,520.35</u>
December 31, 2003	Balance of Account	0

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**BRUNSWICK, VERMONT**  
**TOWN HALL RESTORATION PROJECT**

January 1, 2003	Balance on hand	\$ 1,000.00
December 31, 2003	Transfer FROM Town Acct./Grant	<u>675.00</u>
December 31, 2003	Balance of Account	\$ 1,675.00

**BRUNSWICK, VERMONT**  
**ABSTRACT OF GRAND LIST - 2003**

1. Total Listed Value of Real Estate for Taxation	\$8,755,681.00
2. Total Listed Valuation of Personal Property	<u>0.00</u>
3. Total Listed Valuation of Real Estate & Personal Property	8,755,681.00

**TOTAL GRAND LIST** **\$ 87,556.81**  
 (One percent of total listed value of real & personal property)

**BRUNSWICK, VERMONT**  
**2003 TAX RATE**

School	\$1.1614
Municipal	.2386
<b>Total</b>	<u><b>\$1.4000</b></u>

**BRUNSWICK, VERMONT  
DELINQUENT TAXES  
AS OF DECEMBER 31, 2003**

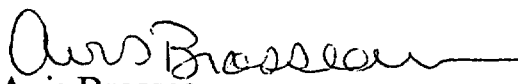
NAME	AMOUNT	YEAR(S)
Duryea, Dale	9,963.84	1992-2003
Fannybrook Farm	991.90	2003
Gould, Keith	108.34	2003
Hall, Richard	341.29	2002-2003
Hinderlie, Mark	169.38	2003
Ledgerwood, Bruce	184.64	2003
Nelson, Nels	103.77	2003
Plambeck, Martin	521.89	2003
Riley, Jerry	1,376.45	2003
Riley, Jerry	38.15	2003
Saldi, Lambert	257.18	1997-2003
Stinson, Harold	1,188.76	2003
Wobenaki Inc.	<u>1,912.50</u>	2002-2003

<b>Total Due (including 8% penalty &amp; interest)</b>	<b>\$ 17,158.09</b>
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**TOWN OF BRUNSWICK, VERMONT  
AUDITORS' REPORT**

We, the undersigned, Auditors of the Town of Brunswick, Vermont, do hereby certify that we have examined the books of the Town Treasurer, Sharon B. Graham, the orders drawn and reported by the Selectboard and School Directors for the year ending December 31, 2003, and believe them to be correct.

Dated this 10<sup>th</sup> day of February, 2004.

  
Avis Brosseau

  
Susie Riley

  
Theresa Caron

AUDITORS  
TOWN OF BRUNSWICK, VT

**BRUNSWICK, VERMONT**  
**ZONING PERMITS**  
**January 1, 2003 – December 31, 2003**

May	Donald A. Plumley – Conditional use for machine shop in existing garage.
June	Martin Plambeck – Addition to house.
September	Walter LaPointe – Replace existing camp.
October	Keith Gagne – Construct new house.
October	Keith Gagne – Construct new garage.

**BRUNSWICK, VERMONT**  
**VERMONT PROPERTY TRANSFER TAX RETURNS**  
**January 1, 2003 – December 31, 2003**

2003-1	Betty Jean Lesperance to Darlene M. Howarth – Parcel #0610205, house & lot
2003-2	Lannie D. Lesperance to Darlene M. Howarth – Parcel #0610206, leach field easement.
2003-3	Howard W. Hart & Lisa M. Wagner-Hart to Keith J. Gagne – Parcel #1110204, 10+ acres.
2003-4	Percy S. Graham, Reta J. Graham, Natalie Ackley to Dana & Amy Graham – Parcel #09102-29, to correct deed.
2003-5	Bruce A. Hobaugh to Linda L. Pennock – Parcel #1110201, 533 +/- acres.

