

CHARLOTTE



ANNUAL TOWN REPORT TOWN OF CHARLOTTE

JULY 1, 2020 - JUNE 30, 2021

FOR
TOWN MEETING
MARCH 1, 2022

PLEASE NOTE:

Due to the coronavirus pandemic, Town Meeting will be conducted entirely by Australian ballot this year at the Town Hall/Town Office. Early voting is available and encouraged. Contact the Town Clerk's Office to obtain a ballot.

CHARLOTTE STATISTICS & INFORMATION

Chartered	June 24, 1762
Population (2020 Census)	3,912
Registered Voters (December 31, 2021)	3,313
Voted in Last General Election (November 3, 2020)	2,917
Town Plan, most recent amendment	November 5, 2019
Land Use Regulations, most recent amendment	March 2, 2021
Class 2 Highways	31.79 miles
Class 3 Highways	42.45 miles
Class 4 Highways	.20 miles
Legal Trails	.46 miles

TOWN REPORT PHOTOS

Front cover: Coyote in Charlotte—photo from Charlotte Conservation Commission's trail-cam

Dedication: Photos provided by Tai Dinnan

Page 3: Nordic Nite Out—photo by Lee Krohn

Page 44: Walnut Tree on Converse Bay Road—photo by Meg Berlin

Page 50: Junior's crew, moving snow on Ferry Road—photo by Rik Carlson

Page 52: Concert on the Green—photo by Meg Berlin

Page 53: Senior Center Lunch Crew—photo by Lori York

Page 57: Zoning Board of Adjustment on a site visit—photo by property owner

Page 59: Year-round pickle ball at the Beach—photo by Ashley Paulson

Page 64: Road Commissioner Hugh Lewis, Jr. installing an EV sign—photo by Rebecca Foster

Page 65: Bobcat in Charlotte—photo from Charlotte Conservation Commission's trail-cam

Page 157: Majestic tree in winter—photo by Meg Berlin

Page 158: Quinlan Schoolhouse at Halloween—photo by Jenny Cole

Index: Converse Bay—photo Meg Berlin

Back cover: Diehard pickle-ballers at the Town Beach courts—photo by Ashley Paulson

**THE 2021 TOWN REPORT IS DEDICATED TO
MARTY ILLICK AND TERRY DINNAN**



**CHARLOTTE RESIDENTS FOR MORE THAN FORTY YEARS,
MARTY AND TERRY CONTRIBUTED TO OUR COMMUNITY
IN SO MANY WAYS**

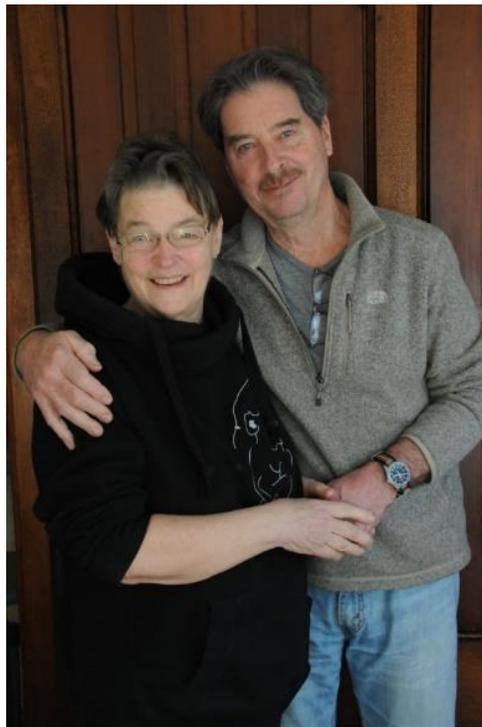


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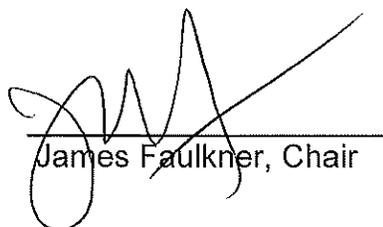
**WARNING
TOWN OF CHARLOTTE
ANNUAL TOWN MEETING
2022**

The legal voters of the Town of Charlotte are hereby notified and warned to meet at the Charlotte Town Hall & Town Office, 159 Ferry Road in said Town, on Tuesday, March 1, 2022 to vote on the following articles by Australian ballot to begin at seven o'clock in the forenoon and to close at seven o'clock in the afternoon.

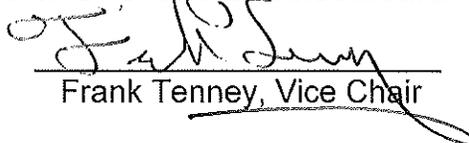
BY AUSTRALIAN BALLOT

- Article 1:** Will the voters of the Town vote, pursuant to 32 V.S.A. § 4773, to have Property Taxes payable on or before November 15, 2022 and to have payments made to the Town Treasurer as receiver of taxes?
- Article 2:** Will the Town vote pursuant to 32 VSA § 3840 to exempt property owned by Charlotte Volunteer Fire & Rescue Services, Inc. from education and municipal property taxes for a period of five years commencing with fiscal year 2022-23?
- Article 3:** Will the voters of the Town approve the Selectboard's budget of \$2,616,067 for the fiscal year July 1, 2022 to June 30, 2023 of which an anticipated sum of \$1,104,610 will be raised by property taxes and an anticipated sum of \$1,511,457 will be raised by non-tax revenues?
- Article 4:** Will the voters of the Town approve an allocation of \$890,526 to Charlotte Volunteer Fire and Rescue Services, Inc. for the fiscal year July 1, 2022 to June 30, 2023, to be raised by property taxes?
- Article 5:** Will the voters of the Town approve an allocation to the Charlotte Library for the fiscal year July 1, 2022 to June 30, 2023 of \$283,515, to be raised by property taxes?
- Article 6:** Will the voters of the Town approve raising a sum of \$50,000 by property taxes for the fiscal year July 1, 2022 to June 30, 2023 for the purpose of funding a feasibility study for the Charlotte Community Center project?
- Article 7:** To elect Town Officers.

Dated this 18th day of January, 2022 at Charlotte, Vermont.


James Faulkner, Chair

Town of Charlotte Selectboard


Frank Tenney, Vice Chair


Matthew Krasnow

Louise McCarren
Louise McCarren

Lewis Mudge
Lewis Mudge

Received for record this 18th day of January, 2022

Mary A Mead Mary A. Mead, Town Clerk

NOTICE TO VOTERS

For Local Elections

BEFORE ELECTION DAY:

CHECKLIST POSTED at Clerks Office by January 31, 2022. If your name is not on the checklist, then you must register to vote. **SAMPLE BALLOTS** will be posted by February 9, 2022.

HOW TO REGISTER TO VOTE: There is no deadline to register to vote. You will be able to register to vote on the day of the election. You can register prior by visiting the town clerk's office or going online to olvr.sec.state.vt.us.

REQUEST EARLY or ABSENTEE BALLOTS: You or a family member can request early or absentee ballots at any time during the year of the election in person, in writing, by telephone, email, or online at mvp.sec.state.vt.us. The latest you can request ballots for the Town Meeting Election is the close of the Town Clerk's office on February 28, 2022. (Any other person authorized by you who is not a family member must apply in writing or in person for a ballot for you.)

WAYS TO VOTE YOUR EARLY BALLOT:

- You may vote in the town clerk's office before the deadline.
- Voter may take his or her ballot(s) out of the clerk's office and return in same manner as if the ballots were received by mail.
- Have ballot mailed to you, and mail or deliver it back to the clerk's office before Election Day or to the polling place before 7:00 p.m. on Election Day.
- If you are sick or disabled before Election Day, ask the town clerk to have two justices of the peace bring a ballot to you at your home. (Ballots can be delivered on any of the eight days preceding the day of the election or on the day of election.)

ON ELECTION DAY:

If your name was dropped from the checklist in error, or has not been added even though you submitted a timely application for addition to the checklist, you can fill out a new registration form.

- ! If the clerk or Board of Civil Authority does not add your name, you can appeal the decision to a superior court judge, who will settle the matter on Election Day. Call the Secretary of State's Office at 1-800-439-VOTE (439-8683) for more information.

If you are a first time voter who submitted your application to the checklist individually by mail and did not submit the required document, you must provide a current and valid photo identification, or a bank statement, utility bill, or government document that contains your name/current address.

If you have physical disabilities, are visually impaired or can't read, you may have assistance from any person of your choice. If any voters you know have disabilities let them know they can have assistance from any person of their choice.

If you know voters who cannot get from the car into the polling place let them know that ballot(s) may be brought to their car by two election officials.

NOTICE TO VOTERS

Continued

If you have any questions or need assistance while voting, ask your town clerk or any election official for help.

NO PERSON SHALL:

- ! Vote more than once per election, either in the same town or in different towns.
- ! Mislead the board of civil authority about your own or another person's true residency or other eligibility to vote.
- ! Hinder or impede a voter going into or from the polling place.
- ! Socialize in a manner that could disturb other voters in the polling place.
- ! Offer bribe, threaten or exercise undue influence to dictate or control the vote of another person.

FOR HELP OR INFORMATION: Call the Secretary of State's Office at 1-800-439-VOTE (439-8683). (Accessible by TDD)

If you believe that any of your voting rights have been violated, you may file an Administrative Complaint with the Secretary of State's Office, 128 State Street, Montpelier, VT 05633.

If you believe you have witnessed efforts to commit any kind of fraud or corruption in the voting process, you may report this to your local United States Attorney's Office.

If you have witnessed actual or attempted acts of discrimination or intimidation in the voting process, you may report this to the Civil Rights Division of the United States Department of Justice at (800) 253-3931.

INSTRUCTIONS FOR VOTERS using Paper Ballots

CHECK-IN AND RECEIVE BALLOTS:

- Go to the entrance checklist table.
- Give name and, if asked, street address to the election official in a loud voice.
- Wait until your name is repeated and checked off by the official.
- An election official will give you a ballot.
- Enter within the guardrail and go to a vacant voting booth.

MARK YOUR BALLOT: For each office listed on the ballot, you will see instructions to "Vote for not more than one, or Vote for not more than two, etc."

- To vote for a candidate, fill in the oval to the right of the name of the candidate you want to vote for.
- WRITE-IN candidate(s). To vote for someone whose name is not printed on the ballot, use the blank "write-in" lines on the ballot and either write-in the name or paste on sticker, then fill in the oval.

CHECK OUT:

- Go to the exit checklist table and state your name in an audible voice.
- Wait until your name is repeated and checked off by the official.

CAST YOUR VOTE by depositing your voted ballot in "Voted Ballots" box.

LEAVE the voting area immediately by passing outside the guardrail.

**NOTICE FOR
PUBLIC INFORMATIONAL HEARING
FOR AUSTRALIAN BALLOT ARTICLES
TO BE VOTED AT THE ANNUAL MEETING
TOWN OF CHARLOTTE**

The Selectboard of the Town of Charlotte hereby gives notice that, in accordance with 17 V.S.A. §2680(g), a public informational hearing will be held on Saturday, February 26, 2022 beginning at 9:00 a.m. to discuss and hear questions regarding the articles to be voted by Australian ballot at Town Meeting, 2022. Town officials will be present during the public informational hearing to answer questions regarding the articles.

Please note: Due to the coronavirus pandemic, the hearing will be held by electronic means (Zoom), and public can participate online and by phone only via the link and information below. The link and information will also be posted on the Town's website: www.charlottevt.org.

If you wish to make a comment or ask a question regarding one of the Australian ballot articles but do not have the ability to join the hearing by computer, phone or a device, please email your comment or question at least one hour in advance to Dean Bloch, Town Administrator, at: dean@townofcharlotte.com.

Please contact Dean Bloch, Town Administrator (425-3071 ext. 5; dean@townofcharlotte.com), with any comments, questions or suggestions regarding the accessibility of this meeting.

Link to join meeting online (via Zoom):

<https://us02web.zoom.us/j/83161778546?pwd=dll4MlJxdEl3Z1FRbmtGVFNcCdnk1UT09>

Join by phone at this number: 1-929-205-6099

Meeting ID: 831 6177 8546

Passcode: 794802

One tap mobile: +19292056099,,83161778546#,,, *794802#

Please see information for participating in Selectboard meeting by clicking here:

<https://is.gd/7oPSt6>

The following articles are to be voted by Australian ballot at Town Meeting, 2022:

Article 1: Will the voters of the Town vote, pursuant to 32 V.S.A. § 4773, to have Property Taxes payable on or before November 15, 2022 and to have payments made to the Town Treasurer as receiver of taxes?

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Article 7: To elect Town Officers.

NAMES TO APPEAR ON THE BALLOT

MARCH 1, 2022

AUDITOR (3 YRS)	RICHARD E. MINTZER
AUDITOR (1 OF 3 YRS)	VACANT
CEMETERY COMMISSIONER (3 YRS)	VACANT
CEMETERY COMMISSIONER (1 OF 3 YRS)	VACANT
DELINQUENT TAX COLLECTOR (1 YR)	MARY A. MEAD
LIBRARY TRUSTEE (5 YRS)	JANICE HEILMANN
ROAD COMMISSIONER (1 YR)	HUGH LEWIS JR.
SELECTBOARD (2 YRS)	LOUISE MCCARREN
SELECTBOARD (3 YRS)	JAMES M. FAULKNER
TOWN MODERATOR (1 YR)	CHARLIE RUSSELL
TRUSTEE OF PUBLIC FUNDS (3 YRS)	VACANT
TRUSTEE OF PUBLIC FUNDS (1 OF 3 YRS)	MATTHEW KRASNOW

Town of Charlotte Budget
REVENUES

Account Descriptions	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
				As of 1/12/22		
Municipal Tax Revenue	2,048,349	1,886,113	1,982,360	3,507,416	1,104,610	(877,750)
Retained Education Tax	29,500	30,831	30,800	30,914	30,800	-
						-
Delinquent Tax Interest	10,000	13,689	15,000	9,433	15,000	-
Delinquent Tax Penalty	18,000	12,480	15,000	16,386	15,000	-
Del. Tax Income	-	-	-	42,848	-	-
Del. Tax Legal	-	-	-	-	-	-
Total Int. & Penalty	28,000	26,169	30,000	68,667	30,000	-
						-
Thompson's Pt. Rent	844,000	860,627	883,000	12,750	855,000	(28,000)
T.Point Delinqt. Rent	-	-	-	-	-	-
						-
Current Use	70,304	70,304	69,107	69,080	71,372	2,265
Pilot Payment	11,912	11,956	11,912	12,031	12,000	88
Land Use Change Tax	-	6,041	-	3,037	-	-
Total State Payments	82,216	88,301	81,019	84,148	83,372	2,353
						-
Railroad Tax	500	612	600	-	600	-
Barber Cemetery	-	-	-	-	-	-
						-
Vault Fees	6,500	9,370	8,000	4,431	9,000	1,000
Recording Fees	60,000	95,001	70,000	41,264	70,000	-
Dog Licenses	2,200	1,956	1,200	198	1,700	500
Hunting & Fishing Lic.	25	17	25	55	25	-
Marriage Licenses	200	170	250	130	200	(50)
Green Mtn Passport	100	132	200	60	130	(70)
Miscellaneous	-	-	-	-	-	-
Total Town Clerk	69,025	106,646	79,675	46,138	81,055	1,380
						-
Board of Adjustment	6,000	6,900	5,000	2,375	7,000	2,000
Building Permits	19,000	43,540	21,000	12,865	30,000	9,000
Subdivision App.	11,000	13,200	10,000	9,600	15,000	5,000
Miscellaneous	40	49	40	-	50	10
Septic Application	14,000	15,150	12,000	5,350	15,000	3,000
Cert. Of Occupancy	3,000	3,600	4,000	1,135	4,000	-
Cert. Of Compliance	4,000	7,740	5,000	2,490	6,000	1,000
Highway Access	600	1,215	1,000	200	1,000	-
Total Plan.& Zoning	57,640	91,394	58,040	34,015	78,050	20,010
						-
Senior Center Programs	29,000	38,667	30,000	14,775	34,000	4,000
Sen.Ctr. Bldg. Rental	1,500	-	1,500	150	1,000	(500)
Senior Center Misc.	-	-	-	-	-	-
Friends of Senior Center	-	-	-	-	-	-
Total Senior Center	30,500	38,667	31,500	14,925	35,000	3,500
						-
Legal Fee Refunds	-	-	-	-	-	-
						-
Library Misc. Revenue	-	-	-	-	-	-
						-
Beach Fees	18,000	38,959	20,000	10,949	30,000	10,000
Recreation Programs	62,700	49,426	62,700	25,949	60,000	(2,700)
Total Recreation	80,700	88,385	82,700	36,898	90,000	7,300

Town of Charlotte Budget
REVENUES

Account Descriptions	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
Highways-State Aid	196,000	203,247	203,248	101,623	203,248	-
Supplemental State Aid	-	52,488	-	11,247	-	-
Highway Grant	-	11,748	-	-	-	-
CSWD Cleanup Grant	-	-	-	-	-	-
Better Roads Grant	-	-	-	-	-	-
Ahead of the Strm Grant	-	-	-	-	-	-
Municipal Roads Grant	-	-	-	-	-	-
Paving Grant	-	-	-	-	-	-
Court Fines	6,000	1,129	4,500	698	1,500	(3,000)
Reappraisal Fund Xfer	15,000	15,000	-	-	15,000	15,000
Agricultural Leases	5,227	5,554	4,852	450	4,852	-
Interest Income	15,000	3,942	1,800	1,777	1,600	(200)
Miscellaneous Inc.	500	1,087	700	488	1,000	300
VLCT Equipment Grant	-	391	-	-	-	-
Highway Fund Transfer	-	-	-	-	-	-
Energy Committee Grant	-	-	-	1,500	-	-
Wildlife Park Donations	-	750	-	-	-	-
ChargePoint Reimburs.	-	266	380	477	380	-
Conservation Calendars	-	-	600	-	-	(600)
ClearStream Donation	-	-	-	-	-	-
COVID LGER Grant	-	33,760	-	-	-	-
Revenues (Non Tax)	1,459,808	1,660,993	1,493,414	446,715	1,511,457	18,043
TOTAL REVENUES	3,508,157	3,547,106	3,475,774	3,954,131	2,616,067	(859,707)

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
				As of 1/12/22		
Selectboard:						
Salaries	9,000	7,375	9,000	3,688	9,000	-
Minute Taker	3,800	3,307	3,800	1,602	3,800	-
Town Administrator	70,637	71,462	71,552	42,862	84,776	13,224
Legal Expense	45,000	45,193	35,000	23,188	35,000	-
Human Resources Consultant	-	-	-	-	3,000	3,000
Unanticipated Expense	-	9,099	-	3,291	-	-
Town Party	-	-	-	-	-	-
Volunteer Recognition	-	-	-	-	-	-
Advertising	3,000	5,966	3,000	884	4,000	1,000
Seminars	250	265	200	103	250	50
Mileage	120	159	120	39	140	20
Membership	85	85	85	85	85	-
Selectboard Total	131,892	142,912	122,757	75,742	140,051	17,294
Town Clerk:						
Clerk/Treasurer Salary	72,093	72,935	73,029	42,862	84,776	11,747
Assistant Clerk/Treasurer	42,078	47,253	47,382	23,538	53,664	6,282
Assistant Clerk/Treasurer PT	14,040	-	-	-	-	-
Mileage	100	-	100	-	-	(100)
Telephone	2,280	2,260	2,300	1,267	2,300	-
Equipment	-	-	-	-	-	-
Seminars/Training	200	48	200	-	100	(100)
Supplies	4,100	4,708	3,900	2,653	4,200	300
Memberships	100	55	100	55	100	-
Service Contracts	7,600	7,816	7,900	6,844	8,000	100
Town Clerk Total	142,591	135,076	134,911	77,219	153,140	18,229
Treasurer:						
Supplies	800	281	800	523	800	-
Software	-	-	-	-	-	-
Audit Expense	15,000	15,280	17,000	17,510	18,000	1,000
Treasurer Total	15,800	15,561	17,800	18,033	18,800	1,000
Elections:						
Elections	4,000	844	200	26	1,000	800
Town Meeting	3,000	596	2,500	47	2,500	-
Town Report	5,000	5,037	5,500	-	5,500	-
Elections Total	12,000	6,477	8,200	73	9,000	800
Planning and Zoning						
Zoning Administrator	42,681	46,911	42,182	24,170	61,360	19,178
Town Planner	51,501	51,772	47,715	31,636	56,414	8,699
Planning & Zoning Assistant	-	-	-	11,550	35,217	35,217
Minute Taker	3,000	2,128	3,000	1,140	3,000	-
Legal	10,000	22,800	8,000	7,773	15,000	7,000
Miscellaneous	100	-	-	-	100	100
Mileage	700	256	700	201	300	(400)
Telephone	800	732	850	407	900	50
Advertising	2,000	2,267	1,800	1,261	2,500	700
Equipment	200	475	600	89	600	-
Seminars/Meetings	200	105	600	288	600	-
Computer	300	430	1,100	-	3,000	1,900
Supplies	1,000	1,409	1,000	850	1,000	-
Memberships	455	463	400	318	400	-
Engineering-Septic Review	13,000	36,039	18,000	13,424	23,000	5,000
Copier	2,800	2,755	2,800	1,204	2,800	-
Planning Consultants	2,000	4,455	2,500	-	-	(2,500)
Mapping/Training	500	200	500	-	500	-

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
Town Plan/Land Use Regs	-	-	-	-	-	-
Technical Review	-	-	-	-	-	-
P&Z Total	131,237	173,197	131,747	94,310	206,691	74,944
Constable						
Constable Salary	-	-	-	-	-	-
Halloween lights	825	708	825	-	800	(25)
Constable Total	825	708	825	-	800	(25)
Assessor						
Assessor Salary	26,026	26,099	26,175	15,189	30,388	4,213
Lister Salary	2,000	-	-	-	-	-
Lister Salary	1,000	-	-	-	-	-
Legal	-	-	-	-	-	-
Appraiser	26,400	29,480	39,000	20,799	31,200	(7,800)
On-line Lister Card Service	-	-	-	-	1,000	1,000
Mileage	50	-	-	-	-	-
Telephone	1,820	2,166	1,820	1,321	2,000	180
Advertising	200	-	-	-	300	300
Equipment	-	-	-	-	2,000	2,000
Seminars	400	-	-	-	400	400
Computer Software	225	215	225	-	300	75
Supplies	300	156	250	384	300	50
Memberships/Manual	60	-	60	-	-	(60)
MS Service Contract	550	605	600	661	600	-
Mapping Contract	3,000	3,000	5,500	1,800	4,200	(1,300)
Furniture/Equipment	-	-	-	-	1,200	1,200
Reappraisal	-	-	-	-	3,000	3,000
Assessor Total	62,031	61,722	73,630	40,154	76,888	3,258
Delinquent Taxes:						
Salary	6,800	6,800	7,200	3,600	7,800	600
Legal	-	-	-	-	-	-
Delinquent Taxes Total	6,800	6,800	7,200	3,600	7,800	600
Employee Benefits:						
Social Security	37,000	38,192	38,500	25,338	47,325	8,825
Health Insurance	175,500	175,731	166,700	93,521	175,700	9,000
Retirement	29,320	31,190	31,500	16,459	44,100	12,600
Unemployment	900	752	900	960	1,335	435
Medicare Expense	8,800	8,932	9,000	5,925	11,100	2,100
Medicare Reimbursement	5,000	5,049	5,200	4,801	-	(5,200)
EyeMed Vision	1,000	1,312	1,400	811	1,400	-
Dental Insurance	9,700	10,225	10,740	6,686	11,700	960
Employee Benefits Total	267,220	271,383	263,940	154,501	292,660	28,720
Highway:						
Miscellaneous	1,000	300	1,000	240	1,000	-
Retreatment	235,000	215,155	235,000	-	235,000	-
Winter Plow/Sand	225,000	176,786	225,000	62,437	225,000	-
Gravel Road Maintenance	200,250	177,006	200,250	57,015	200,250	-
Ditching	50,000	36,093	50,000	24,761	50,000	-
Brush/Tree Removal	75,000	83,998	75,000	13,480	75,000	-
Culverts	40,000	24,132	40,000	14,765	40,000	-
Mowing Roadsides	40,000	16,858	40,000	18,723	40,000	-
Sweeping	5,000	6,475	5,000	-	5,000	-
Cold Patch	4,000	4,390	4,000	2,143	4,000	-
Bridge/Guardrail Repair	5,000	1,123	5,000	1,425	5,000	-
Road Signs	15,000	17,944	15,000	1,215	15,000	-
Town Garage	-	1,695	-	-	-	-

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
Covered Bridge	5,000	1,930	5,000	780	5,000	-
Bike Lane Maintenance	3,000	1,125	3,000	-	3,000	-
Gravel Road Upgrade	-	-	-	-	-	-
Highway Total	903,250	765,010	903,250	196,984	903,250	-
Bridge Reconstruction						
Bridge Reconstruction	-	-	-	-	-	-
Bridge Reconstruction Total	-	-	-	-	-	-
Transfer Highway Reserve						
Transfer Highway Reserve	-	209,722	-	-	-	-
Transfer H'way Reserve Total	-	209,722	-	-	-	-
Municipal Roads Permit						
Municipal Roads Permit	1,350	1,590	1,590	-	1,590	-
Municipal Roads Permit Total	1,350	1,590	1,590	-	1,590	-
Town Lands:						
Skating Rink	-	-	500	-	-	(500)
Landfill Monitor	7,866	3,494	7,866	7,544	7,976	110
Village Mowing	5,000	4,785	4,800	2,723	4,700	(100)
Cemetery Maintenance	10,750	5,770	11,950	3,445	8,000	(3,950)
Park Security	6,000	6,078	6,800	3,662	7,300	500
Lake Field/Beach Mowing	6,785	6,151	7,000	3,143	6,900	(100)
Park Maintenance	15,000	17,497	15,300	8,646	17,500	2,200
Ballpark (Berry Farm)	11,830	10,972	12,000	5,678	12,000	-
Brush-hogging	4,915	5,480	5,380	5,572	5,600	220
School Fields and Gym	-	-	-	-	-	-
Trail Maintenance	2,800	2,620	2,400	2,115	2,700	300
Thompsons Pt Dog Waste Collect.	550	573	534	534	534	-
Ash Tree Removal	20,000	18,500	-	-	15,000	15,000
Tree Care/Treatment	-	-	1,530	665	780	(750)
Village Wastewater Sys. Maint.	2,495	903	2,495	790	1,500	(995)
Museum Maintenance	915	(244)	-	337	1,500	1,500
Water Quality Monitoring	-	-	2,700	-	2,700	-
Town Lands Total	94,906	82,580	81,255	44,854	94,690	13,435
Library:						
Library Director	59,218	59,923	61,173	40,891	-	(61,173)
Library Assistants	48,392	40,737	49,749	27,566	-	(49,749)
Youth Librarian	31,559	32,993	32,604	26,586	-	(32,604)
Technical Librarian	32,557	33,595	32,978	26,547	-	(32,978)
Custodial Services	7,800	6,075	7,800	3,330	-	(7,800)
Postage/Misc.	700	1,764	700	807	-	(700)
Telecommunication	1,500	2,497	2,100	1,235	-	(2,100)
Supplies	2,100	2,247	2,100	1,473	-	(2,100)
Professional Development	1,900	302	1,500	210	-	(1,500)
Association Dues	325	350	325	-	-	(325)
Acquisitions	10,000	12,824	10,000	6,538	-	(10,000)
Programs	2,000	1,807	2,000	336	-	(2,000)
Energy	5,100	6,667	5,000	2,266	-	(5,000)
Maintenance	4,500	3,884	4,200	4,927	-	(4,200)
Technology Resources	2,000	2,490	2,000	1,631	-	(2,000)
Computer Equipment	4,000	4,671	3,700	911	-	(3,700)
Library Total	213,651	212,826	217,929	145,255	-	(217,929)
Donations:						
Lewis Creek Association	600	600	600	600	600	-
UVM Home Health & Hospice	9,092	9,092	4,500	2,250	4,500	-

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
Age Well (fka CVAA)	1,700	1,700	1,700	-	2,000	300
GBIC	-	-	-	-	100	100
Steps to End Domestic Violence	900	900	600	600	900	300
VT Ctr for Independent Living	200	200	200	200	200	-
HOPE Works	-	-	-	-	-	-
VT Ass. for Blind & Vis. Impaired	250	250	250	-	250	-
Howard Human Services	1,000	1,000	-	-	-	-
Chittenden Food Shelf	-	-	-	-	-	-
COTS	750	750	-	-	-	-
Chitt. Unit Special Investigations	-	-	-	-	-	-
American Red Cross	1,000	1,000	-	-	1,000	1,000
VT Rural Fire Protection	100	100	-	100	100	100
Child Care Resources	-	-	-	-	250	250
Front Porch Forum	-	-	200	-	-	(200)
Charlotte News	500	500	500	500	-	(500)
Lund	-	-	-	-	-	-
VT Family Network	1,000	1,000	200	-	200	-
Vermont Adult Learning	200	200	-	-	-	-
Winooski NRC District	700	700	700	-	-	(700)
Donations Total	17,992	17,992	9,450	4,250	10,100	650
Recreation:						
Beach Attendant Wages	11,000	11,235	11,500	7,494	14,400	2,900
Beach Miscellaneous	-	77	-	-	-	-
Beach Maintenance	3,000	3,740	2,700	340	4,200	1,500
Mileage	200	254	300	-	300	-
Beach Telephone	700	853	700	460	540	(160)
Recreation Software	3,495	2,995	3,495	2,995	3,495	-
Beach Supplies	1,300	1,738	1,300	313	1,700	400
Membership/Seminars	350	585	350	-	350	-
Tennis Courts	2,100	3,625	2,000	-	2,800	800
Beach Trash	200	182	200	172	200	-
Skating Rink Maintenance	600	88	600	608	2,010	1,410
Beach Electricity	300	276	300	149	300	-
Skating Rink Electricity	600	465	600	156	550	(50)
Docks - In and Out	4,000	2,108	4,000	619	4,000	-
Rec. Director/Beach Manager	38,782	39,246	40,154	23,848	47,389	7,235
Rec. Program Expense	49,114	42,673	49,000	17,433	45,000	(4,000)
Site Plan-Beach Improvement	-	1,700	-	-	800	800
Beach Water Testing	450	415	780	600	750	(30)
CCS Facility Usage Fees	7,425	-	7,425	-	-	(7,425)
Recreation Total	123,616	112,253	125,404	55,187	128,784	3,380
Conservation:						
Operating Expense	-	-	-	-	-	-
Water Quality Monitoring	2,700	2,700	-	-	-	-
Mapping	-	-	-	-	-	-
Charlotte Invasives	1,000	983	1,500	1,500	1,500	-
Green-Up Day	300	126	100	32	100	-
Wildlife Data/Equipment	450	-	-	-	-	-
Membership/Dues	50	50	50	-	50	-
Education and Outreach	-	200	-	-	-	-
Wildlife Road Crossing Signs	-	-	-	-	-	-
Conservation Total	4,500	4,058	1,650	1,532	1,650	-
Town Hall:						
Maintenance	7,000	7,810	7,000	3,355	8,000	1,000
Custodial Services	8,500	8,477	8,800	5,113	9,075	275
Postage	5,500	4,938	5,500	2,403	5,500	-

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
Equipment	1,500	6,007	1,300	2,031	5,000	3,700
Supplies	2,500	1,883	2,500	786	2,200	(300)
Trash Removal-Town Hall	1,700	1,614	1,700	826	1,700	-
Utilities	4,500	4,832	4,700	2,728	5,500	800
Fuel Oil	4,400	2,780	3,800	1,168	3,500	(300)
Computer Service	15,000	15,338	16,000	7,552	18,000	2,000
Town Hall Total	50,600	53,679	51,300	25,962	58,475	7,175
Senior Center:						
Maintenance	16,000	7,455	12,000	7,277	10,000	(2,000)
Snow-plowing	2,000	1,825	1,800	-	1,800	-
Custodial Sevices	9,400	4,500	9,400	3,630	9,400	-
Miscellaneous	100	447	200	150	200	-
Postage	850	1,045	800	242	1,200	400
Telecommunications	2,200	1,987	2,400	1,425	2,400	-
Supplies	2,100	824	2,100	713	2,100	-
Trash	1,900	1,366	1,900	819	1,900	-
Energy	7,000	5,171	7,000	3,180	7,000	-
Director	43,701	44,489	45,261	46,822	47,224	1,963
Volunteer Coordinator	12,449	1,907	11,536	5,184	11,536	-
Program Expenses	29,000	40,494	30,000	15,110	34,000	4,000
Senior Center Total	126,700	111,510	124,397	84,553	128,760	4,363
Miscellaneous:						
Insurance	39,000	39,474	39,000	9,062	40,000	1,000
Flea Market Electricity	350	(62)	180	(33)	50	(130)
Street Light Electricity	1,600	1,742	1,750	874	1,800	50
Museum Electricity	400	290	400	164	400	-
Canine Control Officer	3,000	3,000	3,000	1,608	3,000	-
Dogs - Miscellaneous	900	573	900	1,400	900	-
Miscellaneous	-	(18)	-	(27)	-	-
Trails Committee	1,500	1,516	1,500	1,855	1,500	-
Traffic Enforcement	25,000	17,397	22,000	18,951	20,000	(2,000)
Charlotte Land Trust	5,000	5,000	5,000	-	5,000	-
Energy Committee	4,720	4,711	3,250	428	4,720	1,470
Tree Warden	1,500	1,122	1,500	-	1,215	(285)
Miscellaneous Total	82,970	74,743	78,480	34,281	78,585	105
Government Tax/Dues						
VLCT Dues	5,753	5,753	5,753	5,753	6,038	285
CCRPC	10,537	10,537	10,374	10,374	10,217	(157)
County Tax	41,687	40,091	41,500	20,046	42,566	1,066
Chitt. Unit Special Investigations	7,131	7,131	7,092	-	5,728	(1,364)
Gov. Tax/Dues Total	65,108	63,512	64,719	36,173	64,549	(170)
Debt Service-Library Bond	44,400	44,400	43,994	37,099	43,580	(415)
Transfers to Other Funds						
Cemetery Commission Checking	-	-	-	-	-	-
Tree Fund	-	-	20,000	20,000	-	(20,000)
Conservation Comm. Checking	-	-	600	600	-	(600)
Recreation Reserve Fund	30,000	30,000	30,000	30,000	15,000	(15,000)
Highway Capital Reserve Fund	30,000	30,000	-	-	-	-
Records Restoration Fund	-	-	-	-	-	-
Reappraisal Reserve Fund	-	-	25,000	25,000	-	(25,000)
Conservation Reserve Fund	-	-	25,000	25,000	25,000	-
Fire & Rescue Cap. Reserve Fund	95,000	95,000	95,000	95,000	110,000	15,000
Improvement/Repair Res. Fund	46,500	46,500	33,550	33,550	46,225	12,675
Trails Reserve Fund	5,000	5,000	-	62,000	-	-
Total Transfers	206,500	206,500	229,150	291,150	196,225	(32,925)

Town of Charlotte Budget
EXPENSES

Account Description	Apprvd 20-21	Actual 20-21	Apprvd 21-22	YTD 21-22	Budget 22-23	Change
CVFRS Appropriation	745,218	683,117	782,196	456,281	-	(782,196)
Prior Year Deficit	-	-	-	-	-	-
Tax Appeal Adjustments	-	-	-	-	-	-
EXPENSE TOTAL	3,451,157	3,457,328	3,475,774	1,877,192	2,616,067	(859,707)
Revenues (Non Tax)	1,459,808	1,660,993	1,493,414	446,715	1,511,457	18,043
Revenues minus Expenses	(1,991,349)	(1,796,335)	(1,982,360)	1,430,477	(1,104,610)	877,750
Grandlist	9,302,623	9,321,156	9,333,883	9,362,051	9,408,460	74,577
Tax Rate for Budget	\$0.2141	\$0.2136	\$0.2124	\$0.2117	\$0.1174	(0.0950)
Additional Articles						
Article 4 - CVFRS Allocation	-	-	-	-	890,526	890,526
Article 5 - Library	-	-	-	-	283,515	283,515
Article 6 - Comm. Ctr. Feasibility	-	-	-	-	50,000	50,000
Trails Reserve Fund	57,000	57,000	62,000	-	-	(62,000)
Dollars to Raise w/ Articles	(2,048,349)	(2,048,349)	(2,044,360)	(2,044,360)	(2,328,651)	(284,291)
Tax Rate with Articles	\$0.2202	\$0.2198	\$0.2190	\$0.2184	\$0.2475	0.0285
Surplus Applied	-	174,000	-	157,000	-	-
Dollars to Raise w/ Surplus	(2,048,349)	(1,874,349)	(2,044,360)	(1,887,360)	(2,328,651)	(284,291)
Tax Rate with surplus applied	\$0.2202	\$0.2011	\$0.2190	\$0.2016	\$0.2475	0.0285

Improvement and Repair Fund - Allocations

FY23

Current Balance - January 3, 2022

\$99,775

	<u>Past Allocations</u>	<u>Cost Estimate</u>	<u>Proposed FY23 Allocation</u>	<u>Total Accumulated With FY23</u>
Town Hall - replace roof	\$78,500	\$100,000	\$20,000	\$98,500
Town Hall roof insulation	\$1,275	\$2,500	\$1,225	\$2,500
Senior Center - replace roof	\$15,000	\$80,000	\$20,000	\$35,000
Senior Center - replace air conditioning unit	\$0	\$12,000	\$0	\$0
Museum - storm windows	\$5,000	\$10,000	\$5,000	\$10,000
	<hr/>		<hr/>	
Currently Allocated	\$99,775			
Unallocated Balance	\$0			
Total for FY23 Budget			\$46,225	

