

# Town of Manchester



Thank you Mike Casey for 35 years of dedicated service.

2023

## TOWN REPORT

Town of Manchester, Vermont



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# Dedication

## MIKE CASEY – 35 YEARS OF SERVICE – NORTHSHIRE RESCUE

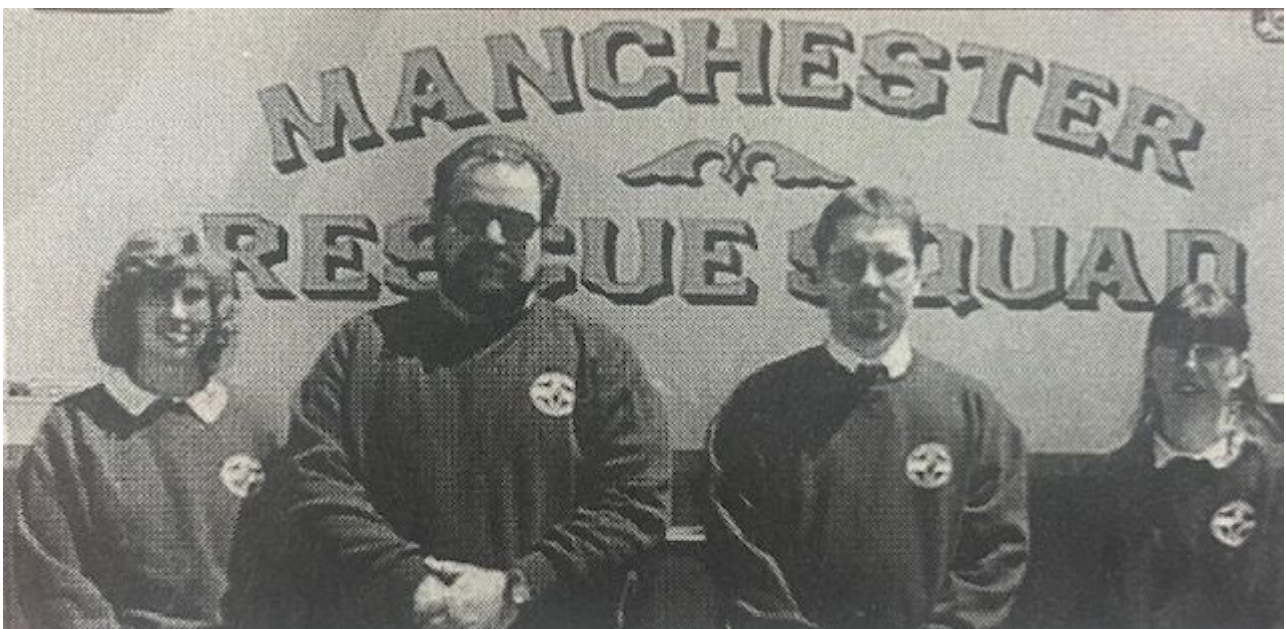
On December 8, 2023, Northshire Rescue's Chief Operations Officer, Michael Casey retired after a 35-year-long career in EMS.

Mike began his career as a volunteer with the Manchester Rescue Squad in 1988. He took an Advanced First-aid class given by Manchester Rescue just so he could have an intelligent conversation with his wife who was already a member of MRS. After the class he was asked to join. As a volunteer of MRS for 10 years, Mike held multiple titles within the organization including EMS District Representative, Captain and President for 5 years.

Mike was ultimately hired as a full-time provider in 1997. Through the years he worked his way through the ranks, from an Emergency Medical Technician (EMT), to Nationally Registered Paramedic which he has held for the last 23 years, all the way to Critical Care Paramedic, which he held until being promoted to Chief Operations Officer in 2005. Mike was an integral part of establishing paramedic protocols for Vermont EMS District 12 and the Manchester Rescue Squad. He also served on the committee that formed the Board of Trustees.

"As I look back at the past 35 years, I am most proud of all the different people who have come and gone through this organization, and their commitment to provide the highest level of care to our community. I'm also thankful for the support from our community, making sure we're able to provide this level of service", Mike said. "I have strived to build a department with the highest level of professionalism, dedication, and service possible. This could only have been accomplished by a diverse group of career and volunteer men and women that serve this community every day."

The Board of Trustees and all the members of the Northshire Rescue Squad wish to extend their deepest gratitude to Chief Michael Casey for his exemplary service and wish him a fulfilling and joyous retirement.



# TOWN MEETING SCHEDULE

Saturday, @ 1:00 p.m.

March 2, 2024

Manchester Elementary - Middle School Auditorium

## **Australian Ballot Voting**

Tuesday, March 5th, 2024 8:00 a.m. - 7:00 p.m.

Town Hall, 40 Jeff Williams Way, Manchester Ctr., VT

Voting can be done in person or by absentee ballot.

To obtain an absentee ballot or for any questions, call the Town Clerk at: (802) 362-1313, Option 1.



The Town Report is available electronically at [www.manchester-vt.gov/town-meeting-2023](http://www.manchester-vt.gov/town-meeting-2023).

Copies of the report may also be picked up at the Town Hall. Residents may request a copy of the Town Report be mailed to them by calling 802-362-1313, Option 2 or by emailing: [l.burdick@manchester-vt.gov](mailto:l.burdick@manchester-vt.gov)



### **Acknowledgments**

Printing: Express Copy

Designed by: Bonnie Jamieson

Edited by: Doug & Cynthia Kilburn

Memorials: Wayne Bell

Thank you to all contributors without whom this report would not be possible.



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### TOWN HALL OFFICE HOURS

Monday – Friday  
8:00 AM – 4:30 PM  
(802) 362-1313

## SECTION 1 –2023 TOWN DIRECTORY

### TOWN OFFICES

**Town Hall - 40 Jeff Williams Way**

**P: 802-362-1313**

#### **Assessing - Option 5**

Gordon P. Black - Municipal Assessor

E: g.black@manchester-vt.gov

#### **Town Clerk - Option 1**

Anita Sheldon - Town Clerk

E: a.sheldon@manchester-vt.gov

#### **Finance & Accounting - Option 4**

Michael DeCubellis - Director

E: m.decubellis@manchester-vt.gov

#### **Human Resources & Operations - Option 2**

Bonnie Jamieson - Manager

E: b.jamieson@manchester-vt.gov

#### **Zoning - Option 3**

Peter Brabazon-Administrator

E: p.brabazon@manchester-vt.gov

Elias Schroeder, Assistant Administrator

E: e.schroeder@manchester-vt.gov

#### **Town Manager - Option 2**

Scott Murphy - Town Manager

E: s.murphy@manchester-vt.gov

Laurie Burdick - Admin/Finance Assistant

E: l.burdick@manchester-vt.gov

Greta Whitten - Finance Administrator

E: g.whitten@manchester-vt.gov

#### **Factory Point Cemetery**

Contact: Peter Brabazon

P: 802-751-5699

E: p.brabazon@manchester-vt.gov

### DEPARTMENT OF PUBLIC WORKS

**P: 802-362-3283**

Jeff Williams - Director

E: j.williams@manchester-vt.gov

### WATER & SEWER DEPARTMENTS

**P: 802-688-4662**

Eric Severance - Director

E: e.severance@manchester-vt.gov

Greta Whitten - Billing

E: g.whitten@manchester-vt.gov

P: 802-362-1313 Option 2

### POLICE – FIRE - RESCUE

**Public Safety Building - 60 Jeff Williams Way**

**P: 802-362-2121 (Non-Emergency)**

#### **Animal Control**

Manchester Police Department

#### **Emergency Management**

Scott Murphy, Town Manager

E: s.murphy@manchester-vt.gov

#### **Fire**

Chris Towslee - Chief

E: c.towslee@manchester-vt.gov

#### **Police**

Patrick Owens - Chief

E: patrick.owens@vermont.gov

### PARKS & RECREATION DEPARTMENT

**Park House Offices - 340 Recreation Park Road**

**P: 802-362-1439**

Brian Van Horn – Director of Operations

E: b.vanhorn@manchester-vt.gov

### HEALTH

Peter Brabazon – Health Officer

P: 802-751-5699

E: p.brabazon@manchester-vt.gov

## SECTION 1 - APPOINTED COMMITTEES & OFFICIALS

### ADVISORY COMMITTEE ON CEMETERIES

Bell, Wayne	2023	McCoy, Tom	2023
Ferrarin, Raymond	2024	Whalen, Patrick	2023
Orava, Heather	2023	Miceli, Dave	2023
		Cutler, Greg (Selectboard)	

### BENNINGTON REGIONAL COMMISSION

Black, Gordon	2025
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### BOARD OF SEWER COMMISSIONERS

Beattie, Ivan - Chair	2023
Chamberlin, Heidi	2024
Cutler, Greg	2024
Kunz, Laurie	2023
Nolan, Jan	2025

### BOARD OF WATER COMMISSIONERS

Beattie, Ivan	Life
Kilburn, Douglas	Life
Madden, Tim	Life

### DESIGN ADVISORY COMMITTEE

Braheney, Eileen	2025
Watanabe, John	2025
Shoener, Mary	2025
Nevin, Ray	2025
Conte, Chris (Alternate)	2026

### DEVELOPMENT REVIEW BOARD

Ferrarin, Ray	2025
Stewart, Catherine	2024
Waker, Timothy – Chair	2023
Watanabe, John	2024
Kilburn, Cynthia (Alternate)	2024

### INVESTMENT ADVISORY BOARD

Brodie, Donald
Cestaro, Glen
Ferrarin, Marie
Shaw, Andrew
Araskiewicz, George

### PARKS & RECREATION ADVISORY COMMITTEE

Brownlee, William	2023
Charbonneau, Joe	2023
Deck, Tom	2023
Perry, Sarah	2023
Judge, Thomas	2023
Kovac, Marek	2023

### PLANNING COMMISSION

Rice, Wilbur, Chair	2027
Glabach, Chris	2022
Ward, Leon	2023
Burg, Leslie	2026
West, Thomas	2026

### TOWN TREASURER

Vogel, Brian	2023
--------------	------

### TREE COMMITTEE

Beattie, Ivan	2024
Benoit, Alan	2024

### OTHER APPOINTED OFFICIALS

Constable (First): Owens, Patrick	2023
Assessor Asst.: Brabazon, Peter	2025
Fire Warden: Grant, Lawrence	2023
Fire Warden Assistant: Bourn, Grub	2023
Health Officer: Brabazon, Peter	2026
Health Officer Deputy: Sterling, Thomas	2025
Service Officer: Owens, Patrick	2023
Service Officer Deputy: Bell, Wayne	2023
Tree Warden: Beattie, Ivan	2023

**(New)Town of  
Manchester Website**  
[www.manchester-vt.gov](http://www.manchester-vt.gov)

## SECTION 1 - ELECTED LOCAL, STATE & FEDERAL OFFICIALS

### JUSTICES OF THE PEACE

Bell, Wayne	2025
Heilemann, Martha	2025
Hill, Alison	2025
Hoffman, Ruth A.	2025
Kilburn, Cynthia	2025
Kropa, Frank	2025
Long, Richard	2025
Murphy, Charles "Chic"	2025
Nawrath, Rebecca "Becky"	2025
Powers, Barbara	2025
Sheldon, Anita L.	2025
Towslee, Kelsey	2025

### MODERATOR

Nawrath, W. Michael	2024
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### SELECTBOARD

Beattie, Ivan - Chair	2026
Chamberlin, Heidi	2024
Cutler, Greg	2025
Kunz, Laurie	2024
Nolan, Jan	2025

### TOWN CLERK

Sheldon, Anita	2024
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### TRUSTEES OF PUBLIC FUNDS

Brodie, Donald	2024
Ferrarin, Marie	2023
Shaw, Andrew	2025

### PRESIDENT OF THE UNITED STATES

Biden, Joseph R.
------------------

### GOVERNOR

Scott, Phil
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### LIEUTENANT GOVERNOR

Zuckerman, David
------------------

### US SENATORS

Welch, Peter
Sanders, Bernie

### US REPRESENTATIVE

Balint, Becca
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### VT STATE ATTORNEY GENERAL

Clark, Charity R
------------------

### VT STATE TREASURER

Pieciak, Mike
---------------

### VT SECRETARY OF STATE

Copeland Hanzas, Sarah
------------------------

### VT STATE AUDITOR

Hoffer, Douglas R.
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### STATE SENATORS

Campion, Brian
Sears, Richard

### STATE REPRESENTATIVE

Bongartz, Seth
James, Kathleen

### HIGH BAILIFF

Gilbar, Frederick
-------------------

### PROBATE JUDGE

McClintok, Lon T.
-------------------

### ASSISTANT JUDGES

Peat, Brian
Frost, Mary

### STATE'S ATTORNEY

Marthage, Erica
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### SHERIFF

Gulley, James A Jr.
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## SECTION 1 - HELPFUL INFORMATION

### Emergencies: Call 9-1-1

If you are debating whether to call 9-1-1, stop and call 9-1-1 immediately! Let the trained Police and Fire Departments or Rescue Squad decide the proper response. **Non-Emergencies:** During regular business hours, call the town department that is responsible for the service in question. For example, if you are calling about snow plowing, call the Department of Public Works. After hours, call the town's Dispatch Center at 802-362-2121; do not call 9-1-1 for non-emergencies.

### Building Permits

Before you build or expand a shed, barn, deck or other structure in the Town of Manchester, call the town's Zoning Administrator at 802-362-1313, option 3 to find out whether you need a building permit.

### Change of Address

Please inform the town of any mailing address changes. A change of address form may be obtained from the Town Offices or from the town's website under the Document Center in the Assessor's Office category.

### Dana L. Thompson Memorial Park & Applejack Stadium

Also known as the Rec Park, was named in honor of Police Chief Dana L. Thompson, who was killed in the line of duty in 1972. The Park is open daily until sundown and is located off of Bonnet Street (Route 30) on Recreation Park Road in Manchester Center. The Park encompasses more than 95 acres and includes a park house with restrooms, a swimming pool, a state of the art running track, baseball & softball fields, multipurpose athletic fields, basketball courts, tennis & pickleball courts, playgrounds for kids of all ages, a one-mile walking path, a skateboard park, a dog park (operated by the Manchester Dog Park, a not-for-profit organization) and more. The facility also houses Applejack Stadium, which has one of the highest quality grass playing surfaces in NE and a newly renovated historic grandstand for optimal game viewing. For more information regarding the park facilities or Applejack Stadium, please call 802-362-1439 or visit the Town of Manchester website: [www.manchester-vt.gov](http://www.manchester-vt.gov).

### Dog Licenses

Dogs (and wolf-hybrids) must be licensed by **April 1<sup>st</sup>**, each year. Owners should contact the Town Clerk's Office at 802-362-1313, Option 1, for more information. Dogs should be leashed when not on the owner's property and owners must pick up and properly dispose of all waste on public and private property.

### Fires

State law prohibits burning of trash and other hazardous materials. Typically, other burning, such as untreated wood, requires a permit: contact the Manchester Fire Department at 802-362-2121 for more information.

### Parking

Parking is prohibited on all town roads and town owned parking lots between November 1st and March 31st from 1:00 AM to 6:00 AM.

### Safety

Keep your neighborhood safe. Don't hesitate to report suspicious or illegal activity to the Police Department. Even if an arrest isn't made, repeated patrols have a positive effect on public safety.

### Schools

Taconic & Green Regional School District

P: 802-362-2452

[info@brsu.org](mailto:info@brsu.org)

Burr and Burton Academy (BBA)

P: 802-362-1775

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

Manchester Elementary-Middle School (MEMS)

P: 802-362-1597

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

Maple Street School

P: 802-362-7137

[www.maplestreetsschool.com](http://www.maplestreetsschool.com)

### Snow Removal

State Law and Town Ordinance requires residents and businesses to clear snow and ice from sidewalks in front of their property. The town does provide limited sidewalk plowing as a convenience however roadway plowing is always a priority. Please do not push snow into roadways.

### Taxes

Town tax bills are mailed out between mid and late July each year. They are payable in two installments; the first installment is typically due the first Friday in September and the second installment is typically due the first Friday in February. Tax bills may be paid via the Town's website [www.manchester-vt.gov](http://www.manchester-vt.gov) or by calling the Town Office 802-362-1212, option 2. All credit card payments are subject to a 3% processor fee. (Please refer to your tax bill for actual due dates and note them on your calendar to avoid late payments.) Homestead



## SECTION 1 - HELPFUL INFORMATION

declarations must be filed every year with the State of Vermont. For more information about homestead declarations please contact the State's taxpayer services at (802) 828-2865 or visit the State's tax website [www.tax.vermont.gov](http://www.tax.vermont.gov).

### Trash Removal

The town does *not* provide trash removal. There are several solid waste disposal companies in the area. Residents may also bring trash, for a fee, and compostable & recyclable materials, directly to the transfer stations in nearby Dorset or Sunderland.