**Northeast Kingdom Waste Management District  
2003 Report for the Town of Brunswick**

The Northeast Kingdom Waste Management District provides many services for the town of Brunswick. Most people know us as the recycling center on Church Street in Lyndonville, but we are much more than that. Materials such as used motor oil, fluorescent bulbs, hazardous waste, electronics, scrap metal, and lead-acid batteries are also accepted year round, and hazardous waste is collected during the summer.

The 2003 recycling rate for the River Towns was 23%. The River Towns include Bloomfield, Brunswick, Granby, Guildhall and Maidstone. This includes curbside recycling and the scrap metal collection at Murray Hodgdon's in Guildhall.

The NEKWMD runs a household hazardous waste collection through the summer months at the Lyndonville recycling center. This is open to residents and conditionally exempt generator businesses from all NEKWMD towns. No Brunswick residents used this service during 2003, others dropped off used motor oil, batteries, and bulbs at the Lyndonville Depot.

The money for the NEKWMD budget comes from the sale of recyclables (20%), State grants (3%), hauling fees (8%), miscellaneous fees and income (9%), and a surcharge on every ton of trash disposed of from NEKWMD towns (60%). This surcharge is dropping from \$21.50 to \$21.00 for 2004 – this is the fourth year in a row that the surcharge has dropped. Residents of the River Towns paid less than 2% of the District budget in 2003, based on the surcharge.

We are looking forward to a full slate of events during 2004. The hazardous waste depot will be open from June 1 to October 1 by appointment. A household hazardous waste collection is scheduled for Friday, June 18 from 3 pm to 6 pm at the Brunswick Town office. Clothing drop and swaps are scheduled for April 9 - 10 and September 10 - 11 at the Fenton Chester arena in Lyndonville – these events have grown in popularity over the last two years, and we now regularly send 2/3 of the clothing collected back into the community for reuse!

Please give us a call at 626-3532 or (800) 734-4602 with any questions, comments or waste management problems that you have. We can also be reached by e-mail at [progmgr@nekwmd.org](mailto:progmgr@nekwmd.org) or on the web at [www.nekwmd.org](http://www.nekwmd.org).

Thank you and happy recycling!



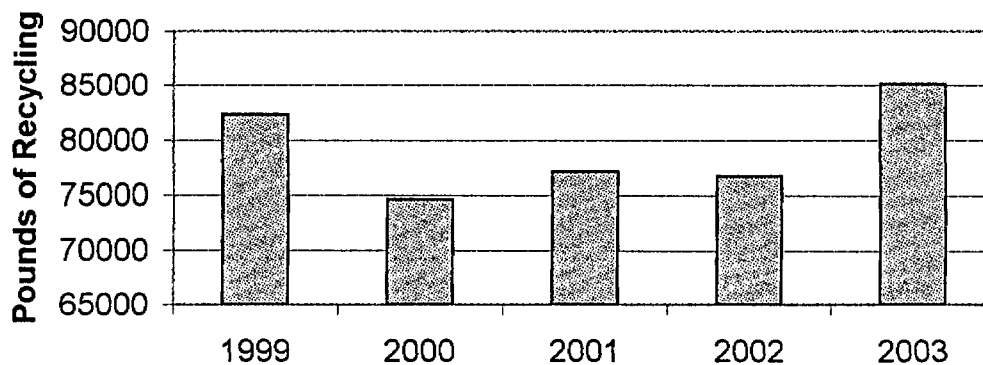
Yearly Totals  
**TOWN OF: River Towns**  
 Date: January 1, 2003 - December 31, 2003

**Materials**

Amount in Pounds

	#1 Quarter	#2 Quarter	#3 Quarter	#4 Quarter	TOTAL
Cardboard	807	1410	2303	981	5501
Brown Paper Bags/Boxboard	0	0	0	67	67
Newspaper/Magazines	6804	6557	8144	14339	35844
White Paper	0	0	0	0	0
Color Paper	0	0	0	0	0
Junk Mail	0	0	0	0	0
Tin Cans	1616	1471	1285	1887	6259
Aluminum Cans	394	474	920	602	2390
Clear Glass	1692	776	1162	2803	6433
Green Glass	1350	4953	10161	2999	19463
Brown Glass	1328	280	467	0	2075
#1 PETE Plastic	736	267	311	1319	2633
#2 HDPE Color Plastic	628	1302	1616	122	3668
#2 HDPE Natural Plastic	312	102	238	135	787
Textiles	0	0	0	0	0
Other - Scrap Metal	0	0	92880	0	92880
<b>TOTAL RECYCLABLES</b>	<b>15667</b>	<b>17592</b>	<b>119487</b>	<b>25254</b>	<b>178000</b>