**ESTIMATED FY 2022-2023 TAX RATE
MUNICIPAL & EDUCATION**

MUNICIPAL GRANDLIST FY21 (est.)	9,408,460	<u>Estimated Tax Rates</u>	
TOWN BUDGET (proposed)			
General Fund	1,712,817		
Less Revenue (Non Tax)	(1,308,209)		
Net General Fund		404,608	0.0430
Highway Budget	903,250		
Less Highway Revenue	(203,248)		
Net Highway Budget		700,002	0.0744
TOTAL DOLLARS TO RAISE FOR TOWN BUDGET		1,104,610	0.1174
Article 4: CVFRS Allocation		890,526	0.0947
Article 5: Library		283,515	0.0301
Article 6: Community Center Feasibility Study		50,000	0.0053
TOTAL DOLLARS TO RAISE: BUDGET & ARTICLES		2,328,651	0.2475
LOCAL AGREEMENT TAX RATE			
Charlotte Grange	153,000		
EDUCATION TAXES TO RAISE	$\$153,000/100 \times \$1.551 =$	2,373.03	
Homestead Veterans Exemptions (5)	150,000		
EDUCATION TAXES TO RAISE	$\$150,000/100 \times \$1.49 =$	2,235.00	
TOTAL EDUCATION TAXES TO RAISE-LOCAL AGREEMENT		4,608.03	0.0005
TOTAL MUNICIPAL TAX RATE WITH ALL ARTICLES:			0.2480
STATE EDUCATION TAX RATES			
Estimated Homestead Education Tax Rate		1.4900	
Estimated Non-Residential Tax Rate		1.5510	
TOTAL HOMESTEAD TAX RATE (EDUCATION & MUNICIPAL)			\$1.7380
TOTAL NON-RESIDENTIAL TAX RATE (EDUCATION & MUNICIPAL)			\$1.7990

2021-2022 total tax rates are 1.7430 (Homestead) and 1.8991 (Non-Residential)
Estimated education tax rates were provided by Champlain Valley School District

**APPROVED FY 2021-2022 TAX RATE
MUNICIPAL & EDUCATION**

MUNICIPAL GRANDLIST - 2020	9,362,051	Tax Rate
TOWN BUDGET (approved)		
General Fund Expenses	2,572,524	
Less Revenue (Non Tax)	(1,290,166)	
Net General Fund		1,282,358
Highway Expenses	903,250	
Less Highway Revenue	(203,248)	
Net Highway Budget		700,002
Total Budgeted Expenses as approved		3,475,774
DOLLARS TO RAISE FOR TOWN BUDGET		1,982,360
Article 4 - Trails	62,000	
DOLLARS TO RAISE: BUDGET & ARTICLES		2,044,360
FY21 Surplus	(157,000)	
TOTAL DOLLARS TO RAISE		1,887,360

LOCAL AGREEMENT TAX RATE

Charlotte Grange	153,000	
EDUCATION TAXES TO RAISE	$\$153,000 \times \$1.6970/100 =$	2,596.41
Homestead Veterans Exemptions (5)	150,000	
EDUCATION TAXES TO RAISE	$\$150,000 \times \$1.5409/100 =$	2,311.35
TOTAL EDUCATION TAXES TO RAISE-LOCAL AGREEMENT		4,907.76

TOTAL MUNICIPAL TAX RATE **0.2021**

STATE EDUCATION TAX RATES

Homestead Education Tax Rate	1.5409
Non-Residential Tax Rate	1.6970

TOTAL HOMESTEAD TAX RATE (EDUCATION & MUNICIPAL) **\$1.7430**

TOTAL NON-RESIDENTIAL TAX RATE (EDUCATION & MUNICIPAL) **\$1.8991**

2020-2021 total tax rates were 1.7351 (Homestead) and 1.9024 (Non-Residential)

TAX RATE HISTORY

YEAR	TAX RATES				GRANDLIST	TAXES ASSESSED
	CCS	CVU	TOWN	TOTAL		
02-03	1.14	0.93	0.25	2.32	3,919,071	9,091,709
03-04	1.28	1.06	0.25	2.59	3,999,585	10,358,925
04-05	1.3824 R		0.20	1.5824	6,292,433	9,822,676
	1.3019 NR		0.20	1.5019		
05-06	1.5493 R		0.2237	1.7730	6,407,783	11,131,251
	1.4181 NR		0.2237	1.6418		
06-07	1.5876 R		0.2279	1.8155	6,546,136	11,733,437
	1.4885 NR		0.2279	1.7164		
07-08	1.5755 R		0.2112	1.7862	6,747,218	12,005,363
	1.5390 NR		0.2112	1.7502		
08-09	1.2535 R		0.1885	1.4398	9,123,865	13,134,548
	1.2489 NR		0.1885	1.4352		
09-10	1.3124 R		0.1592	1.4716	9,279,330	13,738,935
	1.3386 NR		0.1592	1.4978		
10-11	1.3436 R		0.1820	1.5256	9,263,019	14,197,942
	1.3468 NR		0.1820	1.5288		
11-12	1.3707 R		0.1663	1.5164	9,322,678	14,198,919
	1.3501 NR		0.1663	1.5370		
12-13	13691 R		0.1121	1.4812	9,413,013	13,932,250
	1.3613 NR		0.1121	1.4732		
13-14	1.460 R		0.1670	1.6270	9,426,058	15,188,915
	1405 NR		0.1670	1.5720		
14-15	1.5161 R		0.1590	1.6751	9,504,758	15,670,875
	1.4375 NR		0.1590	1.5965		
15-16	1.5145 R		0.1439	1.6584	9,560,151	15,676,994
	1.4609 NR		0.1439	1.6048		
16-17	1.6272 R		0.1767	1.8039	9,198,349	16,329,503
	1.5655 NR		0.1767	1.7422		
17-18	1.4301 R		0.1719	1.6020	9,209,894	15,097,733
	1.5505 NR		0.1719	1.7224		
18-19	1.4866 R		0.1990	1.6856	9,277,343	15,982,824
	1.6077 NR		0.1990	1.8067		
19-20	1.4831 R		0.2026	1.6857	9,308,982	16,131,625
	1.6322 NR		0.2026	1.8348		
20-21	1.5335 R		0.2016	1.7351	9,320,336	16,643,391
	1.7008 NR		0.2016	1.9024		
21-22	1.5409 R		0.2021	1.7430	9,369,479	16,763,343
	1.6970 NR		0.2021	1.8991		

R – Homestead Tax Rate

NR – Non-Residential Tax Rate

Charlotte Fire & Rescue Services

FY-23 Proposed Budget

CVFRS employs a zero-based budgeting process. There are several anticipated increases over the current year as outlined below, some of which the Select Board had been made aware during our quarterly reviews and prior budget discussions. In the proposed FY-23 Budget, of the line items that are increasing, the key areas driving the year-to-year increase are:

- Agency Assessment Fee was the result of legislative action in Montpelier resulting in a 3.3% Agency Assessment on Patient Revenue. As CVFRS' Patient Billing Revenue increases so does the assessment fee.
- Insurances are based upon current premiums with UI, Cincinnati Group, and VFIS Accident & Sickness Policy.
- Personnel Wages & Benefits reflect:
 - Full staffing of minimum required 2-person ambulance crew with paid staff. CVFRS runs 12-hr shifts 24/7/365. There are 336 shift hours to cover each week.
 - This budget reflects the payroll and related payroll expenses for the hire of one additional full-time EMS provider at the paramedic licensure level and two additional full-time EMS providers at the FF/AEMT or higher certification level to augment the existing staff. This will further solidify our schedule and reduce our reliance on per diem staff in a shrinking pool of candidates.
 - Regional wage pressures continue to result in higher per-diem rates for EMS providers.
 - Increased participation in CVFRS' Simple IRA for eligible staff.
 - CVFRS adopted a personnel policy outlining annual adjustments for permanent and per-diem staff during the Spring of 2016. There is no anticipated changes to this policy.
- Dues and Subscriptions – Include web and cloud-based platforms utilized across CVFRS for department specific applications to ensure compliance.

Included are the following documents related to the Proposed FY-23 Budget:

Management Financial Report – This is a functional summary aligned with the audited financials and includes a comparative of the current fiscal year and FY-23 Proposed Budget.

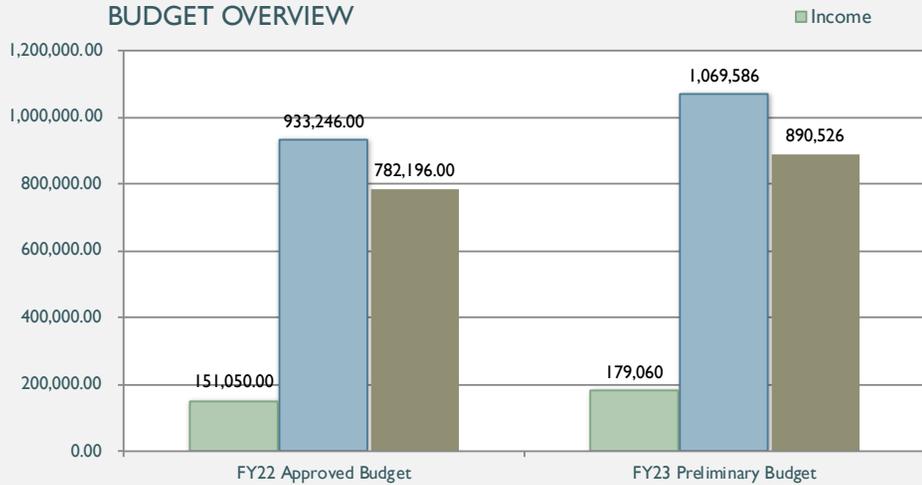
Capital Reserve Fund – This reserve fund was established at Town Meeting March 2, 1999 by the voters of Charlotte for the purpose of funding equipment and capital improvements needed to provide fire and rescue services to the Town. Bonds are approved by the voters by Australian Ballot and those votes bind the town for the debt service which is non-discretionary.

During the immediate past fiscal years, due to the pandemic, CVFRS re-evaluated and deferred some capital expenditures to future years. The FY-23 proposed capital plan contains those modifications including the adjusted timing of procurement, anticipated costs, and useful life estimates.

CVFRS BUDGET TRENDS - Preliminary FY23

FISCAL YEAR

BUDGET TOTALS	FY22 Approved Budget	FY23 Preliminary Budget	DIFFERENCE
Income	151,050.00	179,060	28,010
Expenses	933,246.00	1,069,586	136,340
Appropriation	782,196.00	890,526	108,330



WHAT IS DRIVING THE BUDGET INCREASES (sans Personnel)?

EXPENSE	AMOUNT	% OF EXPENSES	Notes
Fire Division	50,650.00	4.7%	
Workers Comp Insurance	40,339.00	3.8%	
Insurance	37,500.00	3.5%	
Rescue Division	29,499.66	2.8%	
Apparatus Repair & Maintenance	27,000.00	2.5%	
Total	184,988.66	17.3%	

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INCOME	FY22 Approved	FY23 Preliminary	DIFFERENCE
Town Appropriation			0.00
Patient Billing - Net	145,050.00	174,060.00	29,010.00
Misc Income	6,000.00	5,000.00	(1,000.00)
Total	151,050.00	179,060.00	28,010.00

PERSONNEL EXPENSES	FY22 Budget	FY23 Preliminary	DIFFERENCE
Wages	581,191.00	633,007.00	51,816.00
Employee Benefits	52,425.00	115,020.00	62,595.00
Member Incentives	27,500.00	27,500.00	0.00
Total Personnel	661,116.00	775,527.00	114,411.00

OPERATING EXPENSES	FY22 Budget	FY23 Preliminary	DIFFERENCE
Utilities	17,850.00	16,450.00	(1,400.00)
Telephone	7,500.00	7,500.00	0.00
Building Maintenance	12,000.00	15,000.00	3,000.00
Insurance	33,000.00	37,500.00	4,500.00
Membership, Dues & Subs	10,550.00	13,400.00	2,850.00
Dispatching	13,450.00	13,450.00	0.00
Radio Maintenance		0.00	0.00
Apparatus Fuel	10,500.00	10,500.00	0.00
Apparatus Repair & Maintenance	27,000.00	27,000.00	0.00
Building & Office Equipment	3,500.00	3,500.00	0.00
Building & Office Supplies	3,000.00	3,000.00	0.00
Public Safety Education	250.00	250.00	0.00
Exams / Innoculations	250.00	1,500.00	1,250.00
Workers Comp Insurance	36,140.00	40,339.00	4,199.00
Bank Charges	2,250.00	4,020.00	1,770.00
Audit Fees	9,990.00	11,500.00	1,510.00
Pt Billing Service Fee	6,500.00	9,000.00	2,500.00
Fire Division	51,900.00	50,650.00	(1,250.00)
Rescue Division	26,500.00	29,499.66	2,999.66
		0.00	0.00
Total Operating	272,130.00	294,058.66	21,928.66

GRAND TOTAL EXPENSES	\$ 933,246	\$ 1,069,586	\$ 136,340
			15%

Charlotte Fire & Rescue Services, Inc

Budget FY23 - Proposed

July 2022 - June 2023

	OPERATING ACCOUNT	TOTAL
Income		
40000 Income		\$0.00
40004 Net Patient Revenue	180,000.00	\$180,000.00
40004-1 Ambulance Agency Assessment	-5,940.00	\$ -5,940.00
Total 40004 Net Patient Revenue	174,060.00	\$174,060.00
40005 Intercept Billing	5,000.00	\$5,000.00
Total 40000 Income	179,060.00	\$179,060.00
Total Income	\$179,060.00	\$179,060.00
GROSS PROFIT	\$179,060.00	\$179,060.00
Expenses		
50000 EXPENSES		\$0.00
51000 CORPORATE		\$0.00
51001 Utilities		\$0.00
51001-1 Electric	8,250.00	\$8,250.00
51001-2 Fuel Oil	5,000.00	\$5,000.00
51001-3 Water	3,200.00	\$3,200.00
51002 Telephone	7,500.00	\$7,500.00
Total 51001 Utilities	23,950.00	\$23,950.00
51003 Building Maintenance	15,000.00	\$15,000.00
51004 Administration	76,026.00	\$76,026.00
51005 Insurance	15,000.00	\$15,000.00
51006 Licenses, Dues & Subscriptions	5,800.00	\$5,800.00
51011 Building / Office Equipment	3,500.00	\$3,500.00
51014 Building & Office Supplies	3,000.00	\$3,000.00
51015 Public Safety Education	250.00	\$250.00
51016 Physical Exam / Innoculations	1,500.00	\$1,500.00
51017 Workers Comp	250.00	\$250.00
51019 Membership Incentives	27,500.00	\$27,500.00
51024 Professional Services	11,500.00	\$11,500.00
51052 Bank Charges	4,020.00	\$4,020.00
Total 51000 CORPORATE	187,296.00	\$187,296.00
52000 FIRE		\$0.00
52001 Fire Equipment	12,250.00	\$12,250.00
52002 Fire Equipment Maintenance	3,000.00	\$3,000.00
52003 NFPA / ISO Testing	2,500.00	\$2,500.00
52004 Foam / Chemicals	5,000.00	\$5,000.00
52005 Fire Training	9,500.00	\$9,500.00
52006 Auxillary Support	800.00	\$800.00
52007 Hose / Fittings	2,500.00	\$2,500.00
52008 Dry Hydrants / Ponds	500.00	\$500.00
52009 Airpack Maintenance	2,500.00	\$2,500.00
52010 Radios	4,000.00	\$4,000.00
52011 Protective Clothing / Uniforms	8,000.00	\$8,000.00

Charlotte Fire & Rescue Services, Inc

Budget FY23 - Proposed

July 2022 - June 2023

	OPERATING ACCOUNT	TOTAL
52017 Workers Comp Premium - FIRE	5,379.00	\$5,379.00
52025 Fire Warden	100.00	\$100.00
52101 Fire Payroll, Taxes & P/R Related		\$0.00
52101-1 FIRE Gross Payroll Expenses	12,500.00	\$12,500.00
52101-2 FIRE Payroll Taxes	1,050.00	\$1,050.00
Total 52101 Fire Payroll, Taxes & P/R Related	13,550.00	\$13,550.00
52305 Insurance - Fire	14,000.00	\$14,000.00
52306 Dues & Subscriptions - Fire	3,500.00	\$3,500.00
52307 Dispatching - Fire	4,725.00	\$4,725.00
52309 Apparatus Fuel - Fire	5,775.00	\$5,775.00
52310 Apparatus - Fire	22,500.00	\$22,500.00
Total 52000 FIRE	120,079.00	\$120,079.00
53000 RESCUE		\$0.00
53001 Rescue Equipment	2,500.00	\$2,500.00
53002 Rescue Equipment Maintenance	5,000.00	\$5,000.00
53003 Medical Supplies / Oxygen	15,000.00	\$15,000.00
53005 Rescue Training	3,500.00	\$3,500.00
53011 Protective Clothing / Uniforms	2,500.00	\$2,500.00
53017 Workers Comp Premium - RESCUE	34,710.00	\$34,710.00
53020 Intercept Fees to Other Agencies	1,000.00	\$1,000.00
53101 EMT Payroll & Related Expenses	502,015.00	\$502,015.00
53102 EMT Benefits	115,020.00	\$115,020.00
53103 EMT Payroll Taxes	41,416.00	\$41,416.00
53201 Patient Billing Service Fee	9,000.00	\$9,000.00
53305 Insurance - Rescue	8,500.00	\$8,500.00
53306 Dues & Subscriptions - Rescue	4,100.00	\$4,100.00
53307 Dispatching - Rescue	8,725.00	\$8,725.00
53309 Apparatus Fuel - Rescue	4,725.00	\$4,725.00
53310 Apparatus - Rescue	4,500.00	\$4,500.00
Total 53000 RESCUE	762,211.00	\$762,211.00
Total 50000 EXPENSES	1,069,586.00	\$1,069,586.00
Total Expenses	\$1,069,586.00	\$1,069,586.00
NET OPERATING INCOME	\$ -890,526.00	\$ -890,526.00
NET INCOME	\$ -890,526.00	\$ -890,526.00

Charlotte Fire and Rescue Services, Inc
Management Financial Report - Comparative
Proposed FY23 Budget

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	FY 21 Approved Budget	FY22 Approved Budget	FY23 Proposed Budget	Inc / (Dec) FY23/FY22	% Inc / (Dec) FY23/FY22
40004 Patient Billing NET of Assessment	125,125	145,050	174,060	29,010	20.00%
40005 Intercept Billing	6,000	6,000	5,000	-1,000	-16.67%
40007 Town Appropriation	745,218	782,196	890,526	108,330	13.85%
40010 Misc Income					
40015 Program Services Income					
Total Income	\$ 876,343	\$ 933,246	\$ 1,069,586	\$ 136,340	15.56%
FUNCTIONAL EXPENSE CATEGORIES					
1 Salary Wages & Member Incentives	574,752	608,691	660,507	51,816	8.51%
2 Benefits & Taxes	31,741	52,425	115,020	62,595	119.40%
4 Apparatus Fuel	10,500	10,500	10,500	0	0.00%
5 Apparatus	27,000	27,000	27,000	0	0.00%
6 Bank Charge & other fees	2,250	2,250	4,020	1,770	78.67%
7 Building Maintenance	12,000	12,000	15,000	3,000	25.00%
8 Contracted Services	21,850	21,850	24,350	2,500	11.44%
9 Dues & Subscriptions	12,700	13,050	15,900	2,850	21.84%
10 Equipment	37,500	37,500	35,250	-2,250	-6.00%
11 Insurance	67,600	69,140	77,839	8,699	12.58%
12 Other expenses	1,000	1,000	2,250	1,250	125.00%
13 Professional fees	9,600	9,990	11,500	1,510	15.12%
14 Protective clothing	10,500	10,500	10,500	0	0.00%
15 Special event expenses	0	0	0	0	0.00%
16 Supplies	20,500	20,500	23,000	2,500	12.20%
17 Telephone	7,500	7,500	7,500	0	0.00%
18 Training	11,500	11,500	13,000	1,500	13.04%
19 Utilities	17,850	17,850	16,450	-1,400	-7.84%
Total Expenses	\$ 876,343	\$ 933,246	\$ 1,069,586	\$ 136,340	14.61%
Net Operating Income	\$ -	\$ -	\$ -	\$ -	

Charlotte Fire and Rescue Services, Inc
Budget Comparative
 FY23 Proposed Budget

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	FY21 Approved Budget	FY21 Audited	FY22 Approved Budget	FY23 Proposed Budget	Inc (Dec) over prior year	% change	
Income							
40000 Income							
40003 Donations		5,405					
40004 Patient Billing (Net of Agency Tax)	125,125	170,551	145,050	174,060	29,010	20.00%	
40005 Intercept Billing	6,000	5,350	6,000	5,000	-1,000	-16.67%	
40007 Town Appropriation	745,218	683,117	782,196	890,526	108,330	13.85%	
40010 Misc. Income		33,536					
Total Income	\$ 876,343	\$ 897,958	\$ 933,246	\$ 1,069,586	\$ 136,340	14.61%	
Expenses							
50000 EXPENSES							
51000 CORPORATE							
51001 Utilities							
19	51001-1 Electric	8,250	7,633	8,250	8,250	0	0.00%
19	51001-2 Fuel Oil	6,400	4,203	6,400	5,000	-1,400	-21.88%
19	51001-3 Water	3,200	1,227	3,200	3,200	0	0.00%
17	51002 Telephone	7,500	6,131	7,500	7,500	0	0.00%
	Total 51001 Utilities	25,350	19,193	25,350	23,950	-1,400	-5.52%
7	51003 Building Maintenance	12,000	14,202	12,000	15,000	3,000	25.00%
1	51004 Administration	53,600	54,023	55,950	76,026	20,076	35.88%
11	51005 Insurance	13,500	12,782	13,500	15,000	1,500	11.11%
9	51006 Dues & Subscriptions	1,300	1,071	1,650	5,800	4,150	251.52%
10	51011 Building / Office Equipment	3,500	2,286	3,500	3,500	0	0.00%
16	51014 Building & Office Supplies	3,000	1,759	3,000	3,000	0	0.00%
12	51015 Public Safety Education	250		250	250	0	0.00%
12	51016 Physical Exam / Inoculations	250		250	1,500	1,250	500.00%
11	51017 Workers Comp	100	338	120	250	130	108.33%
1	51019 Membership Incentives	27,500	27,302	27,500	27,500	0	0.00%
13	51024 Professional Services		5,416				
13	51020 Audit Fees	9,600	9,700	9,990	10,500	510	5.11%
13	51022 Legal Fees				1,000	1,000	100.00%
	Total 51024 Professional Services	9,600	15,116	9,990	11,500	1,510	15.12%
12	51030 Misc Expenses						
6	51052 Bank Charges	2,250	3,282	2,250	4,020	1,770	78.67%
	Total 51000 CORPORATE	\$ 152,200	\$ 151,353	\$ 155,310	\$ 187,296	\$ 31,986	21.02%

Charlotte Fire and Rescue Services, Inc
Budget Comparative
 FY23 Proposed Budget

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	FY21		FY22	FY23	Inc (Dec) over	
	Approved Budget	FY21 Audited	Approved Budget	Proposed Budget	prior year	% change
52000 FIRE						
10	52001 Fire Equipment	10,500	2,130	10,500	12,250	1,750 16.67%
10	52002 Fire Equipment Maintenance	7,500	1,466	7,500	3,000	-4,500 -60.00%
9	52003 NFPA / ISO Testing	2,500	1,700	2,500	2,500	0 0.00%
16	52004 Foam / Chemicals	5,000	3,315	5,000	5,000	0 0.00%
18	52005 Fire Training	8,500	1,405	8,500	9,500	1,000 11.76%
8	52006 Auxillary Support	800	773	800	800	0 0.00%
10	52007 Hose / Fittings	5,000	1,701	5,000	2,500	-2,500 -50.00%
12	52008 Dry Hydrants	500	55	500	500	0 0.00%
10	52009 Airpack Maintenance	2,500		2,500	2,500	0 0.00%
10	52010 Radio - Fire	1,000	3,975	1,000	4,000	3,000 300.00%
14	52011 Protective Clothing / Uniforms	8,000	4,396	8,000	8,000	0 0.00%
11	52017 Workers Comp Premium - FIRE	13,000	6,449	11,500	5,379	-6,121 -53.23%
8	52025 Fire Warden	100	200	100	100	0 0.00%
1	52101 Fire Payroll & P/R taxes	74,195	38,688	77,795	13,550	-64,245 -82.58%
2	52102 Fire Benefits	20,405	18,565	19,425		-19,425 -100.00%
11	52305 Insurance - Fire	13,500	13,318	13,500	14,000	500 3.70%
9	52306 Dues & Subscriptions - Fire	3,500	3,455	3,500	3,500	0 0.00%
8	52307 Dispatching - Fire	4,725	4,380	4,725	4,725	0 0.00%
4	52309 Apparatus Fuel - Fire	5,775	2,155	5,775	5,775	0 0.00%
5	52310 Apparatus - Fire	22,500	33,562	22,500	22,500	0 0.00%
	Total 52000 FIRE	\$ 209,500	\$ 141,685	\$ 210,620	\$ 120,079	\$ (90,541) -42.99%
53000 RESCUE						
10	53001 Rescue Equipment	2,500	862	2,500	2,500	0 0.00%
10	53002 Rescue Equipment Maintenance	5,000	3,413	5,000	5,000	0 0.00%
16	53003 Medical Supplies / Oxygen	12,500	14,234	12,500	15,000	2,500 20.00%
18	53005 Rescue Training	3,000	1,909	3,000	3,500	500 16.67%
14	53011 Protective Clothing / Uniforms	2,500	6,343	2,500	2,500	0 0.00%
11	53017 Workers Comp Premium - RESCUE	21,500	29,634	24,520	34,710	10,190 41.56%
8	53020 Intercept Fees to Other Agencies	1,000	250	1,000	1,000	0 0.00%
1	53101 EMT Payroll Expenses	387,490	392,066	413,345	502,015	88,670 21.45%
2	53102 EMT Benefits	11,336	11,825	33,000	115,020	82,020 248.55%
1	53103 EMT Payroll Taxes	31,967	26,843	34,101	41,416	7,315 21.45%
8	53201 Patient Billing Service Fee	6,500	8,209	6,500	9,000	2,500 38.46%
11	53305 Insurance - Rescue	6,000	8,409	6,000	8,500	2,500 41.67%
9	53306 Dues & Subscriptions - Rescue	5,400	2,882	5,400	4,100	-1,300 -24.07%
8	53307 Dispatching - Rescue	8,725	8,280	8,725	8,725	0 0.00%
4	53309 Apparatus Fuel - Rescue	4,725	4,199	4,725	4,725	0 0.00%
5	53310 Apparatus - Rescue	4,500	4,855	4,500	4,500	0 0.00%
	Total 53000 RESCUE	\$ 514,643	\$ 524,214	\$ 567,316	\$ 762,211	\$ 194,895 34.35%
	Total Expenses	\$ 876,343	\$ 817,252	\$ 933,246	\$ 1,069,586	\$ 136,340 14.61%
	AUDIT Adujstments (Capitalized Expenses)	\$	\$ 35,235	\$	\$	\$
	Net Income	\$	\$ 45,470	\$	\$ -	\$

FIRE AND RESCUE CAPITAL RESERVE FUND
For FY 2023

Capital Reserve Projections														
Fiscal Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033
Revenues	9,308,982	9,321,156	9,362,051	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378	9,371,378
Allocation to Fund based on tax-rate														
Allocation to Fund based on dollars	100,000	95,000	95,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
CVRRS														
Bond	275,000					725,000	325,000	540,000	515,000		350,000	700,000		
Interest	490	366	81	6	-23	-25	-35	-56	-119	-234	-482	-781		
Grants/Donation														
Reimbursement														
Sale of old vehicles/equipment			6,850				5,000							
Total Revenue	\$375,490	\$102,216	\$95,081	\$110,006	\$109,977	\$834,975	\$439,965	\$649,944	\$624,881	\$109,766	\$109,518	\$459,219	\$810,000	\$110,000
Bond Payments-current														
Useful Life														
Principal for station bond-exp 2019	20,000													
Principal for Seagrave pumper-exp 2024	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Principal for KME pumper-exp 2037	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250
Principal for ambulance-exp 2029	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500
Interest payment for current bonds	26,126	24,650	22,615	20,403	18,649	15,354	11,403	14,506	13,059	11,473	9,397	8,366		
Bond Payments-proposed														
Proposed bond principal-pumper FY25, 20 year term							36,250	36,250	36,250	36,250	36,250	36,250	36,250	36,250
Proposed bond principal-ambulance FY26, 10 year term								32,500	32,500	32,500	32,500	32,500	32,500	32,500
Proposed bond principal-pumper FY27, 20 year term									27,000	27,000	27,000	27,000	27,000	27,000
Proposed bond principal-tanker FY28, 30 year term										17,167	17,167	17,167	17,167	17,167
Proposed bond principal-ambulance FY31, 10 year term												35,000	35,000	35,000
Proposed bond principal-heavy rescue FY32, 20 year term														35,000
Proposed bond interest-pumper FY25						3,507	13,872	13,729	13,425	13,080	12,688	12,250	11,768	11,242
Proposed bond interest-ambulance-FY26							1,084	4,290	4,162	3,889	3,579	3,228	2,886	2,403
Proposed bond interest-pumper FY27								2,612	10,332	10,226	10,000	9,743	9,451	9,125
Proposed bond interest-tanker FY28									3,042	12,032	11,965	11,821	11,657	11,472
Proposed bond interest-ambulance-FY31														
Proposed bond interest-heavy rescue-FY32														
Expenditures														
Apparatus														
Replaced 80 Pumper in FY19	20 years													
Parts for Pumper														
Replaced 2006 Ambulance in FY20	10 years		273,544											
Replaced 93 Tanker FY28	30 years													
Replaced 2004 Seagrave pumper in FY25	20 years					725,000								
2008 Pumper (4x4 GMC)	20 years													
2012 Heavy Rescue Replaced 1990 Rescue	20 years													
Replace 2014 Ambulance in FY26	10 years						325,000							
Replace 2008 Pumper in FY27	20 years								540,000					
Replace 2020 Ambulance	10 years													
Replace 2012 Heavy Rescue	20 years											350,000		700,000
Equipment														
Defibrillator				12,500										
Thermal Imaging Camera Replacements/gas meters						12,500								
Replace Expired Airpack Bottles (Qty 15)		11,124	6,876	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Replacement Bunker Gear (3 sets/Yr)			4,135	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
Personal Protective Equipment-Rescue														
New Airpacks w bottles										125,000	125,000			
Stryker Stretcher														
Lifepacks											50,000			
Airbags														
IV Pump									30,000					
E-1 Tires														
E-4 Tires									2,500					
Rescue Nitrous Oxide														
Total Expenditures		\$ 108,499	\$ 387,955	\$ 169,634	\$ 139,153	\$ 111,899	\$ 845,111	\$ 460,859	\$ 712,637	\$ 740,520	\$ 357,367	\$ 408,796	\$ 562,075	\$ 896,879
Net (Revenue less Expenditure)		\$ 266,990	\$ (285,738)	\$ (74,553)	\$ (29,147)	\$ (1,922)	\$ (10,136)	\$ (20,894)	\$ (62,692)	\$ (115,639)	\$ (247,601)	\$ (299,278)	\$ (102,856)	\$ (86,879)
Total Accumulated		\$ 366,460	\$ 80,721	\$ 6,169	\$ (22,978)	\$ (24,900)	\$ (35,036)	\$ (55,990)	\$ (118,623)	\$ (234,261)	\$ (481,863)	\$ (781,140)	\$ (883,996)	\$ (1,242,472)

**BY AUSTRALIAN BALLOT (MARCH 2, 2021)
ARTICLES 1-10**

ARTICLE 1 - Property taxes payable on or before Nov. 15th	YES-1184	NO-46
ARTICLE 2 - Grange tax exempt for 5 years	YES-1047	NO-172
ARTICLE 3 – Town budget \$3,457,774	YES-997	NO-225
ARTICLE 4 – Trails Reserve Fund \$62,000 appropriation	YES-819	NO-423
ARTICLE 5 – Change Town Meeting Day to Saturday preceding first Tuesday in March	YES-962	NO-256
ARTICLE 6 – Adopt amended Town Plan	YES-389	NO-859
ARTICLE 7 – Amend Land Use Regulations to make changes to: Table 2.3 Village Commercial District Sec. 3.16 Water & Wastewater System Requirements Sec. 7.7 Sewage Disposal Sec. 8.4 Planned Residential Developments	YES-365	NO-885
ARTICLE 8- Amend Land Use Regulations to make changes to: Table 2.5 Rural District Sec. 3.6 Lot, Yard & Setback Requirements Sec. 4.19 Accessory On-Farm Business	YES-741	NO-363
ARTICLE 9 – Amend Land Use Regulations for technical corrections	YES-841	NO-255
ARTICLE 10 – Endorse the Road Commissioner’s discretion to independently determine & apply the best ratio of salt to sand for town roads. Advisory motion.	YES-1067	NO-114

**BY AUSTRALIAN BALLOT (MARCH 2, 2021)
ARTICLE 11 TO ELECT TOWN OFFICERS**

AUDITOR (1 YR OF 3 YEAR TERM)	MIKE DUNBAR
AUDITOR (2 YRS OF 3 YEAR TERM)	VACANCY
AUDITOR (3 YEARS)	KELLY DEVINE
CEMETERY COMMISSIONER (1 YR OF 3 YEAR TERM)	JIM LABERGE
CEMETERY COMMISSIONER (2 YRS OF 3 YEAR TERM)	JIM LABERGE
CEMETERY COMMISSIONER (3 YEARS)	JIM LABERGE*
CHARLOTTE LIBRARY TRUSTEE (5 YEARS)	ROBERT SMITH
DELINQUENT TAX COLLECTOR (1 YEAR)	MARY A. MEAD
ROAD COMMISSIONER (1 YEAR)	HUGH LEWIS JR
TOWN MODERATOR (1 YEAR)	CHARLIE RUSSELL
TOWN CLERK (3 YEARS)	MARY A. MEAD
TOWN TREASURER (3 YEARS)	MARY A. MEAD
TRUSTEE OF PUBLIC FUNDS (1 YR OF 3 YEAR TERM)	VACANCY
TRUSTEE OF PUBLIC FUNDS (2 YRS OF 3 YEAR TERM)	VACANCY
TRUSTEE OF PUBLIC FUNDS (3 YEARS)	MOE HARVEY
SELECTBOARD (2 YEARS)	LEWIS MUDGE
SELECTBOARD (3 YEARS)	FRANK TENNEY

ARTICLE 12 TO ELECT SCHOOL OFFICERS

CVSD SCHOOL DIRECTOR (3 YEARS)	MEGHAN METZLER
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REGISTERED VOTERS – 3297 1271 ballots cast 39% turnout

CVSD Budget	YES <u>3701</u>	NO <u>1446</u>
CVSD Fund Balance	YES <u>4378</u>	NO <u>741</u>
CVSD Buses	YES <u>3535</u>	NO <u>1600</u>

Jim LaBerge won all 3 Cemetery Commission positions by write-in, chose the 3 yr term

ELECTED TOWN OFFICERS

AUDITORS

Term expires in 2022

Mike Dunbar (resigned
5/11/21)

Term expires in 2023

Richard Mintzer (appointed
until March 2022)

Term expires in 2024

Kelly Devine

CEMETERY COMMISSIONERS

Term expires in 2022

Dan Cole

Term expires in 2023

vacant

Term expires in 2024

James Laberge

CVSD SCHOOL DIRECTORS

Term expires in 2023 (3 years)

Lynne Jaunich

Term expires in 2024 (3 years)

Meghan Metzler

CHARLOTTE LIBRARY TRUSTEES

Term expires in 2022 (5 years)

Nan Mason

Term expires in 2023 (5 years)

Katharine Cohen

Term expires in 2024 (5 years)

Jonathan Silverman

Term expires in 2025 (5 years)

Anne Marie Andriola

Term expires in 2026 (5 years)

Robert Smith

DELINQUENT TAX COLLECTOR

Term expires in 2022 (1 year)

Mary A. Mead

JUSTICES OF THE PEACE

Term expires February 1, 2022

Jill Abilock

Greg Cluff

Maurice A. Harvey

Lorna Jimerson

Michael Krasnow

Patrice Machavern

Robin Reid

Margaret Sharpe

Ed Stone

Lucas Trono

Peter Trono

Seth Zimmerman

MODERATOR (Town)

Term expires in 2022 (1 year)

Charles Russell

ROAD COMMISSIONER

Term Expires in 2022 (1 year)

Hugh Lewis Jr.