#### Northshire Transfer Station

(Managed by Casella)

310 Tennis Way

Dorset, VT 05251

P: 802-362-1282

[www.casella.com/locations/northshire-transfer-station](http://www.casella.com/locations/northshire-transfer-station)

#### Drop-off Hours:

Mon - Fri: 8:00 AM - 2:00 PM

Sat: 8:00 AM - 12:00 AM

#### Arlington Transfer Station

(Managed by Casella)

4561 Sunderland Hill Road

Sunderland, VT 05250

P: 802-362-1789

[www.casella.com/arlington-vt-transfer](http://www.casella.com/arlington-vt-transfer)

#### Drop-off Hours:

Mon - Tue: 7:30 AM - 2:00 PM

Thu - Fri: 7:30 AM - 2:00 PM

Sat: 7:30 AM - 11:30 AM

### Solid Waste and Recycling Information

Scott Grimm-Lyon

Solid Waste Program Manager

802-442-0713, ext. 2

[mbatcher@bcrcvt.org](mailto:mbatcher@bcrcvt.org)

### Vending

Vending is defined as the selling of merchandise or food at non-permanent locations (essentially not buildings) within the town. Vending requires a permit and is regulated by Town Ordinance. Contact the Town Manager's Office at 802-362-1313, option 2, for more information.



### Water & Sewer

Municipal water & sewer is billed quarterly. Keep an eye on your water bill as spikes in usage could be a water leak. In addition, running toilets and dripping faucets not only waste water but can also add up to large water & sewer bills. Please fix these issues promptly. If you need help determining the cause of increased water usage or suspect a water leak, call the Water Department at 802-362-1313, option 2.

### **WARNING**

#### **TOWN OF MANCHESTER ANNUAL TOWN MEETING (2024)**

*The legal voters of the Town of Manchester are hereby warned and notified that the Town will hold an annual meeting that will commence at the Manchester Elementary-Middle School gymnasium (80 Memorial Ave. Manchester Center, Vermont 05255) on Saturday March 2, 2024 at 1:00 p.m. to transact any business not involving Australian ballot voting. The meeting will then adjourn until Tuesday, March 5, 2024, on which date the polls will open at 8:00 a.m. and close at 7:00 p.m. at the Manchester Town Offices (40 Jeff Williams Way) to vote by Australian ballot.*

#### ***Town of Manchester Floor Meeting:***

**ARTICLE 1.** To present awards, make acknowledgements, and to hear reports from our legislative delegation.

**ARTICLE 2.** Shall the Town vote to appropriate \$6,896,427 to defray the operating and capital expenses of the Town for the ensuing year, of which \$4,459,846 shall be raised by property taxes and \$2,436,581 by non-property tax revenues (including \$1,425,000 in local option tax revenues); provided, that in the event that local option revenues are less than \$1,425,000, funds from the Property Tax Relief Reserve Fund may be used to offset the shortfall in local option revenues and that any amount in excess of \$1,425,000 shall be transferred into the Property Tax Relief Reserve Fund?

**ARTICLE 3.** Shall the Town vote to charge the maximum interest and penalty allowed by law on overdue unpaid real property taxes (and provide no discount for early payment), with payments delivered in person at Town Hall, electronically, or by U.S. Mail (must be postmarked by the due date), due in two installments, as follows:

1st Installment: Friday, September 6, 2024 at 4:30PM: 45% of town taxes and 60% of school taxes

2nd Installment: Friday, February 7, 2025 at 4:30PM: 55% of town taxes and 40% of school taxes?

**ARTICLE 4.** Shall the Town vote to establish a Reserve Fund to be called the "Police Vehicle & Equipment Fund" for the purpose of purchasing police vehicles and large Capital Equipment expenses for the Police Department in accordance with 24 V.S.A. 2804?

**ARTICLE 5.** Shall the Town deposit \$40,000 from the General Fund surplus to fund the Police Vehicle and Equipment Fund?

**ARTICLE 6.** Shall the Town vote to authorize up to \$150,000 from the Capital Improvement Contingency Reserve Fund (CIRC) to fund the purchase and installation of a second Police Dispatch Console Center?

Articles 7 through 17 are under the provisions of 24 V.S.A. § 2691 and § 2692. Shall the Town vote to appropriate general funds to social service agencies?

**ARTICLE 7:** To appropriate \$2,500 to the Tutorial Center?

**ARTICLE 8:** To appropriate \$2,400 to Bennington County Habitat for Humanity?

**ARTICLE 9:** To appropriate \$2,000 to Greater Northshire Access Television?

**ARTICLE 10:** To appropriate \$2,000 to Center for Restorative Justice?

**ARTICLE 11:** To appropriate \$1,850 to Project Against Violent Encounters?

**ARTICLE 12:** To appropriate \$1,811 to BROCC Community Action in Southwestern Vermont?

**ARTICLE 13:** To appropriate \$1,500 to Green Mountain Retired Senior Volunteer Program?

**ARTICLE 14:** To appropriate \$1,500 to Neighbor to Neighbor?

**ARTICLE 15:** To appropriate \$1,000 to The Collaborative?

**ARTICLE 16:** To appropriate \$500 to Vermont Association for the Blind and Visually Impaired?

**ARTICLE 17:** To appropriate \$420 to Vermont Center for Independent Living?

**ARTICLE 18:** To transact any other business appropriate to come before Town Meeting.

**Voting by Australian ballot on March 5, 2024:**

**ARTICLE 19:** Shall the Town appropriate \$4,000 for the support of the Southwestern Vermont Council on Aging?

**ARTICLE 20:** Shall the Town appropriate \$10,000 for the support of VNA & Hospice of the Southwest Region?

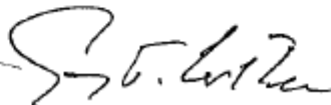
**ARTICLE 21:** Shall the Town appropriate \$80,000 for the support of the Northshire Day School?

**ARTICLE 22:** Shall the Town vote to appropriate \$317,000 for the support of the Manchester Community Library?


**ARTICLE 23.** To elect Town Officers for the ensuing year.


*Warning adopted by the Selectboard on January 26, 2024*

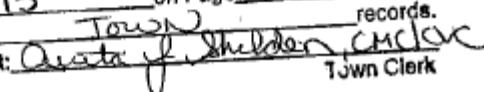
  
Ivan C. Beattie, Chair

  
Gregory T. Cutler, Vice-Chair

  
Janet K. Nolan, Clerk

  
Heidi G. Chamberlain

  
Laurie A. Kunz

Manchester, VT Town Clerk's Office  
at 01/26 2024  
1 o'clock 00 minutes P  
Book 15 on Page 464 of  
Town records.  
Attest:  Heather J. Sheldon  
Town Clerk

## SECTION 2 - WARNING

The following individuals have submitted petitions for the following local offices by the deadline (1/29/24 by 5pm):

### **TOWN OF MANCHESTER**

#### **Moderator- 1 year**

W. Michael Nawrath

#### **Selectboard - 2 years**

Laurie Kunz

Jonathan West

#### **Selectboard - 3 years**

Heidi Chamberlain

#### **Town Clerk - 3 years**

Anita L. Sheldon

Jennifer Sherman

#### **Trustee of Public Funds - 3 years**

Sarah L. McClintock





## SECTION 2 – SELECT ARTICLE DESCRIPTIONS

In order to provide voters more information about some of the articles, the Selectboard provides the following supplemental information about articles 3 and 4.

**ARTICLE 3.** Shall the Town vote to establish a Reserve Fund to be called the “Police Vehicle and Equipment Fund” for the purpose of purchasing police vehicles and large Capital Equipment expenses for the Police Department in accordance with 24 V.S.A. 2804?.

Explanation: This article would create a Capital Reserve account for the ongoing purchase and replacement of police vehicles as well as building capital for large equipment purchases. The Police Department is often required to replace equipment after a certain amount of time and this would allow the Town flexibility to purchase the necessary equipment as needed.

**ARTICLE 4.** Shall the Town deposit \$40,000 from the General Fund surplus to fund the Police Vehicle and Equipment Fund?

Explanation: This amount has historically been funded annually to cover the cost of new or replacement police vehicles. When voters establish a new Capital Reserve Fund, they must also approve an amount to fund it. This is the same amount as in the past few years.



## SECTION 3 – TOWN MEETING MINUTES

### TOWN OF MANCHESTER ANNUAL TOWN MEETING MINUTES

**Saturday, March 4, 2023**

**Manchester Elementary Middle School**

Moderator W. Michael Nawrath called the meeting to order at 1:00 p.m. Girl Scout Troop 51726 from Manchester led us in the pledge of allegiance. Moderator Nawrath asked for a moment of silence for Adam Bush, lead custodian at M.E.M.S. Chair Ivan Beattie announced the presentation of awards would take place under Article 18 as it was inadvertently left out of the warning. Nawrath gave a brief speech regarding the historical significance of the annual town floor meeting and reviewed Roberts Rules of Order governing the meeting. Nawrath asked for approval to allow one non-voter representing an agency and the interim Town Manager to speak as necessary. With no opposition, it was so moved. He then read the warning:

**The legal voters of the Town of Manchester, Vermont are hereby notified and warned that the Town will hold an annual meeting that will commence at the Manchester Elementary-Middle School gymnasium (80 Memorial Ave.) on Saturday, March 4, 2023 at 1:00 p.m. to transact any business not involving Australian ballot voting. The meeting will then adjourn until Tuesday, March 7, 2023 on which date the polls will open at 8:00 a.m. and close at 7:00 p.m. at the Manchester Town Offices (40 Jeff Williams Way) to vote by Australian ballot.**

#### Town of Manchester Floor Meeting:

**ARTICLE 1. Shall the Town vote to appropriate \$6,935,231 to defray the operating and capital expenses of the Town for the ensuing year, of which \$3,923,218 shall be raised by property taxes and \$3,012,013 by non-property tax revenues (including \$1,375,000 in local option tax revenues); provided, that in the event that local option revenues are less than \$1,375,000, funds from the Property Tax Relief Reserve Fund may be used to offset the shortfall in local option revenues?**

Moved by Ivan Beattie, seconded by Orland Campbell. Beattie noted an error in the town report on pages 23 through 36 and directed voters to the loose-leaf insert. He mentioned the difficulty the Selectboard, Town Manager and Department Heads had preparing a budget due to unpredictable inflation. The budget included increase spending, referring voters to the budget overview on page 19 of the town report. The grand list was anticipated to increase by 20%, resulting in an anticipated decrease in the municipal tax rate from 28.89 cents in the current fiscal year, to 27.16 cents in the 2024 fiscal year, representing a decrease of 1.73 cents, or approximately 6 %. He noted 16% of the tax bill would go to the town and the remaining 84% would go to the schools. Inflationary pressure for the municipality was similar to what voters had experienced in their personal lives. Personnel salaries were expected to increase approximately 15%, health insurance costs would increase 19.8% and a grant would cover the salary of a drug enforcement officer for FY 24. Steven Nichols thanked employees of the highway department, fire department, police department, planning and zoning department, assessing department, town clerk's office and other departments for their dedication. Nichols questioned the financial situation the town was currently in. Beattie addressed the gap between revenues and expenses and the difficulty to stay within the historical 3% increase Manchester used to see, partially due to inflation and a town-wide reappraisal. Taxes would increase due to the town-wide reappraisal. Beattie explained a misunderstanding on his part regarding additional local option tax used to balance the budget due to changes made during COVID. Douglas "Doug" Levine questioned if the appraisal company had current assessed values with them when visiting properties and conducting the reappraisal. Peter Brabazon explained the increase in real estate market values and stated there was no cap on the reappraisal amount. Michael Cohen encouraged the municipality to construct additional sidewalks in the municipality. Steven Nichols suggested we prioritize sidewalks within the municipality that we had previously discussed. With no further discussion, the question was called and article 1 was approved.

**ARTICLE 2. Shall the Town vote to charge the maximum interest and penalty allowed by law on overdue unpaid real property taxes (and provide no discount for early payment) with payments delivered in person at Town Hall, or by U.S. Mail (must be postmarked by the due date), due in two installments, as follows:**

**1<sup>st</sup> Installment: Friday, September 1, 2023 at 4:30 p.m.: 45% of the town taxes and 60% of the school taxes;**

**2<sup>nd</sup> Installment: Friday, February 2, 2024 at 4:30 p.m.: 55% of the town taxes and 40% of the school taxes**

Moved by Brian Vogel, seconded by William “Bill” Drunsic and others. Vogel stated the article was the same as previous years. Steven Nichols asked if there were a way the municipality could help alleviate some unpaid property taxes. Beattie shared the chart on page 42 of the town report did not give a comprehensive overview of delinquent taxes over a period of time. Steven McPhail moved to add online payments to the motion. Wayne Bell moved to amend the amendment to state “electronically”, seconded by Douglas Levine. The amended amendment was called inserting “or electronically” and the amended amendment was approved. Sylvia Jolivet asked why the municipality did not allow discounts. Historically, discounts were not provided. The amended question was called and article 2 was adopted.

**ARTICLE 3. Shall the Town authorize up to \$260,000 from the Capital Improvement Reserve and Contingency (CIRC) Fund for the purpose of purchasing a dump truck for the Department of Public Works? All funds borrowed to be repaid over a six-year period.**

Moved by Laurie Kunz, seconded by William “Bill” Drunsic. Laurie Kunz referred voters to page 10 of the town report. The funds would be repaid to the CIRC fund over a six-year period, without paying interest. Steven Nichols asked how the CIRC fund would be reimbursed and asked if the only money delegated to the highway department came from grants. Beattie explained various options available to the town, but interest would still be required. Leslie Perra and others found creative ways to purchase the truck without paying interest, and the board agreed to present the question to the voters. With no further discussion, the question was called and Article 3 was adopted.

**ARTICLE 4. Shall the Town vote to support up to \$95,000.00 to be allocated from Federal American Rescue Plan Act (ARPA) funds or non-taxpayer, municipal reserve or state or federal grant funds for the construction of the ADA compliant Manchester Riverwalk Pedestrian Bridge? Such funds would match private funds raised for the project. *Advisory, non-binding article.***

Moved by Heidi Chamberlain, seconded by Douglas Kilburn. Chamberlain referred voters to page 10 of the town report. Stephen Drunsic, Vice President of the Manchester River Walk spoke in favor of the article. He noted fundraising for the pedestrian bridge in addition to significant volunteer hours to help the project come to fruition. Approximately 85% of the project would be privately funded and would enhance the overall vibrancy of the town, and the project would be turned over to the town as a town asset. Volunteers raised over \$600,000 through private donations and he urged for support of the article. Sylvia Jolivet noted her appreciation for the committee picking up trash on the riverbank, but did not support the article. She spoke to the invasiveness on private property, maintenance concerns and urged defeat of the article. Victoria Silsby questioned the reference of non-taxpayer, municipal reserve accounts. Leslie Perra stated there was approximately \$395,000 left in ARPA funds and \$580,000 in CIRC funds. Michael Cooperman, a member of the Manchester Riverwalk and an ecologist, shared that private donors would like to see a town commitment, creating a partnership between the public and private sector, with a 10-1 return on the town’s investment. William “Bill” Drunsic, a private property owner directly impacted by the project, welcomed the impact and asked for support of the article. Brian Benson agreed with Sylvia Jolivet and spoke to the use of the \$95,000 for other, more necessary items such as sidewalks. Benson asked if the municipality would be held liable for the bridge and stated there were better options for the funds. Steven Henry offered opposition to the article noting liability and maintenance. He mentioned grossly underpaid staff and other more important items to focus on. Megan Amundson believed the Riverwalk would be lovely once completed, but it may not be the right time to invest in an infrastructure project

## SECTION 3 – TOWN MEETING MINUTES

that could and should be privately funded. Steven Nichols asked if it would be similar to the rail trail project where the town would need to purchase the project once it was completed. Brian Vogel asked what the decisive factors would be on the Selectboard's behalf since the article was advisory only. Ivan Beattie noted the low level of reserve funds and stated the Selectboard denied a request from the Manchester Riverwalk. The Selectboard did not take a position on the article and wanted to bring it before the voters to see what the voters thought. Beattie did confirm the town would be responsible for the maintenance of said project. Jeffrey Seidel spoke of the beautification of Manchester and believed the area appeared unfinished. He appreciated Mr. Drunsic's work and applauded Mr. Drunsic for his efforts. Eileen Braheney stated the bridge would be ADA compliant, creating safe access to the bridge for all. Astri Kilburn believed the bridge would detract from the natural beauty of the area. Raymond "Ray" Nevin urged for support of the article. Colleen Lachac mentioned the educational opportunities the bridge could bring to the area. Kathe Dillman spoke in favor of the article and urged the town to work with the Riverwalk group to explore grant opportunities. Raymond Berumen stated the bridge was not a necessity and would like the funds to go toward other projects in town. Bob Stannard urged for support of the article. Sylvia Jolivette raised concern on a potential increase in illegal activity. Orland Campbell moved the question and debate ceased with over 2/3 support. The question was called. Sylvia Jolivette called for a paper ballot. A brief recess was called to allow BCA members to conduct a paper ballot.