**River Towns Recycling 1999 to 2003**  
 (without scrap metal)



NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT  
PROPOSED BUDGET  
2004

BUDGET ITEM	2003 BUDGET	2003 ACTUAL	2004 PROPOSED
<b>ADMINISTRATION EXPENSES</b>			
Advertising	\$1,300.00	\$1,082.50	\$1,000.00
Audit -- Financial	\$2,200.00	\$3,200.00	\$2,200.00
Audit -- Waste Haulers	\$2,600.00	\$3,347.14	\$2,900.00
Bank Charges	\$700.00	\$950.57	\$900.00
Books & Subscriptions	\$200.00	\$209.00	\$200.00
Cleaning	\$200.00		\$200.00
Copier	\$1,600.00	\$1,493.25	\$1,600.00
Dues/Permits/Fees/Penalties	\$1,400.00	\$1,382.00	\$1,000.00
Heating Fuel	\$615.00	\$648.50	\$650.00
Insurance:			
Employment & Practices	\$770.00	\$669.00	\$700.00
Liability & Casualty	\$5,275.00	\$4,488.00	\$5,000.00
Public Officials	\$1,850.00	\$1,633.00	\$1,700.00
Legal Fees	\$1,000.00		\$1,000.00
Postage	\$1,700.00	\$2,274.77	\$2,500.00
Supplies:			
Office	\$1,500.00	\$2,137.29	\$2,000.00
Telephone - Office	\$3,300.00	\$3,172.08	\$3,000.00
Water/Sewer	\$850.00	\$983.90	\$950.00
<b>TOTAL ADMINISTRATION</b>	<b>\$27,060.00</b>	<b>\$27,671.00</b>	<b>\$27,500.00</b>
<b>BUILDING EXPENSES</b>			
Improvements	\$5,000.00	\$7,991.87	\$5,000.00
Electricity	\$6,300.00	\$6,110.86	\$6,500.00
Maintenance	\$1,000.00	\$956.78	\$1,500.00
Misc. Supplies	\$1,500.00	\$1,222.58	\$1,500.00
Trash Removal	\$1,200.00	\$1,175.13	\$1,200.00
<b>TOTAL BUILDING</b>	<b>\$15,000.00</b>	<b>\$17,457.22</b>	<b>\$15,700.00</b>
<b>EQUIPMENT EXPENSES</b>			
Replacement Fund	\$5,000.00	\$5,000.00	\$5,000.00
Purchases	\$1,000.00	\$1,597.89	\$1,000.00
Baler Repairs	\$2,500.00	\$588.21	\$3,000.00
Baler Supplies	\$3,600.00	\$3,314.75	\$3,600.00
Forklift Fuel	\$850.00	\$898.90	\$850.00
Forklift Repairs	\$3,000.00	\$4,122.81	\$3,500.00
Miscellaneous Equipment Repairs	\$2,000.00	\$2,167.35	\$2,000.00
Skidsteer Fuel	\$500.00	\$440.84	\$500.00
Skidsteer Repairs	\$2,500.00	\$4,851.89	\$1,000.00
Trucks			
GM--Gas	\$650.00	\$688.36	\$700.00
GM--Repairs	\$1,500.00	\$1,165.01	\$1,000.00
INTL.--Diesel	\$1,700.00	\$2,657.38	\$2,500.00
INTL.--Repairs	\$2,500.00	\$3,385.23	\$2,500.00
INTL.--CDL & Drug Testing	\$150.00	\$298.00	\$200.00
INTL.--Insurance	\$3,000.00	\$2,935.00	\$0.00
<b>TOTAL EQUIPMENT</b>	<b>\$30,450.00</b>	<b>\$34,111.62</b>	<b>\$27,350.00</b>
<b>PERSONNEL EXPENSES</b>			
Gross Wages	\$193,308.00	\$197,466.06	\$203,832.89
Overtime Wages--District Operations	\$500.00	\$0.00	\$250.00
Overtime Wages--Warehouse	\$4,000.00	\$2,045.34	\$3,500.00
Fica (Employer Match)	\$12,265.00	\$12,023.41	\$12,916.50

NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT  
PROPOSED BUDGET  
2004

BUDGET ITEM	2003 BUDGET	2003 ACTUAL	2004 PROPOSED
Medi (Employer Match)	\$2,870.00	\$2,811.88	\$3,020.78
State Unemployment Insurance	\$2,700.00	\$2,814.92	\$2,500.00
VMERS (Retirement)	\$7,913.00	\$7,347.99	\$8,333.22
Workman's Compensation Insurance	\$9,330.00	\$9,177.00	\$9,330.00
Health Insurance/Flex Spending	\$52,000.00	\$42,356.98	\$48,000.00
Mileage Reimbursement	\$2,500.00	\$3,527.40	\$3,500.00
Training	\$1,200.00	\$785.00	\$1,000.00
Travel	\$300.00		\$300.00
<b>TOTAL PERSONNEL</b>	<b>\$288,886.00</b>	<b>\$280,355.98</b>	<b>\$296,483.39</b>
<b>PROGRAMS EXPENSES</b>			
Advertising	\$3,500.00	\$5,495.29	\$4,500.00
Permits & Fees	\$100.00	\$357.00	\$300.00
Supplies & Postage	\$1,000.00	\$1,124.35	\$1,000.00
Composting	\$2,000.00	\$783.73	\$2,500.00
Composter/Bin	\$0.00	\$1,180.00	\$1,200.00
Education Outreach	\$5,000.00	\$5,243.07	\$6,000.00
Electronics Recycling	\$4,000.00	\$5,054.88	\$5,000.00
Hauler Rebates	\$10,000.00	\$18,852.47	\$15,000.00
Hazmat Disposal	\$17,500.00	\$19,714.83	\$19,000.00
Hazmat Operations	\$1,750.00	\$3,059.61	\$2,500.00
Special Collections	\$1,200.00	\$866.19	\$1,200.00
Tire Disposal	\$7,000.00	\$9,442.75	\$8,000.00
<b>TOTAL PROGRAMS</b>	<b>\$53,050.00</b>	<b>\$71,174.17</b>	<b>\$66,200.00</b>
<b>SUB-TOTAL</b>	<b>\$414,446.00</b>	<b>\$430,769.99</b>	<b>\$433,233.39</b>
<b>DEBT REDUCTION PAYMENTS</b>			
Interest	\$2,244.42	\$1,314.11	\$633.33
Principal	\$44,785.58	\$45,715.57	\$30,741.67
<b>TOTAL DEBT REDUCTION</b>	<b>\$47,030.00</b>	<b>\$47,029.68</b>	<b>\$31,375.00</b>
<b>TOTAL NEK EXPENSES</b>	<b>\$461,476.00</b>	<b>\$477,799.67</b>	<b>\$464,608.39</b>
<b>NEKWMD REVENUES</b>			
Grants--St of VT	\$17,326.00	\$28,057.53	\$16,000.00
Hauling--Recycling Pick-ups	\$35,000.00	\$39,521.86	\$36,300.00
Hazardous Waste (CEG Fees)	\$1,000.00	\$3,322.68	\$2,000.00
Interest Income	\$500.00	\$299.09	\$250.00
Miscellaneous Income	\$1,000.00	\$838.55	\$500.00
Processing Fees	\$24,000.00	\$24,825.24	\$24,000.00
Program Sales--Composter/Bins	\$0.00	\$1,310.00	\$0.00
Programs- Oil Filter Program	\$650.00	\$600.00	\$650.00
Sale of Recyclables	\$89,500.00	\$98,879.57	\$93,133.39
Electronics Recycling	\$3,000.00	\$3,618.61	\$3,000.00
Scrap Metal & Batteries & CFC Fees & Tires	\$10,000.00	\$13,093.00	\$10,000.00
Insurance Refund		\$1,902.00	
Surcharge--Waste Haulers	\$279,500.00	\$307,100.01	\$278,775.00
<b>TOTAL NEK REVENUES</b>	<b>\$461,476.00</b>	<b>\$523,368.14</b>	<b>\$464,608.39</b>