**ELECTED TOWN OFFICERS
(Continued)**

SELECTBOARD

Term expires in 2022 (2 years)	James M. Faulkner
Term expires in 2022 (3 years)	Louise McCarren
Term expires in 2023 (2 years)	Lewis Mudge
Term expires in 2023 (3 years)	Matthew Krasnow
Term expires in 2024 (3 years)	Frank Tenney

TOWN AGENT

Term expires in 2022 (1 year)	Vacant
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TOWN CLERK

Term expires in 2024 (3 years)	Mary A. Mead
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TOWN TREASURER

Term expires in 2024 (3 years)	Mary A. Mead
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TRUSTEE OF PUBLIC FUNDS

Term expires in 2022 (3 years)	Vacant
Term expires in 2023 (3 years)	Vacant
Term expires in 2024 (3 years)	Maurice A. Harvey

APPOINTED TOWN OFFICERS

CANINE CONTROL OFFICER

Term expires April 30, 2022 (1 year)

Cali Griswold (resigned 9/18/20)
Dale Knowles (appointed 12/1/20;
resigned 9/30/21)
Isiah Moore (appointed 10/10/21)

CHARLOTTE PARK AND WILDLIFE REFUGE OVERSIGHT COMMITTEE

Term expires April 30, 2022 (3 years)
Term expires April 30, 2022 (3 years)
Term expires April 30, 2022 (3 years)
Term expires April 30, 2023 (3 years)
Term expires April 30, 2024 (3 years)
Term expires April 30, 2024 (3 years)
Term expires April 30, 2024 (3 years)

Julian Kulski
Andrew Milliken
Braxton Robbason
Jennifer Cole, Co-Chair (resigned 5/10/21)
Claudia Mucklow (appointed 6/28/21)
Sue Smith, Co-Chair
Dorothy Hill
Greg Smith
Jessie Bradley, Co-Chair
Cathy Marshall

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Term expires June 30, 2023 (2 years)
Term expires June 30, 2023 (2 years)

Dana Hanley
Deirdre Holmes (Alternate)

CHITTENDEN SOLID WASTE REPRESENTATIVE

Term expires May 31, 2022 (2 year)
Term expires May 31 2022 (2 year)

Ken Spencer
Abby Foulk (Alternate)

CONSERVATION COMMISSION

Term expires April 30, 2022 (4 years)
Term expires April 30, 2022 (4 years)
Term expires April 30, 2022 (4 years)
Term expires April 30, 2023 (4 years)
Term expires April 30, 2023 (4 years)
Term expires April 30, 2023 (4 years)
Term expires April 30, 2024 (4 years)
Term expires April 30, 2024 (4 years)
Term expires April 30, 2024 (4 years)
Term expires April 30, 2025 (4 years)
Term expires April 30, 2025 (4 years)

Mary Van Vleck
Derk Bergquist (resigned 3/30/21)
Brett Towle (appointed 5/10/21)
Linda Radimer, Chair (resigned 11/9/21)
Maggie Citarella (appointed 12/13/21)
Willie Tobin
Kevin Burget, Chair
Roeluf Boumans
Ronda Moore (appointed 5/10/21)
Mel Huff
Susan Blood

DESIGN REVIEW COMMITTEE

Term expires April 30, 2022 (3 years)
Term expires April 30, 2023 (3 years)
Term expires April 30, 2024 (3 years)

Betsy Rich
Robin Coleburn
Robert Bloch (appointed 5/10/21)

DEVELOPMENT REVIEW BOARD

Term expires December 14, 2023 (2 years)
Term expires December 14, 2023 (3 years)
Term expires December 14, 2024 (3 years)
Term expires December 14, 2024 (2 years)
Term expires December 14, 2025 (3 years)
Term expires December 14, 2022 (1 year)
Term expires December 14, 2022 (1 year)

Lane Morrison (appointed 12/6/21)
Christina Asquith (appointed 12/20/21)
Charles Russell (appointed 12/6/21)
Gerald Bouchard (appointed 12/6/21)
John David Herlihy (appointed 12/6/21)
vacancy (Alternate)
vacancy (Alternate)

EMERGENCY MANAGEMENT COORDINATOR

Term expires April 30 2022 (1 year)

Karina Warshaw

**APPOINTED TOWN OFFICERS
(Continued)**

EMERGENCY MANAGEMENT DIRECTOR Term expires April 30 2022 (1 year)	Chris Davis
ENERGY COMMITTEE Term expires April 30, 2022 (2 years) Term expires April 30, 2023 (2 years) Term expires April 30, 2023 (2 years) Term expires April 30, 2023 (2 years)	Rebecca Foster, Chair Suzy Hodgson Jacqueline DeMent vacancy Deirdre Holmes Matthew Burke Wolfger Schneider (appointed 12/13/21)
FIRE WARDEN Term expires June 30, 2025 (5 years)	Dick St. George
FIRST CONSTABLE Term expires June 30, 2022 (1 year)	Josh Flore
GREEN-UP DAY CO-COORDINATORS Terms expire May 8, 2022 (1 year)	Ken Spencer & Kim Findlay
PLANNING COMMISSION Term expires April 30, 2021 (4 years) Term expires April 30, 2022 (4 years) Term expires April 30, 2022 (4 years) Term expires April 30, 2022 (4 years) Term expires April 30, 2023 (4 years) Term expires April 30, 2023 (4 years) Term expires April 30, 2024 (4 years) Term expires April 30, 2025 (4 years)	Marty Illick (until 4/19/21) Kyra Wegman (appointed 5/10/21) Bill Stuono Ben Pualwan (resigned 2/24/21) Charlie Pughe, Chair Kelly Devine Peter Joslin, Chair (resigned 10/15/21) Robert Bloch (appointed 12/13/21) Gerald Bouchard Linda Radimer (appointed 5/10/21)
RECREATION COMMISSION Term expires April 30, 2022 (3 years) Term expires April 30, 2022 (3 years) Term expires April 30, 2022 (3 years) Term expires April 30, 2023 (3 years) Term expires April 30, 2023 (3 years) Term expires April 30, 2023 (3 years) Term expires April 30, 2024 (3 years) Term expires April 30, 2024 (3 years) Term expires April 30, 2024 (3 years)	Craig Reynolds Rich Ahrens Christy Gallese Judy Hill Jeff Giknis Juliann Phelps Bill Fraser-Harris, Chair Greg Smith, Vice Chair William Pence
THOMPSON'S POINT WASTEWATER ADVISORY COMMITTEE Term expires April 30, 2022 (3 years) Term expires April 30, 2023 (3 years) Term expires April 30, 2024 (3 years)	Tom Maffitt Dick Tonino Miles Waite SJW Docks, Operator Chris Galipeau, Engineer James Faulkner-Selectboard Dean Bloch-Town Administrator

**APPOINTED TOWN OFFICERS
(Continued)**

TRAILS COMMITTEE

Term expires April 30, 2022 (2 years)	John Limanek,
Term expires April 30, 2022 (2 years)	David Ziegelman
Term expires April 30, 2022 (2 years)	Ajat Tariyal (resigned 5/24/21)
Term expires April 30, 2022 (2 years)	Ethan McLaughlin (resigned 11/8/21)
Term expires April 30, 2022 (2 years)	Kate Elliot (appointed 8/9/21)
Term expires April 30, 2022 (2 years)	vacancy
Term expires April 30, 2023 (2 years)	Laurie Thompson, Chr. (resigned 12/13/21)
Term expires April 30, 2023 (2 years)	William Regan, Chair
Term expires April 30, 2023 (2 years)	Margaret Russell
Term expires April 30, 2023 (2 years)	Larry Sommers
Term expires April 30, 2023 (2 years)	Richard Hendrickson (appointed 7/26/21)
Term expires April 30, 2023 (2 years)	Elisa Fante (appointed 12/13/21)

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

Term expires in 2023 (2 years)	Deirdre Holmes
Term expires in 2023 (2 years)	Dean Bloch (Alternate)

TREE WARDEN

Term expires in 2022 (1 year)	Mark Dillenbeck
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DEPUTY TREE WARDEN

Term expires in 2022 (1 year)	Sue Smith
Term expires in 2022 (1 year)	Alexa Lewis

ZONING BOARD OF ADJUSTMENT—*In conjunction with the creation of a Development Review Board, the Zoning Board of Adjustment ceased to exist after December 15, 2021. The following persons served on the Zoning Board of Adjustment during 2021:*

Frank Tenney	Stuart Bennett
Lane Morrison	Jonathan Fisher
Matthew Zucker	Charles Russell
Karina Warshaw	John David Herlihy
Eli Lesser-Goldsmith	Ronda Moore
Andrew Swayze (Alternate)	Scott Goodwin (Alternate)

APPOINTED STAFF

ASSESSOR

Betsy Tegatz (resigned 12/31/2020)
John Kerr (appointed 2/1/2021)

ASSISTANT TOWN CLERK & TREASURER

Sy Koerner

PLANNING & ZONING ASSISTANT

Rebecca Kaplan (appointed 8/4/21)

RECREATION DIRECTOR & BEACH MANAGER

Nicole Conley

SENIOR CENTER DIRECTOR

Carolyn Kulick (resigned 11/10/21)
Lori York (appointed 12/20/21)

SENIOR CENTER ASSISTANT TO DIRECTOR

Lori York (appointed 5/21/21)

TOWN ADMINISTRATOR

Dean Bloch

TOWN PLANNER

Larry Lewack

ZONING ADMINISTRATOR, SEWAGE CONTROL OFFICER, HEALTH OFFICER

Daniel Morgan (resigned 1/1/21)
Wendy Pelletier (appointed 4/26/21;
resigned 12/17/21)

Selectboard Report

In the second year of the Coronavirus pandemic, the Charlotte Selectboard was constantly adjusting to an ever-changing landscape to administer municipal operations and initiatives. This work was only possible with the added contributions of our many neighbors serving as volunteers on committees, commissions and boards. Please thank those who donate their time and positivity to town activities during these trying times.

Most of the Selectboard's bandwidth was devoted to making practical and pragmatic improvements to municipal operations and access to services. Media Factory installed high quality audio/visual equipment for more efficient hybrid (in person and remote) Selectboard meetings. More investments are planned in 2022 to improve meetings not covered by Media Factory. At the Charlotte Beach, parking spaces were newly line-stripped to significantly increase capacity and safety, and an old exit was re-installed at the north end of the parking lot to allow for one-way traffic flow.

Town employees overwhelmingly requested and supported an overhaul of the Town's Salary Administration Policy along with researching competitive compensation. Gallagher Flynn and Company was contracted to complete the compensation research and recommend adjustments to improve retention of our valued employees. This firm is also being retained to act as an HR department for town employees, on behalf of the Selectboard, to increase professionalism and consistency during the transition period between Policies.

The Planning Commission, Selectboard and Zoning Board of Adjustment held joint meetings and discussions to explore moving to a Development Review Board (DRB) /Planning Commission model. With healthy debate, education and positions presented, the Selectboard enacted a Development Review Board to take over the previously split development review authority of the Planning Commission and the Zoning Board of Adjustment. The result is one board (DRB) that is responsible for processing all applications for land development, boundary adjustments and conditional use applications and one board (Planning Commission) that is responsible for researching and recommending modifications to the Land Use Regulations (LURs) and Town Plan for the voters to decide upon at the ballot. This administrative change made no alteration to the existing LURs or the Town Plan.

The catastrophic fire on Churchill Road left Charlotte with a huge deficit. While many came to Jr. Lewis' aid with equipment and offers of support, the Selectboard unanimously decided to pursue siting and building a Town Garage that would be used by the independently elected Road Commissioner. Much progress has been made in the one month since the fire, and in early 2022 we'll be focused on developing a plan with the goal of holding a bond vote in mid-summer and beginning construction before winter.

After nearly two years of a global pandemic, most are weary of the constraints it's placed on our daily lives, the tolls it's taken on our health and wellbeing and the sacrifices that have been made in a collective effort to end the pandemic. Thank you to all who participate in Charlotte town events, meetings and activities. Everyone doing their best to improve relationships, cooperate and appreciate each other goes a long way to strengthening our democracy, community and resilience to COVID-19 or the next collective challenge.

Appreciatively,

The Charlotte Selectboard:

James Faulkner DDS (Chair)

Matt Krasnow

Louise McCarren

Lewis Mudge

Frank Tenney (Vice-Chair)

TOWN CLERK & TREASURER

The Clerk's office is open **Monday through Friday from 8AM to 4PM**. The Town Clerk's Office is responsible for providing a number of services including receiving, recording & indexing land record documents & vital statistics, voter registration, preparing for and officiating elections, issuing certified copies of birth, death and marriage certificates, and issuing civil marriage licenses and dog licenses. Certified copies of birth and death certificates now require filing an application in order to receive the document. Feel free to call our office ahead of time to get the application and we will be able to process your request faster.

Our office also processes liquor licenses, caterer's permits & hunting/ fishing licenses. Posting land requires landowners to complete an application at our office annually for \$5. Green Mountain Passports are available at our office for \$2.00 if you are a Vermont resident, 62 or older or a veteran with disabilities allowing free admission to state sponsored public events, exhibits, concerts, museums, state parks, historical sites and lands. We process vehicle registration renewals for \$3.00. You can also go to VT DMV Express to renew your vehicle registration electronically yourself and pay with a credit card. We offer notary service and faxing at no charge.

State law and town ordinances require residents to annually register dogs at the Town Clerk's office (or by mail) between **January 1st** and **April 1st** (a late fee applies after April 1st). The cost is **\$9.00** for spayed and neutered dogs or **\$13.00** for intact males and females. A current rabies certificate is necessary for licensing. Registering your dog(s) each year ensures your animals are vaccinated; protecting your dog, family and neighbors. In addition, the registered dog's numbered tag assists us in quickly reuniting a lost dog and owner. A \$25 fine will be charged for unregistered dogs.

Hunting & Fishing licenses are still available at the clerk's office, although the processing is completely electronic. Payment to the town is the same, by check or cash. The other option is to go onto the Vt. Fish & Wildlife site and enter all of the information yourself, pay with a credit card and print off your own license at home.

Same day voter registration is in effect. Eligible residents are able to register to vote on any day up to and including Election Day. You also have the ability to register online yourself by going to <https://olvr.sec.state.vt.us>. Absentee ballots may be requested electronically, by phone or in person for all elections.

The most important date to remember is **November 15th** when taxes are due. We collect taxes once a year, but you are welcome to pay installments throughout the year, which will be credited towards your tax bill when we mail bills in August. For those residents who escrow taxes, we **do not** send tax bills to your mortgage company. Be sure your mortgage company has a copy of your tax bill and/or call us **before** taxes are due to verify that your mortgage company has paid the proper amount of taxes due. If you don't receive a bill, you should contact us. **Taxes are due whether you receive a bill or not.**

Our office was still challenged this past year, unfortunately still dealing with COVID-19. Our goal was to remain open, providing the same services as always and I hope that we accomplished that.

Mary A. Mead, Clerk/Treasurer

Sy Koerner, Asst. Clerk/Treasurer

BIRTHS 2021

NAME

PARENTS

Camden Brandt Nelson

Sara Marie Nelson
Brandt David Nelson

William Edwards Slater

Amanda Elizabeth Slater
Samuel Tilford Slater

Rhodes Grace Lampman

Janet Willa Lampman
Eric James Lampman

Tully James Lampman

Janet Willa Lampman
Eric James Lampman

Tess Elaine Hall

Florence Elizabeth Grazi
Blake Allen Hall

Elsa Joy Segel

Jennifer Cleland Segel
Matthew Percy Segel

Declan Jove Elberson

Caitlin Javiera Elberson
Jason Denton Elberson

Henry Roger Donegan

Emily Jeanne Donegan
Joseph Russell Donegan

Eleanor Ray Unsworth

Pamela Chew McGarry Unsworth
James Thomas Unsworth

Wynn Donovan Daly

Alexandra Jane Daly
Mark Ernst Daly

Rowan Gerald Cooper Sandage

Alicia Lee Cooper
Larry DeLane Sandage II

Thomas Ulisse Ferrante

Barbara Ferrante
Damon Joseph Ferrante

Avery Christine Dix

Audra Elizabeth Socinski
Bryan Clayton Dix

Sadie Rae Moore

Jill Renee Anderson Moore
Isiah Robert Moore

BIRTHS 2021

NAME

PARENTS

Bentley Ryan Moore

Jill Renee Anderson Moore
Isiah Robert Moore

Lyra Jacomien Pieneman

Danne Charlotte Emily Elbers
Jerry Pieneman

Liam David Fox-Campbell

Harriet Buffington Fox
Brendan Murphy Campbell

Elvia Ann DeMent

Jacqueline Reeve DeMent
Travis Ray DeMent

Charlie Elizabeth Kenyon

Sarah Elizabeth Ramsdell Beal
David Alexander Kenyon

Miles Amos Aiken

Alana Pascale Oren
Patrick John Aiken

Hazen James LaBerge

Kaylyn Marie Grenier
Hazel Alexander LaBerge

Simon Arthur Bella

Audrey Heather Bella
Anthony Christopher Bella

Simon Barker Henderson

Elise Corinne Legere
Joel Steven Henderson

Valerie Netta Shearer

Katherine Lindsay Shearer
Benjamin Douglas Shearer

Vivian Michelle LaMere

Devon DeMioLaMere
Robert Louis LaMere

Emilio Taven Barwin Crow

Sara Jane Crow

Elcy Ramsdell Beal

Alexa Mucklow Beal
John Alexander Beal

Dominic Christopher Magistrale

Jennifer Margaret Wheel
Christopher Anthony Magistrale

BIRTHS 2021

NAME

PARENTS

Clara Jean Patnaude

Samantha Mae Patnaude
Kyle Robert Patnaude

Brantley Benjamin Chartrand

Sherilyn Joy Chartrand
Benjamin Donald Chartrand

Myles Ludlow Saxton

Hannah Julie Smith
Jeremy Peter Saxton

Luca David Tomasik

Lisa Marie Tomasik
Tyler James Tomasik

Thea Walker Joyal

Hillary Elizabeth Joyal
Dana Andrew Joyal

Micah Emmon Krasnow

Julia Mara Wayne
Matthew Lee Krasnow

Maeve Mary McCarthy

Amanda Elizabeth Abbott McCarthy
Walter Allan McCarthy

Sophia Maria Kozlowski

Nicole Marie Kozlowski
Mateusz Samuel Kozlowski

Matilda Louisa Comeau

Kati Louise Comeau
Andrew Marc Comeau

Enzo Charles Ciaccia

Laura Ashley Ciaccia
Bryan Anthony Ciaccia

CIVIL MARRIAGES 2021

<u>DATE</u>	<u>NAMES</u>	<u>RESIDENCE</u>
June 12, 2021	Lindie Marita Martin Jeremy Joseph Holtzman	Charlotte Charlotte
July 3, 2021	Terence Brian Flynn Megan Holmes Shattuck	Rhode Island New York
July 11, 2021	Florence Elizabeth Grazi Blake Allen Hall	Charlotte Charlotte
July 24, 2021	Brittany Elizabeth Pfaff Mark Michael Ambrosio	New York New York
August 14, 2021	Olivia Victoria Anair Jack Benjamin Barton	Charlotte Charlotte
August 20, 2021	Emeline Marie Solange Gaujac Steven Tyler Bryson	Massachusetts Massachusetts
August 21, 2021	Ashley E. Meacham Chase L. Gallison	Charlotte Charlotte
August 28, 2021	James Holms Magill Jr. Anna Marie Lamb	Charlotte Charlotte
September 3, 2021	Kylie Brown DeGroot Cody Grey Spiegel	Charlotte Charlotte
September 5, 2021	Michael Andrew Swain Meaghan Eileen Winter	Charlotte Charlotte
September 11, 2021	Susannah Perkins Ames Samuel James Wardlaw	Canada Canada
October 9, 2021	Daniel Anthony West Jaclyn Elizabeth Connolly	New York New York
November 9, 2021	Matthew Martin Small Mikayla Blair Begins Kelemen	Charlotte Charlotte
November 25, 2021	Jacob Clarke Miller Isabelle Jasmine Fenn	California California
December 29, 2021	Jackson Joshua Clemmons Kristen Kay DeStigter	Charlotte Charlotte

JUSTICES OF THE PEACE (Term begins Feb 1, 2021)

NAME	ADDRESS	PHONE
Jill Abilock	2087 Ferry Rd	Charlotte 238-0883
Gregory Cluff	1745 Dorset Street	Charlotte 425-3094
Maurice A. Harvey	PO Box 402	Charlotte 425-4811
Lorna Jimerson	221 Roscoe Road	Charlotte 425-2497
Mike Krasnow	356 Half Mile Rd	Charlotte 425-3997
Patrice Machavern	156 Windswept Lane	Charlotte 233-3209
Robin Reid	3358 Greenbush Rd	Charlotte 425-3739
Margaret Sharpe	5171 Lake Road	Charlotte 425-2402
Ed Stone	138 Wildwood West	Charlotte 425-3277
Lucas Trono	610 Fat Cow Farm Circle	Charlotte 425-4554
Peter Trono	471 Fat Cow Farm Circle	Charlotte 343-3254
Seth Zimmerman	168 Patton Woods	Charlotte 425-2595



DEATHS 2021

<u>DATE</u>	<u>NAME</u>	<u>AGE</u>
January 2, 2021	Sara M. Bridgman	69
January 15, 2021	Elizabeth Ann Tenney-Sorrell	81
January 16, 2021	David Watts	75
January 24, 2021	Barbara Ann Ferdinand	89
March 4, 2021	Joan Nulton Aichroth	90
March 19, 2021	Eileen M. Schilling	62
April 11, 2021	Noemi Barbara Ferrante	4
April 12, 2021	Marion Paris	76
April 19, 2021	Martha Elizabeth Illick	70
April 19, 2021	Terrence Joseph Dinnan	71
May 15, 2021	Marion McDougal Bausch	96
June 19, 2021	Shawn Corwyn Coyle	71
June 27, 2021	Sean Paul Mahoney	72
August 5, 2021	Ronald Wade Purdum	87
August 17, 2021	David W. Garrett	78
August 19, 2021	Thomas Scott Eriksen	84
September 16, 2021	Katherine Curley	74
November 11, 2021	Katherine Mary Frink	68
December 24, 2021	Robert Ralph Titus	89

**WAGES PAID TO EMPLOYEES
JULY 1, 2020- JUNE 30, 2021**

EMPLOYEE	SALARY/HOURLY	ANNUAL WAGE	POSITION
Arminius, Daryl	23.87/hr	2,366	Town Planner
Beerworth, Ella	10.96/hr	743	Library Asst
Blasius, Aidan	10.96/hr	2,184	Beach Attendant
Bloch, Dean	Salary	73,353	Town Administrator
Boffa, Seth	10.96/hr	685	Beach Attendant
Booher, Christina	25.02/hr	11,511	Asst Clerk/Treasurer
Boyd, Mary J.	Salary	6,231	Park/Beach Security
Cheney, Mary	17.52/hr	648	Library Asst
Cole, Jennifer	17.17/hr	15,741	Library Asst
Conley, Nicole	Salary	40,272	Rec Director/Beach Manager
Edwards, Georgia	18.01/hr	13,057	Library Asst
Evans, Harold	10.96/hr	552	Beach Attendant
Falk, Conner	10.96/hr	247	Beach Attendant
Faulkner, James	Salary	1,625	Selectboard
Fennern, Carter	10.96/hr	82	Library Asst
Griswold, Cali	Salary	1,250	Animal Control/Deputy HO
Hackerman, Isabella	10.96/hr	1,927	Beach Attendant/Library Asst
Jacobs, Joseph	10.96/hr	94	Library Asst
Kahn, Susanna	20.87/hr	34,467	Technical Librarian
Kerest, Lewis	10.96/hr	288	Beach Attendant
Kerr, John	22.88/hr	10,600	Assessor
Knowles, Dale	Salary	1,750	Animal Control Officer
Koerner, Sayuri	22.00/hr	36,812	Asst Clerk/Treasurer
Krasnow, Matthew	Salary	2,500	Selectboard
Kulikowski, Carole	21.00/hr	45,622	Senior Center Director
LaChapelle, Emmett	10.96/hr	937	Beach Attendenat
Lewack, Lawrence	22.10/hr	51,602	Town Planner
McDermott, Courtney	10.96/hr	132	Library Asst
McNally, Grace	10.96/hr	723	Beach Attendant
Mead, Mary	Salary	81,666	Clerk/Treasurer/Delinquent Tax
Monsey, Colin	11.03/hr	540	Beach Attendant
Morgan, Daniel	19.54/hr	39,210	Zoning Administrator/HO
Mudge, Lewis	Salary	542	Selectboard
Pelletier, Wendy	26.39/hr	8,174	Zoning Administrator/HO
Robinson, Cynthia	15.59/hr	10,126	Library Assistant
Sharpe, Margaret	15.95/hr	1,970	Senior Center Volunteer Coordinator
Silverman, Andrew	10.96/hr	1,017	Beach Attendant
Silverman, Matthew	10.96/hr	729	Beach Attendant
Sloan, Cheryl	20.21/hr	33,823	Youth Librarian
Spear, Carrie	Salary	1,083	Selectboard
Sulva, Julie	10.96/hr	1,093	Beach Attendant
Tegatz, Betsy	22.74/hr	16,219	Assessor
Tenney, Frank	Salary	1,625	Selecboard
Trus, Aidan	10.96/hr	1,915	Beach Attendant
Waiwong, Patcha	10.96/hr	921	Beach Attendant

**WAGES PAID TO EMPLOYEES
JULY 1, 2020- JUNE 30, 2021**

EMPLOYEE	SALARY/HOURLY	ANNUAL WAGE	POSITION
Woodruff, Margaret	Salary	61,494	Library Director
York, Lori	16.00/hr	248	Senior Center Volunteer Coordinator
TOTAL FY21 TOWN EMPLOYEE SALARIES		620,396	

DELINQUENT TAXES - YEAR ENDING JUNE 30, 2021

Parcel ID #	Tax year	Total Outstanding	Paid
00004-2336	2020	\$521.87	
00004-3637	2020	\$9,933.94	
00009-2074	2020	\$1,285.52	
00009-3965	2020	\$19,420.18	P
00011-1235	2016	\$1,879.62	
	2017	\$1,678.12	
	2018	\$1,307.36	
	2019	\$1,420.65	
	2020	\$1,177.45	
00027-6369	2020	\$77.54	P
00061-0821	2019	\$16,891.44	P
	2020	\$15,349.16	P
00066-0400	2020	\$3,429.12	
000F7-0290	2020	\$712.22	

DELINQUENT TAXES - YEAR ENDING JUNE 30, 2021

Total Outstanding June 30, 2021	\$75,084.19
Total Paid by December 31, 2021	\$51,738.32

DELINQUENT TAX POLICY

Taxes are due annually on November 15th, postmarks are accepted as timely payment. All unpaid parcels are assessed a one-time penalty of 8% and 1% interest for the first month. Interest accrues on the unpaid tax at a rate of 1% the next two months and 1.5% each month thereafter. Any property that is two years or more in arrears will be considered for tax sale.

P denotes paid by December 31, 2021

Mary A. Mead, Delinquent Tax Collector



ASSESSOR 2021 ANNUAL REPORT

Annual Quadrant Inspections

Quadrant Inspections are property reviews that are done by our Appraisers to ensure accuracy in our Property Records. These inspections are performed on one quarter of the Town annually to ensure accuracy in Property Records on an ongoing basis. The inspection process can result in property value changes, if warranted, by the inspection. The process requires us to send out a postcard indicating that an Appraiser will be visiting. If you are not home during the visit a card will be left to let you know of the visit and if a follow up visit needs to be scheduled. The Appraisers will all carry identification indicating they are an employee of New England Municipal Resource Center (NEMRC).

Building Permits

Once a Building Permit has been issued at Assessor's Office will periodically visit the site to determine the value of the permitted action. The site visits will not be communicated in advance but entry to the building or structure will only be done when the Owner or Owner's Representative are present. Additionally, note that Farm Structures will also be assessed on an ongoing basis. The Appraisers will all carry identification indicating they are an employee of New England Municipal Resource Center (NEMRC).

Common Level of Appraisal (CLA) and Coefficient of Dispersion (COD)

The Common Level of Appraisal (CLA) for the 2020 Equalization Study was 94.99 and the Coefficient of Dispersion is 12%. The CLA is a measure of the ratio between assessed value and sale price of properties that have sold in Charlotte. The COD is a measure of the consistency of appraisal for all properties in the Town. We are currently planning a town wide reassessment if 2023. We will update this plan and update the website as we get more information.

Current Use Program

There are 180 parcels currently enrolled in the Use Value program. The 2020 use values for agricultural land was \$405/acre and for forest land was \$152/acre.

Grievance Process

If your property value changes during the course of the year, we will notify the property owner of the change and provide an opportunity for them to meet with us to discuss the change. Once the hearing dates have been established it will be posted to the web site and Bulletin Boards across Town. Please keep in mind that you do not have to receive a notice of change to meet with us but you will have to make an appointment with the Assessors Office.

Respectfully Submitted,

John D. Kerr

Assessor

Lewis Excavating, LLC
Hugh "Jr" Lewis
1863 Ferry Road
Charlotte, Vermont 05445-9403
Office (802) 425-2223
lewisexcavating@gmavt.net

ROAD COMMISSIONER REPORT ~ July 1, 2020 - June 30, 2021

Pike paved again. Beginning with Thompson's Point Road (from Point Bay Marina down to Flat Rock Road), on Greenbush Road there were 2 locations (one was from Town Line Road to Cattail Lane and the second location was from Common Way to the Old Lantern), all of State Park Road, all of Jackson Hill Road and newly paved Ashe Road.

We received a grant for rock lining on Prindle Road from Garen Road north (\$8,143.65).

We continue to put gravel on our dirt roads to build up the crown to shed water, ditching and culvert replacement as needed. We mow the roadsides before the poison parsnip goes to seed as to prevent spreading of this invasive plant. Brush cutting continued throughout the year to improve visibility and to improve ditching.

"THANK YOU" to Gary, Ron and Tyler for all your hard work throughout the year.

We appreciate your patience while we work on town roads.

Hugh "Jr" Lewis
Road Commissioner



News from the Charlotte Library

Just as COVID defined much of our lives during the Vermont State of Emergency, it also defined library services for FY2021. From book checkouts to children's storytimes, our normal operations were disrupted and redirected. At the same time, working to meet community demand and expand our services gave the library staff the opportunity to meet our strategic goals in new and innovative ways. Our open days were cut in half but our programs and circulation remained strong. We were fortunate enough to receive nearly \$5000 in grant funding to support new and ongoing programs and collections. From fostering community connections to enriching the imagination to supporting lifelong learning to promoting technology literacy to expanding use of the library, here are a few of the programs and resources that we offered.

Fostering community connections: The online program format did not stop the creation of new partnerships but rather gave the Charlotte community access to new information and ideas. Charlotte Community Partnership was the most far-reaching collaboration, coordinating more than a dozen community resources to help identify and deliver critical services. Of the more than 15 new partnerships, other highlights include the Vermont PBS Distance Learning Advisory Group, the Peace and Justice Center, and the Vermont Fair Housing Project.

Enriching the imagination: Library staff assumed the role of online hosts for a variety of programs from book group sessions to candidate's night to garden support chats. Over 2500 Charlotters signed on to webinars to enjoy and learn about everything from local history to environmental art. Online, the library presentations ran the gamut from citizen science sessions to cake baking contests.

The library's **commitment to lifelong learning** prompted an expansion of our "Library of Things" collection. This eclectic group includes embroidery kits, bird-watching sets, apple pickers and chess sets. The new Conservation Corner, a collaboration with the Charlotte Energy Committee, made available resources such as an infra-red camera, a moisture meter and a Planet Pack. In addition, the expansion of our inter-library loan service allowed more patrons access to materials critical to classwork and to job preparation.

Promotion of technological literacy: Technology upgrades included in the expansion project meant that we could meet the increased demand for Wi-Fi service. Charlotters connect from the porch and parking lot to download homework, access COVID resources and communicate with friends and family. We are also fortunate to have a technology librarian on staff to provide the critical training and support to both staff and patrons as we all navigated new tech challenges.

Expanding the Use of the Library: Creative programming took on a new meaning during COVID. During the summer months, we took all events outside, hosting some of our most successful events such as the Grange on the Green music series and the interactive Story Walks® on the Town Green. Expanding use also involved expanding

outreach. Our “grab and go” programs offered craft kits, seed sets and learning materials to patrons of all ages. In total, we provided over 450 activity packs to adults and children in our community.

While we haven’t yet been able to officially open the “new” library, the library board and staff would like to thank all who contributed and supported the successful efforts to create this beautiful space. We look forward to a community celebration next spring. In the meantime, the library board would like to thank all in the community for working together to keep us safe and healthy. We are especially grateful as we worked to maintain service while following guidelines from the Charlotte Emergency Team, Vermont Department of Health, and Vermont Department of Libraries. We extend our gratitude to the library staff who all worked with flexibility and determination to make library services and resources available.



Charlotte Senior Center

The Charlotte Senior Center survived the Covid challenges of 2020-21. The Center was—and continues to be—very successful in providing programming and opportunities for social connections during the pandemic. Having the flexibility to pivot and move programming to Zoom allowed the Center to keep seniors connected and engaged. Even with the building closed, seniors from near and far took advantage of Senior Center classes using Zoom—with as many as 25 classes a week, from Pilates to learning water color basics. Total registrations exceeded all expectations, and, even with reduced priced for some classes, income from these covered the costs. Wednesday presentations were live via Zoom, attracting larger audiences than usual, and were also recorded and posted on the Center’s website. We want to thank Carolyn Kulick, our former director, for nimbly facilitating the transition to Zoom.

The return of the Memorial Day weekend outdoor plant sale in late spring of 2021 marked the beginning of the Center’s gradual re-opening, which required a clear understanding of and attention to the Covid protocols to have in place to maintain a safe environment. Summer saw in-person classes starting up and the return of Monday lunches. Fall 2021 marked an enthusiastic return almost fully to in-person classes (with a few still on Zoom and others a hybrid of both). Scheduled Wednesday talks continue to draw on the expertise of many in our community and the local area and will benefit from the new projection equipment recently purchased by the Friends of the Senior Center.

Moving forward, we will be focusing on key goals: developing new ways to attract the next generation of those over 50, streamlining course registration and payment options, reaching out with more social events, including Wednesday lunches, and reviving some traditional events like the volunteer dinner and summer barbeque.

In December 2021 the Board of the Senior Center welcomed Lori York as Senior Center Director. Her extensive background in working with volunteers and on events is a good fit for our community serving those 50 and older. We are looking forward to working with Lori to expand the Center’s activities and continue to provide a comfortable place for people to gather.



Board: Sukey Condict, Wally Gates, Dorrice Hammer, Carl Herzog, Susan Hyde, Beth Merritt, Lane Morrison, Gary Pittman, Ron Ulmer and Roberta Whitmore
Director: Lori York

FRIENDS OF THE CHARLOTTE SENIOR CENTER, INC.

The Friends of the Charlotte Senior Center, Inc. is a not-for-profit organization that manages the Charlotte Senior Center for the Town of Charlotte. The Friends organization:

1. Raises money to provide enhancements to the facility and the programs;
2. Recruits the many volunteers who help run the Center;
3. Supervises the Director and the Assistant to the Director;
4. Oversees the operation and maintenance of the Center and its grounds;
5. Manages the Center’s budget for the Town of Charlotte.

The financial report of the Friends for the last two fiscal years is as follows:

	7/1/2020 to 6/30/2021	7/1/2019 to 6/30/2020
Revenue:		
Donations – Annual Fund, Memorials & Grants	\$14,931	\$15,755
Donations – Lunches	148	13,796
Investment Income	5,689	4,442
Plant Sale & Other Income	<u>2,601</u>	<u>586</u>
 Total Revenue	 \$23,369	 \$34,579
 Expenditures:		
Donation to Town for Building, Landscaping, Furniture, Fixtures, Equipment & Supplies	\$2,211	\$7,462
Groceries	165	11,522
 Volunteer Recognition	 949	 2,342
Fund-raising & Administrative	<u>302</u>	<u>2,661</u>
 Total Expenditures	 \$3,627	 \$23,987
 Revenue less Expenditures	 \$19,742	 \$10,592

All of the year ended June 30,2021 and the last four months of the previous year were severely impacted by the Corona Virus. Revenue was reduced because we did not schedule Annual Fund Drives and lunches were discontinued. Expenditures were reduced because lunches were no longer served and we were unable to host our annual Volunteer Dinner.

We thank the Selectboard, our former Director, Carolyn Kulik, Lori York who was Assistant to the Director and promoted to Director in December, 2021, and our many volunteers and generous donors, for making your Center such a successful and comfortable place.

The Board of Directors

Planning Commission Report – FY 2021

The Planning Commission completed 18 development reviews during the year ending 6/30/2021:

Applications	FY 2021	FY 2020	FY 2019
Sketch Plan Reviews	8	11	18
Site Plan Reviews	2	2	
Boundary Adjustments	3	2	3
Minor Subdivisions	3	4	4
Minor Subdivision Amendments	1	2	5
Major Subdivisions (Preliminary Plans)	1	1	1
Major Subdivisions (Final Plans)	0	1	2
Total completed	18	23	33
Renewable Energy Projects * (residential)	57	33	50
Building Lots created	2	6	5
Elder/Affordable Housing Units created	0	0	0

* The Commission does not have jurisdiction over energy projects. However, it can serve as a forum for project outreach and feedback from neighbors and residents with concerns on a project's application to the Public Utilities Commission.

Project reviews completed during the year ended 6/30/2021:

Application ID	Applicant(s)	Type	Date decided	Address
PC-20-24-SK	John & Sue Patnaude	Sketch Plan review for 2-lot subdivision amendment	6.23.2020	213 Eastry Ct.
PC-20-67-SK	Gary & Janet Landrigan	Sketch Plan review for 2-lot residential subdivision	8.31.2021	2119 Spear St.
PC-20-51-SK	Mitchell & Wendy Shifrin	Sketch Plan review for 4-lot residential subdivision	9.3.2020	4035 Mt. Philo Rd.
PC-20-95-SD	Peter & Patricia Post	Final Plan review for 2-lot residential subdivision	9.24.2020 (approved)	1706 Carpenter Rd.
PC-20-116-SK	Evergreen Family Health	Sketch Plan review - site plan for new medical clinic	10.26.2020	251 Ferry Rd.
PC-20-125-SK	Jim Donovan & Patricia O'Donnell	Sketch Plan review for 9-lot residential subdivision	11.17.2020	125 Lake Rd.
PC-20-172-SK	Greg & Lynn Cluff	Sketch Plan review for 2-lot subdivision	12.16.2020	1745 Dorset St. Ext.
PC-20-164-SK	Clark Hinsdale, Johns & Giovanna Congdon	Sketch Plan review for 3-lot subdivision amendment	12.18.2020	640 Bingham Brook Rd. and 3768 Spear St.
PC-20-177-SPA	Gemini Properties	Site Plan Amendment for mixed-use commercial	12.29.2020 (approved)	3488 Ethan Allen Hwy.
PC-20-210-SK	Vermont Commons School	Sketch Plan review - site plan for outdoor campus	1.13.2021	2369 Spear St.