Paper ballot results:

YES 65

NO 35

Abstain 1

TOTAL 101

**ARTICLE 5. Shall the Town vote to exempt from taxation, for a period not to exceed five (5) years, the real estate of the Manchester Rod and Gun Club located at 487 Recreation Park Road in the Town of Manchester?**

Moved by Brian Vogel, seconded by William "Bill" Drunsic. Matthew Hart gave a brief overview of the Manchester Rod and Gun Club and asked for support. The question was called and Article 5 was approved.

**ARTICLE 6. Shall the Town vote to exempt from taxation, for a period not to exceed five (5) years, the real estate of the Eagles, Fraternal Order of Battenkill Aerie # 2551 located at 1610 Depot Street in the Town of Manchester?**

Moved by Steven Berry, seconded by William "Bill" Drunsic. Berry gave a brief overview of the Eagles, noting donations to various social service agencies, local nonprofits and town events, in addition to youth scholarship opportunities. Berry noted Manchester is a wonderful place to live and urged for support of the article. The question was called and Article 6 was approved.

***Articles 7 through 17 are under the provisions of 24 V.S.A. § 2691 and § 2692. Shall the Town vote to appropriate general funds to social service agencies?***

Joe O'Donnell moved to suspend the rules to consider articles 7-17 as one article. The question was called and articles 7-17 were considered together.

**ARTICLE 7: To appropriate \$2,500 to the Tutorial Center?**

Sean-Marie Oller spoke on behalf of the Tutorial Center and asked for support.

**ARTICLE 8: To appropriate \$2,400 to Bennington Area Habitat for Humanity?**

Keld Alstrup spoke on behalf of Bennington Area Habitat for Humanity, thanked voters for their support and asked for continued support.



## SECTION 3 – TOWN MEETING MINUTES

### **ARTICLE 9: To appropriate \$2,000 to Greater Northshire Access Television?**

Tammy Reilly, Executive Director of GNAT-TV, gave a brief overview of GNAT-TV' coverage of municipal meetings and asked for support.

### **ARTICLE 10: To appropriate \$2,000 to Center for Restorative Justice?**

No discussion.

### **ARTICLE 11: To appropriate \$1,850 to Project Against Violent Encounters?**

No discussion.

### **ARTICLE 12: To appropriate \$1,811 to Community Action in Southwestern Vermont?**

No discussion.

### **ARTICLE 13: To appropriate \$1,500 to Green Mountain Retired Senior Volunteer Program?**

Lenora Volkmer, Bennington County Coordinator, gave a brief overview of Green Mountain RSVP and asked for support.

### **ARTICLE 14: To appropriate \$1,500 to Neighbor to Neighbor?**

Keld Alstrup spoke on behalf of Neighbor to Neighbor, thanked voters for their support and asked for continued support.

### **ARTICLE 15: To appropriate \$1,000 to The Collaborative?**

Victoria Silsby spoke in favor of The Collaborative and asked for continued support.

### **ARTICLE 16: To appropriate \$500 to Vermont Association for the Blind and Visually Impaired?**

No discussion.

### **ARTICLE 17: To appropriate \$420 to Vermont Center for Independent Living?**

No discussion.

### **ARTICLE 18. To transact any other business appropriate to come before Town Meeting.**

Representatives Seth Bongartz and Kathleen James gave a brief overview of their recent legislative work. Bongartz mentioned the bottle recycling bill, housing reform in downtown areas and a fuel bill. Steven Nichols, Lawrence "Larry" Fogarazzo, Orland Campbell, William "Bill" Drunsic and Raymond "Ray" Nevin addressed concerns regarding energy bills, solar panels, trains and electric charging stations. Bongartz shared his thoughts. Kathleen James, Assistant majority Leader and House General and Housing Committee, spoke about her efforts at the state level including accessory dwelling units, grant funding to bridge funding gaps, family medical leave, affordable childcare, short-term rentals and the possibility of a short-term rental registry for the state in addition to religious schools being included in school choice using public dollars. Steven Nichols questioned why the legislature allowed housing to be built in flood zones. Bongartz addressed housing in downtown areas potentially being built a couple of feet above current flood zones. Lawrence "Larry" Fogarazzo questioned Bongartz on a housing proposal in the downtown area and expressed his disapproval. It was noted that a housing taskforce meeting would be held on the second and fourth Wednesday of every month and the general public was encouraged to attend. Greg Cutler read a letter from former Town Manager, John O'Keefe thanking the Selectboard for the honor of having the Town Report dedicated to him.

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### **Voting by ballot on March 7, 2023:**

### **ARTICLE 19. Shall the Town appropriate \$4,000 for the support of the Southwestern Vermont Council on Aging?**

Alison Hill gave a brief overview of the Council on Aging and services offered, including nutrition support, mental health services, Medicare enrollment services and asked for support.

## SECTION 3 – TOWN MEETING MINUTES

**ARTICLE 20. Shall the Town appropriate \$10,000 for the support of VNA & Hospice of the Southwest Region?**

No Discussion.

**ARTICLE 21. Shall the Town appropriate \$87,000 for the support of the Northshire Day School?**

John Comeau thanked the community for their support, gave a brief overview of Northshire Day School and urged for support. Steven Nichols questioned how voters would know \$87,000 would be used for Manchester children. Laurie Metcalfe, Executive Director of the Northshire Day School, explained the formula used to determine the appropriation amount was based on the number of families being served in each of the municipalities.

**ARTICLE 22. Shall the Town vote to appropriate \$243,740 for the operating support of the Manchester Community Library?**

Edward Surjan spoke in favor of the Manchester Community Library, noting visits had increased 60% compared to past years, asked for support of the article and encouraged voters to stop by the Manchester Community Library. Carol DuPont questioned if the library were open on the weekends and Surjan confirmed the library was open on Saturdays from 10 a.m. to 4 p.m. Larry Fogarazzo questioned if political meetings could take place at the library and what the process would be to schedule such meeting. Surjan stated political meetings were allowed at the library as the library tries to support all non-profit organizations in the area and offered ideas how one could rent space at the library for meetings.

**ARTICLE 23. To elect Town Officers for the ensuing year.**

Lawrence “Larry” Fogarazzo questioned why the Chief of Police was not present to provide an overview of crimes being handled by the Manchester Police Department as previous Chiefs had done. Ivan Beattie stated the police department was busy. Steven Nichols thanked the current Selectboard and encouraged voters to retain the current board members.

With no further business to come before the voters, Sylvia Jolivette moved to adjourn at 4:30pm, seconded by Michael Cohen. The meeting was adjourned at 4:30 p.m. Be it known that of the 3,652 registered voters in the Town of Manchester, 110 voters participated in the annual Town Floor meeting.

Respectfully Submitted,  
Anita L. Sheldon, CMC/CVC  
Manchester Town Clerk

Jennifer Roy  
Assistant Town Clerk

Cynthia Kilburn  
Board of Civil Authority Chair

Kelsey Towslee  
Board of Civil Authority Vice-Chair

## SECTION 4 – FY 2025 BUDGET OVERVIEW

### FISCAL YEAR 2025 BUDGET SUMMARY – INTRODUCTION

The Town Report budget summary breaks down spending by department, as well as including an overall compilation. This year we rearranged the actual budget pages to include both income and expenses of each department in individual sections including wages and benefits. This should make it easier to understand and to provide taxpayers with a better sense of what each department costs to operate. Similar to most years, of the largest three categories (payroll, operating, and capital), payroll is the costliest, since the town provides numerous labor-intensive services. We have been fortunate to be blessed with an exceptional staff and the recent new hires have only added to that.

The Town completed the reappraisal in the summer of 2023. We anticipate an increase in the Grand List of at least 1% for this upcoming year. Last year's total listed real property value ended up at \$1.695 billion. Conservatively, this coming year the total value should increase by \$15 million to \$1.71 billion. After the exemptions such as Current Use and Veteran's exemptions, the education grand list should be around \$16,763,000.

The fiscal year 2025 budget proposes total spending of \$6,896,427, a slight decrease from \$6,935,231 in fiscal year 2024, (not including Town Meeting voted appropriations). At the same time, non-property tax revenues also decreased, by approximately \$576,000, from \$3,012,013 in fiscal year 2024 to \$2,436,581 in fiscal year 2025. This substantial decrease in non-property tax revenues was largely due to decreased grant revenue.

It should be noted that the municipal tax bill in Manchester is only a small portion (between 18% - 19%) of a person's total tax invoice (for both homestead and non-homestead property owners). The majority goes to the State to fund the Education Fund.

With last year's Tax Rate of .2588, a house valued at \$275,000 ended up paying \$711.70 in municipal taxes and approximately \$3,027 for the Education tax on their overall tax bills of \$3,738. This year's Tax rate is estimated at .2932 if all proposed Appropriations are approved. Using our hypothetical \$275,000 home, the municipal portion of those taxes would increase approximately \$95 per year.

Next is a detailed breakdown that gives taxpayers a better sense of the value that town services provide. These services include critical public safety services, including routine police patrols, crime investigations, 24-hour dispatch services, fire protection, (made possible by the all-volunteer Manchester Fire Department), funding for EMS and emergency management and planning. The Department of Public Works, funded through local property taxes, is responsible for plowing and maintaining all the town-owned roadways, which includes winter snow and ice removal and sidewalk plowing. The Department of Public Works also provides roadside mowing, brush-cutting, park maintenance including mowing of the three town parks and Factory Point Cemetery; and maintenance of the town buildings (Town Hall, Public Safety Facility and the Rec Park House).

The fiscal year 2025 General Fund budget funds 35 full-time employees, as follows: thirteen at the Police Department (including 10 sworn officers), two employees in the Town Clerk's Office, one at the Parks and Recreation Department, one in the Assessing Office, two in the Planning and Zoning Office, five in the Town Manager's Office and Finance Office (which provide general administrative support to the other departments), and six at the Department of Public Works. There are additional part time and seasonal employees to assist various departments and to help cover full time employee vacations.

The Town Meeting Warning includes Article 4, an Article that would establish a new Reserve Fund to be used for the acquisition of police vehicles and large capital expenditures. Almost annually, it seems as if the police department is mandated to upgrade some of their mechanical or technical operations equipment. This account could help defray the high initial costs of these purchases by building a Capital Reserve fund similar to other previously established Reserve Accounts.

The Warning also includes Article 5, which asks the voters to approve spending up to \$150,000 of the Capital Improvement Contingency Reserve Fund (CIRC) to purchase and install a second police dispatch console center. This funding, combined with the Selectboard approval of \$164,249 in ARPA funds, would

## SECTION 4 – FY 2025 BUDGET OVERVIEW

allow the police department to acquire a second dispatch console center which can be used to assist during emergencies, meet required upgrades in technologies, and adapt to the changing needs in emergency dispatch. It would also allow the Town to expand dispatching services to other surrounding towns which could help offset the costs through added revenue.

### Fiscal Year 2024 versus Fiscal Year 2025 Revenue & Expenses

The chart below compares Fiscal Year 2024 revenues and expenses with the proposed Fiscal Year 2025 budget.

Department	Revenues		Expenses	
	FY 2024	FY 2025	FY 2024	FY 2025
Legislative	0	0	8,300	8,250
Administrative	2,800	2,800	204,474	235,550
Finance	0	0	93,947	112,800
Assessing	85,713	0	107,337	97,575
Planning & Zoning	22,500	21,700	119,655	131,975
DPW - Public Works	100	100	335,863	348,660
DPW - Facilities	0	0	304,567	409,048
DPW - Highway	407,000	181,250	475,387	304,700
Police Department	262,035	179,772	1,407,857	1,432,217
Fire Department	0	0	146,950	131,000
Emergency Management	0	0	300	300
Parks & Recreation	186,800	152,200	343,627	332,450
Health Officer	50	0	0	100
Town Clerk	120,050	113,575	158,859	162,152
Elections & Board of Civil Authority	0	0	18,600	19,300
Town Hall / Public Safety Facility	0	0	86,425	103,350
Personnel	0	0	36,000	36,000
Allocable	0	0	1,220,696	1,384,025
General	376,715	360,184	1,021,297	1,074,755
Debt Payments	0	0	252,185	247,082
Capital	173,300	0	592,905	325,138
Local Option Taxes	1,375,000	1,465,000	0	0
<b>Total</b>	<b>3,012,063</b>	<b>2,476,581</b>	<b>6,935,231</b>	<b>6,896,427</b>
Property Taxes	3,923,218	4,459,846	0	0
Grand List (Estimated)	16,617,474	16,783,649	0	0
<b>Tax Rate (Estimated)</b>	<b>0.2361</b>	<b>0.2657</b>	<b>0</b>	<b>0</b>

#### NOTES:

- 1 - Does not include Town Meeting voted appropriations for FY 2024 and FY 2025
- 2 - FY 2024 Grand List Estimate has been changed to Actual. FY 2025 is a 1% increase estimate.
- 3 - Expenses have been reorganized to include salaries in each department.



## SECTION 4 – FY 2025 BUDGET OVERVIEW

### Fiscal Year 2025 Proposed Budget by Category - Personnel Expenses

Category	Budget	Percent	Tax Expense
General Administration	355,200.00	5.2%	37.64
Special Services	341,102.00	4.9%	36.14
Public Works	442,898.00	6.4%	46.93
Public Safety	1,324,167.00	19.2%	140.31
Parks & Recreation	187,500.00	2.7%	19.87
Employee Health Insurance	803,000.00	11.6%	85.09
Taxes, Incentives & Other Benefits	617,025.00	8.9%	65.38
<b>Total</b>	<b>4,070,892.00</b>	<b>59.0%</b>	<b>431.35</b>

**NOTE:** Figures are for demonstration purposes only. Refer to the budget printed in the Town Report for actual figures

### Fiscal Year 2025 Proposed Budget by Category - Capital Expenses

Category	Budget	Percent	Tax Expense
Public Works	214,402	3.1%	22.72
Public Safety *	247,177	3.6%	26.19
Buildings / Facilities (Non Park)	0	0.0%	0.00
Town Parks	50,000	0.7%	5.30
Special Services	0	0.0%	0.00
<b>Total</b>	<b>511,579</b>	<b>7.4%</b>	<b>54.21</b>

\* Includes \$148,000 from line item 01-4-1896-00 (Fire Equipment Reserve Fund)

\* Includes \$38,441 from line item 01-4-2730-00 & 01-4-2730-01 (Community Bank Loan - Fire Truck)

### Fiscal Year 2025 Proposed Budget by Category - Operating Expenses

Category	Budget	Percent	Tax Expense
General Administration	1,400.00	0.0%	0.15
Special Services	70,000.00	1.0%	7.42
Public Works	500,460.00	7.3%	53.03
Facilities	119,050.00	1.7%	12.61
Public Safety	239,350.00	3.5%	25.36
Parks & Recreation	144,950.00	2.1%	15.36
General Expenses	157,750.00	2.3%	16.72
Insurances	66,700.00	1.0%	7.07
Payments to Others	491,410.00	7.1%	52.07
Outside Services / Consulting	154,200.00	2.2%	16.34
Communications	56,695.00	0.8%	6.01
Debt Service/Leases	208,641.00	3.0%	22.11
<b>Total</b>	<b>2,210,606.00</b>	<b>32.1%</b>	<b>234.24</b>

Note: Totals may not total 100% due to rounding. Figures are for demonstration purposes only.

Refer to budget printed in Town Report for actual figures.