### **Report to the Voters of Brunswick**

True to our mission, Northeastern Vermont Development Association (NVDA) worked hard during the past year to meet the economic development and planning needs of the region's municipalities and businesses. 2003 was our 53<sup>rd</sup> year of dedicated service to the people of the Northeast Kingdom.

Many of our projects were regional in nature and therefore benefited every single community in this region. A good example of this is the unmet transportation needs survey, which gauged the gap between the availability of and the need for transportation services in the Northeast Kingdom.

We also continued to provide essential technical services to town and city officials. This work included conducting transportation studies and traffic counts (including counts in Brunswick); preparing, reviewing and commenting on municipal planning documents; certifying Municipal Plans; interpreting and explaining planning law to planning and zoning officials; and preparing GIS maps. NVDA also continued to offer reliable and knowledgeable grant writing and grant administration services to a number of towns. NVDA has provided the Town of Brunswick with technical assistance with zoning issues, zoning appeals, and board of adjustment procedures.

On the economic development front, the Charles E. Carter Business Resource Center in NVDA's St. Johnsbury-Lyndon Industrial Park was near completion at the end of the past year. The Business Resource Center provides warehousing and manufacturing space, as well as a technical & industrial training facility.

As in the past, in 2003 we continued to work closely with the Small Business Development Center to create and retain jobs throughout the Northeast Kingdom. To cite a few examples: We assisted Easton Hockey /EHM Production in Newport with a tax credit application, which will result in 60 jobs within a few years; we helped WT Solutions in St. Johnsbury to purchase industrial sewing equipment and to find a facility, thereby creating 50+ jobs; and we helped Chebe, a bread manufacturer in Orleans to locate a production facility. NVDA also continues to work with Ethan Allen on the company's long-term needs.

Companies that NVDA assisted in the recent past include MSA Gallet in Newport, which continues to grow and receive contracts for its high quality helmets from the US Army; and Bogner of America, also located in Newport, which has diversified from being solely a garment manufacturer to a warehouse and distribution center for some large clothing companies.

Four business loans were approved from our revolving loan funds in 2003. NVDA also added a technical assistance grant program in order to help small businesses with a variety of projects. We approved twelve grants for small businesses in eight communities. Projects included marketing plans, patent applications, Act 250 application assistance and an architectural design.

We look forward to continue serving you in 2004, and we appreciate your much needed support.

Sincerely,  
Steve Patterson, Executive Director



## ANNUAL REPORT 2003 CONNECTICUT RIVER JOINT COMMISSIONS

This year the Connecticut River Joint Commissions have looked at issues as wide-ranging as the status of municipal wastewater treatment plants in the watershed to the hazards of development on the varved clays left by glacial Lake Hitchcock. Appointed by the legislatures of New Hampshire and Vermont to guide growth and development in the watershed, the CRJC are advisory and have no regulatory powers, preferring instead to ensure greater public involvement in decisions that affect the river and its valley.

With the support of the four US Senators from NH and VT, the Commissions were able to provide \$85,000 in Partnership Program grants for locally-inspired projects, including grants for restoration of the Brunswick Town House, a bi-state Milk Marketing Study Group, restoration of an eroded streambank and riparian buffer on a Canaan farm on Leach Creek, and a North Country/Northeast Kingdom extension of the Connecticut River Birding Trail.