(continues next page)

Application ID	Applicant(s)	Type	Date decided	Address
PC-20-211-SD	Mitchell & Wendy Shifrin	Preliminary Plan review for 4-lot residential subdivision	1.28.2021 (approved)	4035 Mt. Philo Rd. (under appeal)
PC-20-187-SD	Gary & Janet Landrigan	Final Plan review for 2-lot residential subdivision	1.29.2021 (approved)	2119 Spear St.
PC-20-222-SD	Roy Marble (et al)	Preliminary Plan review for 4-lot residential subdivision	3.5.2021 (approved)	3453 Spear St.
PC-20-177-SA	Gemini Properties	Reconsider 12.29.2020 Site Plan Amendment for mixed-use commercial	4.15.2021 (approved)	3488 Ethan Allen Hwy.
PC-21-6-SA	Clark Hinsdale, Johns & Giovanna Congdon	Final Plan review for 3-lot subdivision amendment	4.15.2021 (approved)	640 Bingham Brook Rd. and 3768 Spear St.
PC-21-33-BA	Cathy Hunter and Deborah Davis	Final Plan review for 2-lot boundary adjustment	4.30.2021 (approved)	101 & 385 Toad Rd.
PC-21-15-BA	Taylor Harmeling, Richard & Martha Greene	Final Plan review for 2-lot boundary adjustment	4.30.2021 (approved)	3702 Mt. Philo Road and 361 Colonel Williams Way
PC-21-94-BA	Evergreen Family Health	Final Plan review for Boundary Adjustment – 2-acre lot for medical clinic	6.10.2021 (approved)	251 Ferry Rd.

As part of subdivision approvals, the following acreage (including significant forest and aquatic habitats, wetlands, agricultural land and scenic viewsheds) was permanently conserved:

<u>Open Space – Conserved Acreage:</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>FY 2019</u>
Annual total:	66	22	60

In addition to its development review duties (*summarized above*), the Planning Commission continued work on updates to the Charlotte Land Use Regulations (LURs) and Town Plan. This year, the Commission drafted 22 amendments to the LURs and Town Plan, vetted during public hearings of the Commission and the Charlotte Selectboard in winter 2021, then presented to residents at Town Meeting in March 2021. Voters endorsed two of the four articles, while two others were rejected.

Planning Commission members (as of 6.30.21): Peter Joslin, Chair; Charlie Pughe, Vice Chair; Gerald Bouchard, Kelly Devine, Linda Radimer, Kyra Wegman, and Bill Stuono. Ben Pualwan also served for several months. Members mourned the passing this year of Marty Illick, who served the town in diverse ways, including many years as a member of this Commission. The Planning Commission is supported by Larry Lewack, Town Planner. Meeting minutes are taken by Lynn Monty.

Residents planning to build, subdivide a property, or who would like to propose a new business or other development on their land, are advised to get started early. With multiple hearings and meetings sometimes required, it can take several months to complete a subdivision, boundary adjustment or site plan. Your planning & zoning staff can help you navigate the process. Call (802) 425-3533 ext. 207, or email zoningadmin@townofcharlotte.com for assistance.

ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment (ZBA) is a quasi-judicial board with the responsibility to review requests for conditional uses, variances, and appeals of the Zoning Administrator.

The ZBA is made up of five citizen volunteers. Lane Morrison serves as Chair, J.D. Herlihy, Eli Lesser-Goldsmith, Charles Russell, and Karina Warshaw are regular members, and Scott Goodwin is an alternate member. The Board receives applications which are reviewed using Charlotte’s *Land Use Regulations*. Public hearings



ZBA members, pictured left to right, Charles Russell, Lane Morrison (Chair), Rebecca Kaplan (staff), JD Herlihy and Karina Warshaw, at a site visit on Ferry Road on September 8, 2021.

are held to discuss the applications and allow interested parties to contribute. The ZBA’s hearing notices are distributed publicly by postings on the Town Hall bulletin board, on the Town website, at the Town’s Post Office and at Spear’s Corner Store, and in *The Citizen* newspaper. In 2021, the ZBA received thirteen applications. All but one application was approved, and one application was withdrawn. Applications for ZBA review as well as formal decisions of the ZBA are available for public review on the Town website: www.charlottevt.org.

The ZBA was staffed by Danial Morgan from July to December of 2020, Larry Lewack from January to mid-August of 2021, and Rebecca Kaplan from mid-August of 2021 to the present. Lynn Monty is the minutes taker. On October 25, 2021 the Selectboard passed a resolution to create a Development Review Board (DRB) to combine the functions of the Zoning Board of Adjustment and the development review functions of the Planning Commission. The DRB effective date is December 15, 2021.

	2017	2018	2019	2020	2021
CONDITIONAL USE	9	11	6	3	8
CONDITIONAL USE – THOMPSON’S POINT	3	1	2	1	4
VARIANCE	0	0	0	0	1
APPEAL	0	2	3	0	0
TOTAL	12	14	11	4	13

FY 2021 REPORT ZONING ADMINISTRATIVE OFFICER

The Zoning Administrator fulfills all duties and responsibilities as required under 24 V.S.A. §4448, administers and literally interprets the Charlotte Land Use Regulations and the Vermont Wastewater System and Potable Water Rules, and receives, reviews, and acts on all permit applications in accordance with State statute 24 V.S.A. §4449.

From January through late April 2021, Jeannine McCrumb and Town Planner, Larry Lewack, alternately served as Interim Zoning Administrator after the Dec. 2020 departure of Daniel Morgan. The duties of Zoning Administrator were assumed by Wendy Pelletier on April 26, 2021. The permitting workload was particularly heavy in the spring and summer due to a backlog of pending applications, the approaching construction season, and a Covid-19 related remodeling surge.

The Zoning Administrator reviews building permit applications, and issues potable water and wastewater permits under delegated authority from the State of Vermont. The Zoning Administrator also serves as the Town Health Officer, and enforces the Rental Housing Health Code. In March 2021, voters approved an amendment to the Charlotte Land Use Regulations to provide for limited regulation of accessory on-farm businesses, following a new state statute, Act 143. In collaboration with our farmers, Planning & Zoning staff developed draft reporting procedures to document compliance of existing and proposed accessory on-farm businesses and new farm structures. These procedures and reporting forms will be rolled out in 2022. Unfortunately, Ms. Pelletier recently had to resign her position due to family health issues. At this writing, the position is under recruitment.

	2019	2020 *	2021
New Home	3		17
Duplex	2	0	0
Multi Unit	0	0	0
Reconstructed Homes	4	0	0
Public Buildings	1	0	0
Commercial	1		2
Accessory Dwellings	0		3
Home Occupation II	2	0	0
Additions	23		22
Accessory Structures (Garages and Barns etc.)	8		12
Inground Pools	2		10
Fence	1	0	0
Other Land Use Permits (Tennis courts +Decks)	0		11
Delegated Authority Wastewater/Water Permits	23	26	46
Shoreline Stabilization	1	0	0
Permit Renewals	0	0	0
Exemptions (Ag. Structures)	2		2
Amended Permits	0	0	0
Permits Appealed	1	0	0
Violations	0	0	0
Certificates of Occupancy	17	13	22
Certificates of Compliance	57	58	84
Tree Inspections	0	0	0
New 911 Addresses	6		8
Health Code Investigations	5		1
Health Code Orders	0	0	0
TOTALS	160		231

* 2020 permit data is incomplete

Recreation Program & Commission

Recreation Program

Recreation saw some ups and downs similar to everyone else as the State had shut down for months. Our first glimpse of recreation reappeared at the beach when we were able to open it in June 2020. We saw record sales once again as many residents and nonresidents sought out safe activities outside. The summer was hot, and our long shoreline accommodated many who needed to cool off and enjoy the sunshine. We continued to see the playground utilized on a daily basis from late Spring through early Fall. The sport courts at the beach also maintained steady traffic with an increase in pickleball participation. The dedicated group played until the snow stopped them. As the beach wrapped up, recreation hosted a brief soccer season, which seemed like a promising future until the virus numbers increased and canceled all rec programs. We became creative finding alternative ways to connect with the community and continue the work of creating “fun” for Charlotte:

- During Halloween, we organized a candy drive and bagged over 100 bags for kids in town.
- The Commission worked on updating and revising the site plan at the beach.
- Recreation worked with the Interval Center and Spears Store to provide takeout meals for families in the community.
- A sculpture competition was held at the beach for a free beach pass.
- Classes were held virtually to keep students engaged.

We look forward to next year where we hope to bring everyone back together.

Nicole Conley - Recreation Director

Recreation Commission

The focus of the Commission was integrating as much fun into the beach as we could. We re-introduced the Music at the Beach series with three superb VSO quartet concerts and kicked off the summer with a free town wide beach party with BBQ and live music courtesy of local sponsors. Free Yoga at the Beach every week was enjoyed by many. Beach parking pass sales were exceptional, indicating a release of pent up desire to recreate outdoors. Earlier last season the rink was also very well attended with play extending well into the night under the lights. A thanks to all those late night flooding volunteer hours.

A special thanks to the residents of town for continuing to support our volunteer efforts by approving our capital fund requests. We applied for and received a grant to assist in the purchase of a new dock for next summer and it was having the matching funds available in this capital fund that helped in the grant acquisition.

Thank you and see you out and about around town- having fun.

Bill Fraser-Harris

Recreation Commission- chair



Charlotte Trails Committee Annual Report for 2021

It has been a wonderful year for Charlotte trails thanks to the enthusiasm and support of our townspeople. More Charlotters than ever have used the Town's trails, bringing our community together by connecting neighbors, neighborhoods, and special points of interest with safe and accessible alternatives to busy roads.

In 2021, the all-volunteer Trails Committee:

- Garnered overwhelming public support at Town Meeting in favor of continued funding for trail construction and maintenance.
- Completed the State Park Road section of the Town Link Trail, creating a beautiful 2.5-mile bike/pedestrian/ski trail from Mt. Philo State Park to Co-Housing, including the underpass under Route 7.
- Beautified the Route 7 underpass with a mural painted by AP Art and Graphic Design students from Champlain Valley Union High School.
- Completed a scoping study on potential paths for the Town Link Trail to go from the West Village to the Town Beach, drawing on extensive public comments as well as inputs from relevant Town committees and officials.
- Held more volunteer workdays this year to clear the Plouffe Lane, Town Link, and Village Loop trails of downed trees and brush; worked on a section of the Village Loop east of the old health center; and upgraded signs along parts of the trail system to make wayfinding easier.
- Updated trail maps on the Town website and TrailFinder.com, and printed a revised hardcopy map of the trail system.
- Secured Select Board approval to design and build more comprehensive and visually-unified trail signage in 2022.
- Worked with the Energy Committee and Burlington-based Local Motion to survey Charlotters' views on biking and walking.

The Trails Committee is grateful for the support and encouragement received from the Charlotte community so that we can continue to plan, build, and maintain the Town's trails and help bring our community together.

Respectfully submitted,

The Charlotte Trails Committee: Bill Regan (chair), Kate Elliot, Richard Hendrickson, John Limanek, Ethan McLaughlin, Margaret Russell, Larry Sommers, Laurie Thompson, David Ziegelman

CHARLOTTE PARK AND WILDLIFE REFUGE – 2021 Report

The Charlotte Park & Wildlife Refuge (CP&WR) Committee would like to honor Jenny Cole for her 16 years of work for the CP&WR. At the beginning of 2021, she stepped down from her position on the committee. We are appreciative that she continues volunteer work when available, yet her resignation has been a great loss for the committee. Beside the sign painting, trail work, brush clearing, and herbicide expertise, Jen was always a pleasant companion. She was a joy to work with from summer wild parsnip removal to winter brush burning.



One of our main missions at the CP&WR is to remove invasive species. Huge amounts of honeysuckle and buckthorn were removed from the East-West hedgerow in the upper park, opening the view from the benches on the north side of the gravel road. It was a very big project that began in the winter of 2019 with mechanical removal of invasives. A front mounted brush hog continued the work, while volunteers supported the effort with hand tools, consolidating debris into piles to either decompose or be burned. This project involved the CP&WR committee and 57 hours of volunteer labor. With a \$750 donation from a private donor, we hired three people from the Vermont Youth Conservation Corp (VYCC) and a certified herbicide applicator, Habitat Restoration Solutions. As we removed the invasives, we revealed beautiful native trees: bitternut hickory, paper birch, shagbark hickory and apple. In the spring, we planted native grasses and wildflowers, pulled invasive garlic mustard, dug burdock, and cut tree choking vines (another 14 hours of work). We will continue to monitor for invasive growth. Our efforts have been rewarded, with many positive comments about the project over the summer.

The Emerald Ash Borer (EAB) that has killed millions of trees around the country and is knocking at our door. At the CP&WR we have many magnificent ash trees. To save some ash trees for the future, when perhaps there will be a biological control, we identified eight ash trees by the parking area to be treated with insecticide injection, one in the upper park, and four black ash in the wet area on the east side of the first bridge on the Robert's trail. Male and female trees have been selected in the hopes they will produce seeds over the years and continue the ash population. Black ash were specifically chosen to be saved as that is the tree the Abenaki people use to make ash baskets.

Because of the COVID-19 pandemic and the restrictions on gathering inside, there is a noticeable increase in the use of the CP&WR. A wet spring triggered the need to stabilize the trail with gravel, which also provides a safer footing. It has worked out well and has not washed-out during storms.

Beaver have returned. When the CP&WR was first established in 1997, the layout included the placement of the first bench "overlooking the beaver pond". There were no beaver and no pond for many years. Then in 2019 beaver repaired their old broken dam and built a new lodge. This spring they attempted to dam the railroad culvert. With the help of another donation from a Charlotte family, we were able to purchase and install a 'Beaver Deceiver' to protect the culvert. Our hope was that they would move east not west, which they have. The beaver provides more ecosystem services than any other any animal in the park. They are a keystone species. In this short period of time, they have impounded enough water so that all animals would have enough to drink during the hot dry summer. They have provided habitat for many critters: otter, great egret, green heron, turtles, fish, deer and others. They are transforming the land as well. Native wetland plants are returning and honeysuckle are drowning. "Slow the flow" is the mantra of the beaver dams. Now soils eroded from the fields and stream banks will settle out in the ponds. An additional benefit is that water has a chance to infiltrate into the water table. The beaver dams also help prevent flooding. These areas of CP&WR have come alive providing food, water and shelter to all animals.

Finally, a great big thank you to our volunteers who have helped to make the CP&WR what it is and to Junior Lewis for all he does too. Park Committee members: Sue Smith, Jessie Bradley, Andrew Milliken, Julian Kulski, Claudia Mucklow, Braxton Robbason, Cathy Marshall, Greg Smith, Dorothy Hill.

2021 Tree Warden Report

The Selectboard accepted Tree Warden Mark Dillenbeck's application to serve for another term. Susan Smith volunteered to continue in her capacity as Deputy Tree Warden. This year the Selectboard accepted Alexa Lewis' application to be a Deputy Tree Warden. Vince Crockenberg, VJ Comai and a few others continued on as Tree Stewards contributing their time and labor to the Tree Warden program as part of the Tree Tribe. Brett Towle signed on as the newest member of the Tree Tribe and he brings extensive practical knowledge to the task.

The Tree Wardens continue to monitor for emerald ash borer (EAB) infestations. Mark, Alexa and Vince installed a dozen EAB traps and checked these twice during the insect flight season. Mark also responded to reports of possible EAB infestations. To date, no EAB has been detected in Charlotte, although it has been identified in surrounding areas and may already be in our town.

The town, under the jurisdiction of the Tree Warden and with collaboration of the Road Commissioner, continued the program of preemptive removal of doomed and potential hazard trees on town land and right of ways. Teacher's Tree Service, under contract with the town, removed several medium to large ash trees on Converse Bay Road. A land owner agreed to commit to chemical treatments of a choice specimen ash tree, sparing it from the last round of removals.

New tree warden statutes encourage towns to create Shade Tree Preservation Plans. To that end a Shade Tree Task Force has been created to help develop the plan. The members are, in addition to the Tree Warden and Deputy Tree Wardens, Alexa Lewis, Frank Tenney, James Faulkner, Junior Lewis, Matt Krasnow, Robin Coleburn, Vince Crockenberg, and VJ Comai. Charlotte is one of approximately ten towns in Vermont that is participating in a state-supported pilot plan to develop Shade Tree Preservation Plans. Elements of the plan include defining, for the purpose of the plan, what a shade tree is and which public areas and ways are under the jurisdiction of the plan. The plan will also identify a process for planting and caring for trees. Members of the Task Force participated in a state-wide meeting to discuss the process of creating Shade Tree Preservation Plans.

Deputy Tree Warden Sue Smith and Tree Tribe member Alexa Lewis spent many hours caring for planted roadside trees. The work typically involved watering, pruning and removing old tree guards. They have been working with Joanne Garton from the State's Urban and Community Forestry Program to get our town planted trees and their condition on a GIS map and database. In the winter VJ Comai joined Alexa and Sue and evaluated and pruned trees around town hall. Alexa and Sue treated trees by the library with fertilizer and iron to treat chlorosis. They talked with the Town Administrator, Dean Bloch, and wrote a plan for mowing and mulching of town trees. Five maple trees on the town lawn were air spaded and trimmed in an effort to improve their health and understand why they are failing. They replaced two dead trees on the Burns property, checked, measured, cut vines, and pruned roadside trees. The Tree Warden and Deputy Tree Wardens have installed new and larger protective wire on riverside trees at risk from beaver damage.

A contribution of \$600 was solicited from a Thompson's Point lease holder to compensate for the removal of three trees required for construction of a new garage. Elsewhere on Thompson's Point VJ and Mark assessed damage to trees caused by construction activity on a lot on North Shore Road. Fines are to be levied for damage incurred. The Tree Warden fielded numerous requests for tree removals from leased camps as well as some requests to remove trees from the public rights of way. Although not part of his job description, Mark answered, to the best of his ability, general questions from Charlotters about trees.

Mark Dillenbeck, Tree Warden, Alexa Lewis, Deputy Tree Warden, and Sue Smith, Deputy Tree Warden

Charlotte Energy Committee – 2021 Report

We might call 2021 the Year of the Interns, who lifted our spirits and boosted the CEC's productivity. Most excitingly, we had the help of two interns from Oberlin College to create a new website for dynamic, educational content that we've not been able to fit on the town website until now. One can view it all at www.CharlotteEnergy.org.

Interns from UVM also worked on the CEC's Energy Shelf project, helping to organize DIY weatherization materials and design brochures for distribution. We followed up with people who received free virtual energy tours of their homes with needed materials. The most popular items proved to be weather stripping, caulk, and door sweeps. The CEC supported low-income participation in the WindowDressers program run by Sustainable Charlotte, and received a \$1500 grant from the Climate Catalysts Innovation Fund from the Vermont Council on Rural Development to increase our efficacy reaching low income households.

While the town itself may not have contributed toward the Town Plan goal to add significant new renewable energy generation year on year, residents have. To motivate more photovoltaic installations, the CEC installed a dual use demonstration project at the CCS compost shed and gardens. In addition to the off-grid 100 Watt solar panel that connects to an inverter and battery with an outlet freely available to the public, we installed solar-powered security lighting and decorative lights around the shed and gardens to create a welcoming outdoor space. Pollinators make an excellent pairing with solar power, and we are grateful for donated pollinator seeds from Mike Kiernan of Bee the Change. We celebrated the gardens and solar installations with a mini-fest on location with our community partners in the fall. The CEC has also been exploring community solar with Co-op Power as an additional means of achieving the town's renewable energy goals.

In the realm of transportation, the CEC has enjoyed partnering with the Trails Committee and Local Motion's Livable Streets Program to find out what changes Charlotters want to their roads, with an eye to creating a walk/bike master plan. As an offshoot of Local Motion's e-bike lending program, we offered e-bike vouchers through the library so that people could try out e-bikes for free. Every ride on a bike reduces the number of car-miles driven. And to finally put last year's electric vehicle charger on the map, we got the Vermont Agency of Transportation to provide signage for Ferry Road as well as Rt 7.

The CEC could be found here and there through the year, at the Grange on the Green summer concerts with information tables; providing more materials for the Library's Conservation Corner; helping the town assess the options for lighting in the Town Hall parking lot; participating in the Community Center planning process; and commenting on the state's updated Comprehensive Energy Plan.

Current 2021 membership is Matt Burke, Jacqui DeMent, Rebecca Foster (chair), Suzy Hodgson, Deirdre Holmes, [Wolfger Schneider]. The non-voting student seat is filled by Chloe Silverman,

a CVU senior. This year the CEC established the Friends of the Charlotte Energy Committee, people whom we call on from time to time for advice and assistance. We look forward to another year collaborating with town groups and working toward the Town Plan’s energy goals.



Charlotte Conservation Commission 2020-21

The Charlotte Conservation Commission's (CCC's) year has been a full one! With the help of cooperative Charlotte landowners, our continued deployment of trail cameras has helped us verify the presence of wildlife in promising linkage habitat areas. It has been a joy to see that bobcats still venture west of Route 7; and in certain areas, emergent shrubland habitat is growing more hospitable to a range of wildlife that also includes coyote, grey fox, and porcupine.

The CCC has launched an Instagram account (@wildcharlottevt) to share the best of our wildlife photos, as well as inspiring natural reflections. We also maintain a Charlotte Conservation Map project to be found at iNaturalist.org, where all are encouraged to post sightings and help to confirm the identity of species posted by fellow Charlotters. Please follow both and contribute!

Development and Conservation in Charlotte will always present a balancing act for the town to debate. The CCC is working to tighten our connection to the Planning Commission (and now Development Review Board) to help Charlotte keep faith with the conservation values in its Town Plan. Over the past year, a few of our members have enrolled in Vermont Agency of Natural Resources courses to help us better understand how to evaluate and protect the town's Natural Resource Inventory. Our aim is to continue formalizing and strengthening our procedures for advising the town's decision-making bodies; relying on both natural resource mapping and "ground-truthing" to provide an accurate assessment of the conservation value of all lands where development is proposed.

This year the Charlotte Tree Calendar came to fruition in honor of the much-beloved late Tree Warden, Larry Hamilton. Its gorgeous shots (a labor of love by photographer Meg Berlin) pay tribute to some of the signature trees across our landscape as they reveal themselves during each month of the year. As of this writing (Nov 2021), holiday sales of the calendar are on track to easily make back costs and contribute significantly to tree planting from the Rutter Tree Fund. With the town's blessing, we hope to make conservation-themed calendars a perennial effort of the Conservation Commission.

The CCC welcomes the participation of all Charlotters at its regular meetings, held on the 4th Tuesday of each month, 7-9 pm. Current Members: Kevin Burget, Mary Van Vleck, Susan Blood, Roel Boumans, Mel Huff, Willie Tobin, Brette Towle, and Ronda Moore.



Town of Charlotte Emergency Management

Emergency Management exists to help educate the residents of the Town of Charlotte about emergency preparation and to help coordinate resources when a disaster occurs.

Currently, Christopher Davis is the Town of Charlotte Emergency Management Director (EMD) and Karina Warshaw is the Town of Charlotte Emergency Management Coordinator (EMC). Each position is appointed by the Selectboard for a one-year term. Both Chris and Karina have a background in emergency services and receive ongoing training provided by Vermont Emergency Management and other local, state and federal agencies.

If a disaster occurs, the EMD and EMC will rely on many dedicated residents of the Town of Charlotte, as well as our surrounding towns, and state of Vermont staff to assist with their skills and expertise to help coordinate recovery efforts.

In order to facilitate this, the EMD/EMC, with the assistance of Dean Bloch, Town Administrator, update and file a yearly Local Emergency Management Plan with the State of Vermont. This plan lists the human, technical and mechanical resources that we may rely upon during and following a disaster.

We also rely on you, the residents of Charlotte, by being prepared for unexpected emergencies. Some suggestions:

- *Make sure your home can be easily found by securing green, reflective numbers to a visible post or mailbox;
- *Store a three-day supply of food and water in your home;
- *Sign up for VT-Alerts at <https://vem.vermont.gov/vtalert>;

These, and other simple measures, could go a long way in helping you be self-sufficient until emergency personnel arrives. You'll find other preparedness ideas at <https://vem.vermont.gov/preparedness/family>

Trustee of Public Funds Report

The following Trust is maintained by the Town of Charlotte through investment support by Raymond James. I am the only Board member of the Trustee of Public Funds. There are 2 unfilled board positions at this time

The only trust is: Margareta P. Page Trust Fund.

This fund accounts for money held in trust from the Margareta P. Page Fund. Investment income is expended by the Town to maintain her family's 4 graves in the Grandview Cemetery. The fund was started on March 26, 1956.

Disbursement to the Grandview Cemetery Trustees for Fiscal Year 2020-2021 was \$7,806.23.

Ending Value-June 30, 2020 was \$589,348.09

Ending Value-June 30, 2021 was \$718,020,69

Respectfully submitted,
Moe Harvey, Trustee

TOWN OF CHARLOTTE, VERMONT

AUDIT REPORT

JUNE 30, 2021

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Independent Auditor's Report

Selectboard
Town of Charlotte, Vermont
P.O. Box 119
Charlotte, Vermont 05445

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Charlotte, Vermont, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of Charlotte, Vermont's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Charlotte, Vermont, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principles

As described in Note I.F. to the financial statements, effective June 30, 2021, the Town implemented GASB Statement No. 84, "Fiduciary Activities".

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 8, the budgetary comparison information on Schedule 1, the Schedule of Proportionate Share of the Net Pension Liability on Schedule 2 and the Schedule of Contributions on Schedule 3 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Charlotte, Vermont's basic financial statements. The combining fund financial statements and the schedule of taxes raised are presented for purposes of additional analysis and are not a required part of the basic financial statements. These schedules have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by “Government Auditing Standards”

In accordance with “Government Auditing Standards”, we have also issued our report dated November 23, 2021 on our consideration of the Town of Charlotte, Vermont’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with “Government Auditing Standards” in considering the Town of Charlotte, Vermont’s internal control over financial reporting and compliance.

November 23, 2021
Montpelier, Vermont
VT Lic. #92-000180

Sullivan, Powers & Company

The Town of Charlotte (the “Town”) herein sets forth an overview and analysis of its financial operations for the fiscal years ending June 30, 2021 and 2020.

Financial Highlights

- Assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources on June 30, 2021 by \$10,270,322 (*net position*). Of this amount, \$552,338 (*unrestricted net position*) may be used by the various funds of the Town to meet the Town’s ongoing obligations.
- The Town’s total governmental activities net position decreased by \$20,555.
- Fund Balances of Governmental Funds increased by \$22,636 to a total of \$1,849,148 in fiscal year 2021. The General Fund had a total fund balance of \$427,250 of which \$395,346 was unassigned.

Overview of the Town’s Financial Statements:

The annual financial report consists of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Town of Charlotte’s finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Town of Charlotte’s assets, deferred outflows of resources, liabilities and deferred inflows of resources with the difference between them reported as net position.

The *statement of activities* presents information showing how the Town’s net position changed during the past fiscal year. The *statement of activities* is on the full accrual basis (i.e. all changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows) whereas the *statement of revenues, expenditures and changes in fund balances - governmental funds* is on the modified accrual basis (i.e. revenue is recognized when it becomes measurable and available as net current position and expenditures are recognized when the related liability is incurred). Thus in the *statement of activities*, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The major governmental activities of the Town of Charlotte include general government, highways and streets, public safety and culture and recreation. The government-wide financial statements can be found in Exhibits A and B of this report. The business-type activity of the Town is the wastewater operation on Thompson’s Point, which is accounted for in the proprietary fund statements.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town has three types of funds: governmental funds, a proprietary fund and fiduciary funds. The proprietary fund of the Town is an enterprise fund (business activities). This covers our Thompson’s Point wastewater department. Fund financial statements can be found in Exhibits C through J.

Notes to the financial statements. The notes provide additional information that is necessary for an understanding of the information in the government-wide and fund financial statements. The notes to the financial statements follow the basic financial statements in this report.

Other Information. This section of the report includes the budgetary comparison for the General Fund and information related to the Town’s participation in the Vermont Municipal Employees’ Retirement System (VMERS) as required by U.S. GAAP. It also includes the combined information for individual non-major governmental funds.

Table 1
Net Position

	Governmental Activities		Business-type Activities		Total	
	FY2021	FY2020	FY2021	FY2020	FY2021	FY2020
Current and Other Assets	\$ 2,268,064	\$ 2,452,374	\$ 327,760	\$ 298,954	\$ 2,595,824	\$ 2,751,328
Capital Assets	8,734,552	8,798,787	927,548	932,646	9,662,100	9,731,433
Total Assets	<u>11,002,616</u>	<u>11,251,161</u>	<u>1,255,308</u>	<u>1,231,600</u>	<u>12,257,924</u>	<u>12,482,761</u>
Deferred Outflows of Resources	<u>138,042</u>	<u>82,320</u>	<u>0</u>	<u>0</u>	<u>138,042</u>	<u>82,320</u>
Current Liabilities	322,331	475,875	0	0	322,331	475,875
Long-term Liabilities	<u>1,785,968</u>	<u>1,797,806</u>	<u>0</u>	<u>0</u>	<u>1,785,968</u>	<u>1,797,806</u>
Total Liabilities	<u>2,108,299</u>	<u>2,273,681</u>	<u>0</u>	<u>0</u>	<u>2,108,299</u>	<u>2,273,681</u>
Deferred Inflows of Resources	<u>17,345</u>	<u>24,231</u>	<u>0</u>	<u>0</u>	<u>17,345</u>	<u>24,231</u>
Net Investment in Capital Assets	8,170,009	8,199,210	927,548	932,646	9,097,557	9,131,856
Restricted	620,427	377,027	0	0	620,427	377,027
Unrestricted	<u>224,578</u>	<u>459,332</u>	<u>327,760</u>	<u>298,954</u>	<u>552,338</u>	<u>758,286</u>
Total Net Position	<u>\$ 9,015,014</u>	<u>\$ 9,035,569</u>	<u>\$ 1,255,308</u>	<u>\$ 1,231,600</u>	<u>\$ 10,270,322</u>	<u>\$ 10,267,169</u>

As indicated above, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$10,270,322 at the end of fiscal year 2021. Assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$10,267,169 at the end of fiscal year 2020.

The largest portion of the Town’s net position is in its investment in capital assets (88.6% = \$9,097,557). These assets are used to provide services to its citizens (e.g. land, buildings, equipment, and infrastructure). Therefore these assets are not available for future spending. A portion (6.0% = \$620,427) of the Town’s net position is subject to restrictions on how it may be used (e.g. highway maintenance, trails, etc.). The remaining balance is an unrestricted net position (5.4% = \$552,338) that may be used to meet the government’s ongoing obligations to citizens and creditors. Some of the amounts included in the unrestricted net position have been assigned by management for particular purposes (e.g. capital projects).

Governmental activities. Governmental activities decreased the Town’s net position by \$20,555 in FY21.

Table 2
Change in Net Position

	Governmental Activities		Business-type Activities		Total	
	FY2021	FY2020	FY2021	FY2020	FY2021	FY2020
Revenues:						
Program Revenues:						
Charges for Services	\$ 1,220,979	\$ 1,120,435	\$ 147,032	\$ 139,043	\$ 1,368,011	\$ 1,259,478
Operating Grants and Contributions	313,586	237,023	0	0	313,586	237,023
Capital Grants and Contributions	105,369	701,979	0	0	105,369	701,979
General Revenues:						
Property Taxes	1,872,113	1,871,517	0	0	1,872,113	1,871,517
Penalties and Interest on Delinquent Taxes	26,169	60,938	0	0	26,169	60,938
General State Grants	88,913	88,155	0	0	88,913	88,155
Unrestricted Investment Earnings	5,655	35,236	0	20	5,655	35,256
Proceeds from Sale of Materials	10,000	0	0	0	10,000	0
Proceeds from Sale of Equipment	6,850	0	0	0	6,850	0
Other Revenues	1,660	753	0	0	1,660	753
Total Revenues	3,651,294	4,116,036	147,032	139,063	3,798,326	4,255,099
Expenses:						
General Government	1,226,394	1,034,338	0	0	1,226,394	1,034,338
Public Safety	966,822	685,965	0	0	966,822	685,965
Highways and Streets	911,896	906,221	0	0	911,896	906,221
Culture and Recreation	527,053	523,646	0	0	527,053	523,646
Community Development	1,000	1,733	0	0	1,000	1,733
Interest on Long-term Debt	38,684	41,270	0	0	38,684	41,270
Wastewater	0	0	123,324	144,175	123,324	144,175
Total Expenses	3,671,849	3,193,173	123,324	144,175	3,795,173	3,337,348
Increase/(Decrease) in Net Position	\$ <u>(20,555)</u>	\$ <u>922,863</u>	\$ <u>23,708</u>	\$ <u>(5,112)</u>	\$ <u>3,153</u>	\$ <u>917,751</u>

Financial Analysis of Major Governmental Funds

The General Fund

The General Fund balance increased \$32,424 from \$394,826 at the end of fiscal year 2020 to \$427,250 at the end of fiscal year 2021.

The total revenues budgeted were \$3,334,157. The actual revenues collected were \$3,547,415, which was \$213,258 more than budgeted. A large portion of the excess in revenues was due to recording fee revenues coming in more than expected due to an increase in recording (\$35,001), receiving an unbudgeted highway supplement payment from the State of Vermont (\$52,488) and an unbudgeted COVID LGER grant (\$33,760).

The total expenses budgeted were \$3,508,157. The actual expenses were \$3,514,635, which was \$6,478 more than budgeted. Among the line items that were underspent were: highways (by \$138,240) and the fire and rescue appropriation (\$62,101). The Road Commissioner voluntarily reduced his expenditures in anticipation that revenues might come in under-budget due to the coronavirus pandemic. The Charlotte Volunteer Fire & Rescue Services did not need their June appropriation due to stronger than anticipated patient revenues and receiving an unanticipated COVID-related grant.

In the highway expense budget a total of \$765,010 was spent, \$138,240 less than the budget of \$903,250. Some line items were underspent and some were overspent. The lines that were underspent the most were retreatment, winter plow/sand/ice, gravel roads maintenance and roadside mowing, which were underspent by \$19,845, \$48,214, \$23,244 and \$23,142, respectively. \$203,247 of Class II Highway State Aid and a highway supplement payment of \$52,488 was received during the year helping to offset maintenance expenses.

The Highway Reserve Fund

The Highway Reserve Fund ended fiscal year 2021 with a fund balance of \$441,492. The prior year fund balance was \$231,504 resulting in a current year increase of \$209,988.

Other Funds

The Town has the following reserve funds at June 30, 2021:

Highway Reserve Fund	\$ 441,492
Conservation Fund	329,479
Fire & Rescue Capital Fund	65,445
Community Library Fund	4,339
Non-Major Government Funds	<u>581,143</u>
 Total Other Funds	 <u>\$1,421,898</u>

Restricted Net Position and Fund Balances

The restricted net position was \$620,427 on June 30, 2021. These funds are reserved for specific future expenses, such as highway maintenance, trails and other purposes determined by trust or grant agreements.

The unassigned fund balance of the Governmental Funds was \$395,346 on June 30, 2021. These funds are available to address planned or unexpected expenses in the General Fund.

Capital Assets

Governmental Capital Assets decreased \$64,235 net of accumulated depreciation to a total of \$8,734,552 as of June 30, 2021. A large portion of additions is related to paving and the renovation and addition to the library building.

Long-term Debt

At the end of the current year, the Town had total long-term debt outstanding of \$1,428,750. This amount represents bonded debt backed by the full faith and credit of the Town.

Table 3
 Outstanding Debt at Year-End

	Governmental Activities	
	FY2021	FY2020
Bonds Payable	\$ <u>1,428,750</u>	\$ <u>1,537,500</u>

The Town’s total debt decreased by \$108,750 during the year, reflecting the repayments of principal.

Bonds are issued through the Vermont Municipal Bond Bank. The Town issues no bonded debt on its own behalf and does not maintain its own credit rating.

Additional information on the Town’s long-term debt can be found in Note IV.H. in the notes to financial statements.

Economic Factors and Next Year’s Budget and Rates

The following factors were considered in the development of the budget for FY22:

The Town approved a general fund budget for fiscal year 2022 in the amount of \$3,475,774. This represented an increase of \$24,617 (0.7%) from the approved budget for the prior fiscal year. Including articles voted for fiscal year 2022 with transfers to reserve funds, the budget for fiscal year 2022 increased by \$29,617 (0.8%) from the approved budget with articles for the prior fiscal year.

The following factors will influence the General Fund budget in the next fiscal year:

The Selectboard plans to keep spending relatively level, in order to minimize the tax burden on residents. At the same time, the Selectboard will be considering needs for capital facility maintenance and improvement, including a sand shed for Town roads maintenance and likely other infrastructure improvements. The repayment of bonds issued this past year to finance the new ambulance and the library addition will also affect the budget in the coming fiscal year.