## SECTION 4 – FY 2025 BUDGET OVERVIEW

**Fiscal Year 2025 Proposed Budget by Category - Voter Appropriations**

Organization	Budget	Percent	Tax Expense
Manchester Community Library	317,000.00	73.98%	52.08
VNA & Hospice of the SW Region	10,000.00	2.33%	1.64
Southwestern VT Council on Aging	4,000.00	0.93%	0.66
Tutorial Center	2,500.00	0.58%	0.41
Habitat For Humanity	2,400.00	0.56%	0.39
Northshire Day School	80,000.00	18.67%	13.14
GNAT - TV	2,000.00	0.47%	0.33
Center for Restorative Justice	2,000.00	0.47%	0.33
Project Against Violent Encounters	1,850.00	0.43%	0.30
Community Action in Southwestern VT	1,811.00	0.42%	0.30
Retired Senior Volunteer Program	1,500.00	0.35%	0.25
Neighbor to Neighbor	1,500.00	0.35%	0.25
The Collaborative	1,000.00	0.23%	0.16
VT Assoc. For The Bilind & Visually Impaired	500.00	0.12%	0.08
VT Center for Independent Living	420.00	0.10%	0.07
<b>Total</b>	<b>428,481.00</b>	<b>100.00%</b>	<b>70.40</b>



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Legislative</b>					
	Admin Exp				
01-4-2501-10	Legislative - Selectboard	7,500	6,750	7,500	7,500
	<b>Total Admin Exp</b>	<b>7,500</b>	<b>6,750</b>	<b>7,500</b>	<b>7,500</b>
	Operating Exp				
01-4-0140-00	Citizen Recognition	1,000	0	300	300
01-4-0180-00	Miscellaneous	1,000	394	500	450
01-4-0180-10	Town Manager Search	0	7,939	0	0
	<b>Total Operating Exp</b>	<b>2,000</b>	<b>8,333</b>	<b>800</b>	<b>750</b>
	<b>Total Expenses</b>	<b>9,500</b>	<b>15,083</b>	<b>8,300</b>	<b>8,250</b>
<b>Administration</b>					
	Revenue				
01-8-0240-00	Vendors Fees	3,500	2,400	2,800	2,800
	<b>Total Revenue</b>	<b>3,500</b>	<b>2,400</b>	<b>2,800</b>	<b>2,800</b>
	Admin Expenses				
01-4-2502-10	Admin - Town Managers Office	112,126	134,878	128,903	89,900
01-4-2502-20	Admin - Operations/Human Resources	59,639	37,125	64,411	134,400
01-4-2502-30	Admin - Part Time (EM, HO, CO, PS)	10,891	10,571	10,910	11,000
	<b>Total Admin Expenses</b>	<b>182,656</b>	<b>182,574</b>	<b>204,224</b>	<b>235,300</b>
	Operating Expenses				
01-4-0230-00	Dues, Subscriptions & Milage	3,000	1,400	0	0
01-4-0280-00	Miscellaneous	250	415	250	250
	<b>Total Operating Expenses</b>	<b>3,250</b>	<b>1,815</b>	<b>250</b>	<b>250</b>
	<b>Total Expenses</b>	<b>185,906</b>	<b>184,389</b>	<b>204,474</b>	<b>235,550</b>
<b>Finance</b>					
	Revenue				
01-8-0380-00	Miscellaneous	0	99	0	0
	<b>Total Revenue</b>	<b>0</b>	<b>99</b>	<b>0</b>	<b>0</b>
	Admin Expenses				
01-4-2503-10	Finance - Full Time	74,498	76,387	82,847	101,900
01-4-2503-20	Finance - Treasurer	10,500	8,400	10,500	10,500
	<b>Total Admin Expenses</b>	<b>84,998</b>	<b>84,787</b>	<b>93,347</b>	<b>112,400</b>
	Operating Expenses				
01-4-0331-00	Printing & Publications	500	0	500	300
01-4-0372-00	Software Support	0	24	0	0
01-4-0380-00	Miscellaneous	200	0	100	100
	<b>Total Operating Expenses</b>	<b>700</b>	<b>24</b>	<b>600</b>	<b>400</b>
	<b>Total Expenses</b>	<b>85,698</b>	<b>84,811</b>	<b>93,947</b>	<b>112,800</b>
<b>Assessing</b>					
	Revenue				
01-8-0450-00	Assessor's Education	500	0	0	0
01-8-0490-00	Reap Res. - Contracted Services	126,500	107,623	30,213	0

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Assessing Cont.</b>					
<b>Revenue</b>					
01-8-0490-10	Reap Res. - Consultants	5,000	0	5,000	0
01-8-0490-20	Reap Res. - Equipment	500	0	500	0
01-8-0490-30	Reap Res. - Salary Reimbursement	20,000	20,000	50,000	0
	<b>Total Revenue</b>	<b>152,500</b>	<b>127,623</b>	<b>85,713</b>	<b>0</b>
<b>Admin Expenses</b>					
01-4-2504-10	Assessing - Full Time	44,985	48,209	49,373	74,000
01-4-2504-20	Assessing - Admin Assistant	16,445	39,301	19,001	19,575
	<b>Total Admin Expenses</b>	<b>61,430</b>	<b>87,510</b>	<b>68,374</b>	<b>93,575</b>
<b>Operating Expenses</b>					
01-4-0410-00	Contracted Services	5,000	0	0	0
01-4-0428-00	Assessors Education	300	0	300	500
01-4-0430-00	Dues & Subscriptions	450	150	450	500
01-4-0440-00	Computers	0	0	0	0
01-4-0471-00	Software Support	2,500	1,217	2,500	3,000
01-4-0480-00	Miscellaneous	250	238	0	0
01-4-0490-00	Reappraisal - Contracted Services	126,500	107,623	30,213	0
01-4-0490-10	Reappraisal - Consultants	5,000	0	5,000	0
01-4-0490-20	Reappraisal - Equipment/Supplies	500	0	500	0
	<b>Total Operating Expenses</b>	<b>140,500</b>	<b>109,228</b>	<b>38,963</b>	<b>4,000</b>
	<b>Total Expenses</b>	<b>201,930</b>	<b>196,738</b>	<b>107,337</b>	<b>97,575</b>
<b>Planing &amp; Zoning</b>					
<b>Revenue</b>					
01-8-0610-00	Grant - Planning	16,000	0	0	0
01-8-0630-00	Applications/Appeals	20,000	14,883	20,000	20,000
01-8-0640-00	Maps/Ordinances	100	0	0	0
01-8-0660-00	Fines	250	0	0	0
01-8-0670-00	Recording Fees	2,500	1,705	2,500	1,700
01-8-0675-00	Parking Mitigation	1,000	0	0	0
	<b>Total Revenue</b>	<b>39,850</b>	<b>16,588</b>	<b>22,500</b>	<b>21,700</b>
<b>Admin Expenses</b>					
01-4-2506-10	Planning/Zoning - Full Time	66,915	47,815	72,269	74,425
01-4-2506-20	Planning/Zoning - Admin Assistant	16,445	15,345	19,001	50,000
01-4-2506-30	Planning/Zoning - Economic Development	23,174	22,200	25,435	0
	<b>Total Admin Expenses</b>	<b>106,534</b>	<b>85,360</b>	<b>116,705</b>	<b>124,425</b>
<b>Operating Expenses</b>					
01-4-0610-00	Grant - Expense	20,000	0	0	0
01-4-0630-00	Dues & Subscriptions	200	0	200	200
01-4-0631-00	Printing & Publications	250	70	250	250
01-4-0640-00	Rail Trail Study	0	3,016	0	0
01-4-0670-00	Recording Fees	2,500	2,835	1,500	3,000
01-4-0674-00	Software Support	1,000	0	0	3,000
01-4-0675-00	Energy Conservation Programs	500	59	500	500
01-4-0678-00	Economic Dev Programs	1,000	0	500	500



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Planing &amp; Zoning Cont.</b>					
<b>Operating Expenses</b>					
01-4-0679-00	Marketing Initiative	0	6,250	0	0
01-4-0680-00	Miscellaneous	150	0	0	100
	<b>Total Operating Expenses</b>	<b>25,600</b>	<b>12,230</b>	<b>2,950</b>	<b>7,550</b>
	<b>Total Expenses</b>	<b>132,134</b>	<b>97,590</b>	<b>119,655</b>	<b>131,975</b>
<b>DPW - Public Works</b>					
<b>Revenue</b>					
01-8-0775-00	Recording Fees	250	33	100	100
	<b>Total Revenue</b>	<b>250</b>	<b>33</b>	<b>100</b>	<b>100</b>
<b>Admin Expenses</b>					
01-4-2507-10	DPW - Director/Mechanic - Full Time	133,705	133,912	144,413	148,200
01-4-2507-15	DPW - Director/Mechanic - Overtime	4,200	4,593	4,200	4,200
	<b>Total Admin Expenses</b>	<b>137,905</b>	<b>138,505</b>	<b>148,613</b>	<b>152,400</b>
<b>Operating Expenses</b>					
01-4-0732-00	Uniforms-Cleaning/Clothing	4,500	3,633	4,300	4,500
01-4-0737-00	Electricity	5,500	4,320	5,200	5,100
01-4-0738-00	Heating Fuels	8,000	12,074	12,000	13,000
01-4-0741-00	Equipment - Parts & Maintenance	41,000	34,404	50,000	51,000
01-4-0742-00	Fuel - Gas	7,000	6,237	6,000	6,500
01-4-0743-00	Fuel - Diesel	40,000	70,914	70,000	75,000
01-4-0744-00	Oil & Lubricants	3,000	4,650	6,000	6,000
01-4-0745-00	Expendable Supplies	18,000	6,387	18,000	18,500
01-4-0750-00	Equipment Maint - Non Fleet	3,200	6,392	4,000	4,200
01-4-0753-00	Mechanic Tools	3,000	1,937	4,000	4,200
01-4-0780-00	Miscellaneous	200	0	200	200
01-4-0782-00	Permit Fees	2,000	1,829	2,100	2,200
01-4-0782-10	Recording Fees	200	90	200	210
01-4-0792-00	Equipment Acquisition (non-computer)	4,000	3,488	4,500	4,900
01-4-0793-00	Radios & Communications	1,000	0	750	750
	<b>Total Operating Expenses</b>	<b>140,600</b>	<b>156,355</b>	<b>187,250</b>	<b>196,260</b>
	<b>Total Expenses</b>	<b>278,505</b>	<b>294,861</b>	<b>335,863</b>	<b>348,660</b>
<b>DPW - Facilities</b>					
<b>Admin Expenses</b>					
01-4-2508-10	DPW - Facilities - Full Time	155,856	89,227	157,147	220,300
01-4-2508-15	DPW - Facilities - Full Time - Overtime	5,500	2,830	6,000	42,000
01-4-2508-20	DPW - Facilities - Seasonal	24,000	26,509	25,920	26,698
01-4-2508.25	DPW - Facilities - Seasonal OT	0	869	0	1,000
	<b>Total Admin Expenses</b>	<b>185,356</b>	<b>119,434</b>	<b>189,067</b>	<b>289,998</b>
<b>Operating Expenses</b>					
01-4-0819-10	Village Court House - Utilities	5,000	6,709	6,000	7,300
01-4-0819-20	Village Court House - Repairs/Maint.	2,500	7,327	2,000	2,000
01-4-0839-00	Facilities Maintenance/Improvements	53,000	40,748	58,000	56,000
01-4-0840-00	Depot St. - Fuel/Utilities	0	4,262	0	0



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>DPW - Facilities Cont.</b>					
01-4-0867-00	Tree Removal/Planting/Care	4,500	3,200	7,000	10,000
01-4-0869-00	Parks/Grounds Maintenance	24,000	22,468	28,000	28,000
<b>Operating Expenses</b>					
01-4-0869-10	AJ Field Maintenance	0	0	0	0
01-4-0872-00	Downtown Maintenance	2,400	5,793	5,000	6,000
01-4-0872-10	Downtown Seasonal Décor	2,000	397	2,000	2,000
01-4-0881-00	Waste Disposal - Facilities	6,500	6,634	7,500	7,750
	<b>Total Operating Expenses</b>	<b>99,900</b>	<b>97,539</b>	<b>115,500</b>	<b>119,050</b>
	<b>Total Expenses</b>	<b>285,256</b>	<b>216,973</b>	<b>304,567</b>	<b>409,048</b>
<b>DPW - Highway</b>					
<b>Revenue</b>					
01-8-0920-00	Permit Fees	1,200	1,190	2,000	1,250
01-8-0926-00	Grant - Paving	175,000	0	200,000	0
01-8-0940-00	Grants in Aid - BCRC	14,000	0	25,000	0
01-8-0960-00	State Aid-Roads	160,000	218,351	180,000	180,000
01-8-0980-00	Miscellaneous	200	66	0	0
	<b>Total Revenue</b>	<b>350,400</b>	<b>219,607</b>	<b>407,000</b>	<b>181,250</b>
<b>Admin Expenses</b>					
01-4-2509-10	DPW - Highway - Full Time	107,295	107,467	115,887	0
01-4-2509-15	DPW - Highway - Full Time - Overtime	40,000	38,033	40,000	0
01-4-2509-20	DPW - Highway - Seasonal	0	27,648	0	0
01-4-2509-25	DPW - Highway - Seasonal - Overtime	0	9,000	0	500
	<b>Total Admin Expenses</b>	<b>147,295</b>	<b>182,148</b>	<b>155,887</b>	<b>500</b>
<b>Operating Expenses</b>					
01-4-0930-00	Grant - PACIF Equipment	0	3,508	0	0
01-4-0940-00	Grants in Aid - BCRC	5,000	8,708	25,000	0
01-4-0947-00	Cutting Edges	9,000	12,596	10,000	10,000
01-4-0956-00	Asphalt - Patchwork	3,000	1,954	3,000	3,200
01-4-0957-00	Winter Sand & Salt	190,000	238,720	210,000	215,000
01-4-0959-00	Chloride	10,000	14,053	14,000	14,000
01-4-0960-00	Gravel	13,000	6,948	13,000	14,000
01-4-0961-00	Signs & Posts	7,500	4,980	7,500	7,900
01-4-0962-00	Culverts/Drainage Appert	9,000	6,097	9,000	10,000
01-4-0964-00	Curb & Sidewalk Repair	500	0	500	500
01-4-0965-00	Guard Rails	4,000	1,309	10,000	9,000
01-4-0966-00	Bridge Repair	500	0	500	600
01-4-0977-00	Line Painting	8,500	853	9,000	10,000
01-4-0978-00	Traffic Signals	4,500	8,575	8,000	10,000
	<b>Total Operating Expenses</b>	<b>264,500</b>	<b>308,301</b>	<b>319,500</b>	<b>304,200</b>
	<b>Total Expenses</b>	<b>411,795</b>	<b>490,449</b>	<b>475,387</b>	<b>304,700</b>
	<b>Grand Total Highway Expenses</b>	<b>975,556</b>	<b>1,002,283</b>	<b>1,115,817</b>	<b>1,062,408</b>

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Police &amp; Dispatch</b>					
<b>Revenue</b>					
01-8-1011-00	Ordinance Fines - Animal Control	100	0	50	50
01-8-1011-40	Animal Control - Owner Reimbursements	250	0	50	50
01-8-1025-00	Police Wages Reimbursement	0	3,599	0	0
01-8-1030-00	Justice & Court Fines	12,000	11,563	10,000	10,000
<b>Revenue</b>					
01-8-1040-00	Dispatch - Northshire Rescue	67,000	67,000	72,360	74,530
01-8-1040-10	Dispatch - Arlington Rescue	0	0	22,000	0
01-8-1040-20	Dispatch - Arlington FD	0	0	6,500	8,250
01-8-1040-30	Dispatch - East Dorset	0	0	0	6,750
01-8-1045-00	Fingerprint Processing Fees	5,000	10,640	8,000	8,000
01-8-1050-00	Alarm Board Charges	18,000	16,500	18,000	18,000
01-8-1055-00	Alarm Board Fines	1,100	1,200	3,000	2,900
01-8-1060-00	Parking Fines	250	210	200	200
01-8-1065-00	Ordinance Fines	250	0	100	100
01-8-1070-00	Police Reports	2,500	4,500	2,500	2,750
01-8-1075-00	VIN ID Fees	250	10	100	100
01-8-1080-00	Miscellaneous	200	0	200	200
01-8-1084-10	Grant - PACIF Equipment	0	0	0	0
01-8-1085-14	Grant - Drug Enforcement	0	0	93,975	47,892
01-8-1086-14	Grant - GHSP - DUI	0	2,242	10,000	0
01-8-1087-14	Grant - GHSP - CIOT	0	3,990	10,000	0
01-8-1086-14	Grant - GHSP - Distracted Driving	0	4,071	5,000	0
01-8-1088-23	Task Force Reimbursement	0	1,951	0	0
<b>Total Revenue</b>		<b>106,900</b>	<b>127,476</b>	<b>262,035</b>	<b>179,772</b>
<b>Admin Expenses</b>					
01-4-2510-10	Police - Police Management	178,385	183,558	196,448	202,341
01-4-2510-11	Police - Park/Downtown Enforcement	15,000	0	0	0
01-4-2510-20	Police - Officers - Full Time	367,436	446,719	465,470	479,434
01-4-2510-21	Drug Enforcement	0	1,678	77,108	47,892
01-4-2510-25	Police - Officers - Overtime	72,000	110,991	75,000	80,000
01-4-2510-26	Police - Hotel Contract	0	1,512	0	0
01-4-2510-27	Police - Overtime - Criminal Investigations	1,000	0	1,000	1,000
01-4-2510-29	GHSP Grant - CIOT	0	4,019	10,000	0
01-4-2510-30	Dispatcher - Full Time	244,905	233,908	264,531	265,000
01-4-2510-35	Dispatcher - Full Time - Overtime	30,000	54,743	35,000	50,000
01-4-2510-40	Grant - DUI	0	2,921	10,000	0
01-4-2510-45	Grant - Distracted Driving	0	778	5,000	0
01-4-2510-50	Police - Part Time - Prisoner Transport	52,000	44,535	53,000	55,000
01-4-2510-55	Police - Special Officer - Overtime	0	1,790	0	0
01-4-2510-60	Dispatcher - Spare	32,000	27,979	32,000	35,000
	Police - PT Admin Asst.	0	0	0	10,500
01-4-2570-30	Police Dept - Bonus Wages	41,000	83,707	50,000	49,000
<b>Total Admin Expenses</b>		<b>1,033,726</b>	<b>1,198,836</b>	<b>1,274,557</b>	<b>1,275,167</b>