In 2003, the Commissions completed a major riverbank restoration demonstration project at the Fort at No. 4 in Charlestown, which protected both a key Contact Period archeological site at the fort and a population of federally endangered mussels just offshore. We continue to work to bring the attention of federal and state agencies to *the Connecticut River Corridor Management Plan*, to give local people new influence in the decisions of their government when it comes to their river. Our five local river subcommittees are an active voice for river issues in their regions.

CRJC supports efforts to safeguard natural, agricultural, and historic assets of the valley, and are working with businesses and the states to strengthen the local base for tourism through visitor centers in ten "waypoint communities" along the Connecticut River Byway. This year we worked to provide signage for each of them, and provided staff and coordination for the Byway effort. Visit the Byway at [www.ctrivertravel.net](http://www.ctrivertravel.net). We welcome the public to our meetings on the last Monday of each month. Visit our web site at [www.crjc.org](http://www.crjc.org) for a calendar of meetings, useful information and links, and our newsletter, *River Valley News*.

***Brendan Whittaker, Connecticut River Commissioner***



ANNUAL REPORT - 2003  
**Headwaters Subcommittee**  
 Connecticut River Joint Commissions

This year the Headwaters Subcommittee began to update our *Connecticut River Corridor Management Plan* with a close look at water quality and water-related issues in our region, particularly the need for more complete information on the safety of the river for swimming, fishing, and boating.

The towns of Canaan and Maidstone have sent new representatives to the Subcommittee, bringing new ideas and interests to ensure that discussions continue to be well-balanced. There is currently a vacancy in Brunswick's membership. Citizens interested in representing the town are invited to contact the selectmen.

The Subcommittee has continued to carry out our legal obligation to provide information and assistance to the states, towns, and local landowners on projects near the river. We have advised Vermont on the long range management plan for Lyman Falls State Park, advised the State of New Hampshire on the importance of keeping river flow gages in service to help with river and fisheries management, assisted a Lemington landowner with plans for riverbank restoration, and worked with both states on the project to restore and reopen the Stratford-Maidstone Bridge.

We have encouraged all towns in our region to review our current *Connecticut River Corridor Management Plan*, and to incorporate its recommendations as they update town plans and revise their zoning ordinances, particularly for shoreland protection. The heavy rains of last summer demonstrated the critical importance of giving rivers and streams enough room.

The Headwaters Subcommittee is advisory and has no regulatory authority. The public is welcome to participate in our meetings, on the second Thursday evening of every other month, at the Columbia Town Hall. More information, including a calendar, advice on bank erosion and obtaining permits for work in or near the river, and a summary of the *Connecticut River Corridor Management Plan*, is on the web at [www.crjc.org/localaction.htm](http://www.crjc.org/localaction.htm).

AMOS C. COLBY  
Sheriff



91 Court House Drive  
Guildhall, VT 05905  
Tel.: (802) 676-3500  
Fax: (802) 676-3400

STATE OF VERMONT

ESSEX COUNTY SHERIFF'S DEPARTMENT

January 8, 2004

Dear Select board Town of Brunswick,

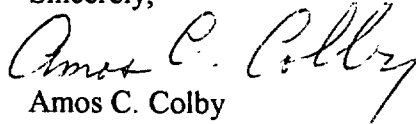
The Essex County Sheriff's Department was awarded a three year grant for a full time newly hired officer, from the U. S. Department of Justice. The grant pays for 50% of a salary only, and does not pay for vehicles or other expenses. It also asks that he or she be employed for at least one full year after the grant expires.

As of yesterday, I now have a person who has passed both the physical test and written examination and has been accepted in the Vermont Police Academy for the required sixteen weeks of training. The school begins in February.

Now that I have a person who has been accepted, I would like to ask the towns for support in helping provide the necessary funds for this full time deputy. I would like to think that \$25,000.00 per year would cover the additional expenses.

I would request a meeting with the selectboard of each town to discuss funding possibilities.

Sincerely,

  
Amos C. Colby  
Sheriff