Requests for Information

This financial report is designed to provide a general overview of the Town of Charlotte, Vermont’s financial condition. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Town Administrator or the Town Treasurer, P.O. Box 119, Charlotte, Vermont 05445.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF NET POSITION
JUNE 30, 2021

	Governmental Activities	Business-type Activities	Total
<u>ASSETS</u>			
Cash and Cash Equivalents	\$ 2,121,796	\$ 251,562	\$ 2,373,358
Restricted Cash	5,457	0	5,457
Deposits with Insurance Company	6,120	0	6,120
Receivables	110,147	58,710	168,857
Loans Receivable	0	17,850	17,850
Internal Balances	362	(362)	0
Prepaid Expenses	23,782	0	23,782
Due from Fiduciary Funds	400	0	400
Capital Assets:			
Land	1,827,100	0	1,827,100
Construction in Progress	131,604	0	131,604
Other Capital Assets, (Net of Accumulated Depreciation)	<u>6,775,848</u>	<u>927,548</u>	<u>7,703,396</u>
Total Assets	<u>11,002,616</u>	<u>1,255,308</u>	<u>12,257,924</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>			
Deferred Outflows of Resources Related to the Town's Participation in VMERS	<u>138,042</u>	<u>0</u>	<u>138,042</u>
Total Deferred Outflows of Resources	<u>138,042</u>	<u>0</u>	<u>138,042</u>
<u>LIABILITIES</u>			
Accounts Payable	307,622	0	307,622
Accrued Payroll and Benefits Payable	7,187	0	7,187
Due to Others	1,500	0	1,500
Accrued Interest Payable	6,022	0	6,022
Noncurrent Liabilities:			
Due Within One Year	108,750	0	108,750
Due in More than One Year	<u>1,677,218</u>	<u>0</u>	<u>1,677,218</u>
Total Liabilities	<u>2,108,299</u>	<u>0</u>	<u>2,108,299</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Prepaid Property Taxes	14,045	0	14,045
Deferred Inflows of Resources Related to the Town's Participation in VMERS	<u>3,300</u>	<u>0</u>	<u>3,300</u>
Total Deferred Inflows of Resources	<u>17,345</u>	<u>0</u>	<u>17,345</u>
<u>NET POSITION</u>			
Net Investment in Capital Assets	8,170,009	927,548	9,097,557
Restricted For:			
Highways and Streets	569,279	0	569,279
Other Purposes	51,148	0	51,148
Unrestricted	<u>224,578</u>	<u>327,760</u>	<u>552,338</u>
Total Net Position	<u>\$ 9,015,014</u>	<u>\$ 1,255,308</u>	<u>\$ 10,270,322</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021

	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Functions/Programs:							
Primary Government:							
Governmental Activities:							
General Government	\$ 1,226,394	\$ 1,091,583	\$ 52,323	\$ 0	\$ (82,488)	\$ 0	\$ (82,488)
Public Safety	966,822	1,129	0	0	(965,693)	0	(965,693)
Highways and Streets	911,896	1,215	254,344	66,999	(589,338)	0	(589,338)
Culture and Recreation	527,053	127,052	5,169	38,370	(356,462)	0	(356,462)
Community Development	1,000	0	1,750	0	750	0	750
Interest on Long-term Debt	38,684	0	0	0	(38,684)	0	(38,684)
Total Governmental Activities	3,671,849	1,220,979	313,586	105,369	(2,031,915)	0	(2,031,915)
Business-type Activities:							
Wastewater	123,324	147,032	0	0	0	23,708	23,708
Total Business-type Activities	123,324	147,032	0	0	0	23,708	23,708
Total Primary Government	\$ 3,795,173	\$ 1,368,011	\$ 313,586	\$ 105,369	(2,031,915)	23,708	(2,008,207)
General Revenues:							
Property Taxes					1,872,113	0	1,872,113
Penalties and Interest on Delinquent Taxes					26,169	0	26,169
General State Grants					88,913	0	88,913
Unrestricted Investment Earnings					5,655	0	5,655
Proceeds from Sale of Materials					10,000	0	10,000
Proceeds from Sale of Equipment					6,850	0	6,850
Other Revenues					1,660	0	1,660
Total General Revenues					2,011,360	0	2,011,360
Change in Net Position					(20,555)	23,708	3,153
Net Position - July 1, 2020					9,035,569	1,231,600	10,267,169
Net Position - June 30, 2021					\$ 9,015,014	\$ 1,255,308	\$ 10,270,322

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2021

Exhibit C

	General Fund	Highway Reserve Fund	Conservation Fund	Fire & Rescue Capital Fund	Community Library Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS							
Cash	\$ 2,111,794	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,002	\$ 2,121,796
Restricted Cash	0	0	0	5,457	0	0	5,457
Deposits with Insurance Company	6,120	0	0	0	0	0	6,120
Receivables	110,147	0	0	0	0	0	110,147
Due from Other Funds	0	441,492	329,479	59,988	4,339	571,141	1,406,439
Prepaid Items	23,782	0	0	0	0	0	23,782
Total Assets	\$ 2,251,843	\$ 441,492	\$ 329,479	\$ 65,445	\$ 4,339	\$ 581,143	\$ 3,673,741
LIABILITIES							
Accounts Payable	\$ 307,622	0	0	0	0	0	\$ 307,622
Accrued Payroll and Benefits Payable	7,187	0	0	0	0	0	7,187
Due to Other Funds	1,405,677	0	0	0	0	0	1,405,677
Due to Others	1,500	0	0	0	0	0	1,500
Total Liabilities	1,721,986	0	0	0	0	0	1,721,986
DEFERRED INFLOWS OF RESOURCES							
Prepaid Property Taxes	14,045	0	0	0	0	0	14,045
Unavailable Property Taxes, Penalties and Interest	55,000	0	0	0	0	0	55,000
Unavailable Fees	30,979	0	0	0	0	0	30,979
Unavailable Grants	2,583	0	0	0	0	0	2,583
Total Deferred Inflows of Resources	102,607	0	0	0	0	0	102,607
FUND BALANCES							
Nonspendable	23,782	0	0	0	0	0	23,782
Restricted	0	441,492	0	5,457	4,339	172,013	623,301
Committed	0	0	329,479	59,988	0	379,029	768,496
Assigned	8,122	0	0	0	0	30,101	38,223
Unassigned	395,346	0	0	0	0	0	395,346
Total Fund Balances	427,250	441,492	329,479	65,445	4,339	581,143	1,849,148
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 2,251,843	\$ 441,492	\$ 329,479	\$ 65,445	\$ 4,339	\$ 581,143	
Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:							
Capital Assets Used in Governmental Activities are not Financial Resources and, Therefore, are not Reported in the Funds.							8,734,552
Other Assets are not Available to Pay for Current-Period Expenditures and, Therefore, are Deferred in the Funds.							88,562
Long-Term and Accrued Liabilities, Including Bonds Payable and the Net Pension Liability, are not Due or Payable in the Current Period and, Therefore, are not Reported in the Funds							(1,791,990)
Deferred Outflows of Resources and Deferred Inflows of Resources related to the Town's Participation in VMERS are applicable to Future Periods and, therefore, are not Reported in the Funds.							134,742
Net Position of Governmental Activities							\$ 9,015,014

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2021

	General Fund	Highway Reserve Fund	Conservation Fund	Fire & Rescue Capital Fund	Community Library Fund	Non-Major Governmental Funds	Total Governmental Funds
Revenues:							
Property Taxes	\$ 1,886,113	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,886,113
Penalties and Interest on Delinquent Taxes	26,169	0	0	0	0	0	26,169
Intergovernmental	390,547	0	0	0	0	101,090	491,637
Charges for Services	985,105	0	0	0	0	0	985,105
Permits, Licenses and Fees	237,000	0	0	0	0	0	237,000
Fines and Forfeits	1,129	0	0	0	0	0	1,129
Investment Income	3,942	266	558	128	84	677	5,655
Donations	1,250	0	0	0	34,798	10,256	46,304
Other	1,660	0	0	0	0	0	1,660
Total Revenues	3,532,915	266	558	128	34,882	112,023	3,680,772
Expenditures:							
General Government	1,081,376	0	100,000	0	0	3,054	1,184,430
Public Safety	700,514	0	0	266,308	0	0	966,822
Highways and Streets	541,889	0	0	0	0	2,390	544,279
Culture and Recreation	449,379	0	0	0	1,024	6,006	456,409
Community Development	0	0	0	0	0	1,000	1,000
Capital Outlay:							
Highways and Streets	224,711	0	0	0	0	26,422	251,133
Culture and Recreation	0	0	0	0	60,111	63,002	123,113
Debt Service:							
Principal	30,000	0	0	78,750	0	0	108,750
Interest	14,400	0	0	24,650	0	0	39,050
Total Expenditures	3,042,269	0	100,000	369,708	61,135	101,874	3,674,986
Excess/(Deficiency) of Revenues Over Expenditures	490,646	266	(99,442)	(369,580)	(26,253)	10,149	5,786
Other Financing Sources/(Uses):							
Proceeds from Sale of Materials	0	0	0	0	0	10,000	10,000
Proceeds from Sale of Equipment	0	0	0	6,850	0	0	6,850
Transfers In	15,000	209,722	0	95,000	0	168,500	488,222
Transfers Out	(473,222)	0	0	0	0	(15,000)	(488,222)
Total Other Financing Sources/(Uses)	(458,222)	209,722	0	101,850	0	163,500	16,850
Net Change in Fund Balances	32,424	209,988	(99,442)	(267,730)	(26,253)	173,649	22,636
Fund Balances - July 1, 2020	394,826	231,504	428,921	333,175	30,592	407,494	1,826,512
Fund Balances - June 30, 2021	\$ 427,250	\$ 441,492	\$ 329,479	\$ 65,445	\$ 4,339	\$ 581,143	\$ 1,849,148

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
 RECONCILIATION OF THE STATEMENT OF REVENUES,
 EXPENDITURES AND CHANGES IN FUND BALANCES OF
 GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED JUNE 30, 2021

Amounts reported for governmental activities in the statement of activities (Exhibit B) are different because:

Net change in fund balances - total government funds (Exhibit D)	\$	22,636
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets (\$374,246) is allocated over their estimated useful lives and reported as depreciation expense (\$438,481). This is the amount by which depreciation exceeded capital outlays in the current period.		(64,235)
The issuance of long-term debt (\$-0-) (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt (\$108,750) consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.		108,750
Governmental funds report employer pension contributions as expenditures (\$31,190). However, in the statement of activities, the cost of pension benefits earned net of employee contributions (\$76,325) is reported as pension expense. This amount is the net effect of the differences in the treatment of pension expense.		(45,135)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(46,328)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		<u>3,757</u>
Change in net position of governmental activities (Exhibit B)	\$	<u><u>(20,555)</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF FUND NET POSITION
PROPRIETARY FUND
JUNE 30, 2021

	<u>Wastewater Fund</u>
<u>ASSETS</u>	
Current Assets:	
Cash	\$ 251,562
Receivables	58,710
Loans Receivable	<u>17,850</u>
Total Current Assets	<u>328,122</u>
Noncurrent Assets:	
Distribution and Collection Systems	1,645,242
Less: Accumulated Depreciation	<u>(717,694)</u>
Total Noncurrent Assets	<u>927,548</u>
Total Assets	<u>\$ 1,255,670</u>
<u>LIABILITIES</u>	
Liabilities:	
Due to Other Funds	\$ <u>362</u>
Total Liabilities	<u>362</u>
<u>NET POSITION</u>	
Net Investment in Capital Assets	927,548
Unrestricted	<u>327,760</u>
Total Net Position	<u>1,255,308</u>
Total Liabilities and Net Position	<u>\$ 1,255,670</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN FUND NET POSITION
PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2021

	<u>Wastewater Fund</u>
Operating Revenues:	
Charges for Services	\$ <u>134,132</u>
Total Operating Revenues	<u>134,132</u>
Operating Expenses:	
Contract Services	51,784
Utilities	2,965
Repairs and Maintenance	15,860
Materials and Supplies	3,838
Fees and Permits	873
Testing Fees	8,230
Depreciation	<u>39,774</u>
Total Operating Expenses	<u>123,324</u>
Operating Income	<u>10,808</u>
Non-Operating Revenues:	
Connection Fees	<u>12,900</u>
Total Non-Operating Revenues	<u>12,900</u>
Change in Net Position	23,708
Net Position - July 1, 2020	<u>1,231,600</u>
Net Position - June 30, 2021	<u>\$ <u>1,255,308</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Wastewater Fund
Cash Flows From Operating Activities:	
Receipts from Customers and Users	\$ 134,218
Payments for Goods and Services	(83,550)
Net Cash Provided by Operating Activities	50,668
Cash Flows From Noncapital Financing Activities:	
Decrease/(Increase) in Due from Other Funds	61
(Decrease)/Increase in Due to Other Funds	362
Net Cash Provided by Noncapital Financing Activities	423
Cash Flows From Capital and Related Financing Activities:	
Payments Received on Loan Receivable and Connection Fees	3,975
Acquisition and Construction of Capital Assets	(34,676)
Net Cash Provided/(Used) by Capital and Related Financing Activities	(30,701)
Cash Flows From Investing Activities:	0
Net Increase in Cash	20,390
Cash - July 1, 2020	231,172
Cash - June 30, 2021	\$ 251,562
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Operating Income	\$ 10,808
Depreciation	39,774
(Increase)/Decrease in Receivables	86
Net Cash Provided by Operating Activities	\$ 50,668

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2021

	Private-Purpose Trust Funds	Custodial Fund Education Tax Fund
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 7,175	\$ 0
Investments	713,423	0
Total Assets	\$ 720,598	\$ 0
<u>LIABILITIES AND NET POSITION</u>		
Liabilities:		
Due to Other Funds	\$ 400	\$ 0
Total Liabilities	400	0
Net Position:		
Restricted:		
Held in Trust for Individuals and Organizations	720,198	0
Total Liabilities and Net Position	\$ 720,598	\$ 0

The accompanying notes are an integral part of this financial statement.

TOWN OF CHARLOTTE, VERMONT
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2021

	Private-Purpose Trust Funds	Custodial Fund Education Tax Fund
Additions:		
Investment Income	\$ 147,816	\$ 0
Education Taxes Collected for Other Governments	0	13,507,415
Total Additions	147,816	13,507,415
Deductions:		
Grandview Cemetery	19,233	0
Miscellaneous	400	0
Education Taxes Distributed to Other Governments	0	13,507,415
Total Deductions	19,633	13,507,415
Change in Net Position	128,183	0
Net Position - July 1, 2020	592,015	0
Net Position - June 30, 2021	\$ 720,198	\$ 0

The accompanying notes are an integral part of this financial statement.

The Town of Charlotte, Vermont, (herein the "Town") operates under a Selectboard form of government and provides the following services: public safety, highways and streets, health and social services, culture and recreation, community/economic development, public improvements, planning and zoning, wastewater and general administrative services.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies adopted by the Town of Charlotte, Vermont (the "Town") conform to generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant accounting policies employed in the preparation of these financial statements.

A. The Financial Reporting Entity

This report includes all of the activity of the Town of Charlotte, Vermont. The financial reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. The primary government is financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government regardless of whether the organization has a separately elected governing board; a governing board appointed by a higher level of government; or a jointly appointed board. Based on these criteria, there are no other entities that should be combined with the financial statements of the Town.

B. Basis of Presentation

The accounts of the Town are organized and operated on the basis of fund accounting. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts which comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are spent and the means by which spending activities are controlled.

The basic financial statements of the Town include both government-wide statements and fund financial statements. The focus of the government-wide statements is on reporting the operating results and financial position of the Town as a whole and present a longer-term view of the Town's finances. The focus of the fund financial statements is on reporting on the operating results and financial position of the most significant funds of the Town and present a shorter-term view of how operations were financed and what remains available for future spending.

Government-wide Statements: The statement of net position and the statement of activities display information about the primary government, the Town. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double counting of activities between funds. These statements distinguish between the governmental and business-type activities of the Town. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities and for each segment of the Town's business-type activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular program or function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Town's funds. Separate statements for each fund category – governmental, proprietary and fiduciary – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

The Town reports on the following major governmental funds:

General Fund – This is the Town's main operating fund. It accounts for all financial resources of the Town except those accounted for in another fund.

Highway Reserve Fund – The fund accounts for the highway capital expenditures of the Town.

Conservation Fund – This fund accounts for the resources used for land preservation.

Fire & Rescue Capital Fund – This fund accounts for the fire and rescue capital expenditures of the Town.

Community Library Fund – This fund accounts for community library capital expenditures of the Town.

The Town reports on the following major enterprise fund:

Wastewater Fund – This fund accounts for the operations of the Thompson's Point Wastewater Department.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

Additionally, the Town reports the following fund types:

Private-Purpose Trust Funds – These funds are used to report trust arrangements under which resources are to be used for the benefit of individuals. All investment earnings, and in some cases, the principal of these funds may be used to support these activities.

Custodial Fund – This fund is used to report resources held by the Town in a purely custodial capacity for other governments, private organizations or individuals.

C. Measurement Focus

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Government-wide, proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus. This means that all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operation of these funds (whether current or noncurrent) are included on the balance sheet (or statement of net position). Equity (i.e., total net position) is segregated into net investment in capital assets; restricted net position; and unrestricted net position. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net position.

Governmental fund financial statements are reported using the current financial resources measurement focus. This means that only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are generally reported on their balance sheets. Their reported fund balances (net current position) are considered a measure of available spendable resources, and are segregated into nonspendable; restricted; committed; assigned and unassigned amounts. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

D. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide, proprietary and fiduciary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Nonexchange transactions, in which the Town gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. “Measurable” means the amount of the transaction can be determined, and “available” means the amount is collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers all revenues reported in governmental funds to be available if the revenues are collected within sixty (60) days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, certain compensated absences and other long-term liabilities which are recognized when the obligations are expected to be liquidated or are funded with expendable available financial resources.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt, acquisitions under capital leases and sales of capital assets are reported as other financing sources.

Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the Town’s policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

Recognition of revenues on funds received in connection with loan programs are recognized when loans are awarded and expenses incurred in excess of current grants and program income. An offsetting deferred inflows of resources is recognized for all loans receivable. Loan repayment revenue is recognized as the loans are repaid.

E. Use of Estimates

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows and inflows of resources and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

F. New Pronouncement – Fiduciary Activities

Effective June 30, 2021, the Town implemented GASB Statement No. 84, “Fiduciary Activities”. GASB Statement No. 84 establishes specific criteria for identifying activities that should be reported as fiduciary activities to enhance the consistency and comparability of fiduciary activity reporting by state and local governments. This required moving certain items previously recorded through a General Fund liability account to the newly established custodial fund that reports additions and deductions for these activities. No restatement of beginning net position/fund balance was required in either fund. As a result, the collection and remittance of education taxes on behalf of other governments are now presented in a Custodial Fund.

G. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Equity

1. Cash

Cash balances of Town funds are deposited with and invested by the Town Treasurer. The Town considers all short-term investments of ninety (90) days or less to be cash equivalents.

Excess cash of individual funds are shown as due from other funds and excess withdrawals are shown as due to other funds.

2. Investments

The Town invests in investments as allowed by State Statute. Investments with readily determinable fair values are reported at their fair values on the balance sheet. Unrealized gains and losses are included in revenue.

3. Receivables

Receivables are shown net of an allowance for uncollectible accounts for the estimated losses that will be incurred in the collection of the receivables. The estimated losses are based on the judgment of management and a review of the current status of existing receivables.

4. Internal Balances

Activity between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as “advances from/to other funds”. All other outstanding balances between funds are reported as “due from/to other funds”. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

5. Pensions

For purposes of measuring the proportionate share of the net pension liability and the related deferred outflows/inflows of resources and pension expense, information about the fiduciary net position of the Vermont Municipal Employees’ Retirement System (VMERS) plan and additions to/deductions from the VMERS’ fiduciary net position have been determined on the same basis as they are reported by VMERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

6. Prepaid Expenses/Items

Certain payments to vendors reflect costs that are applicable to future accounting periods and are recorded as prepaid expenses/items.

Reported prepaid items of governmental funds in the fund financial statements are offset by a nonspendable fund balance as these are not in spendable form.

7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statements element, “deferred outflows of resources”, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then. These amounts are deferred and recognized as an outflow of resources in the future periods to which the outflows are related.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, “deferred inflows of resources”, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. These amounts are deferred and recognized as an inflow of resources in the future periods to which the inflows are related or when the amounts become available.

8. Capital Assets

Capital assets are reported at actual cost or estimated historical cost based on appraisals or deflated current replacement cost if purchased or constructed. Contributed assets are recorded at their estimated acquisition value at the time received. Major outlays for capital assets and improvements are capitalized as constructed. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets’ lives are not capitalized. Infrastructure assets are reported starting with fiscal year ended June 30, 2004. The Town has elected to not report major general infrastructure assets retroactively.

Capital assets reported in the government-wide and proprietary fund financial statements are depreciated in order that the cost of these assets will be charged to expenses over their estimated service lives, generally using the straight-line method of calculating depreciation.

Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts) and estimated useful lives of capital assets are as follows:

	Capitalization Threshold	Estimated Service Life
Land	\$ 1,000	Not Depreciated
Buildings and Building Improvements	\$ 20,000	10-75 Years
Vehicles and Equipment	\$ 5,000	3-25 Years
Infrastructure	\$ 20,000	20-75 Years
Distribution and Collection Systems	\$ 20,000	20-75 Years

Capital assets are not reported in the governmental fund financial statements. Capital outlays in these funds are recorded as expenditures in the year they are incurred.

9. Compensated Absences

It is the Town's policy to permit employees to accumulate earned but unused leave time. The accrual for unused compensated absences time, based on current pay rates, is recorded in the government-wide and proprietary fund financial statements. The liability for unused compensated absences is not reported in the governmental fund financial statements. Payments for unused compensated absences are recorded as expenditures in the year they are paid.

10. Long-term Liabilities

Long-term liabilities include bonds and notes payable and other obligations such as compensated absences and the Town's net pension liability. Long-term liabilities are reported in the government-wide and proprietary fund financial statements. Governmental fund financial statements do not include any long-term liabilities as those statements use the current financial resources measurement focus and only include current liabilities on their balance sheets.

11. Fund Equity

Fund equity is classified based upon any restrictions that have been placed on those balances or any tentative plans management may have made for those balances. Restrictions of net position in the government-wide and proprietary fund financial statements represent amounts that cannot be appropriated or are legally restricted for a specific purpose by a grant, contract, or other binding agreement. Fund balances in governmental fund financial statements are classified as nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors, or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

II. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND AND GOVERNMENT-WIDE STATEMENTS

Governmental fund financial statements are presented using the current financial resources measurement focus and the modified accrual basis of accounting, whereas government-wide financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. These differences in the measurement focus and basis of accounting lead to differences between the governmental fund financial statements and the government-wide financial statements as follows:

Long-term revenue differences arise because governmental funds report revenues only when they are considered "available", whereas government-wide statements report revenues when they are earned. Long-term expense differences arise because governmental funds report expenditures (including interest) using the modified accrual basis of accounting, whereas government-wide statements report expenses using the accrual basis of accounting.

Capital-related differences arise because governmental funds report capital outlays as current period expenditures, whereas government-wide statements report depreciation as an expense. Further, governmental funds report the proceeds from the sale of capital assets as other financing sources, whereas government-wide statements report the gain or loss from the sale of capital assets as revenue or expense.

Long-term debt transaction differences arise because governmental funds report proceeds of long-term debt as other financing sources and principal payments as expenditures, whereas government-wide statements report those transactions as increases and decreases in liabilities, respectively.

Pension-related differences arise because governmental funds report the current year's required employer contributions as current period expenditures, whereas government-wide statements report those transactions as deferred outflows of resources. In addition, the accrual for the Town's proportionate share of the net pension liability is recorded in the government-wide financial statements along with the related deferred inflows and outflows of resources.

III. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The budget is approved at the annual Town Meeting in March. Budget changes within a department, which do not change the total expenditures, require approval of the Selectboard. Any budget changes which change total expenditures requires voter approval. There were no budget amendments during the year. The budget presented herein is for the Town's "General Fund" only and does not include the HRA Fund and the Park & Wildlife Fund activity that is included with the General Fund.

B. Budgeted Deficit

The Town budgeted a current year's deficiency of revenues over expenditures in the General Fund in the amount of \$174,000 in order to utilize a portion of the previous year's surplus. This is reflected as a budgeted deficiency of revenues over expenditures on Schedule 1.

C. Excess of Expenditures Over Appropriations

For the year ended June 30, 2021 expenditures in the General Fund exceeded appropriations by \$6,478. These over-expenditures were funded by excess revenues.

IV. DETAILED NOTES ON ALL FUNDS

A. Cash and Investments

The Town's cash, cash equivalents and investments as of June 30, 2021 consisted of the following:

Restricted Cash and Cash Equivalents:

Money Market Mutual Fund – U.S. Government Securities \$ 5,457

Unrestricted Cash and Cash Equivalents:	
Deposits with Financial Institutions	\$2,375,835
Deposits with Investment Company	4,598
Cash on Hand	<u>100</u>
Total Unrestricted Cash and Cash Equivalents	<u>2,380,533</u>
Total Cash and Cash Equivalents	<u>2,385,990</u>
Investments:	
Exchange-Traded Funds	263,765
Mutual Funds – Mixed Holdings	<u>449,658</u>
Total Investments	<u>713,423</u>
Total Cash, Cash Equivalents and Investments	<u>\$3,099,413</u>

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counter-party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in possession of another party. The Town does not have any policy to limit the exposure to custodial credit risk. The money market mutual funds, exchange-traded funds and mutual funds are in the name of the Town and are not exposed to custodial credit risk. The following table shows the custodial credit risk of the Town’s cash.

	<u>Book Balance</u>	<u>Bank Balance</u>
FDIC/SIPC Insured	\$ 254,598	\$ 254,598
Uninsured, Collateralized by U.S. Government Securities Held by the Bank in the Bank’s Name for the Benefit of the Town	<u>2,125,835</u>	<u>2,171,185</u>
Total	<u>\$2,380,433</u>	<u>\$2,425,783</u>

The difference between the book and the bank balance is due to reconciling items such as deposits in transit and outstanding checks.

The book balance is comprised of the following:

Cash – Deposits with Financial Institutions	\$2,375,835
Cash – Deposits with Investment Company	<u>4,598</u>
Total	<u>\$2,380,433</u>

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's policy does not limit its exposure to interest rate risk. The Town's exchange-traded funds are exempt from interest rate risk disclosure. The Town's money market mutual funds and mutual funds are open-ended and, therefore, are also exempt from interest rate risk disclosure.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. These organizations look at a number of factors in order to evaluate the risk of an obligation and rate the risk. The rating allows the investor to make informed buying and selling decisions. The Town does not have any policy to limit the exposure to credit risk. The Town's exchange-traded funds are not subject to credit risk disclosure. The Town's money market mutual funds and mutual funds are open-ended and, therefore, are also excluded from the credit risk analysis.

Concentration of Credit Risk

Concentration of credit risk is the risk that a large percentage of the Town's investments are held within one security. The Town does not have any limitations on the amount that can be invested in any one issuer. There are no investments in any one issuer, other than mutual funds, that represent more than 5% of total investments.

Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board (GASB) Statement No. 72, "Fair Value Measurement and Application." The hierarchy is based on the valuation inputs used to measure fair value of the asset and gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

Level 1 – Unadjusted quoted prices for identical instruments in active markets

Level 2 – Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations in which all significant inputs are observable.

Level 3 – Valuations derived from valuation techniques in which significant inputs are unobservable.

The Town has the following fair value measurements as of June 30, 2021:

Description	Total	Fair Value Measurements Using:		
		Quoted prices in active markets for identical assets (Level 1)	Significant observable inputs (Level 2)	Significant unobservable inputs (Level 3)
Exchange-Traded Funds	\$ 263,765	\$ 263,765	\$ 0	\$ 0
Mutual Funds - Mixed Holdings	449,658	449,658	0	0
Total	\$ 713,423	\$ 713,423	\$ 0	\$ 0

B. Receivables

Receivables as of June 30, 2021, as reported in the statement of net position, are as follows:

	Governmental Activities	Business-type Activities	Total
Delinquent Taxes Receivable	\$ 61,952	\$ 0	\$ 61,952
Penalties and Interest Receivable	13,133	0	13,133
Thompson's Point Rent Receivable	32,479	0	32,479
Grants Receivable	2,583	0	2,583
Billed Services	0	1,710	1,710
Unbilled Services	0	57,000	57,000
Total	\$ 110,147	\$ 58,710	\$ 168,857

C. Loans Receivable

The Town has two (2) outstanding wastewater loans totaling \$17,850 to homeowners for hook-on fees to the sewer system on Lane's Lane. Loan terms vary from 10 to 20 years. Interest is at 0%.

D. Capital Assets

Capital asset activity for the year ended June 30, 2021 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Capital Assets, Not Being Depreciated:				
Land	\$ 1,827,100	\$ 0	\$ 0	\$ 1,827,100
Construction in Progress	1,158,191	117,235	1,143,822	131,604
Total Capital Assets, Not Being Depreciated	<u>2,985,291</u>	<u>117,235</u>	<u>1,143,822</u>	<u>1,958,704</u>
Capital Assets, Being Depreciated:				
Land Improvements	16,000	12,090	0	28,090
Buildings and Building Improvements	1,510,012	1,100,312	0	2,610,324
Vehicles and Equipment	113,603	0	0	113,603
Infrastructure	7,046,446	288,431	577,964	6,756,913
Distribution and Collection Systems	146,693	0	0	146,693
Totals	<u>8,832,754</u>	<u>1,400,833</u>	<u>577,964</u>	<u>9,655,623</u>
Less Accumulated Depreciation for:				
Land Improvements	1,600	2,009	0	3,609
Buildings and Building Improvements	530,428	55,091	0	585,519
Vehicles and Equipment	14,499	6,747	0	21,246
Infrastructure	2,419,114	371,259	577,964	2,212,409
Distribution and Collection Systems	53,617	3,375	0	56,992
Totals	<u>3,019,258</u>	<u>438,481</u>	<u>577,964</u>	<u>2,879,775</u>
Total Capital Assets, Being Depreciated	<u>5,813,496</u>	<u>962,352</u>	<u>0</u>	<u>6,775,848</u>
Governmental Activities Capital Assets, Net	<u>\$ 8,798,787</u>	<u>\$ 1,079,587</u>	<u>\$ 1,143,822</u>	<u>\$ 8,734,552</u>
Business-type Activities				
Capital Assets, Being Depreciated:				
Distribution and Collection Systems	\$ 1,610,566	\$ 34,676	\$ 0	\$ 1,645,242
Totals	<u>1,610,566</u>	<u>34,676</u>	<u>0</u>	<u>1,645,242</u>
Less Accumulated Depreciation for:				
Distribution and Collection Systems	677,920	39,774	0	717,694
Totals	<u>677,920</u>	<u>39,774</u>	<u>0</u>	<u>717,694</u>
Total Capital Assets, Being Depreciated	<u>932,646</u>	<u>(5,098)</u>	<u>0</u>	<u>927,548</u>
Business-type Activities Capital Assets, Net	<u>\$ 932,646</u>	<u>\$ (5,098)</u>	<u>\$ 0</u>	<u>\$ 927,548</u>

Depreciation was charged as follows:

Governmental Activities:		Business-type Activities:	
General Government	\$ 20,970	Wastewater	\$ 39,774
Highways and Streets	367,617		
Culture and Recreation	<u>49,894</u>		
Total Depreciation Expense - Governmental Activities	<u>\$ 438,481</u>	Total Depreciation Expense - Business-type Activities	<u>\$ 39,774</u>

E. Interfund Balances and Activity

The composition of interfund balances as of June 30, 2021 are as follows:

Fund	Due from Other Funds	Due to Other Funds
General Fund	\$ 0	\$ 1,405,677
Highway Reserve Fund	441,492	0
Conservation Fund	329,479	0
Fire & Rescue Capital Fund	59,988	0
Community Library Fund	4,339	0
Non-Major Governmental Funds	571,141	0
Wastewater Fund	0	362
Fiduciary Fund - Serrel Fund	0	400
Total	\$ 1,406,439	\$ 1,406,439

Interfund transfers during the year ended June 30, 2021 were as follows:

Transfer From	Transfer To	Amount	Purpose
General Fund	HRA Fund	\$ 45,000 *	Appropriation
General Fund	Highway Reserve Fund	209,722	Transfer Highway Surplus
General Fund	Fire & Rescue Capital Fund	95,000	Appropriation
General Fund	Repairs and Improvements Fund	46,500	Appropriation
General Fund	Trails Reserve Fund	62,000	Appropriation
General Fund	Recreation Capital Fund	30,000	Appropriation
General Fund	Highway Capital Reserve Fund	30,000	Appropriation
Reappraisal Fund	General Fund	15,000	Reappraisal Reimbursement
Total		\$ 533,222	

* The transfer from the General Fund to the HRA Fund is netted within the General Fund as this fund is consolidated within the General Fund to comply with GASB Statement No. 54.

F. Deferred Outflows of Resources

Deferred outflows of resources in the governmental activities consists of \$29,602 from the difference between the expected and actual experience, \$31,436 from the difference between the projected and actual investment earnings, \$44,067 from changes in assumptions and \$1,747 from changes in the Town's proportional share of contributions related to the Town's participation in the Vermont Municipal Employee's Retirement System (VMERS) and \$31,190 of required employer pension contributions subsequent to the measurement date. Total deferred outflows of resources in the governmental activities is \$138,042.

G. Deferred Inflows of Resources

Deferred inflows of resources in the governmental activities consists of \$974 from the difference between the expected and actual experience and \$2,326 from changes in the Town's proportional share of contributions related to the Town's participation in the Vermont Municipal Employee's Retirement System (VMERS). It also includes \$14,045 of prepaid property taxes. Total deferred inflows of resources in the governmental activities is \$17,345.

Deferred inflows of resources in the General Fund consists of \$55,000 of delinquent property taxes, penalties and interest on those taxes, \$30,979 of Thompson’s Point rent taxes and \$2,583 of grant revenue not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities. It also includes \$14,045 of prepaid property taxes. Total deferred inflows of resources in the General Fund is \$102,607.

H. Long-term Liabilities

The Town issues general obligation bonds to provide resources for the acquisition and construction of major capital facilities and to refund prior issues. General obligation bonds have been issued for governmental activities. Bonds are reported in governmental activities if the debt is expected to be repaid from general governmental revenues and in business-type activities if the debt is expected to be repaid from proprietary fund revenues.

General obligation bonds are direct obligations and pledge the full faith and credit of the Town. New bonds generally are issued as 10 to 20 year bonds.

The net pension liability is the difference between the total pension liability (the present value of projected benefit payments to employees based on their past service) and the assets (mostly investments reported at fair value) set aside to pay current employees, retirees, and beneficiaries. The accrual for the Town’s share of the net pension liability is recorded in the government-wide financial statements.

Long-term debt outstanding as of June 30, 2021 was as follows:

Governmental Activities:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, Vermont Municipal Bond Bank, Fire and Rescue Pumper, Principal Payments of \$20,000 Payable on November 15 Annually, Average Interest Rate of 4.928% Payable May 15 and November 15, Due December, 2024	\$ 100,000	\$ 0	\$ 20,000	\$ 80,000
Bond Payable, Vermont Municipal Bond Bank, Fire Truck, Principal Payments of \$31,250 Payable on November 1 Annually, Interest Ranging from 1.78% to 3.70% Payable on May 1 and November 1, Due November, 2037	562,500	0	31,250	531,250
Bond Payable, Vermont Municipal Bond Bank, Library Improvements, Principal Payments of \$30,000 Payable on November 1 Annually, Interest Ranging from 1.35% to 3.12% Payable on May 1 and November 1, Due November, 2039	600,000	0	30,000	570,000

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, Vermont Municipal Bond Bank, Ambulance, Principal Payments of \$27,500 Payable on November 1 Annually, Interest Ranging from 1.35% to 2.70% Payable on May 1 and November 1, Due November, 2039	\$ <u>275,000</u>	\$ <u>0</u>	\$ <u>27,500</u>	\$ <u>247,500</u>
Total Governmental Activities	\$ <u>1,537,500</u>	\$ <u>0</u>	\$ <u>108,750</u>	\$ <u>1,428,750</u>

Changes in long-term liabilities during the year were as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Governmental Activities					
General Obligation Bonds Payable	\$ 1,537,500	\$ 0	\$ 108,750	\$ 1,428,750	\$ 108,750
Compensated Absences	31,919	0	3,391	28,528	0
Net Pension Liability	<u>228,387</u>	<u>100,303</u>	<u>0</u>	<u>328,690</u>	<u>0</u>
Total Governmental Activities Long-term Liabilities	\$ <u>1,797,806</u>	\$ <u>100,303</u>	\$ <u>112,141</u>	\$ <u>1,785,968</u>	\$ <u>108,750</u>

Compensated absences and required contributions to the pension plans are paid by the applicable fund where the employee is charged.

The change in the net pension liability is allocated to the function where the employee is charged.