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Police &amp; Dispatch Cont.</b>					
<b>Operating Expenses</b>					
01-4-1010-00	Prisoner Transport	0	0	0	0
01-4-1011-20	Animal Control Officer - Equipment	200	137	200	200
01-4-1011-30	Animal Control Officer - Miscellaneous	100	0	100	100
01-4-1011-40	Animal Control Officer - Veterinary Care	1,200	1,206	1,000	1,250
01-4-1028-00	Training	14,000	15,181	15,000	18,000
01-4-1029-00	Supplies	2,500	8,513	3,000	7,500
01-4-1030-00	Dues & Subscriptions	10,000	10,466	19,000	19,000
01-4-1032-00	Uniforms - Clothing	8,000	6,976	7,000	8,500
01-4-1032-10	Uniforms - Cleaning Allowance	7,200	6,400	7,000	7,000
01-4-1040-00	Vehicle Maintenance	13,000	10,986	15,000	14,000
<b>Operating Expenses</b>					
01-4-1042-00	Fuel - Gas	13,000	23,385	24,000	25,000
01-4-1043-00	K-9 Maintenance	3,000	1,971	3,000	3,000
01-4-1047-00	Equipment Maintenance	15,500	15,533	15,000	16,000
01-4-1070-00	Criminal Investigation Costs	2,000	1,361	2,000	2,000
01-4-1080-00	Miscellaneous	3,500	2,732	3,500	3,500
01-4-1084-10	Grant - PACIF - Equipment	0	0	0	0
01-4-1086-14	Grant - GHSP - DUI	0	0	0	0
01-4-1090-10	Credit Card Fees	0	0	0	0
01-4-1092-00	Equipment Acquisition - Computers	6,500	3,245	5,500	10,000
01-4-1092-50	Equipment Acquisition - Non Computers	13,000	12,468	13,000	22,000
<b>Total Operating Expenses</b>		<b>112,700</b>	<b>120,560</b>	<b>133,300</b>	<b>157,050</b>
<b>Total Expenses</b>		<b>1,146,426</b>	<b>1,319,396</b>	<b>1,407,857</b>	<b>1,432,217</b>
<b>Fire Department</b>					
<b>Admin Expenses</b>					
01-4-2511-05	Fire Dept - Fire Chief	6,000	6,000	6,000	6,000
01-4-2511-10	Fire Dept - Administration	6,000	6,000	6,000	6,000
01-4-2511-20	Fire Dept - Firefighters	35,000	35,000	35,000	35,000
01-4-2511-25	Top 10 Point Bonus	2,000	2,000	2,000	2,000
<b>Total Admin Expenses</b>		<b>49,000</b>	<b>49,000</b>	<b>49,000</b>	<b>49,000</b>
<b>Operating Expenses</b>					
01-4-1128-00	Training - Firefighters	1,500	1,238	1,500	1,500
01-4-1129-00	Supplies - Fire Prevention	0	365	1,000	900
01-4-1129-18	Supplies - Office	500	0	500	300
01-4-1141-00	Repair/Maint - Vehicles	30,000	16,055	32,500	30,000
01-4-1141-10	Repair/Maint - Equipment	2,150	3,798	11,050	4,000
01-4-1142-00	Fuel - Gas	300	45	300	300
01-4-1143-00	Fuel - Diesel	2,300	2,990	4,000	4,000
01-4-1149-00	Communications - Acquisition/Repair	9,000	4,229	9,000	9,000
01-4-1180-00	Firehouse Supplies	1,000	796	1,000	1,000
01-4-1190-00	Hazardous Waste Supplies	1,000	32	1,000	1,000
01-4-1191-00	Digital Radio Lease	1,440	2,772	1,800	0
01-4-1192-00	Equipment Acquisition	30,000	13,429	34,300	30,000
<b>Total Operating Expenses</b>		<b>79,190</b>	<b>45,750</b>	<b>97,950</b>	<b>82,000</b>
<b>Total Expenses</b>		<b>128,190</b>	<b>94,750</b>	<b>146,950</b>	<b>131,000</b>

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Emergency Management</b>					
<b>Operating Expenses</b>					
01-4-1241-00	Equipment Maintenance	250	0	100	100
01-4-1280-00	Miscellaneous	250	547	100	100
01-4-1292-00	Equipment Acquisition	500	0	100	100
	<b>Total Operating Expenses</b>	<b>1,000</b>	<b>547</b>	<b>300</b>	<b>300</b>
	<b>Total Expenses</b>	<b>1,000</b>	<b>547</b>	<b>300</b>	<b>300</b>
<b>Parks &amp; Recreation</b>					
<b>Revenue</b>					
01-8-1310-10	Pool Passes	10,000	12,888	11,500	12,000
<b>Revenue</b>					
01-8-1310-15	Pool Memberships	19,000	20,592	20,000	20,000
01-8-1310-20	Swim Lessons	9,000	5,826	8,500	6,000
01-8-1310-25	Private Swim Lessons	3,000	4,955	5,000	5,000
01-8-1310-30	Swim Team	11,000	11,045	11,000	0
01-8-1310-75	Life Guarding Course - Red Cross	1,000	540	500	500
01-8-1325-00	Brochure Advertising	250	0	0	0
01-8-1326-00	Applejack Field Rental	8,000	1,000	4,000	2,000
01-8-1326-10	Applejack Field Gate Receipts	20,000	12,086	18,000	0
01-8-1330-00	Rental Income	11,500	21,917	11,500	20,100
01-8-1335-00	Precision Walk	500	243	500	300
01-8-1342-00	Rec Concession - Non Taxable	4,000	6,160	5,000	5,000
01-8-1350-00	Programs	83,000	62,784	81,200	81,200
01-8-1373-00	AJ Field Concession Food Sales	13,000	6,263	10,000	0
01-8-1380-00	Miscellaneous	250	0	100	100
	<b>Total Revenue</b>	<b>193,500</b>	<b>166,299</b>	<b>186,800</b>	<b>152,200</b>
<b>Admin Expenses</b>					
01-4-2513-10	Parks/Rec - Full Time	97,800	99,993	105,527	65,000
01-4-2513-20	Parks/Rec - Part Time	15,000	20,128	15,000	51,000
01-4-2513-30	Parks/Rec - Pool - Straight Time	33,000	37,678	33,000	38,500
01-4-2513-35	Parks/Rec - Pool - Overtime	0	1,148	0	400
01-4-2513-40	Parks/Rec - Pool - Swim Team	6,000	5,945	7,000	100
01-4-2513-50	Parks/Rec - Camp Counselors	20,000	34,658	30,000	32,500
01-4-2513-73	Parks/Rec - AJ Concession	2,000	0	0	0
	<b>Total Admin Expenses</b>	<b>173,800</b>	<b>199,550</b>	<b>190,527</b>	<b>187,500</b>
<b>Operating Expenses</b>					
01-4-1310-75	Lifeguard Course - Red Cross	1,000	0	1,200	2,250
01-4-1325-00	Advertising/Printing/Publications	2,000	0	500	500
01-4-1326-00	Advertising - Applejack Field	500	0	500	300
01-4-1329-00	Supplies	2,500	1,335	2,500	2,300
01-4-1330-00	Dues & Subscriptions	800	2,186	800	800
01-4-1335-00	Precision Walk	450	1,244	500	700
01-4-1337-00	Electricity	10,500	9,785	13,000	11,800
01-4-1337-10	Electricity - Applejack Field	2,000	8,271	3,000	3,000
01-4-1337-20	Electricity - Maint. Shed/Irrigation/Concess.	3,400	2,690	3,400	3,400
01-4-1338-00	Heating Fuel	9,000	9,770	12,000	11,500
01-4-1345-00	Concession - Parkhouse	3,000	2,314	2,200	2,750



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Parks and Rec Cont.</b>					
01-4-1348-00	AJ Concession/Facilities Improvements	2,500	30	500	500
01-4-1350-00	Pool Maintenance/Supplies	18,000	15,560	20,000	28,000
01-4-1350-10	Pool Uniforms	1,500	2,142	2,000	2,000
01-4-1360-00	Facility Rental	500	0	0	0
01-4-1371-20	AJ Field Maint.	22,000	10,715	15,000	13,000
01-4-1371-50	AJ Field Supplies/Equipment	1,000	2,302	3,000	2,900
01-4-1371-60	AJ Audio Visual Equipment	0	15,441	0	0
01-4-1373-00	AJ Field Concessions - Food/Supplies	10,000	8,206	9,000	0
01-4-1380-00	Miscellaneous	500	222	500	500
01-4-1390-00	Global Credit Card Fees	4,000	8,868	5,000	7,000
01-4-1390-10	Square Credit Card Fees	1,000	316	1,000	0
01-4-1390-20	Civic Rec Subscription	3,000	3,308	3,500	3,500
01-4-1392-00	Equipment Acquisition	3,000	5,603	3,000	3,000
<b>Operating Expenses</b>					
01-4-1394-00	Programs	47,000	18,937	47,000	45,000
01-4-1394-99	Miscellaneous		28	0	0
01-4-1395-00	Swim Team Expenses	5,000	3,472	4,000	250
	<b>Total Operating Expenses</b>	<b>154,150</b>	<b>132,746</b>	<b>153,100</b>	<b>144,950</b>
	<b>Total Expenses</b>	<b>327,950</b>	<b>332,296</b>	<b>343,627</b>	<b>332,450</b>
<b>Health Department</b>					
<b>Revenue</b>					
01-8-1430-00	Fines	50	0	0	0
	<b>Total Revenue</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Expenses</b>					
01-4-1429-00	Supplies	100	114	0	100
01-4-1470-00	Recording Fees	50	0	0	0
01-4-1480-00	Miscellaneous	100	0	0	0
	<b>Total Operating Expenses</b>	<b>250</b>	<b>114</b>	<b>0</b>	<b>100</b>
	<b>Total Expenses</b>	<b>250</b>	<b>114</b>	<b>0</b>	<b>100</b>
<b>Town Clerk</b>					
<b>Revenue</b>					
01-8-1510-00	Liquor Licenses	5,080	5,380	5,400	5,400
01-8-1520-00	Photocopies	12,500	9,977	13,000	10,000
01-8-1525-00	Motor Vehicle Renewal Fees	400	456	400	400
01-8-1530-00	Dog Licenses	5,000	4,925	5,300	5,300
01-8-1535-00	Dog Fines	700	924	500	500
01-8-1540-00	Marriage Licenses	1,500	1,420	1,500	1,375
01-8-1545-00	Fish & Wildlife Licenses	100	173	100	150
01-8-1550-00	Records Search Fees	1,500	942	1,000	700
01-8-1555-00	Recording Fees	60,000	51,543	60,000	59,000
01-8-1555-10	Town Recording Fees	2,500	1,980	2,500	1,400
01-8-1570-00	Vital Statistics Fees	5,000	3,580	5,000	4,000
01-8-1575-00	Transfer In - Record Preservation Fund	20,000	20,000	25,000	25,000
01-8-1580-00	Miscellaneous	350	112	350	350
	<b>Total Revenue</b>	<b>114,630</b>	<b>101,412</b>	<b>120,050</b>	<b>113,575</b>



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Town Clerk Cont.</b>					
<b>Admin Expenses</b>					
01-4-2515-10	Town Clerk - Salary	52,334	58,024	63,845	65,761
01-4-2515-20	Town Clerk - Assistant - Salary	36,155	24,517	42,564	43,841
01-4-2515-30	Town Clerk - Per Diem	0	0	5,000	4,000
	<b>Total Admin Expenses</b>	<b>88,489</b>	<b>82,541</b>	<b>111,409</b>	<b>113,602</b>
<b>Operating Expenses</b>					
01-4-1519-00	Records Management	4,000	2,268	4,000	4,300
01-4-1530-00	Dues & Subscriptions	500	275	650	750
01-4-1571-00	Maintenance Contracts	7,500	6,480	8,500	9,000
01-4-1580-00	Miscellaneous	1,000	706	1,200	1,500
01-4-1590-10	Credit Card Fees	0	0	0	0
01-4-1592-00	Equipment Acquisition	1,500	0	1,700	2,000
<b>Operating Expenses</b>					
01-4-1828-01	Training - Town Clerk	2,500	2,380	3,000	3,000
01-4-2815-00	Town Clerk - Records Preservation	20,000	20,000	25,000	25,000
01-4-1829-01	Supplies/Equipment - Town Clerk	3,000	1,002	3,400	3,000
	<b>Total Operating Expenses</b>	<b>40,000</b>	<b>33,111</b>	<b>47,450</b>	<b>48,550</b>
	<b>Total Expenses</b>	<b>128,489</b>	<b>115,652</b>	<b>158,859</b>	<b>162,152</b>
<b>Elections &amp; BCA</b>					
<b>Admin Expenses</b>					
01-4-2516-10	BCA - Elections	3,500	2,925	3,500	6,500
01-4-2516-20	BCA - Tax Appeals	1,500	0	6,000	3,000
	<b>Total Admin Expenses</b>	<b>5,000</b>	<b>2,925</b>	<b>9,500</b>	<b>9,500</b>
<b>Operating Expenses</b>					
01-4-1628-00	Training	600	0	600	800
01-4-1630-00	Tabulator Programming - Contracted Serv.	5,000	1,053	4,000	4,000
01-4-1680-00	Miscellaneous	4,500	3,493	4,500	5,000
	<b>Total Operating Expensed</b>	<b>10,100</b>	<b>4,546</b>	<b>9,100</b>	<b>9,800</b>
	<b>Total Expenses</b>	<b>15,100</b>	<b>7,471</b>	<b>18,600</b>	<b>19,300</b>
<b>Town Hall &amp; PSF</b>					
<b>Operating Expenses</b>					
01-4-1734-00	Water - Town Hall	400	460	425	450
01-4-1734-50	Water - PSF	3,500	2,663	3,000	3,000
01-4-1737-00	Electricity - Town Hall	14,000	12,394	15,000	16,900
01-4-1737-50	Electricity - PSF	21,000	19,376	22,000	24,000
01-4-1738-00	Heating Fuels - Town Hall	15,500	23,165	16,000	20,000
01-4-1738-50	Heating Fuels - PSF	28,000	39,339	30,000	39,000
	<b>Total Operating Expenses</b>	<b>82,400</b>	<b>97,397</b>	<b>86,425</b>	<b>103,350</b>
	<b>Total Expenses</b>	<b>82,400</b>	<b>97,397</b>	<b>86,425</b>	<b>103,350</b>

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Personnel</b>					
	<b>Admin Expenses</b>				
01-4-2570-10	Employee Performance Bonus	32,000	60,705	33,000	33,000
01-4-2570-20	Longevity/Sick/Holiday Wages	9,500	2,660	3,000	3,000
	<b>Total Admin Expenses</b>	<b>41,500</b>	<b>63,365</b>	<b>36,000</b>	<b>36,000</b>
	<b>Total Expenses</b>	<b>41,500</b>	<b>63,365</b>	<b>36,000</b>	<b>36,000</b>
<b>Allocable Expenses</b>					
	<b>Admin Expenses</b>				
01-4-2610-00	FICA/MEDI	171,000	187,848	187,000	227,700
01-4-2620-00	Unemployment Insurance	5,500	7,806	7,500	11,800
01-4-2630-00	Health Insurance Premium	579,931	510,234	694,551	803,000
01-4-2630-70	Health Care Wellness	1,500	225	1,500	225
01-4-2640-00	AD/D, Life Insurance, S/T Disability Ins	24,516	21,609	29,187	39,000
01-4-2650-00	Worker's Compensation Insurance	87,000	96,403	87,000	90,000
01-4-2660-00	Pension/Retirement	164,801	261,499	188,658	175,000
01-4-2680-00	Dental Insurance	25,500	19,792	25,000	28,000
<b>Allocable Expenses Cont.</b>					
	<b>Admin Expenses</b>				
01-4-2685-00	Childcare Tax	0	0	0	9,000
01-4-2690-00	Section 125 Administration Fees	300	87	300	300
	<b>Total Admin Expenses</b>	<b>1,060,048</b>	<b>1,105,501</b>	<b>1,220,696</b>	<b>1,384,025</b>
	<b>Total Expenses</b>	<b>1,060,048</b>	<b>1,105,501</b>	<b>1,220,696</b>	<b>1,384,025</b>
<b>General</b>					
	<b>Revenue</b>				
01-8-2902-20	Photocopies	200	80	150	150
01-8-2903-15	Act 68 Administrative Aid	39,000	38,393	40,000	40,000
01-8-2903-20	Interest Earned on Investments	6,000	16,829	2,000	6,000
01-8-2903-22	Int on Restricted Inv - Parking Mitigation	700	748	750	250
01-8-2903-28	Mkt Val Gain on Restr Invest - Park M	3,000	5,316	1,000	1,000
01-8-2903-30	Interest on Delinquent Taxes	65,000	94,751	55,000	59,000
01-8-2903-40	Penalty on Delinquent Taxes	55,000	54,125	50,000	49,000
01-8-2908-00	State Aid - Reappraisal - Assessing	2,900	2,929	2,900	2,900
01-8-2940-80	Opioid Settlement	0	0	14,381	0
01-8-2955-00	Curr Use Hold Harmless State Paymt	91,000	95,887	92,000	93,000
01-8-2960-00	Payments in Lieu of Taxes	19,000	20,824	22,000	22,000
01-8-2965-00	FEMA Reimbursement	0	219,360	0	0
01-8-2975-00	Rental Income - Vanderbilt	100,000	95,453	24,000	0
01-8-2975-10	Rental Income - Man. Rescue Squad	43,000	43,000	45,580	47,859
01-8-2975-20	Rental Income - Village Office	0	6,960	12,000	12,000
01-8-2975-30	Rental Income - Land Rover	0	0	5,570	5,500
01-8-2975-40	Rental Income - Food Cupboard	0	7,200	3,600	7,200
01-8-2980-00	Miscellaneous	500	6,820	1,000	1,000
01-8-2817-11	Rescue Reimb - Heating Fuel PSF	0	0	0	10,000
01-8-2817-20	Rescue Reimb - Water PSF	0	0	0	825
01-8-2817-30	Rescue Reimb - Grounds Maint. PSF	0	0	0	2,500
01-8-2985-00	Pension Distribution	0	0	4,784	0
	<b>Total Revenue</b>	<b>425,300</b>	<b>708,676</b>	<b>376,715</b>	<b>360,184</b>

# SECTION 4 – PROPOSED FY 2025 BUDGET

## Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>General Cont.</b>					
<b>Operating Expenses</b>					
01-4-1818-00	Telephone	11,000	11,503	11,500	12,000
01-4-1819-00	Internet Services	11,000	11,666	11,000	18,295
01-4-1820-00	Cell Phone	10,500	12,714	10,000	16,000
01-4-1822-00	Photocopiers	9,500	12,259	10,000	10,400
01-4-1823-00	Dues and Subscriptions	5,000	4,696	5,000	5,000
01-4-1823-10	Software Support - NEMRC	4,200	3,564	4,500	4,500
01-4-1824-00	Travel	1,000	385	500	500
01-4-1825-00	Advertising	6,500	8,496	8,000	8,000
01-4-1825-10	Fleet Vehicle - Lease	0	0	0	15,900
01-4-1825-20	Fleet Vehicle - Fuel	500	435	550	500
01-4-1825-30	Fleet Vehicle - Maintenance	250	0	250	250
01-4-1827-00	Postage	12,000	13,236	13,000	16,000
01-4-1828-00	Training	2,500	910	2,500	2,500
01-4-1829-00	Computer & Supplies/Equipment	18,000	9,197	30,000	44,000
01-4-1830-00	Pre-Employment Expenses	500	1,550	500	700
01-4-1850-00	Town Report Printing/Mailing/Advertising	7,500	5,974	7,500	7,500
01-4-1871-00	Consulting - Legal	44,000	63,171	70,000	70,000
01-4-1871-01	Consulting - Information Technology	17,500	32,698	18,000	30,000
<b>Operating Expenses</b>					
01-4-1871-05	Office Cleaning	0	0	21,700	37,200
01-4-1871-55	Legal - Tax Sale	0	0	1,000	0
01-4-1872-00	Property Maps	7,000	9,700	7,000	11,100
01-4-1874-00	Audit	17,000	19,800	20,000	17,000
01-4-1876-00	State Property Tax	21,000	35,832	30,000	0
01-4-1878-00	Manchester Rescue Squad	183,819	183,819	195,283	207,900
01-4-1879-00	Bennington County Regional Commission	7,000	7,000	7,000	7,200
01-4-1881-00	County Taxes	93,500	95,244	95,000	98,100
01-4-1882-00	Tax Appeals - Court Imposed	1,000	0	0	0
01-4-1883-00	Uncollectible Taxes	1,000	0	0	0
01-4-1884-00	Tax Abatements	300	87	500	500
01-4-1885-00	Street Lights	38,000	35,980	39,000	39,800
01-4-1886-00	VT League-Cities & Towns	7,000	9,428	7,014	9,710
01-4-1887-00	Village Alloc - Highways	54,000	49,196	55,000	55,000
01-4-1888-00	Village Alloc - Street Lights/Sidewalks	5,100	3,412	5,000	5,000
01-4-1889-00	Recycling & Solid Waste Disposal	54,000	56,779	60,000	58,500
01-4-1890-00	Manchester Business Assoc	50,000	43,750	50,000	50,000
01-4-1891-00	Memorial Day	1,000	1,083	500	500
01-4-1895-00	Insurance - Property/Liability	56,000	64,793	56,000	66,700
01-4-1895-50	Transfer Out - High Deductible Fund	5,000	0	0	0
01-4-1896-00	Fire Equipment Reserve Fund	64,000	64,000	168,000	148,000
01-4-1899-70	Town Service Officer	200	206	0	0
01-4-1899-80	2021 FEMA	0	175,074	0	0
01-4-1899-82	FEMA - H.M. Rootville Road	0	14,000	0	0
01-4-1899-84	FEMA - H.M. Bentley Hill	0	15,600	0	0
01-4-1899-90	Miscellaneous	500	20,583	500	500
<b>Total Operating Expenses</b>		<b>827,869</b>	<b>1,097,820</b>	<b>1,021,297</b>	<b>1,074,755</b>
<b>Total Expenses</b>		<b>827,869</b>	<b>1,097,820</b>	<b>1,021,297</b>	<b>1,074,755</b>

## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Debt Payments</b>					
<b>Operating Expenses</b>					
01-4-2700-00	2004 Series 1 (2012 Series 3)	18,150	18,150	18,150	18,150
01-4-2700-01	Interest	7,083	4,153	6,701	4,267
01-4-2700-00	2010 Series 1 (2016 Series 2)	10,000	10,000	10,000	10,000
01-4-2705-01	Interest	8,239	7,955	7,800	7,347
01-4-2710-00	2012 Series 1 - Park House	75,000	75,000	75,000	75,000
01-4-2710-01	Interest	28,631	20,805	26,318	23,894
01-4-2715-00	2020 Series 2 - Fire Truck	15,500	15,500	15,000	15,500
01-4-2715-01	Interest	1,392	1,393	1,320	1,241
01-4-2720-00	2020 Series 2 - Rec Park/Paving	40,850	40,850	40,850	40,850
01-4-2720-01	Interest	12,788	12,788	12,598	12,392
01-4-2730-00	Community Bank - Fire Truck	36,000	36,000	36,000	36,000
01-4-2730-01	Interest	0	2,842	2,448	2,441
01-4-2790-02	Lease - Fingerprint Machine	0	4,439	0	0
<b>Total Operating Expenses</b>		<b>253,633</b>	<b>249,876</b>	<b>252,185</b>	<b>247,082</b>
<b>Total Expenses</b>		<b>253,633</b>	<b>249,876</b>	<b>252,185</b>	<b>247,082</b>
<b>Capital</b>					
<b>Revenue</b>					
01-8-2809-15	Sale of Equipment - Highway	0	0	0	0
01-8-2809-20	Grant - Grants in Aid	0	0	0	0
01-8-2809-21	Grant - Dispatch Renovations	0	0	160,000	0
01-8-2809-33	Grant - Bonnet Street Crosswalk	0	13,866	0	0
01-8-0926-00	Grant - Paving	0	0	0	0
01-8-2908-34	CIRC - Rail Trail	0	120,000	0	0
01-8-2809-35	Donation - Rail Trail	0	80,000	0	0
01-8-2810-55	Transfer In - K9 Fund	0	0	0	0
01-8-2811-11	Sale of Vehicle - PD	0	0	0	0
01-8-2811-14	Fire Equipment - Truck	0	385,633	0	0
01-8-2817-11	Rescue Reimb - Heating Fuel PSF	8,000	15,220	10,000	0
01-8-2817-20	Rescue Reimb - Water PSF	750	902	800	0
01-8-2817-30	Rescue Reimb - Grounds Maint. PSF	2,500	2,500	2,500	0
<b>Total Revenue</b>		<b>11,250</b>	<b>618,121</b>	<b>173,300</b>	<b>0</b>
<b>Operating Expenses</b>					
01-4-2806-12	Depot Street - Construction	0	13	0	0
01-4-2808-72	Town Garage - Roof	125,000	107,045	0	11,000
01-4-2808-81	Dispatch Renovations	0	0	200,000	0
01-4-2808-90	Land Purchase - Rail Trail	0	200,645	0	0
01-4-2809-03	Vehicle Acquisition - Highway	140,000	178,954	12,905	56,302
01-4-2809-06	Equipment - Highway	67,500	65,900	0	22,000
01-4-2809-07	Rec Park - Playground Replacement	0	0	0	50,000
01-4-2809-30	Skinner Pocket Park	0	2,189	0	0
01-4-2809-31	Bonnet Street - Crosswalk	0	27,732	0	0
01-4-2809-35	Paving Grant - Beech Street	275,000	0	200,000	0
01-4-2809-36	Grant Match - Beech Street	0	0	40,000	0
01-4-2809-37	Town Portion - Beech Street	0	0	100,000	0
	Paving - Mt. View, Bond & Leland	0	0	0	38,100
	Paving - Elm, Lathrop & Rec Entrance	0	0	0	87,000



## SECTION 4 – PROPOSED FY 2025 BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Capital Cont.</b>					
01-4-2810-50	Transfer to Police Vehicle Reserve	40,000	40,000	40,000	40,000
01-4-2810-55	Vehicle Acquisition - K9	0	0	0	0
01-4-2811-14	Vehicle Acquisition - Fire Department	0	385,633	0	0
01-4-2812-30	Communication Radio Upgrade	0	0	0	20,736
01-4-2812-40	Fingerprint Reader	0	0	0	0
01-4-2813-19	CIRC - Rail Trail	0	4,740	0	0
01-4-2815-10	TC Map Printer	0	0	0	0
	<b>Total Operating Expenses</b>	<b>647,500</b>	<b>1,012,851</b>	<b>592,905</b>	<b>325,138</b>
	<b>Total Expenses</b>	<b>647,500</b>	<b>1,012,851</b>	<b>592,905</b>	<b>325,138</b>
<b>Local Option Taxes</b>					
<b>Revenue</b>					
01-8-3000-00	Local Option Sales Tax	850,000	968,543	850,000	875,000
01-8-3000-10	Local Option Rooms/Meals and Alcohol Tax	500,000	605,874	525,000	550,000
01-8-3000-20	Transfer In - Property Tax Relief Fund	30,000	0	0	0
	<b>Total Revenue</b>	<b>1,380,000</b>	<b>1,574,417</b>	<b>1,375,000</b>	<b>1,425,000</b>
	<b>Total Exp. W/O Appropriations</b>	<b>6,251,079</b>	<b>7,077,931</b>	<b>6,935,231</b>	<b>6,896,427</b>
<b>Voted Appropriations</b>					
<b>Expenses</b>					
01-4-2941-00	RSVP	1,500	0	1,500	1,500
01-4-2943-00	SW Vt Council on Aging	4,000	4,000	4,000	4,000
01-4-2949-00	The Collaborative	1,000	0	1,000	1,000
01-4-2950-00	Community Action SW VT	1,811	0	1,811	1,811
01-4-2951-00	PAVE - Against Violence	1,850	1,850	1,850	1,850
01-4-2953-00	Bennington Area Habitat for Humanity	2,400	2,400	2,400	2,400
01-4-2955-00	Neighbor to Neighbor	1,500	1,500	1,500	1,500
01-4-2957-00	Center for Independent Living	420	(420)	840	420
01-4-2958-00	Tutorial Center	2,500	0	2,500	2,500
01-4-2959-00	Center for Restorative Justice	2,000	2,000	2,000	2,000
01-4-1890-00	Northshire Day School	0	87,000	87,000	80,000
01-4-2961-00	GNAT - Television Access	2,000	2,000	2,000	2,000
01-4-2962-00	VABVI - Blind & Visually Impaired	500	500	500	500
01-4-2963-00	VNA & Hospice	10,000	10,000	10,000	10,000
01-4-2965-00	Manchester Community Library	243,740	243,740	243,740	317,000
	<b>Total Expenses</b>	<b>275,221</b>	<b>354,570</b>	<b>362,641</b>	<b>428,481</b>
	<b>Total Expenses</b>	<b>275,221</b>	<b>354,570</b>	<b>362,641</b>	<b>428,481</b>
	<b>Total Exp. with Appropriations</b>	<b>6,526,300</b>	<b>7,432,501</b>	<b>7,297,872</b>	<b>7,324,908</b>



## SECTION 4 – PROPOSED FY 2025 SEWER BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Sewer</b>					
<b>Revenue</b>					
02-3-0301-00	Connections	25,000	46,151	25,000	25,000
02-3-0302-00	User Charges	360,000	336,295	375,000	350,000
02-3-0303-00	Assesment Charges	94,000	111,199	100,000	159,000
02-2-0304-00	Miscellaneous	500	0	0	0
02-3-0310-10	Sale of Vehicle	15,000	0	0	0
02-3-0312-00	Special Services	0	1,344	0	0
02-3-0316-00	Interest on Checking Account	0	428	0	100
02-3-0316-10	Cap Reserve - Interest on Investments	17,000	13,097	12,000	15,000
02-3-0318-00	Interest on Delinquent Sewer Accounts	9,000	5,709	8,000	6,000
02-3-0325-00	Use of Capital Reserves	57,000	45,259	0	0
02-3-7010-50	Bond Proceeds - Debt Service	0	0	0	0
02-3-0800-10	Change in MV - Schwab	20,000	89,704	0	0
<b>Total Revenue</b>		<b>597,500</b>	<b>649,186</b>	<b>520,000</b>	<b>555,100</b>
<b>Admin Expenses</b>					
02-4-0404-00	Salaries/Wages-Full Time	81,219	81,358	87,744	90,375
02-4-0408-00	Overtime	8,000	8,214	8,000	8,200
02-4-0411-00	Salaries - Administrative	59,080	60,072	69,866	25,600
24-4-0412-00	Merit Raise/Performance Bonus	4,500	8,862	4,500	4,500
02-4-0412-10	Employee Longevity/sick/Holiday	2,000	220	2,000	2,000
02-4-0414-00	FICA/MEDI	11,900	11,818	12,615	12,800
02-4-0416-00	Unemployment Compensation Insurance	775	1,449	1,600	1,600
02-4-0418-00	Worker's Compensation Insurance	5,000	5,067	4,400	5,000
02-4-0420-00	Health Insurance	47,356	53,667	72,825	55,000
02-4-0422-00	Dental Insurance	3,126	2,309	3,075	3,260
02-4-0424-00	Pension	9,100	9,438	9,765	6,000
02-4-0426-00	AD/D, Life Insurance & S/T Disability	2,100	1,628	2,200	2,300
02-4-0704-00	Insurance - Property, Liability, Etc	14,000	13,666	12,000	13,750
<b>Total Admin Expenses</b>		<b>248,156</b>	<b>257,768</b>	<b>290,590</b>	<b>230,385</b>
<b>Operating Expenses</b>					
02-4-0428-00	Training	1,000	849	1,000	1,000
02-4-0432-00	Uniforms	2,500	2,520	2,800	2,800
02-4-0506-00	Office Expense	3,000	2,796	3,000	3,000
02-4-0518-00	Telephone	1,300	1,770	1,400	1,800
02-4-0519-00	Cell Phone	1,000	1,205	1,000	900
02-4-0520-00	Internet	1,100	171	1,000	1,000
02-4-0524-00	Photocopies	750	910	1,000	1,200
02-4-0526-00	Travel	250	0	100	100
02-4-0527-00	Postage	2,400	1,964	2,500	2,500
02-4-0604-00	Electricity	45,000	36,890	45,000	52,000
02-4-0614-00	Plant Maintenance	10,000	2,647	12,000	10,000
02-4-0614-10	Plant Maintenance - Buildings	5,000	5,555	6,000	6,000
02-4-0614-20	Plant Maintenance - Chemicals	22,000	14,879	20,000	20,000
02-4-0720-00	Computer Expenses	1,000	193	1,000	1,000
02-4-0750-50	Sewer Extension - Main Street	0	2,705	0	0
02-4-0808-00	Vehicle Fuel	2,200	2,090	2,900	2,800
02-4-0810-00	Heating Fuel	6,000	4,502	6,500	6,900