Debt service requirements to maturity are as follows:

Year Ending June 30	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2022	\$ 108,750	\$ 36,608
2023	108,750	34,192
2024	108,750	31,805
2025	108,750	28,073
2026	88,750	23,660
2027-2031	416,250	109,385
2032-2036	306,250	56,585
2037-2040	<u>182,500</u>	<u>9,800</u>
Total	\$ <u>1,428,750</u>	\$ <u>330,108</u>

I. Fund Balances

GASB Statement No. 34, as amended by GASB Statement No. 54, requires fund balances reported on the governmental fund balance sheet to be classified using a hierarchy based primarily on the extent to which a government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Fire & Rescue Capital Fund:
 Restricted for Ambulance Purchase by Unspent Bond
 Proceeds (Source of Revenue is Bond Proceeds) \$ 5,457

Community Library Fund:
 Restricted for Library Improvements by Donations
 (Source of Revenue is Donations) 4,339

Non-Major Funds

Special Revenue Funds:
 Restricted for Scenic Preservation Expenses by Donations
 (Source of Revenue is Donations) 12
 Restricted for Restoration of Records Expenses by Statute
 (Source of Revenue is Restoration Fees) 13,242
 Restricted for Ski Program Expenses by Agreement
 (Source of Revenue is Recreation Fees) 15,012
 Restricted for Conservation Commission by Donations
 (Source of Revenue is Donations) 598
 Restricted for Tree Planting Expenses by Donations
 (Source of Revenue is Donations) 4,847
 Restricted for Mack Scholarship Expenses by Donations
 (Source of Revenue is Donations) 6,703

 Total Special Revenue Funds 40,414

Capital Projects Funds:
 Restricted for Thorp Barn Expenditures by Donations
 (Source of Revenue is Donations) 6,395
 Restricted for Highway Expenditures by Statute (Source of
 Revenue is Highway Property Taxes and Grant Revenue) –
 Designated for Highway Capital Expenditures 125,204

 Total Capital Projects Funds 131,599

 Total Non-Major Funds 172,013

 Total Restricted Fund Balances \$623,301

The fund balances in the following funds are committed as follows:

Major Funds

Conservation Fund:
 Committed for Land Preservation by the Voters \$329,479

Fire & Rescue Capital Fund:	
Committed for Fire & Rescue Capital by the Voters	\$ <u>59,988</u>

Non-Major Funds

Special Revenue Funds:	
Committed for Restoration of Records by the Voters	7,800
Committed for Cemetery Expenses by the Voters	10,002
Committed for the Conservation Commission by the Voters	1,000
Committed for Affordable Housing by the Voters	<u>131,319</u>

Total Special Revenue Funds	<u>150,121</u>
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Capital Projects Funds:	
Committed for Repairs and Improvements by the Voters	102,393
Committed for Trails by the Voters	80,546
Committed for Recreation Capital by the Voters	<u>45,969</u>

Total Capital Projects Funds	<u>228,908</u>
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Total Non-Major Funds	<u>379,029</u>
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Total Committed Fund Balances	<u>\$768,496</u>
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The fund balances in the following funds are assigned as follows:

Major Funds

General Fund:	
Assigned for HRA Expenses	\$ <u>8,122</u>

Non-Major Funds

Special Revenue Funds:	
Assigned for Reappraisal Expenses	<u>30,101</u>

Total Assigned Fund Balances	<u>\$38,223</u>
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J. Net Position

The restricted net position of the Town as of June 30, 2021 consisted of the following:

Governmental Activities:

Restricted for Highway Expenditures by Statute	\$569,279
Restricted for Community Library Expenses by Donations	4,339
Restricted for Scenic Preservation Expenses by Donations	12
Restricted for Restoration of Records Expenses by Statute	13,242
Restricted for Ski Program Expenses by Agreement	15,012
Restricted for Conservation Commission by Donations	598
Restricted for Tree Planting Expenses by Donations	4,847
Restricted for Mack Scholarship Expenses by Donations	6,703
Restricted for Thorp Barn Expenditures by Donations	<u>6,395</u>

Total Governmental Activities \$620,427

The designated net position of the Town's Proprietary Fund as of June 30, 2021 consisted of the following:

Wastewater Fund:

Designated for Wastewater Capital Projects \$160,784

The governmental activities Net Investment in Capital Assets does not include the long-term debt for the fire and rescue vehicles and building as the Town does not own these assets and debt payments are made on behalf of Charlotte Fire and Rescue Services, Inc.

K. Net Position Held in Trust for Various Purposes

The net position held in Trust for various purposes in the Town's Private-Purpose Trust Funds as of June 30, 2021 consisted of the following:

Private-Purpose Trust Funds:

Restricted for Serrell Fund by Donations	\$ 2,177
Restricted for Grandview Cemetery by Trust Agreement	<u>718,021</u>

Total Private-Purpose Trust Funds \$720,198

V. OTHER INFORMATION

A. Pension Plan

Defined Benefit Plan

Plan Description

The Vermont Municipal Employees' Retirement System (VMERS) is a cost-sharing, multiple-employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for municipal and school district employees that work on a regular basis and also includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. As of June 30, 2020, the measurement date selected by the State of Vermont, the retirement system consisted of 353 participating employers.

The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A. Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives-one elected by the governing bodies of participating employers of the system, and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources

As of June 30, 2020, the measurement date selected by the State of Vermont, VMERS was funded at 74.52% and had a plan fiduciary net position of \$740,052,895 and a total pension liability of \$993,026,959 resulting in a net position liability of \$252,974,064. As of June 30, 2021, the Town's proportionate share of this was 0.1299% resulting in a net pension liability of \$328,690. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities, actuarially determined. The Town's proportion of 0.1299% was a decrease of 0.0017 from its proportion measured as of the prior year.

For the year ended June 30, 2021, the Town recognized pension expense of \$76,325.

As of June 30, 2021, the Town reported deferred outflows of resources and deferred inflows of resources from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 29,602	\$ 974
Difference between projected and actual investment earnings on pension assets	31,436	0
Changes in assumptions	44,067	0
Changes in proportion and differences between employer contributions and proportionate share of contributions	1,747	2,326
Town's required employer contributions made subsequent to the measurement date	<u>31,190</u>	<u>0</u>
	<u>\$ 138,042</u>	<u>\$ 3,300</u>

The deferred outflows of resources resulting from the Town's required employer contributions made subsequent to the measurement date in the amount of \$31,190 will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year Ending <u>June 30</u>	
2022	\$ 29,301
2023	30,738
2024	25,469
2025	<u>18,044</u>
Total	<u>\$103,552</u>

Summary of System Provisions

Membership – Full time employees of participating municipalities. Municipalities can elect coverage under Groups A, B, C or D provisions. The Town elected coverage under Group B.

Creditable Service – Service as a member plus purchased service.

Average Final Compensation (AFC) – Group A – Average annual compensation during highest five (5) consecutive years. Groups B and C – Average annual compensation during highest three (3) consecutive years. Group D – Average annual compensation during highest two (2) consecutive years.

Service Retirement Allowance:

Eligibility – Group A – The earlier of age 65 with five (5) years of service or age 55 with thirty-five (35) years of service. Group B – The earlier of age 62 with five (5) years of service or age 55 with thirty (30) years of service. Groups C and D – Age 55 with five (5) years of service.

Amount – Group A – 1.4% of AFC times service. Group B – 1.7% of AFC times service as a Group B member plus percentage earned as a Group A member times AFC. Group C – 2.5% of AFC times service as a Group C member plus percentage earned as a Group A or B member times AFC. Group D – 2.5% of AFC times service as a Group D member plus percentage earned as a Group A, B or C member times AFC.

Maximum benefit is 60% of AFC for Groups A and B and 50% of AFC for Groups C and D. The previous amounts include the portion of the allowance provided by member contributions.

Early Retirement Allowance:

Eligibility – Age 55 with five (5) years of service for Groups A and B. Age 50 with twenty (20) years of service for Group D.

Amount – Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes normal retirement age for Groups A and B members, and payable without reduction to Group D members.

Vested Retirement Allowance:

Eligibility – Five (5) years of service.

Amount – Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the Consumer Price Index, subject to the limits on “Post-Retirement Adjustments”.

Disability Retirement Allowance:

Eligibility – Five (5) years of service and disability as determined by Retirement Board.

Amount – Immediate allowance based on AFC and service to date of disability; children’s benefit of 10% of AFC payable to up to three minor children (or children up to age 23 if enrolled in full-time studies) of a disabled Group D member.

Death Benefit:

Eligibility – Death after five (5) years of service.

Amount – For Groups A, B and C, reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor(s) benefit under disability annuity computed as of date of death. For Group D, 70% of the unreduced accrued benefit plus children’s benefit.

Optional Benefit and Death after Retirement – For Groups A, B and C, lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contribution guarantee. For Group D, lifetime allowance or 70% contingent annuitant option with no reduction.

Refund of Contribution – Upon termination, if the member so elects or if no other benefit is payable, the member’s accumulated contributions are refunded.

Post-Retirement Adjustments – Allowance in payment for at least one year increased on each January 1 by one-half of the percentage increase in Consumer Price Index but not more than 2% for Group A and 3% for Groups B, C and D.

Member Contributions – Group A – 3.00%. Group B – 5.375%. Group C – 10.50%. Group D – 11.85%.

Employer Contributions – Group A – 4.50%. Group B – 6.00%. Group C – 7.75%. Group D – 10.35%.

Retirement Stipend – \$25 per month payable at the option of the Board of Trustees.

Significant Actuarial Assumptions and Methods

Investment Rate of Return: 7.00%, net of pension plan investment expenses, including inflation, a decrease from 7.50% in the prior year.

Salary increases: Varying service-based rates from 0-10 years of service, then a single rate of 4.50% (includes assumed inflation rate of 2.30%) for all subsequent years.

Mortality:

Pre-Retirement: Groups A, B and C – 40% PubG-2010 General Employee below-median and 60% of PubG-2010 General Employee, with generational projection using scale MP-2019. Group D – PubG-2010 General Employee above-median, with generational projection using scale MP-2019.

Healthy Post-retirement – Retirees: Groups A, B and C – 104% of 40% PubG-2010 General Healthy Retiree below-median and 60% of PubG-2010 General Healthy Retiree, with generational projection using scale MP-2019. Group D – PubG-2010 General Healthy Retiree, with generational projection using scale MP-2019.

Healthy Post-retirement – Beneficiaries: Groups A, B and C – 70% Pub-2010 Contingent Survivor below-median and 30% of Pub-2010 Contingent Survivor, with generational projection using scale MP-2019. Group D – Pub-2010 Contingent Survivor, with generational projection using scale MP-2019.

Disabled Post-retirement: All Groups – PubNS-2010 Non-Safety Disabled Retiree Mortality Table with generational projection using scale MP-2019.

Spouse’s Age: Females three years younger than males.

Cost-of-Living Adjustments: 1.10% for Group A members and 1.20% for Groups B, C and D members. The January 1, 2020 and January 1, 2021 COLAs are 0.80% and 0.40%, respectively, for all groups.

Actuarial Cost Method: Entry age actuarial cost method. Entry age is the age at date of employment or, if date is unknown, current age minus years of service. Normal cost and actuarial accrued liability are calculated on an individual basis and are allocated by salary, with normal cost determined using the plan of benefits applicable to each participant.

Assets: The valuation is based on the market value of assets as of the valuation date, as provided by the System. The System uses an “actuarial value of assets” that differs from market value to gradually reflect year-to-year changes in the market value of assets in determine the contribution requirements.

Inflation: 2.30%

Long-term Expected Rate of Return:

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of June 30, 2020 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Global Equity	29%	7.07%
US Equity – Large Cap	4%	6.19%
US Equity – Small/Mid Cap	3%	6.93%
Non-US Equity – Large Cap	5%	7.01%
Non-US Equity – Small Cap	2%	7.66%
Emerging Markets Debt	4%	3.66%
Core Bond	20%	0.39%
Private & Alternate Credit	10%	6.03%
US TIPS	3%	(0.20)%
Core Real Estate	5%	4.06%
Non-Core Real Estate	3%	6.43%
Private Equity	10%	11.27%
Infrastructure/Farmland	2%	5.44%

Discount Rate – The discount rate used to measure the total pension liability was 7.00%, a decrease from 7.50% in the prior year. The projection of cash flows used to determine the discount rate assumed plan member and employer contributions will be made at rates set by the Board (employers) and statute (members) with scheduled increases through July 1, 2021. Further, based upon Board resolution, projected contributions beginning July 1, 2022, and each subsequent July 1, through 2025 include additional total contribution increases of 0.50% per year. For this purpose, only employer contributions that are intended to fund benefits of current plan members and their beneficiaries are included. Projected employer contributions that are intended to fund the service costs of future plan members and their beneficiaries, as well as projected contributions from future plan members, are not included. Based on those assumptions, the pension plans' Fiduciary Net Position was projected to be available to make all projected future benefit payments of current plan members as of June 30, 2020. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.00 percent, as well as what the proportionate share would be if it were calculated using a discount rate that is one percent lower (6.00%) or one percent higher (8.00%):

<u>1% Decrease (6.00%)</u>	<u>Discount Rate (7.00%)</u>	<u>1% Increase (8.00%)</u>
\$502,171	\$328,690	\$185,951

Additional Information

Additional information regarding the State of Vermont Municipal Employees' Retirement System, including the details of the Fiduciary Net Position, is available upon request from the State of Vermont.

B. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town maintains insurance coverage through the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund, Inc. covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. Settled claims have not exceeded this coverage in any of the past three fiscal years. The Town must remain a member for a minimum of one year and may withdraw from the Fund after that time by giving sixty days notice. Fund underwriting and ratesetting policies have been established after consultation with actuaries. Fund members are subject to a supplemental assessment in the event of deficiencies. If the assets of the Fund were to be exhausted, members would be responsible for the Fund's liabilities.

The Town is also a member of the Vermont League of Cities and Towns Employment Resource and Benefits Trust. The Trust is a nonprofit corporation formed to provide unemployment coverage and other employment benefits for Vermont municipalities and is owned by the participating members. The agreement does not permit the Trust to make additional assessments to its members. The Town has only elected unemployment coverage with the Trust.

C. Property Taxes

The Town is responsible for assessing and collecting its own property taxes, as well as education taxes for the State of Vermont. Property taxes are assessed based on property valuations as of April 1, the voter approved budgets and the State education property tax liability. Property taxes are due and payable on November 15 and become delinquent on November 16. The Town assesses an 8% penalty after the November 15 deadline. Interest is assessed at one percent (1%) per month for the first three months and one and a half percent (1-1/2%) per month for each month thereafter. Unpaid taxes become an enforceable lien on the property, and such properties are subject to tax sale. The tax rates for 2021 were as follows:

	<u>Homestead</u>	<u>Non-Homestead</u>
Education	1.5335	1.7008
Local Agreement	0.0005	0.0005
Town	<u>0.2011</u>	<u>0.2011</u>
Total	<u>1.7351</u>	<u>1.9024</u>

D. Contingent Liabilities

The Town participates in a number of federally assisted and state grant programs that are subject to audits by the grantors or their representatives. Accordingly, compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

TOWN OF CHARLOTTE, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Revenues:			
Property Taxes	\$ 1,874,349	\$ 1,886,113	\$ 11,764
Interest on Delinquent Taxes	10,000	13,689	3,689
Penalty on Delinquent Taxes	18,000	12,480	(5,520)
Education Billing Fee Retained	29,500	30,831	1,331
Current Use	70,304	70,304	0
Land Use Change Tax	0	6,041	6,041
PILOT Payment	11,912	11,956	44
Thompson's Point Rent	844,000	860,627	16,627
Railroad Tax	500	612	112
Vault Time Fees	6,500	9,371	2,871
Recording Fees	60,000	95,001	35,001
Dog Licenses	2,200	1,956	(244)
Hunting & Fishing Licenses	25	17	(8)
Marriage Licenses	200	170	(30)
Green Mountain Passports	100	132	32
Planning and Zoning - Board Adjustments	6,000	6,900	900
Planning and Zoning - Building Permits	19,000	43,540	24,540
Planning and Zoning - Subdivision Applications	11,000	13,200	2,200
Planning and Zoning - Miscellaneous Income	40	49	9
Septic Applications	14,000	15,150	1,150
Certificate of Compliance	4,000	7,740	3,740
Certificate of Occupancy	3,000	3,600	600
Highway Access Permit	600	1,215	615
Senior Center Programs	29,000	38,667	9,667
Building Rental	1,500	0	(1,500)
Beach Fees	18,000	38,959	20,959
Recreation Programs	62,700	49,426	(13,274)
Highway State Aid	196,000	203,247	7,247
Highway Supplement Payment	0	52,488	52,488
Highway Grant Income	0	11,748	11,748
Court Fines	6,000	1,129	(4,871)
Transfer from Reappraisal Fund	15,000	15,000	0
Agricultural Lease	5,227	5,554	327
Interest Income	15,000	3,942	(11,058)
VLCT Equipment Grant Income	0	391	391
Wildlife Park Donations	0	750	750
COVID LGER Grant Income	0	33,760	33,760
Miscellaneous	500	1,660	1,160
Total Revenues	3,334,157	3,547,415	213,258
Expenditures:			
Selectmen:			
Selectmen Salaries	9,000	7,375	1,625
Minute-Taker Salary	3,800	3,307	493
Town Administrator	70,637	71,462	(825)
Legal Expense	45,000	45,193	(193)
Advertising	3,000	5,966	(2,966)
Seminars	250	265	(15)
Mileage	120	159	(39)
Memberships	85	85	0
Miscellaneous	0	9,099	(9,099)
Total Selectmen	131,892	142,911	(11,019)

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TOWN OF CHARLOTTE, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Town Clerk:			
Clerk Salary	\$ 72,093	\$ 72,935	\$ (842)
Assistant Clerk/Treasurer Salary	42,078	47,253	(5,175)
Assistant Clerk/Treasurer Part-Time	14,040	0	14,040
Mileage	100	0	100
Telephone	2,280	2,260	20
Seminars/Training	200	48	152
Supplies	4,100	4,708	(608)
Memberships	100	55	45
Service Contracts	7,600	7,816	(216)
Total Town Clerk	<u>142,591</u>	<u>135,075</u>	<u>7,516</u>
Treasurer:			
Supplies	800	281	519
Audit Expense	15,000	15,280	(280)
Total Treasurer	<u>15,800</u>	<u>15,561</u>	<u>239</u>
Elections and Town Meeting:			
Elections	4,000	844	3,156
Town Meetings	3,000	596	2,404
Town Report Expenses	5,000	5,037	(37)
Total Elections and Town Meeting	<u>12,000</u>	<u>6,477</u>	<u>5,523</u>
Planning and Zoning:			
Zoning Administrator	42,681	46,911	(4,230)
Planner Salary	51,501	51,772	(271)
Minute-Taker Salary	3,000	2,128	872
Legal	10,000	22,800	(12,800)
Mileage	700	256	444
Telephone	800	732	68
Advertising	2,000	2,267	(267)
Equipment	200	475	(275)
Seminars	200	105	95
Computer Upgrade	300	430	(130)
Supplies	1,000	1,409	(409)
Memberships	455	463	(8)
Engineering	13,000	36,039	(23,039)
Copier	2,800	2,755	45
Planning Consultants	2,000	4,455	(2,455)
Mapping	500	200	300
Miscellaneous	100	0	100
Total Planning and Zoning	<u>131,237</u>	<u>173,197</u>	<u>(41,960)</u>
Constable:			
Halloween Lights	825	708	117
Total Constable	<u>825</u>	<u>708</u>	<u>117</u>

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STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Listers:			
Wages	\$ 29,026	\$ 26,099	\$ 2,927
Contract Appraiser	26,400	29,480	(3,080)
Mileage	50	0	50
Telephone	1,820	2,166	(346)
Advertising	200	0	200
Seminars	400	0	400
Computer Software	225	215	10
Supplies	300	156	144
Memberships	60	0	60
MS Service Contract	550	605	(55)
Mapping Contract	3,000	3,000	0
Total Listers	<u>62,031</u>	<u>61,721</u>	<u>310</u>
Delinquent Taxes:			
Delinquent Tax Collector Salary	<u>6,800</u>	<u>6,800</u>	<u>0</u>
Total Delinquent Taxes	<u>6,800</u>	<u>6,800</u>	<u>0</u>
Employee Benefits:			
Social Security	37,000	38,192	(1,192)
Health Insurance	175,500	175,731	(231)
Retirement	29,320	31,190	(1,870)
Unemployment Compensation	900	752	148
MEDI Expense	8,800	8,932	(132)
Medicare Reimbursement	5,000	5,049	(49)
Eyemed Vision Plan	1,000	1,312	(312)
Delta Dental	9,700	10,225	(525)
Total Employee Benefits	<u>267,220</u>	<u>271,383</u>	<u>(4,163)</u>
Highway:			
Retreatment	235,000	215,155	19,845
Winter Plow/Sand/Ice	225,000	176,786	48,214
Gravel Roads Maintenance	200,250	177,006	23,244
Ditching	50,000	36,093	13,907
Brush/Tree Removal	75,000	83,998	(8,998)
Culvert Replacement/Repair	40,000	24,132	15,868
Roadside Mowing	40,000	16,858	23,142
Sweeping/Shoulders	5,000	6,475	(1,475)
Cold Patch	4,000	4,390	(390)
Bridge/Guardrail Repair	5,000	1,123	3,877
Road Signs	15,000	17,944	(2,944)
Town Garage - Route 7	0	1,695	(1,695)
Covered Bridges	5,000	1,930	3,070
Bike Path Maintenance	3,000	1,125	1,875
Miscellaneous	1,000	300	700
Total Highway	<u>903,250</u>	<u>765,010</u>	<u>138,240</u>
Stormwater Discharge:	<u>1,350</u>	<u>1,590</u>	<u>(240)</u>

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TOWN OF CHARLOTTE, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Town Lands:			
Landfill Monitor	\$ 7,866	\$ 3,494	\$ 4,372
Village Mowing	5,000	4,785	215
Cemetery Maintenance	10,750	5,770	4,980
Park Security	6,000	6,078	(78)
Lake Field/Beach Mowing	6,785	6,151	634
Park Maintenance	15,000	17,497	(2,497)
Berry Farm Field	11,830	10,972	858
Brush-Hogging	4,915	5,480	(565)
Trail Maintenance	2,800	2,620	180
Thompsons Point Trash	550	573	(23)
Ash Tree Removal	20,000	18,500	1,500
Village WW System Maintenance	2,495	903	1,592
Museum Maintenance	915	0	915
Total Town Lands	94,906	82,823	12,083
Library:			
Library Director	59,218	59,923	(705)
Library Assistants	48,392	40,737	7,655
Youth Librarian	31,559	32,993	(1,434)
Technical Librarian	32,557	33,595	(1,038)
Custodial Service	7,800	6,075	1,725
Postage/Miscellaneous	700	1,764	(1,064)
Telecommunications	1,500	2,497	(997)
Supplies	2,100	2,247	(147)
Professional Development	1,900	302	1,598
Association Dues	325	350	(25)
Acquisitions	10,000	12,824	(2,824)
Special Programs	2,000	1,807	193
Energy	5,100	6,667	(1,567)
Maintenance	4,500	3,884	616
Computer Support	2,000	2,490	(490)
Computer Equipment	4,000	4,671	(671)
Total Library	213,651	212,826	825
Annual Requests:			
Lewis Creek Association	600	600	0
Visiting Nurses Association	9,092	9,092	0
C.V. Agency on Aging	1,700	1,700	0
Steps to End Domestic Violence	900	900	0
Center/Independent Living	200	200	0
COTS	750	750	0
Howard Human Services	1,000	1,000	0
Vermont Association for Blind	250	250	0
American Red Cross	1,000	1,000	0
Vermont Rural Fire Protection	100	100	0
Charlotte News	500	500	0
Vermont Family Network	1,000	1,000	0
Vermont Adult Learning	200	200	0
Winooski NRC District	700	700	0
Total Annual Requests	17,992	17,992	0

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TOWN OF CHARLOTTE, VERMONT
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STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Recreation:			
Beach Attendant Wages	\$ 11,000	\$ 11,235	\$ (235)
Beach Maintenance	3,000	3,740	(740)
Mileage	200	254	(54)
Telephone	700	853	(153)
Recreation Software	3,495	2,995	500
Beach Supplies	1,300	1,738	(438)
Memberships/Seminars	350	585	(235)
Tennis Courts	2,100	3,625	(1,525)
Beach Garbage Removal	200	182	18
Beach Electricity	300	276	24
Docks In and Out	4,000	2,108	1,892
Skating Rink Maintenance	600	88	512
Skating Rink Electricity	600	465	135
Recreation Program Director	38,782	39,246	(464)
Recreation Program Expense	49,114	42,673	6,441
CCS Facility Usage Fees	7,425	0	7,425
Beach Water Testing	450	415	35
Site Plan - Beach Improvements	0	1,700	(1,700)
Miscellaneous	0	77	(77)
	<u>123,616</u>	<u>112,255</u>	<u>11,361</u>
Total Recreation			
Conservation:			
Lewis Creek Frogbit	2,700	2,700	0
Charlotte Invasives	1,000	983	17
Membership/Dues	50	50	0
Wildlife Data/Equipment	450	0	450
Green-Up Day	300	126	174
Education & Outreach	0	200	(200)
	<u>4,500</u>	<u>4,059</u>	<u>441</u>
Total Conservation			
Town Hall:			
Maintenance	7,000	7,810	(810)
Custodian	8,500	8,477	23
Town Postage	5,500	4,938	562
Equipment	1,500	6,007	(4,507)
Supplies	2,500	1,883	617
Trash Removal	1,700	1,614	86
Utilities	4,500	4,832	(332)
Fuel Oil	4,400	2,780	1,620
Computer Service	15,000	15,338	(338)
	<u>50,600</u>	<u>53,679</u>	<u>(3,079)</u>
Total Town Hall			

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TOWN OF CHARLOTTE, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Budget	Actual	Variance Favorable/ (Unfavorable)
Senior Center:			
Maintenance	\$ 16,000	\$ 7,455	\$ 8,545
Snow Plowing	2,000	1,825	175
Custodial Service	9,400	4,500	4,900
Miscellaneous	100	447	(347)
Postage	850	1,045	(195)
Telecommunications	2,200	1,987	213
Supplies	2,100	824	1,276
Trash	1,900	1,366	534
Energy	7,000	5,171	1,829
Director	43,701	44,489	(788)
Part-Time Coordinator	12,449	1,907	10,542
Program Expenses	29,000	40,494	(11,494)
Total Senior Center	<u>126,700</u>	<u>111,510</u>	<u>15,190</u>
Miscellaneous:			
Insurance	39,000	39,474	(474)
Flea Market Electricity	350	0	350
Street Lights Electricity	1,600	1,742	(142)
Museum Electricity	400	290	110
Animal Control Officer	3,000	3,000	0
Dogs/Miscellaneous	900	555	345
Trails Committee	1,500	1,516	(16)
Traffic Enforcement	25,000	17,397	7,603
Charlotte Land Trust	5,000	5,000	0
Energy Committee	4,720	4,711	9
Tree Warden	1,500	1,122	378
Total Miscellaneous	<u>82,970</u>	<u>74,807</u>	<u>8,163</u>
Intergovernmental Taxes and Dues:			
VLCT Dues	5,753	5,753	0
CCRPC Dues	10,537	10,537	0
Special Investigations	7,131	7,131	0
County Tax	41,687	40,091	1,596
Total Intergovernmental Taxes and Dues	<u>65,108</u>	<u>63,512</u>	<u>1,596</u>
Debt Service - Library Bond:	<u>44,400</u>	<u>44,400</u>	<u>0</u>
Transfers:			
Transfer to Highway Reserve Fund	0	209,722	(209,722)
Transfer to Fire & Rescue Capital Fund	95,000	95,000	0
Transfer to Repairs and Improvements Fund	46,500	46,500	0
Transfer to Trails Reserve Fund	62,000	62,000	0
Transfer to Recreation Capital Fund	30,000	30,000	0
Transfer to Highway Capital Reserve Fund	30,000	30,000	0
Total Transfers	<u>263,500</u>	<u>473,222</u>	<u>(209,722)</u>
Fire and Rescue Appropriation:	<u>745,218</u>	<u>683,117</u>	<u>62,101</u>
Total Expenditures	<u>3,508,157</u>	<u>3,514,635</u>	<u>(6,478)</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>\$ (174,000)</u>	32,780	<u>\$ 206,780</u>

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TOWN OF CHARLOTTE, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Actual
Adjustments to Reconcile from the Budgetary Basis of Accounting to the Modified Accrual Basis of Accounting:	
HRA Fund Transfer In	\$ 45,000
HRA Fund Expenses	(45,356)
Park & Wildlife Fund Income	500
Park & Wildlife Fund Expenses	(500)
Net Change in Fund Balance	32,424
Fund Balance - July 1, 2020	394,826
Fund Balance - June 30, 2021	\$ 427,250

The reconciling items are due to combining two (2) funds, the HRA Fund and the Park & Wildlife Fund, with the General Fund in order to comply with GASB Statement No. 54.

TOWN OF CHARLOTTE, VERMONT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
 VMERS DEFINED BENEFIT PLAN
 JUNE 30, 2021

	2021	2020	2019	2018	2017	2016	2015
Total Plan Net Pension Liability	\$ 252,974,064	\$ 173,491,807	\$ 140,675,892	\$ 121,155,552	\$ 128,696,167	\$ 77,095,810	\$ 9,126,613
Town's Proportion of the Net Pension Liability	0.1299%	0.1316%	0.1321%	0.1264%	0.1280%	0.1252%	0.1175%
Town's Proportionate Share of the Net Pension Liability	\$ 328,690	\$ 228,387	\$ 185,839	\$ 153,170	\$ 164,748	\$ 96,554	\$ 10,723
Town's Covered Employee Payroll	\$ 519,841	\$ 468,323	\$ 449,651	\$ 420,709	\$ 388,264	\$ 353,746	\$ 325,703
Town's Proportionate Share of the Net Pension Liability as a Percentage of Town's Covered Employee Payroll	63.2289%	48.7670%	41.3296%	36.4076%	42.4320%	27.2947%	3.2923%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	74.52%	80.35%	82.60%	83.64%	80.95%	87.42%	98.32%

Notes to Schedule

Benefit Changes: None.

Changes in Assumptions and Methods: The following changes were effective for the June 30, 2020 valuation date:

- The investment return assumption was lowered from 7.50% to 7.00%.
- The inflation assumption was lowered from 2.50% to 2.30%.
- The COLA assumption was lowered from 1.15% to 1.10% for Group A members and from 1.30% to 1.20% for Groups B, C and D members.
- The mortality assumptions were updated as follows:
 - Pre-Retirement:
 - Groups A/B/C - 40% PubG-2010 General Employee below-median and 60% of PubG-2010 General Employee, with generational projection using scale MP-2019.
 - Group D - PubG-2010 General Employee above-median, with generational projection using scale MP-2019.
 - Healthy Post-Retirement - Retirees:
 - Groups A/B/C - 104% of 40% PubG-2010 General Healthy Retiree below-median and 60% of PubG-2010 General Healthy Retiree, with generational projection using scale MP-2019.
 - Group D - PubG-2010 General Healthy Retiree, with generational projection using scale MP-2019.
 - Healthy Post-Retirement - Beneficiaries:
 - Groups A/B/C - 70% Pub-2010 Contingent Survivor below-median and 30% of Pub-2010 Contingent Survivor, with generational projection using scale MP-2019.
 - Group D - Pub-2010 Contingent Survivor, with generational projection using scale MP-2019.
 - Disabled Retirees:
 - All Groups - PubNS-2010 Non-Safety Disabled Retiree Mortality Table with generational projection using scale MP-2019.
- The salary scale assumption was revised for varying service based rates from 0-10 years of service, then a single rate of 2.20% for all subsequent years, plus revised inflation of 2.30%.
- The active retirement rates were updated as follows:
 - Group A: Decreased the rates throughout all ages.
 - Group B: For females, slightly decreased the rates at younger ages and then increased the rates at later ages. For males, slightly decreased the rates at most ages.
 - Group C: Simplified the assumption to a unisex table that more accurately aligns with the actual experience for both males and females.
 - Group D: For members with less than 20 years of service, increased the rates for ages 55-59.
- The inactive retirement assumption was updated to add a rate of 10% from early retirement age for each year until normal retirement age, then 100% at normal retirement age.
- The liability loan of accumulated contributions for Inactive Members was removed. Liabilities for Inactive Members are now based on 100% of the accumulated contributions. Inactive Members who are vested immediately become Deferred Members, and the liabilities for all Deferred Members are based on the accrued benefit.
- The termination rates were updated as follows:
 - Simplified female rates to one set of slightly reduced rates for all females.

Fiscal year 2015 was the first year of implementation, therefore, only seven years are shown.

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TOWN OF CHARLOTTE, VERMONT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF CONTRIBUTIONS
 VMERS DEFINED BENEFIT PLAN
 FOR THE YEAR ENDED JUNE 30, 2021

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually Required Contribution (Actuarially Determined)	\$ 31,190	\$ 26,929	\$ 25,293	\$ 23,139	\$ 21,355	\$ 19,456	\$ 17,507
Contributions in Relation to the Actuarially Determined Contributions	<u>31,190</u>	<u>26,929</u>	<u>25,293</u>	<u>23,139</u>	<u>21,355</u>	<u>19,456</u>	<u>17,507</u>
Contribution Excess/(Deficiency)	<u>\$ 0</u>						
Town's Covered Employee Payroll	\$ 519,841	\$ 468,323	\$ 449,651	\$ 420,709	\$ 388,264	\$ 353,746	\$ 325,703
Contributions as a Percentage of Town's Covered Employee Payroll	6.000%	5.750%	5.625%	5.500%	5.500%	5.500%	5.375%

Notes to Schedule

Valuation Date: June 30, 2020

Fiscal year 2015 was the first year of implementation, therefore, only seven years are shown.