## SECTION 4 – PROPOSED FY 2025 SEWER BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Sewer Cont.</b>					
<b>Operating Expenses</b>					
02-4-0812-00	Vehicle Maintenance	1,500	1,210	1,500	1,500
02-4-0823-00	Equipment Maintenance	3,000	664	3,000	2,800
02-4-0824-00	System Maintenance	25,000	16,414	25,000	22,000
02-4-0825-00	Advertising	750	613	500	750
02-4-0834-00	Tools	2,000	5,092	2,000	1,900
02-4-0884-00	Lab Supplies	4,400	3,243	4,500	3,900
02-4-1002-00	Audit	3,500	2,100	3,500	3,500
02-4-1005-00	Legal	4,000	394	2,500	2,000
02-4-1012-00	Consultants	7,000	12,669	4,000	4,250
02-4-1013-00	Permit Fees	2,000	3,880	2,000	2,000
02-4-1045-00	Transfer Out - Reserve	25,000	25,000	0	0
02-4-1825-10	Lease - Fleet Vehicle	0	0	0	1,600
02-4-1825-20	Fuel - Fleet Vehicle	50	0	0	0
02-4-2825-30	Repair/Maint - Fleet Vehicle	50	0	0	0
02-4-1900-00	Depreciation	0	0	0	0
02-4-1906-00	Miscellaneous	400	0	200	200
02-4-1942-00	Bond Interest	42,880	41,942	40,525	112,846
02-4-1944-00	Bond Principle	50,308	0	50,308	113,942
	<b>Total Operating Expenses</b>	<b>276,338</b>	<b>194,866</b>	<b>246,733</b>	<b>386,188</b>
<b>Capital Expenses</b>					
02-4-7030-32	Hillvale Sewer Improvement	0	45,259	0	0
02-4-7050-00	Vehicle Acquisition	35,000	55,308	0	0
02-4-7060-20	Main Street Extension	0	195,910	0	0
	Equipment	33,750	0	0	50,000
02-4-8000-00	Reserve - Transfer Out	0	45,259	0	0
	<b>Total Capital Expenses</b>	<b>68,750</b>	<b>341,735</b>	<b>0</b>	<b>50,000</b>
	<b>Total Expenses</b>	<b>593,244</b>	<b>794,368</b>	<b>537,323</b>	<b>666,573</b>

## SECTION 4 – PROPOSED FY 2025 WATER BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Water</b>					
<b>Revenue</b>					
03-3-0301-00	Connections	25,000	20,425	10,000	12,000
03-3-0302-00	User Charges	670,000	714,530	690,000	716,000
03-3-0303-00	Water Assessment Charges	150,000	156,517	155,000	157,000
03-3-0304-00	Miscellaneous	250	0	0	0
03-3-0310-00	Sale of Equipment - Parts	0	2,224	5,000	3,000
03-3-0310-10	Sale of Equipment - Vehicles	15,000	0	0	0
03-3-0312-00	Special Services	1,000	2,989	1,000	1,500
03-3-0316-00	Interest on Checking Account	500	2,697	250	2,500
03-3-0316-20	Cap Reserve - Interest on Investments	14,000	12,281	10,000	12,000
03-3-0318-00	Interest on Delinquent Water Accounts	14,000	12,389	14,000	12,400
03-3-0346-00	Sale of Meters	0	1,440	0	500
03-3-0350-00	Sprinkler Fees	45,000	48,368	46,000	48,500
03-3-0380-10	Unrealized Gain (Loss) on Investments	0	77,401	0	0
03-3-7010-16	Bond Interest	0	0	0	0
03-3-7010-60	Grant - Barnumville Water Main	0	666,399	0	0
03-3-8000-00	Use of Capital Reserves	0	9,437	0	0
	<b>Total Revenue</b>	<b>934,750</b>	<b>1,727,096</b>	<b>931,250</b>	<b>965,400</b>
<b>Admin Expenses</b>					
03-4-0404-00	Salaries	81,219	81,358	97,744	90,376
03-4-0408-00	Overtime	11,500	8,706	12,000	12,000
03-4-0411-00	Salaries - Administration	59,080	60,071	69,866	25,575
03-4-0412-00	Merit Raise/Performance Bonus	4,500	8,872	4,500	4,500
03-4-0412-10	Longevity, Sick, Holiday Pay	2,000	210	2,000	2,000
03-4-0414-00	FICA/MEDI	12,000	11,855	12,615	12,800
03-4-0416-00	Unemployment Insurance	775	1,449	1,600	1,600
03-4-0418-00	Worker's Compensation Insurance	5,500	6,080	4,400	5,000
03-4-0420-00	Health Insurance	47,355	53,667	72,825	55,000
03-4-0422-00	Dental Insurance	3,126	2,309	3,075	3,260
03-4-0424-00	Pension	9,100	9,438	9,765	6,000
03-4-0426-00	AD/D, Life Insurance, S/T Disability	2,100	1,628	2,200	2,300
03-4-0704-00	Insurance - Property, Liability, Etc	15,000	13,666	12,000	13,750
	<b>Total Admin Expenses</b>	<b>253,255</b>	<b>259,309</b>	<b>304,590</b>	<b>234,161</b>
<b>Operating Expenses</b>					
03-4-0428-00	Training	1,000	1,060	1,000	1,000
03-4-0432-00	Uniforms	2,500	2,520	2,800	2,800
03-4-0506-00	Office Expenses	3,000	2,942	3,000	3,000
03-4-0518-00	Telephone	1,700	2,841	2,200	2,200
03-4-0519-00	Cell Phone	910	1,206	1,000	1,100
03-4-0520-00	Internet	3,000	1,981	1,100	1,200
03-4-0524-00	Photocopies	600	910	750	800
03-4-0526-00	Travel	250	0	100	100
03-4-0527-00	Postage	2,750	1,965	2,700	2,600
03-4-0531-00	Printing & Publications	250	0	0	0
03-4-0604-00	Electricity	50,000	41,907	52,000	58,000
03-4-0720-00	Computer Expenses	1,000	193	1,000	1,000
03-4-0808-00	Vehicle Fuel - Gas/Diesel	2,200	1,933	2,900	2,900
03-4-0812-00	Vehicle Maintenance	1,500	1,210	1,500	1,500
03-4-0823-00	System Maintenance	25,000	29,089	30,000	35,000
03-4-0823-10	System Chemicals	2,000	3,588	3,000	3,000

## SECTION 4 – PROPOSED FY 2025 WATER BUDGET

### Town of Manchester Proposed FY 2025 Budget

Account Number	Description	FY 2023 Budget	FY 2023 Unaudited	FY 2024 Budget	FY 2025 Budget
<b>Water</b>					
<b>Operating Expenses</b>					
03-4-0827-00	Leak Detection/Repair	1,000	0	0	0
03-4-0828-00	Equipment Maintenance	2,500	902	2,500	2,500
03-4-0832-00	Advertising	750	613	500	500
03-4-0834-00	Tools	2,000	5,389	2,000	1,900
03-4-0884-00	Lab Testing/Supplies	4,500	4,237	4,500	4,600
03-4-1002-00	Audit	3,400	2,100	3,500	3,500
03-4-1005-00	Legal	4,000	394	2,500	2,300
03-4-1012-00	Consultants	8,000	5,298	4,000	6,000
03-4-1013-00	Permit Fees	7,200	8,211	8,000	8,250
03-4-1045-00	Reserve for Capital Improvement	25,000	25,000	25,000	25,000
03-4-1825-10	Fleet Vehicle - Lease	0	0	0	1,600
03-4-1825-20	Fleet Vehicle - Fuel	50	0	0	100
03-4-1825-30	Fleet Vehicle - Repair	50	0	0	0
03-4-1906-00	Miscellaneous	500	0	200	200
03-4-1942-00	Bond Interest	174,949	167,380	167,837	156,275
03-4-1942-00	Bond Principle	221,542	0	221,542	221,542
<b>Total Water Operating Expenses</b>		<b>553,101</b>	<b>312,868</b>	<b>547,129</b>	<b>550,467</b>
<b>Capital Expenses</b>					
03-4-2830-45	Well Pump 2 Replacement	0	50,249	0	0
03-4-2830-50	Barnumville Project	0	6,841	0	0
03-4-2830-60	Service Truck Replacement	35,000	22,189	0	0
03-4-2830-70	Equipment - Excavator	33,750	0	0	0
03-4-7035-00	Main Street - Water Main	0	0	0	0
03-4-7035-25	Prospect Street - Construction	0	0	0	0
03-4-7035-35	Barnumville - Construction	0	635,342	0	0
03-4-7050-00	Vehicle Acquisition	0	32,950	0	0
03-4-8000-00	Transfer Out	0	9,437	0	0
03-4-8000-10	Xfer GF - TC Map Printer	0	0	0	0
<b>Total Capital Expenses</b>		<b>68,750</b>	<b>757,008</b>	<b>0</b>	<b>0</b>
<b>Total Expenses</b>		<b>621,851</b>	<b>1,069,876</b>	<b>547,129</b>	<b>550,467</b>

## SECTION 5 – TAXES AND GRANDLIST

STATEMENT OF TAXES RAISED	2022-23 GRAND LIST June 30, 2023
<b>TAX RATES:</b>	
Town	0.2878
Voted Exempt	0.0014
<b>State Education Tax Rates:</b>	
Homestead	1.4743
Non-Homestead	1.5042
<b>Homestead Education Tax</b>	
Homestead Education Grand List	3,657,234
Homestead Tax Rate	1.4743
Homestead Education Liability	<u>5,391,860</u>
Total Credits for Tax Bills	(1,296,739)
Municipal Portion of Credits	23,843
Education Portion of Credits	(1,272,896)
Late Fees kept by Towns for Revised Tax Bills	<u>(690)</u>
Amount Raised on Homestead Properties	4,118,275
Amount Retained by Town (0.225 of 1%) Administration Fee	<u>(9,268)</u>
Amount of Homestead Tax Liability for Education Spending (including credit)	<u><b>4,109,007</b></u>
<b>Non-Homestead Education Tax</b>	
Non-Homestead Education Grand List	8,401,758
Non-Homestead Tax Rate	<u>1.5042</u>
Non-Homestead Education Liability	12,637,925
Amount Retained by Town (0.225 of 1%) Administration Fee	<u>(28,435)</u>
Net Non-Homestead Education Taxes Available	12,609,490
Local amount of Non-Homestead Tax Liability for Education Spending plus	
Categorical Grants	<u>(7,877,983)</u>
<b>Non-Homestead Education Liability to State Treasury</b>	<u><b>4,731,505</b></u>
<b>Payments to School District by Town</b>	11,986,990
<b>Municipal Tax</b>	
Town	3,477,389
Voted Exempt	<u>16,968</u>
<b>Total Municipal Tax</b>	<u><b>3,494,357</b></u>



## SECTION 5 – TAXES AND GRANDLIST

### Tax Rates for FY 2024

#### EDUCATION TAX RATES

All properties on the Education Grand List are classified as either Homestead or Non-Residential. A Statewide Education Tax, imposed at different rates, is applied to those two classes of property. Questions on these rates can be addressed by the VT Department of Taxes at (802) 828-5860.

Non-Homestead Property	\$1.1338
Homestead Property	\$1.1009

#### TOWN TAX RATES

Based on the April 1, 2023 Municipal Grand List of \$16,651,521.57, the Municipal Property Tax Levy of \$3,923,218, the Voted Exempt Tax Liability of \$21,346 and no Act 144 Local School Construction Property Tax Liability, the Selectboard hereby sets the following Town Tax Rates:

Municipal Tax Rate	\$0.2357
Voted Exempt Tax Rate	\$0.0013
Mark Skinner Library Appropriation	\$0.0146
Northshire Day School	\$0.0052
VNA & Hospice of the SW Region	\$0.0006
All Other Voted Appropriations	\$0.0013
Total Town Tax Rate	\$0.2588

#### Statewide Comparison of Town Property Taxes

Below is a list of other Bennington County communities and tax rates for 2022 & 2023

<u>Town</u>	<u>County</u>	<u>2022 Municipal Tax Rate</u>	<u>2023 Municipal Tax Rate</u>
<b>Manchester</b>	<b>Bennington</b>	<b>0.3178</b>	<b>0.2588</b>
Dorset	Bennington	0.3422	0.3515
Sunderland	Bennington	0.4733	0.4760
Bennington	Bennington	1.3449	1.4527
Arlington	Bennington	0.3925	0.5470
Shaftsbury	Bennington	0.4775	0.5137
Winhall	Bennington	0.5277	0.6281

## SECTION 5 – TAXES AND GRANDLIST

### Grand List Statistics for 10 Year Period

Year	Grand List Homestead Education	Grand List Non-Homestead Education	Grand List Municipal/Act 144/ Voted Exempt	Grand List Village
(Act 144 applies only to taxes prior to 2018-2019)				
2012-13	\$4,708,591	\$7,907,692	\$12,588,159	\$3,375,440
2013-14	\$4,754,332	\$7,858,951	\$12,588,159	\$3,177,709
2014-15	\$3,914,681	\$7,781,384	\$11,679,009	\$3,158,532
2015-16	\$3,817,869	\$7,884,499	\$11,682,146	\$3,178,496
2016-17	\$3,994,638	\$7,776,937	\$11,750,940	\$3,667,690
2017-18	\$3,816,255	\$7,988,531	\$11,785,263	\$3,233,261
2018-19	\$3,468,910	\$8,310,010	\$11,760,239	\$3,222,169
2019-20	\$3,534,260	\$8,289,993	\$11,802,570	\$3,248,069
2020-21	\$3,580,895	\$8,256,029	\$11,836,924	\$3,245,447
2021-22	\$3,616,637	\$8,325,533	\$11,942,170	\$3,239,453
2022-23	\$3,657,234	\$8,401,758	\$12,058,992	\$3,260,630
2023-24	\$5,333,042	\$11,323,126	\$16,656,168	\$4,542,353

### Voted Exemptions-Municipal Payments to State for Lost Education Revenue Fiscal Year 2023

Non-Homestead Property Tax Rate	\$1.5042
Homestead Property Tax Rate	\$1.4743

Organization	Property Description	Assessed Exempt Value	Education Tax Pymt To State
Adoniram Building Association	.44 acres Masonic Temple Spruce Street	463,800	6,976
Battenkill FOE Aerie	2.8 acres Rt. 11/30 (Eagles)	611,300	9,195
Manchester Rod & Gun Club	1.6 acres Rec Park Road	536,400	8,069
Manchester Music Festival	1.1 acres Dillingham Road	442,940	6,663
Veterans' Exemptions	Beyond 10,000 Value - Homestead Rate	440,000	6,487
<b>Totals</b>		<b>2,494,440</b>	<b>37,390</b>

### Taxes Abated 2022-2023

There were no taxes abated in FY 2023.