TOWN OF CHARLOTTE, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR GOVERNMENTAL FUNDS
 JUNE 30, 2021

	Special Revenue Funds	Capital Projects Funds	Total
<u>ASSETS</u>	<u> </u>	<u> </u>	<u> </u>
Cash	\$ 10,002	\$ 0	\$ 10,002
Due from Other Funds	<u>210,634</u>	<u>360,507</u>	<u>571,141</u>
Total Assets	\$ <u><u>220,636</u></u>	\$ <u><u>360,507</u></u>	\$ <u><u>581,143</u></u>
 <u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
Fund Balances:			
Restricted	40,414	131,599	172,013
Committed	150,121	228,908	379,029
Assigned	<u>30,101</u>	<u>0</u>	<u>30,101</u>
Total Fund Balances	<u>220,636</u>	<u>360,507</u>	<u>581,143</u>
Total Liabilities and Fund Balances	\$ <u><u>220,636</u></u>	\$ <u><u>360,507</u></u>	\$ <u><u>581,143</u></u>

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TOWN OF CHARLOTTE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Special Revenue Funds	Capital Projects Funds	Total
	<u> </u>	<u> </u>	<u> </u>
Revenues:			
Intergovernmental	\$ 17,157	\$ 83,933	\$ 101,090
Investment Income	300	377	677
Donations	3,222	7,034	10,256
	<u> </u>	<u> </u>	<u> </u>
Total Revenues	20,679	91,344	112,023
Expenditures:			
General Government	0	3,054	3,054
Highways and Streets	0	2,390	2,390
Culture and Recreation	160	5,846	6,006
Community Development	1,000	0	1,000
Capital Outlay:			
Highways and Streets	0	26,422	26,422
Culture and Recreation	0	63,002	63,002
	<u> </u>	<u> </u>	<u> </u>
Total Expenditures	1,160	100,714	101,874
Excess/(Deficiency) of Revenues Over Expenditures	<u>19,519</u>	<u>(9,370)</u>	<u>10,149</u>
Other Financing Sources/(Uses):			
Proceeds from Sale of Materials	0	10,000	10,000
Transfers In	0	168,500	168,500
Transfers Out	(15,000)	0	(15,000)
	<u> </u>	<u> </u>	<u> </u>
Total Other Financing Sources/(Uses)	(15,000)	178,500	163,500
Net Change in Fund Balances	4,519	169,130	173,649
Fund Balances - July 1, 2020	<u>216,117</u>	<u>191,377</u>	<u>407,494</u>
Fund Balances - June 30, 2021	<u>\$ 220,636</u>	<u>\$ 360,507</u>	<u>\$ 581,143</u>

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TOWN OF CHARLOTTE, VERMONT
COMBINING BALANCE SHEET
NON-MAJOR SPECIAL REVENUE FUNDS
JUNE 30, 2021

	Scenic Preservation Fund	Reappraisal Fund	Restoration of Records Fund	Cemetery Fund	Ski Program Fund	Conservation Commission Fund	Tree Fund	Mack Scholarship Fund	Affordable Housing Fund	Total
<u>ASSETS</u>										
Cash	\$ 0	\$ 0	\$ 0	\$ 10,002	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,002
Due from Other Funds	<u>12</u>	<u>30,101</u>	<u>21,042</u>	<u>0</u>	<u>15,012</u>	<u>1,598</u>	<u>4,847</u>	<u>6,703</u>	<u>131,319</u>	<u>210,634</u>
Total Assets	<u>\$ 12</u>	<u>\$ 30,101</u>	<u>\$ 21,042</u>	<u>\$ 10,002</u>	<u>\$ 15,012</u>	<u>\$ 1,598</u>	<u>\$ 4,847</u>	<u>\$ 6,703</u>	<u>\$ 131,319</u>	<u>\$ 220,636</u>
<u>LIABILITIES AND FUND BALANCES</u>										
Liabilities:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Fund Balances:										
Restricted	12	0	13,242	0	15,012	598	4,847	6,703	0	40,414
Committed	0	0	7,800	10,002	0	1,000	0	0	131,319	150,121
Assigned	<u>0</u>	<u>30,101</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>30,101</u>
Total Fund Balances	<u>12</u>	<u>30,101</u>	<u>21,042</u>	<u>10,002</u>	<u>15,012</u>	<u>1,598</u>	<u>4,847</u>	<u>6,703</u>	<u>131,319</u>	<u>220,636</u>
Total Liabilities and Fund Balances	<u>\$ 12</u>	<u>\$ 30,101</u>	<u>\$ 21,042</u>	<u>\$ 10,002</u>	<u>\$ 15,012</u>	<u>\$ 1,598</u>	<u>\$ 4,847</u>	<u>\$ 6,703</u>	<u>\$ 131,319</u>	<u>\$ 220,636</u>

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TOWN OF CHARLOTTE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCES
 NON-MAJOR SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Scenic Preservation Fund	Reappraisal Fund	Restoration of Records Fund	Cemetery Fund	Ski Program Fund	Conservation Commission Fund	Tree Fund	Mack Scholarship Fund	Affordable Housing Fund	Total
Revenues:										
Intergovernmental	\$ 0	\$ 17,157	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 17,157
Investment Income	0	44	30	1	21	2	6	9	187	300
Donations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,750</u>	<u>1,472</u>	<u>0</u>	<u>3,222</u>
Total Revenues	<u>0</u>	<u>17,201</u>	<u>30</u>	<u>1</u>	<u>21</u>	<u>2</u>	<u>1,756</u>	<u>1,481</u>	<u>187</u>	<u>20,679</u>
Expenditures:										
Culture and Recreation	0	0	0	0	0	0	0	160	0	160
Community Development	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>160</u>	<u>0</u>	<u>1,160</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>0</u>	<u>17,201</u>	<u>30</u>	<u>1</u>	<u>21</u>	<u>2</u>	<u>756</u>	<u>1,321</u>	<u>187</u>	<u>19,519</u>
Other Financing Sources/(Uses):										
Transfers Out	<u>0</u>	<u>(15,000)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(15,000)</u>
Total Other Financing Sources/(Uses)	<u>0</u>	<u>(15,000)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(15,000)</u>
Net Change in Fund Balances	0	2,201	30	1	21	2	756	1,321	187	4,519
Fund Balances - July 1, 2020	<u>12</u>	<u>27,900</u>	<u>21,012</u>	<u>10,001</u>	<u>14,991</u>	<u>1,596</u>	<u>4,091</u>	<u>5,382</u>	<u>131,132</u>	<u>216,117</u>
Fund Balances - June 30, 2021	<u>\$ 12</u>	<u>\$ 30,101</u>	<u>\$ 21,042</u>	<u>\$ 10,002</u>	<u>\$ 15,012</u>	<u>\$ 1,598</u>	<u>\$ 4,847</u>	<u>\$ 6,703</u>	<u>\$ 131,319</u>	<u>\$ 220,636</u>

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TOWN OF CHARLOTTE, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR CAPITAL PROJECTS FUNDS
 JUNE 30, 2021

	Repairs and Improvements Fund	Trails Reserve Fund	Recreation Capital Fund	Thorp Barn Fund	Highway Capital Reserve Fund	Total
<u>ASSETS</u>						
Due from Other Funds	\$ <u>102,393</u>	\$ <u>80,546</u>	\$ <u>45,969</u>	\$ <u>6,395</u>	\$ <u>125,204</u>	\$ <u>360,507</u>
Total Assets	\$ <u><u>102,393</u></u>	\$ <u><u>80,546</u></u>	\$ <u><u>45,969</u></u>	\$ <u><u>6,395</u></u>	\$ <u><u>125,204</u></u>	\$ <u><u>360,507</u></u>
<u>LIABILITIES AND FUND BALANCES</u>						
Liabilities:	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
Fund Balances:						
Restricted	0	0	0	6,395	125,204	131,599
Committed	<u>102,393</u>	<u>80,546</u>	<u>45,969</u>	<u>0</u>	<u>0</u>	<u>228,908</u>
Total Fund Balances	<u>102,393</u>	<u>80,546</u>	<u>45,969</u>	<u>6,395</u>	<u>125,204</u>	<u>360,507</u>
Total Liabilities and Fund Balances	\$ <u><u>102,393</u></u>	\$ <u><u>80,546</u></u>	\$ <u><u>45,969</u></u>	\$ <u><u>6,395</u></u>	\$ <u><u>125,204</u></u>	\$ <u><u>360,507</u></u>

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TOWN OF CHARLOTTE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR CAPITAL PROJECTS FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Repairs and Improvements Fund	Trails Reserve Fund	Recreation Capital Fund	Thorp Barn Fund	Highway Capital Reserve Fund	Total
Revenues:						
Intergovernmental	\$ 16,934	\$ 0	\$ 0	\$ 0	\$ 66,999	\$ 83,933
Investment Income	110	107	51	9	100	377
Donations	<u>1,015</u>	<u>5,370</u>	<u>649</u>	<u>0</u>	<u>0</u>	<u>7,034</u>
Total Revenues	<u>18,059</u>	<u>5,477</u>	<u>700</u>	<u>9</u>	<u>67,099</u>	<u>91,344</u>
Expenditures:						
General Government	3,054	0	0	0	0	3,054
Highways and Streets	0	0	0	0	2,390	2,390
Culture and Recreation	0	2,003	3,843	0	0	5,846
Capital Outlay:						
Highways and Streets	0	0	0	0	26,422	26,422
Culture and Recreation	<u>0</u>	<u>63,002</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>63,002</u>
Total Expenditures	<u>3,054</u>	<u>65,005</u>	<u>3,843</u>	<u>0</u>	<u>28,812</u>	<u>100,714</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>15,005</u>	<u>(59,528)</u>	<u>(3,143)</u>	<u>9</u>	<u>38,287</u>	<u>(9,370)</u>
Other Financing Sources:						
Proceeds from Sale of Materials	0	0	0	0	10,000	10,000
Transfers In	<u>46,500</u>	<u>62,000</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>	<u>168,500</u>
Total Other Financing Sources	<u>46,500</u>	<u>62,000</u>	<u>30,000</u>	<u>0</u>	<u>40,000</u>	<u>178,500</u>
Net Change in Fund Balances	61,505	2,472	26,857	9	78,287	169,130
Fund Balances - July 1, 2020	<u>40,888</u>	<u>78,074</u>	<u>19,112</u>	<u>6,386</u>	<u>46,917</u>	<u>191,377</u>
Fund Balances - June 30, 2021	<u>\$ 102,393</u>	<u>\$ 80,546</u>	<u>\$ 45,969</u>	<u>\$ 6,395</u>	<u>\$ 125,204</u>	<u>\$ 360,507</u>

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TOWN OF CHARLOTTE, VERMONT
 COMBINING SCHEDULE OF FIDUCIARY NET POSITION
 PRIVATE-PURPOSE TRUST FUNDS
 JUNE 30, 2021

	Serrell Fund	Trustee of Public Funds Fund	Total
<u>ASSETS</u>			
Cash and Cash Equivalents	\$ 2,577	\$ 4,598	\$ 7,175
Investments	0	713,423	713,423
Total Assets	\$ 2,577	\$ 718,021	\$ 720,598
<u>LIABILITIES AND NET POSITION</u>			
Liabilities:			
Due to Other Funds	\$ 400	\$ 0	\$ 400
Total Liabilities	400	0	400
Net Position:			
Restricted:			
Held in Trust for Individuals and Organizations	2,177	718,021	720,198
Total Liabilities and Net Position	\$ 2,577	\$ 718,021	\$ 720,598

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TOWN OF CHARLOTTE, VERMONT
 COMBINING SCHEDULE OF CHANGES IN FIDUCIARY NET POSITION
 PRIVATE-PURPOSE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Serrell Fund	Trustee of Public Funds Fund	Total
Additions:			
Investment Income	\$ <u>0</u>	\$ <u>147,816</u>	\$ <u>147,816</u>
Total Additions	<u>0</u>	<u>147,816</u>	<u>147,816</u>
Deductions:			
Grandview Cemetery	0	19,233	19,233
Miscellaneous	<u>400</u>	<u>0</u>	<u>400</u>
Total Deductions	<u>400</u>	<u>19,233</u>	<u>19,633</u>
Change in Net Position	(400)	128,583	128,183
Net Position - July 1, 2020	<u>2,577</u>	<u>589,438</u>	<u>592,015</u>
Net Position - June 30, 2021	\$ <u><u>2,177</u></u>	\$ <u><u>718,021</u></u>	\$ <u><u>720,198</u></u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF CHARLOTTE, VERMONT
SCHEDULE OF TAXES RAISED
FOR THE YEAR ENDED JUNE 30, 2021

April 2020 Grandlist Used for Fiscal Year 2021 Taxes Billed:	
Homestead Education Grandlist	\$ 6,132,578.00
Non-Residential Grandlist	\$ 3,159,229.41
Municipal Grandlist	\$ 9,326,411.00
Tax Rates:	
Homestead Education Tax Rate	1.5335
Non-Residential Education Tax Rate	1.7008
Municipal Tax Rate	0.2011
Local Agreement Tax Rate	0.0005
Charlotte's Fiscal Year 2021 Education Property Tax Liability:	
Residential Taxes	\$ 9,404,308.64
Nonresidential Taxes	5,370,615.12
Local Agreement Taxes to Cover Education Liability for Exempt Properties	<u>4,663.71</u>
Total Property Tax Liability for State Education Fund	14,779,587.47
Municipal Taxes	<u>1,875,540.73</u>
Total Education and Municipal Taxes Raised	<u>\$ 16,655,128.20</u>
Allocation of State Education Taxes:	
Transfer to Champlain Valley Union High School	\$ 9,668,559.00
.225 of 1% of Residential and Non-Residential Liability Retained by Town	30,461.29
Late Fee Retained by Town	360.00
Income Sensitivity Credits to Charlotte Residents, Education Tax	1,241,129.53
Income Sensitivity Credits to Charlotte Residents, Municipal Tax	8,685.24
Balance to State Education Fund	<u>3,838,856.18</u>
Total Allocation of State Education Taxes	14,788,051.24
Current Taxes Received	1,821,723.07
Delinquent Taxes	<u>45,353.89</u>
Total Fiscal Year 2021 Property Taxes	<u>\$ 16,655,128.20</u>

See Disclaimer in Accompanying Independent Auditor's Report.

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

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Fred Duplessis, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Wendy C. Gilwee, CPA
VT Lic. #92-000180

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with "Government Auditing Standards"

Selectboard
Town of Charlotte, Vermont
P.O. Box 119
Charlotte, Vermont 05445

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Charlotte, Vermont as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town of Charlotte, Vermont's basic financial statements and have issued our report thereon dated November 23, 2021.

Internal Control Over Financial Reporting

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town of Charlotte, Vermont's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, we did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Item 2021-1, that we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Charlotte, Vermont's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

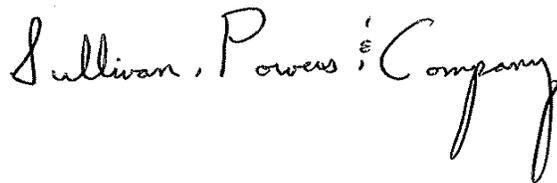
Town of Charlotte, Vermont's Response to Deficiency in Internal Control

The Town of Charlotte, Vermont's response to the deficiency in internal control identified in our audit is included with the accompanying Schedule of Findings and Deficiencies in Internal Control. The Town of Charlotte, Vermont's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Charlotte, Vermont's internal control or on compliance. This report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Charlotte, Vermont's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

November 23, 2021
Montpelier, Vermont
VT Lic. #92-000180



Deficiencies in Internal Control:

Material Weaknesses:

None noted.

Significant Deficiencies:

2021-1 Authorization of General Journal Entries

Criteria:

Internal controls should be in place to ensure that all non-standard adjusting period entries are authorized by appropriate officials.

Condition:

The Town requires authorization of non-standard adjusting entries, however, the authorization was not performed consistently during the year.

Cause:

Unknown.

Effect:

This one deficiency in the internal control structure could allow other working control policies to be circumvented.

Recommendation:

We recommend that the Town adhere to their policy that requires appropriate officials to authorize all non-standard general journal entries so as not to circumvent the original approval process.



Town of Charlotte

ESTABLISHED 1762

November 23, 2021

Rick Brigham
Sullivan, Powers & Company
77 Barre Street
Montpelier, VT 05601

Re: Response to Schedule of Findings and Deficiencies in Internal Control

Dear Rick,

This letter provides a response to the finding of a significant deficiency in the Schedule of Findings and Deficiencies in Internal Control on page 65 of the draft audit report for the fiscal year ending June 30, 2021, which is also in the Schedule of Deficiencies in Internal Control and Other Recommendations attached to the Management Letter associated with the audit report.

2021-1 Authorization of General Journal Entries—the current practice is the Town Treasurer provides a list of general journal entries for the Selectboard's review at the same time that payment warrants are provided, and she provides posting register reports monthly. Going forward, members of the Town's Board of Auditors will review the monthly posting register reports, which include adjusting entries, and they will initial the top of each signifying authorization.

Thank you for your attentiveness and helpfulness during the audit process.

Best regards,

Dean Bloch, Town Administrator

Mary Mead, Town Treasurer

**CHARLOTTE VOLUNTEER FIRE
AND RESCUE SERVICES, INC.**

FINANCIAL STATEMENTS

JUNE 30, 2021

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.

JUNE 30, 2021

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Tapia & Huckabay, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

206 Main Street #20 • P.O. Box 38 • Vergennes, VT 05491 • www.tapiahuckabay.com (802) 870-7086

Independent Auditor's Report

To the Board of Directors
Charlotte Volunteer Fire and Rescue Services, Inc.
Charlotte, Vermont

We have audited the accompanying financial statements of Charlotte Volunteer Fire and Rescue Services, Inc. (a Vermont nonprofit organization) which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Charlotte Volunteer Fire and Rescue Services, Inc. as of June 30, 2021 and the changes in its net assets and its cash flows for the year then ended in conformity with U.S. generally accepted accounting principles.

Report on Summarized Comparative Information

The prior year summarized comparative information has been derived from the Organization's 2020 financial statements which were audited by us and, in our report dated November 2, 2020, we expressed an unmodified opinion on those financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Tapia & Auchabay, P.C.

Vergennes, Vermont
December 30, 2021
Vermont Registration #108880

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2021
(With Summarized Information for 2020)

	<u>2021</u>	<u>2020</u>
ASSETS		
Cash and cash equivalents - operating fund (Notes 1 & 12)	\$ 119,542	\$ 77,995
Cash and cash equivalents - special funds (Notes 1, 8 & 12)	262,781	219,027
Prepaid expenses, deposits and other assets	22,169	38,490
Accounts receivable, net of allowance (Note 1)	38,884	25,252
Property and equipment, net of accumulated depreciation (Notes 2 & 5)	2,137,864	2,058,560
Beneficial interest in perpetual trust (Note 7)	<u>1,833,159</u>	<u>1,491,076</u>
TOTAL ASSETS	<u>\$ 4,414,399</u>	<u>\$ 3,910,400</u>
LIABILITIES AND NET ASSETS		
Liabilities:		
Accounts payable	\$ 48,048	\$ 12,637
Accrued expenses (Note 5)	<u>28,307</u>	<u>37,010</u>
Total Liabilities	<u>76,355</u>	<u>49,647</u>
Net Assets:		
Without donor restrictions	657,758	621,681
With donor restrictions (Notes 5 & 7)	<u>3,680,286</u>	<u>3,239,072</u>
Total Net Assets	<u>4,338,044</u>	<u>3,860,753</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 4,414,399</u>	<u>\$ 3,910,400</u>

See accompanying notes to financial statements.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021
(With Summarized Information for 2020)

	Without Donor Restrictions	With Donor Restrictions	2021 Total	2020 Total
SUPPORT AND REVENUE:				
Town appropriation - operating (Notes 1 & 5)	\$ 613,935	\$ 53,482	\$ 667,417	\$ 636,064
Town appropriation - capital (Notes 1 & 5)	-	266,308	266,308	29,371
Grants, contributions and special events	37,850	-	37,850	64,988
Program service revenue (Note 1)	176,151	-	176,151	130,826
Income from perpetual trust (Note 7)	55,425	342,083	397,508	17,366
Rental income (Note 3)	33,720	-	33,720	32,738
Interest and other income	1,332	-	1,332	748
Gain on the disposition of property & equipment	-	-	-	1,700
Net assets released from restrictions:				
Satisfaction of program restrictions	220,659	(220,659)	-	-
TOTAL SUPPORT AND REVENUE	1,139,072	441,214	1,580,286	913,801
EXPENSES AND LOSSES:				
Program services:				
Fire	323,652	-	323,652	328,851
Rescue	693,916	-	693,916	671,401
Supporting services:				
Management and general	79,292	-	79,292	72,027
Fundraising	6,135	-	6,135	6,901
TOTAL EXPENSES	1,102,995	-	1,102,995	1,079,180
CHANGE IN NET ASSETS	36,077	441,214	477,291	(165,379)
NET ASSETS, beginning of year	621,681	3,239,072	3,860,753	4,026,132
NET ASSETS, end of year	\$ 657,758	\$ 3,680,286	\$ 4,338,044	\$ 3,860,753

See accompanying notes to financial statements.

CHARLOTTE FIRE AND RESCUE SERVICES, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021
(With Summarized Information for 2020)

	Program Services		Supporting Services		2021 TOTAL	2020 TOTAL
	Fire Services	Rescue Services	Management & General	Fundraising		
Salaries, wages & member incentives	\$ 55,815	\$ 400,937	\$ 37,312	\$ 3,731	\$ 497,795	\$ 499,105
Benefits & taxes	19,040	44,170	3,898	390	67,498	64,216
Apparatus fuel	2,155	4,199	-	-	6,354	7,153
Apparatus repairs & maintenance	34,326	4,855	-	-	39,181	20,026
Bank charges & other fees	2,603	3,364	342	39	6,348	4,988
Building maintenance	6,611	6,611	1,322	147	14,691	7,854
Contracted services	6,221	21,353	429	43	28,046	24,769
Dues & subscriptions	3,487	3,161	857	86	7,591	7,765
Equipment repair & maintenance	14,614	5,249	206	23	20,092	39,603
Insurance	25,556	44,067	1,176	130	70,929	62,112
Other expenses	644	1,782	188	23	2,637	1,123
Professional fees	-	-	13,025	-	13,025	12,294
Protective clothing & equipment	4,396	7,183	-	-	11,579	25,275
Special event expenses	-	-	-	-	-	1,189
Supplies	3,716	15,448	128	16	19,308	13,523
Telephone	1,399	4,230	448	54	6,131	6,153
Training	4,952	2,414	-	-	7,366	5,229
Utilities	5,878	5,878	1,176	131	13,063	14,169
Depreciation	132,239	119,015	11,902	1,322	264,478	255,295
Unrelated business income taxes	-	-	6,883	-	6,883	7,339
	<u>\$ 323,652</u>	<u>\$ 693,916</u>	<u>\$ 79,292</u>	<u>\$ 6,135</u>	<u>\$ 1,102,995</u>	<u>\$ 1,079,180</u>

See accompanying notes to financial statements.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2021
(With Summarized Information for 2020)

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Change in net assets	\$ 477,291	\$ (165,379)
Adjustments to reconcile change in net assets to net cash from operating activities:		
Town appropriation - capital	(266,308)	(29,371)
Depreciation	264,478	255,295
(Gain) loss on disposition of property & equipment	-	(1,700)
(Income) loss from perpetual trust	(342,083)	37,334
(Increase) decrease in operating assets:		
Prepaid expenses, deposits and other assets	16,321	(6,167)
Accounts receivable	(13,632)	5,289
Increase (decrease) in operating liabilities:		
Accounts payable	35,411	(3,279)
Accrued expenses	(8,703)	11,013
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	<u>162,775</u>	<u>103,035</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property and equipment	(77,474)	(61,785)
Proceeds from the disposition of property & equipment	-	3,500
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	<u>(77,474)</u>	<u>(58,285)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
None	-	-
NET INCREASE (DECREASE) IN CASH & CASH EQUIVALENTS	85,301	44,750
CASH AND CASH EQUIVALENTS (all funds):		
Beginning of year	<u>297,022</u>	<u>252,272</u>
End of year	<u>\$ 382,323</u>	<u>\$ 297,022</u>
Supplemental Disclosures:		
Property and equipment (including deposits) paid for by the Town of Charlotte	\$ 301,543	\$ 33,105

See accompanying notes to financial statements.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

History of the Organization and Nature of Activities:

Incorporated in 1951, Charlotte Volunteer Fire and Rescue Services, Inc. (“CVFRS” or “the Organization”) is a nonprofit organization whose mission is to “provide fire suppression, emergency medical services and other special emergency rescue services; and to provide community safety, education, and fire prevention for the residents of the Town of Charlotte and the vicinity.” The Organization’s program services are separated into two “agencies” – the Charlotte Volunteer Fire Department and the Charlotte Volunteer Rescue Squad. The majority of the Organization’s support comes from appropriations – both operating and capital - from the Town of Charlotte, Vermont. Additional support comes from program service revenue for ambulance services, income from a perpetual trust, rental income and fundraising and special events.

Financial Statement Presentation:

CVFRS reports information regarding its financial position and activities according to two classes of net assets: those with donor restrictions and those without. Contributions received are recorded as either one or the other depending upon the existence and/or nature of any donor-imposed restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the Statement of Activities as net assets released from restrictions. Contributions with donor restrictions whose restrictions are met in the same period are shown as increases in net assets without donor restrictions. The transfer of assets with donor-imposed conditions is accounted for as a refundable advance, instead of as a contribution, until the conditions have been substantially met.

Cash and cash equivalents:

CVFRS has elected to treat all cash accounts, checking, savings, money market, and other cash funds purchased with an original maturity of three months or less as cash and cash equivalents for purposes of the Statement of Cash Flows.

Use of estimates:

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Promises to Give:

Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Those expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts, if material, are computed using estimated market interest rates applicable to the years in which the promises are received. Any amortization of these discounts would be reflected in contribution revenue. Conditional promises to give are not recorded until the conditions are met.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Accounts Receivable and Allowance for Uncollectable Accounts:

Accounts receivable represent outstanding amounts billed for ambulance and other program services. CVFRS charges current earnings with an allowance for uncollectable accounts receivable based on collection experience and a review of the collectability of specific accounts. Accounts deemed uncollectable are charged against the allowance. The estimated allowance was \$38,000 at June 30, 2021 and \$21,000 at June 30, 2020.

Comparative Financial Information:

The financial statements include certain prior-year summarized comparative information in total but not by net asset class (and, for the Statement of Functional Expenses, in total but not by functional category). Such information does not include sufficient detail to constitute a presentation in conformity with U.S. generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization’s financial statements for the year ended June 30, 2020, from which the summarized information was derived.

Reclassifications:

Portions of the 2020 financial statements have been reclassified to conform to the 2021 financial statement presentation.

NOTE 2 – PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30th:

		2021		2020
Land, building and improvements	\$	677,988	\$	670,094
Vehicles and equipment		3,502,198		3,397,912
Office equipment		35,366		29,652
Subtotal		4,215,552		4,097,658
Less - accumulated depreciation		(2,077,688)		(2,039,098)
Net property and equipment	\$	2,137,864	\$	2,058,560

Additions to equipment are recorded at cost when purchased and at market value when donated. Depreciation, amounting to \$264,478 and \$255,295 for the fiscal years ended June 30, 2021 and 2020, respectively, is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

Building and improvements	10 - 40 years
Vehicles and equipment	5 - 15 years
Office equipment	3 - 5 years

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 3 – INCOME TAXES

CVFRS is exempt from federal and state income tax (on activities related to its tax-exempt purpose) as an organization described in Section 501(c)(3) of the Internal Revenue Code, and is classified as a publicly supported organization under Section 509(a)(1). However, CVFRS is subject to federal and state income taxes on “unrelated business income” – in the Organization’s case, net income from the rental of certain personal property. Contributions to CVFRS qualify for the charitable contribution deduction under Internal Revenue Code Section 170(b)(1)(A).

NOTE 4 – CONTRIBUTED SERVICES

Under U.S. generally accepted accounting principles, contributed services are recognized as contribution revenue and as assets or expenses if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. As a volunteer fire and rescue organization, CVFRS receives thousands of hours of donated fire, rescue and supporting services that are *not* recognized in the financial statements because they do not meet the recognition criteria.

NOTE 5 – TOWN APPROPRIATION AND NET ASSETS WITH DONOR RESTRICTIONS

Conditionally approved at the March Town Meeting, CVFRS considers the Town of Charlotte’s **operating appropriation** (\$745,218 and \$782,196 for the fiscal years ending June 30, 2021 and 2022, respectively) restricted to the specific purposes outlined in its agreement with the Town and recognizes it as revenue as it is received during CVFRS’s and the Town’s fiscal year ending June 30th. In consideration of operating performance through May 2021, CVFRS disclaimed the June 2021 installment of \$62,101. The current agreement with the Town of Charlotte states “..town funds appropriated for the Services and not expended by the CVFRS in the same fiscal year...shall be contributed to a CVFRS Operating Reserve Fund. The cumulative cap for the Operating Reserve Fund shall be...10% of the average operating appropriation from the Town to the CVFRS for the three prior fiscal years. Any monies in the Operating Reserve Fund that exceed this cap shall be deemed Excess Surplus...and...shall be returned to the Town in a manner to be determined by the Selectboard.” The Organization has calculated the post-audit “Excess Surplus” as of June 30, 2021 at approximately \$15,700 (reducing the operating appropriation for the year to \$667,417 (\$745,218 less \$62,101 less \$15,700)). The amount estimated due back to the Town of Charlotte is included in accrued expenses on the Statement of Financial Position as of June 30, 2021. The amount of the Operating Reserve Fund at June 30, 2020 was less than the cap and no amount was due to the Town.

In addition to the annual operating appropriation, CVFRS submits an annual capital equipment plan to the Town and receives **capital appropriations** in the form of donations of major equipment purchased by the Town (\$266,308 and \$29,371 for the fiscal years ended June 30, 2021 and 2020, respectively). Since these assets retain a reversionary lien to the Town of Charlotte (with proceeds from the subsequent sale of any of the assets generally payable to the Town), CVFRS treats the net book value of the assets purchased by the Town via capital appropriation and all identifiable assets purchased with operating appropriations as net assets with donor restrictions on the Statement of Financial Position (\$1,847,127 and \$1,747,996 as of June 30, 2021 and 2020, respectively). *Except for the Organization’s beneficial interest in a perpetual trust as discussed in Note 7, all of CVFRS’s net assets with donor restrictions are represented by the net book value of this restricted property and equipment (or deposits on such).* Amounts on the “Town appropriation – operating” line in the “with donor restrictions” column on the Statement of Activities represent operating appropriation funds used to purchase property and equipment in the current year.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 6 – CONDITIONAL PROMISES TO GIVE

With the exception of the Town appropriation, there were no material conditional promises to give as of June 30, 2020 or 2021. As discussed above, conditional promises to give are not recorded in the financial statements until the conditions have been met.

NOTE 7 – BENEFICIAL INTEREST IN PERPETUAL TRUST AND NET ASSETS WITH DONOR RESTRICTIONS

CVFRS is the sole beneficiary of a perpetual irrevocable trust held and administered by an independent trustee. Under the terms of the trust, CVFRS receives, generally, quarterly distributions of 3.75% of the fair market value of the Trust - \$55,425 and \$54,700 in the fiscal years ended June 30, 2021 and 2020, respectively (which is recognized as revenue without donor restrictions since there are no donor restrictions on the use of the funds). The Organization's interest in the perpetual trust - \$1,833,159 and \$1,491,076 at June 30, 2021 and 2020, respectively - is recognized at the fair market value of the assets in the trust (using "Level I" valuation inputs) and considered net assets with donor restrictions. Gains and losses that are not distributed by the trust are reflected as restricted income from perpetual trust on the Statement of Activities (a gain of \$342,083 for the fiscal year ended June 30, 2021 and a loss of \$37,334 for the fiscal year ended June 30, 2020). *As discussed here and in Note 5, all of CVFRS's net assets with donor restrictions are represented by 1) the net book value of its restricted property and equipment (and deposits on such) and 2) its interest in the perpetual trust.*

NOTE 8 – SPECIAL FUNDS

The Organization has several "special funds" retained in separate cash accounts and used for the following specific purposes:

- **Perpetual trust distributions fund** (\$119,504 and \$69,781 at June 30, 2021 and 2020, respectively) with receipts from the quarterly perpetual trust distributions discussed above and expenditures used for special operating and capital purchases.
- **Tower fund** (\$132,243 and \$135,869 at June 30, 2021 and 2020, respectively) with receipts from rental income from the communications tower and expenditures for maintenance of the tower, payment of unrelated business income taxes and special purchases of communications equipment.
- **Fire and rescue services fund** (\$11,034 and \$13,377 at June 30, 2021 and 2020, respectively) with receipts from special fundraising events and designated contributions and expenditures for special fire and rescue operating and capital purchases.

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2021

NOTE 9 – RETIREMENT PLAN

The Organization maintains a “Savings Incentive Match Plan for Employees of Small Employers (SIMPLE)”, which is open to all employees whose annual compensation exceeds \$5,000. Employees can make contributions up to prescribed limits with CVFRS making matching contributions up to 3% of total compensation. Employer matching contributions to the SIMPLE plan were \$5,950 and \$5,450 for the years ended June 30, 2021 and 2020, respectively.

NOTE 10 – FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the various programs have been summarized on a functional basis in the Statement of Activities. CVFRS allocates its payroll, tax and benefit costs based on estimated time worked by staff on the various program, general and administrative and fundraising activities. Other costs (such as telephone and certain office and supplies expenses) are attributable to and benefit one or more program or supporting services and are allocated based on the direct payroll allocation percentages discussed above. Certain occupancy costs (including building repairs and maintenance) and depreciation are allocated based on estimated square footage percentages.

NOTE 11 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

CVFRS’s working capital and cash outflows have little seasonal variation during the year. The Organization manages liquidity by investing surplus funds in its operating cash account and then withdrawing them as needed.

All of the Organization’s operating cash and accounts receivable (\$158,426 at June 30, 2021 and \$103,247 at June 30, 2020) represent “financial assets available to meet cash needs for general expenditures within one year.” There are no amounts in these totals that are unavailable for general use because of donor-imposed restrictions or internal designations.

NOTE 12 – STATEMENT OF CASH FLOWS

Generally accepted accounting principles require the Statement of Cash Flows to reconcile beginning and ending amounts of *total* cash and cash equivalents (including special funds cash shown separately on the Statement of Financial Position). The amounts of total cash shown on the Statement of Cash Flows include the following amounts as of June 30th:

	2021	2020
Cash and cash equivalents:		
Operating fund	\$ 119,542	\$ 77,995
Special funds	262,781	219,027
	\$ 382,323	\$ 297,022

CHARLOTTE VOLUNTEER FIRE AND RESCUE SERVICES, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 13 -- SUBSEQUENT EVENTS AND REPORT ISSUANCE DATE

Management has evaluated events subsequent to June 30, 2021 through December 30, 2021 (the date these financial statements were available to be issued) for potential recognition or disclosure as required under U.S. generally accepted accounting principles.

Charlotte Volunteer Fire and Rescue Services, Inc.

CVFRS Annual Report

For Year Ending June 30, 2021

Charlotte Fire and Rescue Services, Inc. (CVFRS), founded in 1950, is an independent, not-for-profit corporation whose mission is to provide fire protection, rescue and emergency medical services to the Town of Charlotte and surrounding communities as requested. The corporation is run by its volunteer members and governed by a Board of Directors elected from the volunteer body, employees, and the community at large. The services provided are outlined and authorized by the Town of Charlotte through the Memorandum of Agreement between the Town and CVFRS. The corporate board meets monthly to ensure the organization provides these services are provided in a cost effective and prudent manner.

Staffing and Covid seem to be the overriding issues that continue to challenge the organization. Health care employees were in short supply before the pandemic and that short supply has only been exacerbated by the continuing pandemic. The pool of per diem EMS employees is shrinking as hospitals and doctors are hiring more and more part time employees. Volunteers are fewer and farther between, a nationwide trend. As a result, services in adjoining towns are changing from volunteers to paid staff putting further stress on the labor market. In order to maintain service, CVFRS has been recruiting full time employees to stay in service. We hired four full time employees in calendar year 2021 who hold dual certification as AEMT or higher and interior firefighter licensure with the goal of hiring at least one more next year. This strategy is working well with the additional benefit of creating more of a team environment.

CVFRS remains focused on training in order to deliver the best possible service to the community. The EMS personnel and fire volunteers train continually to sharpen their skills, acquire new talents, learning protocols, and stay up to date with the most current rules and regulations. Emergency Medical Services have become more involved in leaps and bounds. No longer is the ambulance a ride to the hospital as much as it has become the first point of emergent care, requiring a significant increase of the knowledge and skills required. Modern building materials and systems pose new challenges in the unfortunate event of a structure fire. New safety features such as multiple air bags and exotic materials in cars create the need for more involved training and education to prevent further injury in vehicle accidents, to both victims and rescue personnel. Covid 19 has presented continued challenges to CVFRS. Surges and variants create an ever-changing environment in which to operate.

The volunteers and paid staff of CVFRS are committed to the formidable task of providing emergency services to the Charlotte community. Their level of dedication and professionalism ensures its success.

Respectfully Submitted

Fritz Tegatz, President CVFRS

Charlotte Volunteer Fire and Rescue Services, Inc.

Fire and EMS Division Report

Charlotte Volunteer Fire and Rescue Services responded to 163 Fire incidents and 534 EMS incidents during the twelve months ended June 30, 2021.

Our EMS Division is licensed at the paramedic level, the highest in the state of Vermont, providing emergency care at the Advanced Life Support level to Charlotte and surrounding communities. Two-person crews are staffed at the station around the clock 365 days a year. This 24/7 coverage is provided by a combination of full-time and per diem employees as well as volunteers. Our current staffing consists of five Paramedics, twenty-one Advanced EMT's, nine Basic EMT, an Emergency Medical Responder, and seven volunteer attendants.

Our FIRE Division continues to primarily rely on our volunteer community members who dedicate their time to the community. Even with the challenges presented by COVID our volunteers spent thousands of hours responding to emergency calls, attending training classes, and participating in special events. This includes nights, weekends, and holidays. We understand the burden this commitment places on families. We are thankful to their families for allowing their loved ones to serve the community.

CVFRS continues to adjust to how we respond to calls allowing us to continue to safely serve the community during the ongoing pandemic. We continually update our guidelines to meet the CDC recommendations and work diligently to stay current with the frequent changes as the virus variants spread. Access to the station continues to be limited, and all personnel are screened before reporting for their assigned shifts or training.

Charlotte is listed as a HeartSafe Community and our goal is to increase the number of public access AED's in Town. We recommend them for any business, or any place where public gatherings are held. If you are interested, please call the station

CVFRS operates as a satellite CPR Training Center and we've been able to assist individuals with CPR recertification while adhering to COVID protocols. If you are interested in becoming CPR certified or learning hands only CPR, please visit our website or email us at admin@cvfrs.org.

CVFRS continues to urge homeowners who have a working alarm system or elderly residents that live alone to purchase a Home Knox Box system. For information, please call the station. Information is also available on the CVFRS website.

Every residence and business should have working smoke detectors, at least one on every level, optimally, one in each room, excluding kitchens and bathrooms. If you heat your house with wood, oil or gas, you should also have a working Carbon Monoxide detector on every level, the best location is in the common areas. All detectors should be tested on a regular interval, monthly is recommended. We would also like to remind residents that if you burn wood, you should have your chimneys cleaned on a regular basis.

We are grateful to Point Bay Marina for allowing us to dock Marine 3 at their docks which enables us to respond quicker and more efficiently.

We appreciate all the work from our Fire Department Auxiliary members who have provided invaluable support at special functions such as Halloween at CVFRS, Santa's visit and at weekend training classes. They have also provided firefighter rehab at some working incidents.

Before you burn, you must call for a permit. Burn permits are issued daily by calling 802-985-8051 between the hours of 7:30am to 5pm. To prevent false alarms, please call in for campfires and/or bon fires. Fireworks require a permit and should only be set off by trained professionals.

Will you answer the call? Volunteerism continues to decline nationwide, and CVFRS is not untouched by this national dilemma. We are in need of volunteers in all areas. Please reach out if you are interested in joining the organization.

Check us out our website at www.cvfrs.com or follow us on Facebook.

Email: admin@cvfrs.org

Non-Emergency calls dial the Station at 802-425-3111

Please dial **911** for an **EMERGENCY** only.

Respectfully submitted,

Chief Richard St. George

Annual Report to the Town of Charlotte – FY21

CVFRS Non-public “Special” Funds

A brief description of each fund and its summary for the fiscal year ending June 30, 2021 follows. Significant purchases from these funds include: Federal and VT UBI taxes, communications equipment, CPR Training Materials to support Community Outreach, building and communication improvements, as well as other items identified on the project list as reviewed and approved by the membership on a quarterly basis.

Tower Fund

CVFRS owns a radio tower located on Pease Mountain in Charlotte. This fund was established in the late 1990’s to receive lease payments made by a cellular phone company (presently Verizon Wireless) who leases antenna and equipment space on the Pease Mountain tower and site. Historically, CVFRS has used the income in this account to cover the cost of our radio equipment repairs and upgrades, communications, as well as covering the costs associated with owning and maintaining the 199-foot tall tower erected in 1986. We continue to believe that a significant reserve should be held in this fund in the event the tower, which is now over 30 years old, needs to have major repairs. We continue to assess the anticipated lifespan of this tower and the expected replacement or decommissioning costs.

Tower (Pease Mountain) Account Summary 7/1/20 – 6/30/21

Revenue	
Verizon Lease Payments	\$ 33,720
Interest Earned	216
Total Revenue	\$ 33,936
Expenses	
Communications Upgrades	\$27,013
Taxes	6,908
IT Upgrades & Support	3,639
Bank Charges	2
Total Expenses	\$37,562
Net Income /Loss	\$(3,626)

Harriet U. Barrows Trust

In 2001, former Charlotte resident Harriet Barrows passed away and generously left CVFRS a trust in memory of her husband, Maynard O. Barrows, a past Chief of the Fire Department. This Trust provides CVFRS receive income from the Trust to use as needed to improve and sustain the Fire and Rescue operations. The income from this Trust is held in a separate fund and the membership votes on specific purchases. Apparatus upgrades, improvements to the station, as well as CPR community outreach training materials are examples of how the income from this Trust is expended.

Harriet U. Barrows Trust Account Summary 7/1/20 – 6/30/21

Revenue	
Trust Income	\$ 55,425
CPR Training	40
Interest Earned	169
Total Revenue	\$ 55,634
Expenses	
Forceable Entry Training Door	3,548
Stokes Basket	1,856
CPR Training Materials	325
CPR Instructor Materials	180
Bank Charges	2
Total Expenses	\$ 5,911
Net Income /Loss	\$ 49,723

Fire & Rescue Division Fund Summary¹

This fund contains donated funds and the proceeds from fundraising activities. The members vote to spend these funds on equipment and items that support the operation of the organization and enhance the volunteer experience.

Fire & Rescue Division Fund Summary¹ 7/1/20 – 6/30/21

Revenue	
Targeted Donations	\$ 200
Interest Earned	16
Total Revenue	<u>\$ 216</u>
Expenses	
Cable for Duty Crew	182
Building Upgrade	490
Misc Items	764
Total Expenses	<u>\$ 1,436</u>
Net Income /Loss	\$ (1,220)

Fire & Rescue Division Fund Summary²

This fund contains donated funds and the proceeds from fundraising activities. The members vote to spend these funds on equipment and items that support the operation of the organization and enhance the volunteer experience.

Fire & Rescue Division Fund Summary² 7/1/20 – 6/30/21

Revenue	
Targeted Donations	\$ 200
Other Misc. Income	0
Fire & Ice Receipts	\$ 0
Total Revenue	<u>\$ 200</u>
Expenses	
Fire & Ice Expenses	\$
Special Events	225
Uniforms	840
Bank Charges	
Total Expenses	<u>\$ 1,065</u>
Net Income /Loss	\$ (865)

¹ Interest Earning Money Market

² Checking account

Charlotte Land Trust

The Charlotte Land Trust had a very active year, with the completion of one conservation project and two others nearly complete (to be covered in next year's report). CLT worked with the Vermont Land Trust to conserve the Snow property on Route 7. The land was sold to a young farmer as the site of her first farm. In this project CLT brought the landowner and prospective buyer together, worked with VLT to organize the project and raised all of the local funding, through a fundraising campaign and an application to the Charlotte Conservation Fund.

Throughout last year CLT worked with UVM's Center for Rural Studies on a study of Charlotte farming. The study will be presented in early 2022. The study covers data on the types, number and sizes of farms, information on who is farming, what is being produced and farmers' ideas about the advantages and obstacles of farming in town.

No report of CLT's past year would be complete without the sad acknowledgement of the loss of two very valuable board members – David Watts and Marty Illick. Both were enthusiastic, dedicated and a joy to be with. We miss them very much, but know we were so fortunate to have had them as fellow board members.

This past year also saw the resignation of Jessica Sanford from the board. Jessica's knowledge of the agricultural community and her commitment to CLT's work were invaluable. We are pleased that she has been able to continue working with us on the farm study.

Frances Foster
Dana Hanley (appointed 10/21)
Kate Lampton
Jane Lawlis

Lindsay Longe
David Pill
Jessie Price
Jessica Sanford (resigned 4/21)

Steve Schubart
Jay Strausser
Mary Volk



2021 Report of the Quinlan Schoolhouse Committee

On an 1869 map of Charlotte, the District 7 (Quinlan) School can be found on the north side of Spear Street in the southern part of town. The school was built around 1850, replacing a school destroyed by fire, on an old road to the north. Around 1900 the school building was moved to the south side of Spear Street. The Quinlan School was one of several schools sold in 1949 to raise revenue for the Central School Building Fund. The Charlotte Central School opened in 1949. In 1996, the Quinlan Schoolhouse was moved to the Town Green and restored. Volunteers collected stories, documents and furnishings to preserve the history of Charlotte's early schools.

Around one hundred years ago, local newspaper reports of happenings in Charlotte and East Charlotte included news about illnesses during the influenza pandemic that spread worldwide at the end of World War I. The current pandemic has changed our lives in many ways as we take measures to assure the health and safety of our families and neighbors. The Quinlan Schoolhouse has been open only on a limited basis during the last year, and the Schoolhouse Committee has focused on maintenance and repair of the building. Committee volunteers and other helpers worked on repairing and painting the school's exterior. This work will continue in 2022. A local contractor was hired to create a mechanism for ringing the school bell mounted on the roof. The Committee has discussed having a special bell-ringing event in the future.

With the new addition to the Charlotte Library, the Quinlan Schoolhouse is closer and more integrated with the library entrance and gardens. In September, Library volunteers and Schoolhouse Committee members replaced the slate walkway to the schoolhouse, removed during the Library construction. The close proximity of the Schoolhouse to the Library entrance gives the Schoolhouse more visibility and creates an opportunity to display information about Charlotte's history. In the late summer, the StoryWalk by the Library was used for a presentation about the 14 school districts Charlotte.

Quinlan Schoolhouse Committee members include Bob Chutter, Jenny Cole, Sue Horsford, Betty Ann Lockhart and Alice Trageser. The Committee welcomes new member, Christa Duthie-Fox.

For information about the Quinlan Schoolhouse, contact Jenny Cole at 802-425-3105. Donations to help with building maintenance and educational programs can be sent to: The Quinlan Schoolhouse, c/o Town of Charlotte, P.O. Box 119, Charlotte, Vermont 05445.

Halloween 2021 at the Quinlan Schoolhouse



Charlotte Historical Society Report

Dr. Daniel Hough was an overworked man, getting calls for help as typhus raced through Charlotte. The first to die was young Eliza Lyman on January 2, 1802, aged 26 years. Her husband, Medad, died later that year leaving two small children as orphans. Eventually the good doctor contracted typhus and brought it home to his family; in less than two weeks in September 1803, Daniel, daughter Sally, and daughter Polly, all died. More than a dozen Charlotters died of typhus between 1802 and 1804.

Worse was the great typhus epidemic of 1812-1814 when more than fifty people died, perhaps exacerbated by a concentration of soldiers around the Burlington encampment during the War of 1812. Smaller epidemics have always raged, as dozens of children died of diphtheria, while consumption attacked young and middle aged adults. For those families who have lost loved ones during epidemics, the impact is obvious; less obvious are societal impacts that affect how people interact with each other.

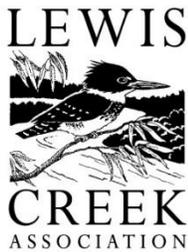
We are now confronting the Covid crisis, and hopefully are able to draw strength and courage from our ancestors. As we grieve for what has been lost, take a moment to appreciate the health care workers, who, like Dr. Hough, are and have been on the front lines of the fight and sometimes find themselves numbered among its victims. Like all town organizations, the historical society has had to adapt. We were fortunate enough to be able to open our museum to the public on Sundays this summer, from July 4 through September 5, where Happy Patrick, Anna Nadeau, Martha Stone, Molly King, Loren Tindall, Lisa Peña Kiley, and Kathleen McKinley Harris greeted visitors; although with a Covid surge later in the year we decided to cancel our Christmas party.

Many people are unaware that our museum has a small cellar underneath. Happy Patrick has been wanting to clean the cellar and check some old artifacts stored there, and on September 14, Happy led a work group of Richard Cunningham, Molly King, Loren Tindall, and Martha Stone, that cleaned out the basement, replaced the plastic floor covering, and inspected those artifacts that were in tough shape to begin with. Unfortunately, many have deteriorated further. We will have to decide how to proceed with a few. A Radon test was conducted and resulted in readings below the Action level. Also, thanks to Anna Nadeau who came to clean out the gardens by the museum entrance.

On October 18, we received notification from alert neighbors that a large limb from the black locust tree on the north side of the building had come down on the roof during a storm, with a limb puncturing the roof. There was significant water damage to artifacts; however, a check with national preservation experts was encouraging: a thorough drying is necessary, but our artifacts and papers should survive. Since it is a town building, Dean Bloch was notified and made arrangements for repairs.

We wish to announce two items: first, the publication of a new book about Charlotte history: *On Being a Vermonter and the Rise and Fall of the Holmes Farm, 1822-1923*, by David R. Holmes; second, the launching of the Charlotte Historical Society's website is imminent, which will be publicized through Front Porch Forum and *The Charlotte News*. Many thanks to Martha Stone and Molly King who have led the effort toward our new website. This will be a work in progress, as most websites are.

Respectfully submitted,
Dan Cole, President



Lewis Creek Association 2021 Program Highlights

Lewis Creek Association was busy with new projects this past year. Many reliable and talented volunteers and town and state staff helped to grow our community service programs, especially nature conservation activities and our water quality education and improvement program “Ahead of the Storm” (AOTS). Our area of work is the middle Lake Champlain Valley including the Lewis Creek, LaPlatte River, Patrick Brook, Thorp/Kimball/Holmes Brooks, and McCabe’s Brook watersheds. We focus on the health of Lake Champlain and its basin feeder streams, which send the bulk (~80%) of phosphorus pollution to the lake when streams are experiencing their more frequent high flow events. LCA’s “Ahead of the Storm” program helps towns and landowners design more resilient stormwater fixes and habitat enhancements that consider the emerging impacts from our climate crisis.

This year, your contributions were critical in helping to secure funds from towns and others including seven new grants this year. With this support, we have been able to afford the projects highlighted below. Our partner network continues to grow, and includes town, state and regional groups. To visit a board meeting or assist with special projects and board activities, please do contact us. Visit our growing library at lewis-creek.org, and learn about our daily activities on Facebook.

Program Highlights (\$100,000 annual budget)

Restoration and Conservation

- AOTS. Completed final documentation of new AOTS sites at CVSD campuses (CVU and Shelburne)
- Coordinated a boat launch steward program at Bristol Pond & Monkton Pond
- **Thorp / Kimball invasive European Frogbit and other invasive plant control – year 13** (Charlotte)
- LaPlatte Natural Area invasive European Frogbit and other invasive plant control – year 10 (Shelburne)
- **Completed invasive Yellow Iris control study on lower Lewis Creek** (Charlotte/N. Ferrisburgh)
- **Second year of non-native invasive Flowering Rush control study** (Charlotte)
- Continued designing restoration work for an upstream area of Hollow Brook (Starksboro)
- Studied a potential stormwater treatment site in Hinesburg
- AOTS. Final design work for a LaPlatte water quality improvement/stormwater treatment project that includes wetland restoration (Hinesburg)
- AOTS. **Worked to establish Charlotte Library as an AOTS demonstration site**
- Continued development efforts for a Lewis Creek corridor conservation project plan in Starksboro
- Developed a planting plan for 3.4 acres of planting along Lewis Creek (Ferrisburgh)

Planning and Data Collection

- **Developed water quality sampling plan in cooperation with VT DEC and ACRWC, and monitored 15 sites 10 times over the spring and summer with the help of 23 volunteers** (Hinesburg, Shelburne, Charlotte, Ferrisburgh)
- Worked with an intern to **list and prioritize potential projects for the Lewis Creek watershed** for input into DEC’s Watershed Projects Database
- Began grant **to prioritize McCabe’s Brook water quality improvement projects** (Shelburne & Charlotte)
- Finalized **online interactive water quality scorecard map (with multiple layers) & presented via Zoom**
- Developed **partnership plan for water quality-related outreach** with state, federal, and local town and non-profit partners

Education and Outreach

- Presented two Zoom webinars on water quality (Bristol, Monkton)
- Held **Zoom webinars on forest carbon storage & sequestration**
- Began education-outreach grant that will help landowners determine how to improve stormwater management on their property, and explain why it is important
- Participated in water quality planning meetings including State Tactical Basin Plan and Clean Water Network update meetings, CCRPC Clean Water Advisory Committee meetings, Watersheds United Vermont meetings

FY2021 ANNUAL REPORT: Charlotte

In FY2021, the CCRPC provided assistance to Charlotte on the following projects and initiatives:

- **Municipal Planning Assistance:** CCRPC staff participated in a Charlotte Planning Commission meeting to discuss Town and regional housing data and provide examples of zoning bylaw success stories. CCRPC staff reviewed and provided feedback on a proposed Charlotte Town Plan amendment.
- **Water Quality Planning Assistance:** The CCRPC continued to provide assistance with Municipal Roads General Permit (MRGP) compliance and the Grants-In-Aid Program. CCRPC staff conducted pre-construction site visits and eligibility requirements and coordinated with Charlotte with regards to updates to the Grants-In-Aid Pilot Program. The site location of Prindle Road has been selected but work will not begin until FY22. Staff reviewed and sent REI updates to the DEC data portal before the December 31, 2020 deadline.
- **Emergency Management – LEMP:** CCRPC staff offered assistance in preparation of the annual Local Emergency Management Plan (LEMP), to ensure that Charlotte identified a chain of command for efficient response in the event of an emergency.
- **Geographic Information Systems:** CCRPC staff made updates to the Charlotte map viewer: (<https://map.ccrpcvt.org/charlottemapviewer/>). Staff also provided a map for Charlotte's Village Designation application and worked with the Lewis Creek Association to create the "Ahead of the Storm" online map and StoryMap for the LaPlatte Watershed.
- **Traffic Counts:** Due to COVID-19, the CCRPC's ability to conduct traffic counts in FY21 was limited. Traffic counts conducted in previous years in support of Charlotte's transportation projects and studies can be found here: (<http://vtrans.ms2soft.com/>).
- **Elders and Persons with Disabilities (E&D) Transportation Program:** The E&D transportation program in Chittenden County has continued to adapt under the changing conditions of the COVID-19 pandemic. Throughout much of the fiscal year, the E&D program had been operating at around 50% of the original ride capacity due to COVID-19 restrictions. However, despite these challenges, the E&D program still delivered vital transportation assistance to older adults and persons with disabilities in Charlotte. In FY21, 147 trips were provided to Charlotte residents as part of this program.
- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to the Town, including:
 - Corresponded with Charlotte Energy Committee members and municipal staff regarding the process for supporting net-metered preferred sites;
 - Provided Charlotte with guidance related to pedestrian crossing signage for Mt Philo Rd;
 - Met with municipal staff and residents to discuss safety and speeding concerns in the East Charlotte village area;
 - Participated in a Road Safety Audit along Ferry Road;
 - Added new/upgraded culverts in Charlotte to the VTculverts website: (<https://vtculverts.org/>).

Summary Report of FY21 Activities

July 1, 2020 – June 30, 2021

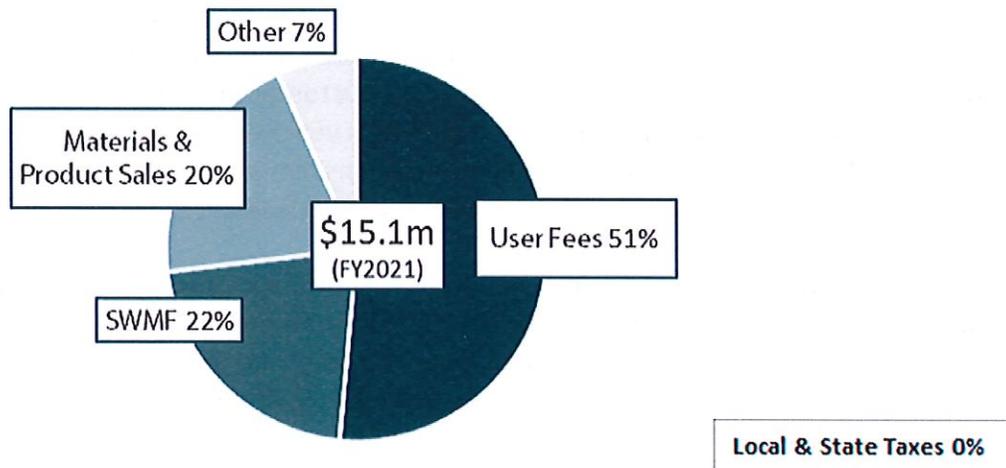
Governance

The Chittenden Solid Waste District is a municipality created by our member cities and towns in 1987 to implement on their behalf the solid waste management mandates legislated by the State of Vermont. The District is governed by a Board of Commissioners representing our member communities.

Our Mission

To reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective, and economical manner.

How We Are Funded



Our revenue comes from three primary sources:

User Fees on materials we accept at our facilities.

The **Solid Waste Management Fee (SWMF)**, a per-ton fee on trash sent to the landfill.

Sales of recyclables and products.

We do not receive any funding from state or local taxes.

FY21 Financial and Operations Summary

General Fund FY21 expenditures totaled \$11.9 million and revenues \$15.1 million, representing an increase overall with a significant increase in revenue from FY20 (figures are unaudited). Revenue exceeding expenses goes to the CSWD General Fund for capital improvements and reserves.

In Fiscal Year 2021, the District continued to adapt to the changing nature of the COVID-19 pandemic. Operations in all facilities responded to these changes with several innovations and process improvements.

- Drop-Off Centers (DOCs) moved from COVID-19 restrictions to current operating conditions including expanded days of operation at our Essex, Milton, and South Burlington locations and reinstating the acceptance of the most commonly generated materials at all DOCs except Burlington. Less frequently generated, more space-intensive materials remained consolidated at the Williston location for most efficient management. CSWD's Burlington DOC reopened as a food scrap-only facility to improve safety for staff and customers.
- The Environmental Depot, CSWD's hazardous waste facility in South Burlington, implemented an appointment system that streamlined Depot traffic and allowed more time for staff to handle material safely. In FY21, the Depot collected 476,114 pounds of hazardous waste and handled 8,041 customer drop offs. These numbers show a decrease in customer visits from previous years but a significant increase in the pounds received. This trip consolidation means less potential greenhouse gas emissions by customers and improved operational efficiencies.
- The Organics Diversion Facility, where food scraps are processed into soil amendments, saw a blockbuster year with sales 52.5% over budgeted amounts. The pandemic continued to keep most residents at home, and increased gardening and landscaping investments boosted demand for soil and compost products.
- CSWD's Materials Recovery Facility (MRF) in Williston processed approximately 45,763 tons of blue-bin recyclables, which were marketed for \$3,360,630. The overall average value of these recycled commodities increased by 105% over FY20.

CSWD's full Fiscal Year 2021 Annual Report will be distributed to the governing bodies of our member towns and cities and posted on www.cswd.net no later than February 1, 2022.

2021 Local Health Annual Report

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

COVID-19

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

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

Public Health Programs

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

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

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

2021 Annual Report

Champlain Valley School District



The Champlain Valley School District's Annual Report including the proposed Annual Budget and Annual Report Card is available on the CVSD website at: <https://www.cvsdvt.org/Page/602>

This online material includes information that is no longer in the local annual Town Report.

All households were mailed an informational flyer from the school district in place of the report.



Dear CVSD Families and Community Members,

What a great and incredible honor it has been to serve as your new superintendent of schools this year. Between meeting families at farmers markets, Zoom meetings, athletic events, or at the schools themselves, it has been wonderful to move to the beautiful Champlain Valley. The COVID pandemic has continued to challenge our daily teaching and learning across the district. Yet, our students, our staff, our faculty, and our campus administrators continue to be resilient in finding the best way to return to what education once was. We know now that we have to look at the present and the future to determine how the district and the community can work together to measure progress now and develop what the education will be post-pandemic.

To develop that future for our district, we are taking stock of where we are now and how we need to look ahead collaboratively. First, academically, we are taking measures of how our students are progressing through the curriculum, especially measuring where they are in literacy and math. Knowing where they are on the learning continuum is critical for us to determine if interventions or enrichments are needed, especially given the effect the pandemic has had on their learning in the last two years. Second, we are conducting an equity audit to assess how closely our district aligns with the equity policy passed by our board in December 2020. The audit will give us a good idea of whether the many opportunities provided by the district are accessible by and to all of our students. Next, we are conducting two demographic studies to gauge the amount and locations of future enrollment trends. The studies will help us tie our facility needs, upgrades, and maintenance directly to future budget planning. Finally, in March 2022, we are beginning a strategic plan process that will guide our district's development over the next five years. Our plan is to involve many stakeholders, including students, families, community members, as well as faculty and staff. This way, we can chart our future and set our goals together.

Closely tied to this work is our board's and administration's dedication to utilizing diversity, equity, and inclusion (DEI) as a lens to serve our students, families, faculty, and staff. To quote former President Jimmy Carter, "We have become not a melting pot but a beautiful mosaic. Different people, different beliefs, different yearnings, different hopes, different dreams." CVSD will take on the mantle of this mosaic to incorporate DEI into all aspects of our work to help all students, especially those students from historically marginalized populations. The outcomes generated from utilizing the DEI lens will help our students overcome academic and other challenges caused by the COVID pandemic as well as prepare them for their post-secondary futures.

In closing, I would truly like to thank and express my appreciation to our faculty, our staff, and our administrators who have been able to move mountains during this year. Thinking back to the summer, teaching and learning were supposed to return to what they looked pre-pandemic. As you know, it did not. Campuses, food service, transportation, and maintenance have had to pivot multiple times this year to keep students safe and to keep students learning. We owe them a huge debt of gratitude for their service. We do not know what the next year brings in terms of the pandemic, but we do know that CVSD will keep educating and serving our students. This budget will support the changing landscape of education and service for which CVSD continuously adapts.

Thank you so much for supporting our students, our faculty, staff, and our district.

Sincerely,
Rene Sanchez
Superintendent of Schools



Dear CVSD Community,

I'm writing to you on a dangerously cold yet bright and beautiful January day, thinking about the ability of our hearts and minds to hold two seeming opposites in the same space at the same time.

This year, this pandemic, has been at once brutal and inspiring. We've lived with the crushing weight of near-constant anxiety and uncertainty, while witnessing acts of kindness great and small. As individuals and as a community, we've experienced loss and illness alongside deepening gratitude and appreciation.

I'd like to focus on the latter in this short space. Though I'm probably supposed to write about board accomplishments and ongoing work, I'm compelled to simply offer thanks.

Thank you to our teachers, administrators, nurses, food service staff, counselors, librarians, paraeducators, bus drivers, and everyone working in CVSD to support our kids and one another. Thank you to my fellow board members, who work diligently to understand and represent the needs of all in our communities.

Thank you to the members of this wide community for consistently showing your care and support for the students of our district by voting in favor of the school budget. Thank you to families and caregivers whose partnership with our teachers and schools provides the most holistic education possible, and whose understanding of the frequent policy and guidance shifts this year has been vital.

Finally, thank you to our students. Your resiliency, your advocacy, your growth, and your honesty shine a brilliant light on why everyone working in education chose this path.

May we all follow that beam of light as we travel out of the pandemic tunnel into a learning community transformed by our collective experience. I lift up the voices of educators everywhere calling not for a return to normal, but rather an arrival at better than ever.

Sincerely,
Angela Arsenault
CVSD Board Chair

WARNING
CHAMPLAIN VALLEY SCHOOL DISTRICT ANNUAL MEETING
FEBRUARY 28, 2022 AND MARCH 1, 2022

The legal voters of the Champlain Valley School District, are hereby notified and warned to meet virtually via Zoom at five o'clock in the evening (5:00pm) on February 28, 2022 to conduct an informational hearing with respect to articles of business to be considered by Australian ballot on March 1, 2022.

Zoom Meeting: <https://cvsdvt-org.zoom.us/j/88634652241> Meeting ID: 886 3465 2241 Passcode: cvsd11
Zoom Meeting Phone Participation: 1-646-876-9923 Passcode: 854788

The legal voters of the Champlain Valley School District, are hereby notified and warned to meet at their respective polling places on Tuesday, March 1, 2022, at seven o'clock in the forenoon (7:00am), at which time the polls will open, and seven o'clock in the afternoon (7:00pm), at which time the polls will close, to vote by Australian ballot on the following articles of business:

BALLOT QUESTIONS

- ARTICLE I: To elect a moderator.
- ARTICLE II: To elect a clerk.
- ARTICLE III: To elect a treasurer.
- ARTICLE IV: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to borrow money by issuance of bonds or notes not in excess of anticipated revenues for the next fiscal year?
- ARTICLE V: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to provide a mailed notice of availability of the Annual Report to residents in lieu of distributing the Annual Report?
- ARTICLE VI: To establish the date of the Champlain Valley School District Annual Meeting of Monday, March 6, 2023 at 5pm at CVU High School and recessed and opened back up at Australian ballot voting on Town Meeting Day.
- ARTICLE VII: Shall the voters of the Champlain Valley School District approve the expenditure by the Board of School Directors of the sum of Eighty-Nine Million, Three Hundred Ninety-Seven Thousand, Seven Hundred Sixty-Two Dollars (\$89,397,762) which is the amount the Board of School Directors has determined to be necessary for the ensuing fiscal year commencing July 1, 2022? It is estimated that the proposed budget, if approved, will result in education spending of Eighteen Thousand, Four Hundred Fifty-Four Dollars (\$18,454) per equalized pupil. This projected spending per equalized pupil is 9.9% higher than spending for the current year.
- ARTICLE VIII: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to allocate its current fund balance, without effect upon the District tax levy, as follows: assign One Million Dollars (\$1,000,000) of the school district's current fund balance as revenue for the 2022 - 2023 operating budget, and assign the remaining balance, One

Million, Nine Hundred Thirty-Two Thousand, Nine Hundred Five Dollars (\$1,932,905) as revenue for future budgets?

ARTICLE IX: Shall the voters of the Champlain Valley School District authorize the Board of Directors to borrow money by the issuance of notes not in excess of Two Hundred Ten Thousand Dollars (\$210,000) for the purpose of purchasing two (2) school buses?

ARTICLE X: Shall general obligation bonds or notes of Champlain Valley School District in an amount not to exceed Seven Million, Five Hundred Thousand Dollars (\$7,500,000), subject to reduction from the application of available state and federal grants-in-aid and reserves, be issued for the purpose of financing the cost of making certain public school building improvements, namely (1) Charlotte Central School electrical and life safety improvements (\$4,785,000) (2) Champlain Valley High School mechanical upgrades and grounds maintenance (\$865,000), (3) Hinesburg Community School building repairs and upgrades. (\$725,000), (4) Shelburne Community School grounds and building repairs and replacements (\$855,000), (5) Williston Central and Allen Brook Schools grounds and building repairs and upgrades (\$270,000) the aggregate cost of such improvements estimated to be Seven Million, Five Hundred Thousand Dollars (\$7,500,000). **State funds may not be available at the time these projects are otherwise eligible to receive state school construction aid. The District is responsible for all costs incurred in connection with any borrowing done in anticipation of the receipt of school construction aid.**

POLLING PLACES

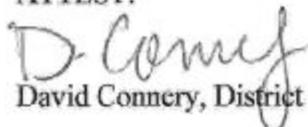
Charlotte	Charlotte Town Hall
Hinesburg	Hinesburg Town Hall
Shelburne	Shelburne Town Center – Gymnasium
Williston	Williston Armory
St. George	St. George Red Schoolhouse

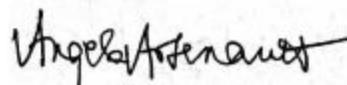
Ballots shall be transported and delivered to the Champlain Valley Union High School in the Town of Hinesburg and there commingled and counted by members of the Boards of Civil Authority of several towns under the supervision of the Clerk of the Champlain Valley School District.

The legal voters of the Champlain Valley School District are further notified that voter qualification, registration and absentee/early voting relative to said annual meeting shall be as provided in Section 706u of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a duly noticed, called and held meeting of the Board of School Directors of the Champlain Valley School District on January 18, 2022. Received for record and recorded in the records of the Champlain Valley School District on January 19, 2022.

ATTEST:


David Connery, District Clerk


Angela M. Arsenault, Chairperson

FY23 BUDGET IMPLICATIONS

Homestead Tax Rate

The forecasted state-wide homestead yield is estimated at \$13,392 which, based on the state's formula, produces a pre-CLA equalized homestead tax rate of \$1.38 (per \$100 of property value) for the CVSD towns. Actual tax rates are adjusted further in each town for a statewide Common Level of Appraisal (CLA).

EQUALIZED TAX RATE

FY22	FY23
\$1.48	\$1.38

CLA AND ACTUAL HOMESTEAD TAX RATE WITH CLA APPLIED

Adjusted Equalized Tax Rate \$1.38	Common Level of Appraisal	Estimated Homestead Rate w/CLA Applied	% Change from Last Year	\$ Change from previous year per \$100,000
Charlotte	92.4%	\$1.49	-3.2%	-\$49.53
Hinesburg	87.9%	\$1.57	0.6%	+\$9.47
Shelburne	88.0%	\$1.57	-2.1%	-\$33.37
St. George	81.6%	\$1.69	-2.2%	-\$37.30
Williston	85.0%	\$1.62	2.0%	+\$31.32

After applying the CLA factor, all CVSD towns have a decrease (at most \$.05 or 3%) or a very small increase (at most \$.03 or 2%)

COST PER EQUALIZED PUPIL

FY22 Cost per Equalized Pupil	FY23 Cost per Equalized Pupil	Percent Change
\$16,751	\$18,454	9.9%

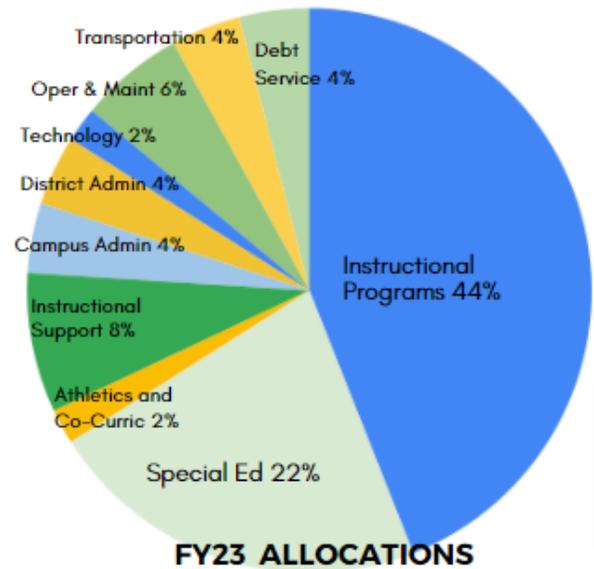
Property Tax Relief

You may be eligible for an education property tax reduction that will be applied to your 2022-23 tax bill if your household income is less than \$138,250. To apply for tax relief contact the Vermont Department of Taxes at www.tax.vermont.gov or 802-828-2505.

FY23 PROPOSED BUDGET

FY22 Budget	\$85,285,440
FY23 Budget	\$89,397,762
Percent Increase	4.8%

2021 - 2022 Budget	\$85,285,440
Salary	\$1,576,870
Health insurance	\$569,506
Other Benefits	\$146,861
District Initiatives - Diversity & Equity	\$400,000
Tuition (Early Learning Partners, Vocational Tech)	\$312,054
Debt Service	\$75,175
Special Ed (w/o health ins)	\$328,323
All Other	\$703,533
2022 - 2023 Budget	\$89,397,762



CVSD BOARD BUDGET GOALS

- Support the implementation of the CVSD Mission and Vision
- Meet or Exceed Education Quality Standards
- Implement Key Initiatives
- Implement and continue to improve the budget process, including a focus on community input
- ... at a cost the community will support.

CVSD Employees Currently Staffed at Charlotte Central School 2021-2022

Last Name	First Name	Position	Annual Pay
STRADA	NAOMI	ADMINISTRATIVE ASSISTANT	\$61,972
WAGNER	KATHERINE	ADMINISTRATIVE ASSISTANT	\$45,492
ROTH	JENNIFER	ADMINISTRATORS	\$113,000
SUMNER	STEPHANIE	ADMINISTRATORS	\$115,000
PICHETTE	ZACHARY	BEHAVIOR SPECIALIST	\$31,802
COOK	JENNY-BETH	BOOKKEEPER	\$21,060
JABLONSKI	ALEXANDER	BUILDINGS & GROUNDS FACILITIES MANAGER	\$42,500
ASARO	BENJAMIN	BUILDINGS & GROUNDS	\$34,493
GRANGER	WALTER	BUILDINGS & GROUNDS	\$20,729
HORNBECK	AUDREY	BUILDINGS & GROUNDS	\$40,632
WIMBLE	JEREMY	BUILDINGS & GROUNDS	\$43,838
TOWNSHEND	CASSANDRA	DIRECTOR OF SPECIAL EDUCATION	\$91,292
BEATTY	SHERRY	FOOD SERVICE	\$40,400
DONAHUE	DEBORAH	FOOD SERVICE	\$38,398
MORGAN	VICKI	FOOD SERVICE	\$24,725
FRASER-LEARY	DONNA	INTENSIVE PARA	\$28,123
KOSKI	LAUREN	INTENSIVE PARA	\$26,566
SKINNER	MELISSA	INTENSIVE PARA	\$27,330
BAIRD	DAVID	K-6 ELEMENTARY TEACHER	\$82,209
BOUTEILLER	KELLY	K-6 ELEMENTARY TEACHER	\$77,336
CADORET	MICHELLE	K-6 ELEMENTARY TEACHER	\$74,607
COTA	SARAH	K-6 ELEMENTARY TEACHER	\$88,254
DAMON	BETH	K-6 ELEMENTARY TEACHER	\$60,959
EVANS	MARGARET	K-6 ELEMENTARY TEACHER	\$65,508
FILARDI	MICHELLE	K-6 ELEMENTARY TEACHER	\$93,127
FRASER	KATIE	K-6 ELEMENTARY TEACHER	\$69,603
GREY	NATASHA	K-6 ELEMENTARY TEACHER	\$67,783
HAKER	CORINN	K-6 ELEMENTARY TEACHER	\$57,775
HALL-POTVIN	DANIELLE	K-6 ELEMENTARY TEACHER	\$50,041
HANF	DANA	K-6 ELEMENTARY TEACHER	\$58,230
HANSON	NICOLE	K-6 ELEMENTARY TEACHER	\$65,508
HATCH	SOPHIE	K-6 ELEMENTARY TEACHER	\$53,226
LITTLEFIELD	MONICA	K-6 ELEMENTARY TEACHER	\$48,791
LOUGHLIN	BRIAN	K-6 ELEMENTARY TEACHER	\$48,222
LUBIC	MONICA	K-6 ELEMENTARY TEACHER	\$93,127
PAGE	DEVON	K-6 ELEMENTARY TEACHER	\$45,492
POIRIER	LINDA	K-6 ELEMENTARY TEACHER	\$67,783
ROWNTREE	ELIZABETH	K-6 ELEMENTARY TEACHER	\$82,795
SPELLMAN	SHANNON	K-6 ELEMENTARY TEACHER	\$93,127
TIERNEY	MARY	K-6 ELEMENTARY TEACHER	\$93,127
HUESTIS	HEIDI	LIBRARY MEDIA SPECIALIST	\$88,254
COOK	ANNA	MATH INTERVENTIONIST	\$29,805
EVANS	CHRISTINA	MIDDLE LEVEL TEACHER	\$55,955
LOUNSBURY	ANDREW	MIDDLE LEVEL TEACHER	\$47,767
LUTZ	MATTHEW	MIDDLE LEVEL TEACHER	\$87,668
SERVIN	KIMBERLY	MIDDLE LEVEL TEACHER	\$55,500
SMITH	ANDREW	MUSIC TEACHER	\$93,127
BRESLER	LISA	ART TEACHER	\$77,336
ELDERTON	JAMES	PHYS ED TEACHER	\$52,771
KENT	MATTHEW	PHYS ED TEACHER	\$46,214

CVSD Employees Currently Staffed at Charlotte Central School 2021-2022 cont.

Last Name	First Name	Position	Annual Pay
HULVEY	MICHAEL	PERMANENT BUILDING SUBSITUTE	\$29,287
BAKER	LILY	PLANNING ROOM	\$36,000
LAWARE	CYNTHIA	RECEPTIONIST	\$44,725
HOLCOMB	TIMOTHY	SCHOOL COUNSELOR	\$74,607
LLOYD	ELIZABETH	SCHOOL COUNSELOR	\$58,230
CALKINS	LAUREN	SCHOOL NURSE	\$56,865
HOMAN	CAROLINE	SLP TEACHER	\$33,892
JONES	ALYSSA	SLP TEACHER	\$58,230
CARR	ALLISON	SPECIAL EDUCATION TEACHER	\$80,066
HEALY	ELIZABETH	SPECIAL EDUCATION TEACHER	\$29,115
MARTIN	BETSY	SPECIAL EDUCATION TEACHER	\$53,226
MORIN	ANGELA	SPECIAL EDUCATION TEACHER	\$70,836
PIERSON	DOUGLAS	SPECIAL EDUCATION TEACHER	\$77,336
SLATER	ELIZABETH	SPECIAL EDUCATION TEACHER	\$88,254
BOFFA	NANA	SPECIALIST	\$34,345
KEHR	ELIZABETH	SPECIALIST	\$29,445
MILLER	RACHAEL	SPECIALIST	\$29,215
WILSON	JENNIFER	SPECIALIST	\$19,604
STEIN	RACHEL	SPECIALIST	\$31,272
PIERSON	SARAH	WORLD LANGUAGE TEACHER	\$93,127

CVSD Administation 2021-2022

Last Name	First Name	Position	Annual Pay
SANCHEZ	RENE	SUPERINTENDENT	\$175,000
JENSEN	JEANNE	COO	\$169,138
BIRDSALL	BONNIE	DIR. OF DIGITAL LEARNING & COMMUNICATION	\$125,348
EVANS	JEFF	DIR. OF LEARNING AND INNOVATION	\$141,695
MCDERMOTT	MARK	DIR. OF HR., PERSONNEL, POLICIES & LEGAL SRVCS	\$119,975
ROY	MEAGAN	DIR. OF STUDENT SUPPORT SERVICES	\$140,723



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