## SECTION 5 – TAXES AND GRANDLIST

**Statement of Delinquent Taxes**

Year	Billed	Unpaid 7/1/2022	July 1, 2022 - June 30, 2023		Unpaid 6/30/2023	Percent Delinquent
			Collected	Abated		
1993-94	5,965,268.72	310.63	0.00	0.00	310.63	0.0052%
1994-95	6,521,756.65	334.71	0.00	0.00	334.71	0.0051%
1995-96	7,319,160.58	368.43	0.00	0.00	368.43	0.0050%
1996-97	7,616,032.13	374.45	0.00	0.00	374.45	0.0049%
1997-98	8,136,673.33	402.13	0.00	0.00	402.13	0.0049%
1998-99	10,186,086.08	697.10	0.00	0.00	697.10	0.0068%
1999-00	7,908,796.84	538.90	0.00	0.00	538.90	0.0068%
2000-01	8,054,005.82	539.31	0.00	0.00	539.31	0.0067%
2001-02	8,227,350.25	393.41	0.00	0.00	393.41	0.0048%
2002-03	8,973,416.04	416.59	0.00	0.00	416.59	0.0046%
2003-04	9,789,235.73	548.71	101.12	0.00	447.59	0.0046%
2004-05	15,440,666.67	856.56	157.85	0.00	698.71	0.0045%
2005-06	17,046,539.02	593.57	100.45	0.00	493.12	0.0029%
2006-07	17,511,557.91	605.12	102.40	0.00	502.72	0.0029%
2007-08	17,974,074.39	625.95	105.93	0.00	520.02	0.0029%
2008-09	19,534,895.95	689.32	74.28	0.00	615.04	0.0031%
2009-10	20,294,177.45	711.60	76.69	0.00	634.91	0.0031%
2010-11	19,980,625.99	651.10	7.75	0.00	643.35	0.0032%
2011-12	19,269,397.13	636.67	8.22	0.00	628.45	0.0033%
2012-13	18,523,070.23	6,167.59	7.74	0.00	6,159.85	0.0333%
2013-14	18,683,941.12	3,692.76	74.97	0.00	3,617.79	0.0194%
2014-15	19,550,712.05	4,265.40	19.52	0.00	4,245.88	0.0217%
2015-16	20,082,703.59	4,880.19	358.12	0.00	4,522.07	0.0225%
2016-17	20,824,454.36	6,226.79	796.58	0.00	5,430.21	0.0261%
2017-18	21,699,447.47	10,160.13	1,483.86	0.00	8,676.27	0.0400%
2018-19	21,266,234.94	24,211.43	1,480.56	0.00	22,730.87	0.1069%
2019-20	21,873,100.53	36,406.45	3,795.29	0.00	32,611.16	0.1491%
2020-21	22,664,121.61	74,693.32	12,587.13	0.00	62,106.19	0.2740%
2021-22	21,878,930.49	143,718.10	58,822.16	0.00	84,895.94	0.3880%
2022-23	22,951,622.02	22,951,622.02	22,827,483.71	0.00	124,138.31	0.5409%
Totals	465,748,055.09	23,276,338.44	22,907,644.33	0.00	368,694.11	0.0792%



## SECTION 5 – TAXES AND GRANDLIST

Town of Manchester  
Delinquent Tax Report **as of 06/30/23**  
By Payor

Parcel	Name	Payment 1	Payment 2	Total
0010-	Matteson, Tammy	285.68	219.67	505.35
* 0020-	Mohr, Ann L.	26,391.30	19,110.95	45,502.25
0051-	Strecker, William R.	1,759.03	1,273.78	3,032.81
* 0064-	Hill, Wesley, Arnold & Daniel	1,033.26	1,164.16	2,197.42
* 0110-	Grandinetti, Gloria	564.39	528.22	1,092.61
0117-	D'eredita, Angela	43.38	31.40	74.78
* 0171-	Peterson, Stanley F.	2,677.83	2,493.20	5,171.03
0285-	Mindrup, Matthew	0.00	117.93	117.93
* 0401-	Cardel, Mary	3,016.20	2,184.14	5,200.34
* 0409-	Sheldon, Randy L.	0.00	8.59	8.59
0421-	Carey, Cindy	506.41	329.97	836.38
* 0422-	Hazelton, Christal & Sherrill	321.59	265.13	586.72
* 0443-	Coleman, Joshua	6,438.59	4,662.43	11,101.02
0475-	Linebeck, Jeffrey M.	0.00	1,425.99	1,425.99
* 0557-	Klingler, Amy L.	0.00	716.08	716.08
* 0610-	Grover, Douglas & Barbara	15.86	11.49	27.35
0635-	Mayhle, Dorothy	147.97	107.15	255.12
* 0690-	Ellis, Keith G.	0.00	446.75	446.75
0747-	Sprague, Dustin	226.94	749.78	976.72
* 0785-	Scott, Paul V.	3,816.78	2,763.87	6,580.65
0874-	Griffis, Portia	80.19	58.08	138.27
* 0876-	Gryga, Edward & Kathleen	8,021.55	8,682.53	16,704.08
1051-	Hale, Gregory & Tanya	0.00	384.45	384.45
1121-	Door, Donald & Patricia	2,376.36	1,720.82	4,097.18
* 1132-	Knudsen, Vagn S.	0.00	1,196.22	1,196.22
1140-	Kaylor, George & Mildred	29.76	1,436.69	1,466.45
1178-	Bromfield, Oneil	55.88	40.46	96.34
* 1233-	O'Rourke, Philip & Allison	0.00	63.78	63.78
* 1262-	Aubin, Eric	0.00	9.66	9.66
1339-	Bovey, Harley	503.38	364.51	867.89
* 1358-	Smith, Jeffrey F.	25,424.77	18,411.04	43,835.81
* 1382-	Kerr, Frank A & Catherine	17,483.42	15,132.53	32,615.95
1389-	Butler, Rebecca	74.66	54.07	128.73
* 1426-	MacDonald, Michael	0.00	563.33	563.33



## SECTION 5 – TAXES AND GRANDLIST

### Town of Manchester Delinquent Tax Report as of 06/30/23

By Payor

Parcel	Name	Payment 1	Payment 2	Total
1446-	TLC Realty	16.92	12.26	29.18
1512-	Slade, Jacqueline K.	139.48	101.01	240.49
1579-	Equinox Properties	5,133.93	5,532.07	10,666.00
1665-	Lanni-Gage, Elena	11,350.86	8,219.60	19,570.46
1751-	Roberts, David	2,802.63	2,130.92	4,933.55
1813-	Miller, Taylor M.	0.00	835.33	835.33
1845-	Bacon, Carlene	339.57	305.86	645.43
1867-	Jewett Jr, John	5,012.05	3,656.28	8,668.33
1985-	Sweeney, Ann M.	281.79	455.80	737.59
1990-	Pritchard, Margaret	2,097.16	1,518.64	3,615.80
2021-	Graham, Stephen & Ann	0.00	84.96	84.96
2183-	Wilcox, Gerald & Anne	7,483.36	6,166.26	13,649.62
2185-	Wilcox, Gerald	20,138.96	16,031.13	36,170.09
2198-	Barker, Joseph	112.79	90.61	203.40
2201-	Mayhle, Frank	14.45	10.46	24.91
2249-	Jorgensen, Leslie	0.00	2,995.76	2,995.76
2347-	Lowes, Kevin & Barbara	0.00	87.00	87.00
2397-	Lewis, Elveina	10.57	7.66	18.23
2423-	Brent, Sandra	0.00	104.97	104.97
2440-	67 Bourn Brook, LLC	0.00	961.88	961.88
2455-	Connors, Shanna N.	0.00	11.11	11.11
2639-	Higgins, Shelley	18,732.91	13,565.20	32,298.11
2674-	Jewett Jr, John	4,827.83	3,521.66	8,349.49
2822-	Kent, Henry	159.75	133.96	293.71
2845-	Rubano, Patricia Estate	16,712.10	15,053.12	31,765.22
2868-	Cushing, Taryn V.	35.95	26.04	61.99
3076-	Carr, Katherine	65.07	47.13	112.20
3126-	Susca, Paul	1,332.54	1,978.94	3,311.48
3149-	Hamilton, Jason	0.00	28.34	28.34
3187-	Ouellette, Miranda	113.36	82.09	195.45
<b>Totals</b>		<b>198,209.21</b>	<b>170,484.90</b>	<b>368,694.11</b>

\* Paid or Partially paid by 12/31/23

Note: Amounts do not include penalty or interest charges

## SECTION 6 – FINANCIAL REPORTS

# TELLING & HILLMAN, P.C.

ACCOUNTANTS • AUDITORS  
5 PARK STREET – MIDDLEBURY, VT 05753

PHONE: (802) 368-3311  
WEB: [WWW.TELLINGANDHILLMAN.CPA](http://WWW.TELLINGANDHILLMAN.CPA)

January 8, 2024

Select Board  
Town of Manchester  
40 Jeff Williams Way  
Manchester Center, Vermont 05255

We are auditing the financial statements of the Town of Manchester, Vermont for the year ended June 30, 2023.

Upon completion of our audit the financial statements and our report thereon will be available for public inspection at the Town Office (or on the Town's website @[www.manchester-vt.gov](http://www.manchester-vt.gov)).

Very truly yours,

*Telling & Hillman, P.C.*

Telling & Hillman, P.C.

### Selectboard Report

The calendar year 2023 was an unusually busy one as the Selectboard met about 35 times. With the guidance of Interim Town Manager Leslie Perra, the Town Department Heads and Staff, we were able to navigate the budget process and prepare for the 2023 Town Meeting, which was finally able to go back to a traditional floor meeting in 2023 after a few years of remote attendance via Zoom due to the pandemic. While it was good getting back to articles being debated and acted upon by the people in attendance, the actual number of people in attendance was only 110 out of 3,652 registered voters. This decline in participation continues to be an area of concern, and we will continue to explore ways to allow more access to the proceedings.

Some of the more significant actions of the Selectboard for 2023 are listed below.

Under a lengthy process that started in 2022, and through the assistance of the Vermont League of Cities and Towns, we were able to fill the permanent Town Manager position. On March 20, the Selectboard appointed Scott Murphy as Town Manager, and thanked Leslie Perra for keeping the Town moving forward as Interim Town Manager while we navigated the process. We want to wish Leslie the best in her new endeavor outside of the Town.

We received proper notification of a proposed application to the Vermont Public Utilities Division by AT&T for the construction of a cell tower at 80 Side Road, on property of Donald and Patricia Dorr. On March 23, the applicant performed a balloon test in an effort to illustrate what the cell tower might look like from various areas around town. On May 2, a Joint meeting with the Planning Commission and Selectboard was held so that the applicant could make a presentation. Nearly 75 members of the community were in attendance, many of whom spoke about the proposal. After lengthy discussion by the people in attendance both the Planning Commission and the Selectboard moved to take a position of opposition to the location of the cell tower proposal.

A public works project extending a new Sewer Main up Main Street from Cemetery Avenue to Homer Road has been substantially completed in 2023. A new Sewer District was formed and the Board set the rates for the Assessment Fee and connections to the new System. The rates are largely consistent with the existing rates for the rest of the sewer system. With just punch list items and paving left, this project will be completed in 2024. The Town water main was extended to the same point as part of this project.

On June 6, our Interim Zoning Administrator Peter Brabazon was appointed as full Time Zoning Administrator. Assistant Zoning Administrator Elias Schroeder joined the Town in October.

The Town purchased the Sweeney property next to the Town Shed facility. The acquisition will allow expansion of the Public Works facility and storage of materials all in one location.

The Town and the Food Cupboard worked out a long term lease for the space they occupy in the Town Hall, and the Food Cupboard started construction of a reconfigured, larger space to accommodate the growth of the service that they provide to the community.

The Town wide complete Reappraisal process spanned three years, and was finally completed allowing the Selectboard to set the tax rate on August 10.

After 20 years of negotiations and false starts, the Town completed the reconstruction of the municipal parking lot behind Walgreen's. This parking lot is co-owned by the Town and the owner of the Walgreen's property. The project stayed within the budget of \$370,000, which was split between the lot owner and the town, and the Town applied \$62,000 from our parking mitigation fund to our share. The

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project reconfigured the parking lot, addressed drainage issues, and includes charging stations for electric vehicles.

At the end of March 2023, our lease agreement with Vanderbuilt Equities on the 3 town owned buildings at the former site of Town Hall on Depot Street expired. After securing a grant and forming a committee to research options for the use of those buildings, the Town explored a proposal from Shires Housing/Evernorth to construct workforce housing on the back of the parcel. After careful consideration, that proposal was rejected due to constraints on the property. In September the Town entered into a sales agreement with Vanderbuilt Equities, LLC for 1.85 million for the complete property, with a closing expected soon.

The Town received notification of a proposed application to the Vermont Public Utilities Division by Verizon Wireless to construct a cell tower at Hunter Park. On September 25, once again a joint meeting was held with the Planning Commission and Selectboard in attendance. Nearly 50 people attended and many spoke to the application. Subsequent to the meeting, both the Planning Commission and the Selectboard have gone on the record in opposition to the location of the proposed application.

We are continuing to discuss potential uses of the Courthouse in the Village, which became property of the Town in the previous year. The Village of Manchester still has their offices in the Courthouse, and pays rent to the Town.

Flooding continues to be a problem with Bourne Brook, Bromley Brook, and Lye Brook, as well as in the Hillvale Road area. In cooperation with State and Federal Agencies the Town has begun to make improvements to the stream and river corridors near Hillvale Road, Bourn Brook, Butternut Lane, Bromley Brook and Lye Brook. Much of the approved remedial mitigation has been completed, but there is still more required to help divert flooding. On December 5, the Board received a presentation of Sediment Management Alternatives for Lye Brook and Bourn Brook. Northstar Hydro and Fitzgerald Environmental combined to conduct these summary reports for the alluvial floodplain for each area. They were hired by our regional planning commission (BCRC) through a grant from the Vermont Resilient Community Fund to investigate the flooding and generate possible solutions.

After nearly 20 years the Town has substantially completed an agreement with Green Mountain Estates to resolve ongoing issues with the water, sewer, and road infrastructure, including funding of the improvements needed. The infrastructure will transition to ownership by the Town.

The Town officially took over ownership of the Rail Trail and hosted a ribbon cutting on January 1, 2024.

*Respectfully submitted,  
Ivan C. Beattie, Chair,  
Gregory T. Cutler Vice Chair  
Heidi G. Chamberlain  
Laurie A. Kunz  
Janet K. Nolan*

### **Assessing Department**

The Assessing Office successfully completed the two-year Town-wide reappraisal project in the early summer of 2023. The reappraisal resulted in approximately 300 grievances (10%), the overwhelming majority of which were able to be resolved in the informal grievance meetings between the Assessor and property owners.

The total listed value of the Grand List increased from \$1,240,799,799 in the 2023 list, to \$1,698,806,934 in the 2024 list. This represents a roughly 37% increase. The initial benefit of this increase was a dramatic drop in the tax rate, from 1.8234 to 1.3926 for non-homestead properties, and 1.7935 to



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1.3597 for homestead properties. Property owners should be mindful that the State Education Tax Rate represents over 80% of the total tax rate, and we all need to work to try and encourage the State to keep that rate down as low as is reasonable.

Following the reappraisal and grievance hearings, a small handful of appeals were made to the Board of Civil Authority (BCA). In two cases the Assessor's recommendation of value was upheld, and in two others the value recommended by the Assessor was actually increased by the BCA. Only one of the appeals has been advanced to the State level for review. No appeals were made to the Superior Court. House construction continues steadily, despite the significant costs of building and materials. Housing prices also appear to be holding steady, with houses selling reasonably quickly, particularly in the "under \$750,000" range. Houses in the over \$1,000,000 range seem to be taking a little more time to sell. The Town Offices received a much larger than usual volume of returned letters, as well as address changes, this last year. Please make sure to let the Town Offices know if there has been any change in your address. Please be reminded that all resident property owners need to file a Homestead Declaration (HS-122) by or before April 15, 2024.

Do not hesitate to contact the Assessor's office if you have any questions about your property or its assessed value. I can be reached at **802.362.1313 Option 5**.

*Respectfully submitted,  
Gordon P. Black, Municipal Assessor*

### Energy Committee

In addition to planning and hosting a few events in 2023 (see below), the Energy Committee spent time researching and helping the town apply for grants and energy audits that, if successful, could bring as much as \$500,000 to the town for improvements to municipal buildings such as the Town Hall.

#### 2023 Events:

In April, the Manchester Energy Committee, with help from Earth Matters, hosted an Energy Fair at the Town Hall. Efficiency Vermont, Window Dressers, Green Mountain Power, Neighborworks of Western Vermont/the Heat Squad, BROCC Community Action, and Grassroots Solar shared information with attendees about saving money through weatherization and electrification. As part of the Energy Fair, we also sponsored an e-bike free lending library that was hosted by Riley Rink staff.

In September, the Energy Committee hosted two events at the rec park. The first was for commercial landscapers and featured a demonstration of Greenworks' commercial-grade electric mowers. Everyone who took the mower for a test ride was impressed, not only about how much quieter it was, but also about its ability to mow for 8 hours on one charge.

Next, we held the third annual "Electric Drive-In", co-hosted by Earth Matters. This year almost every EV sold in Vermont, including two trucks, was on display for folks to see and to ask questions of the owner-drivers. There were EVs by Volkswagen, Subaru, Nissan, Chevrolet, Tesla, Rivian, Ford, Kia, and Hyundai.

This fall, a member of the Energy Committee assisted the Manchester Rescue Squad in taking advantage of Efficiency Vermont's last round of lighting incentives. Nearly all of their fluorescent fixtures were replaced with new LED products, resulting in better lighting while reducing electric consumption by half!

In late October-early November, members of the Energy Committee participated in the construction of over 170 energy-saving storm window inserts, through the Window Dressers program. Window

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Dressers is a non-profit out of Maine; they help homeowners and renters save money, use less fuel, and feel more comfortable by eliminating drafty windows.

MERP:

The Energy Committee is working hard to help Manchester secure one of the large “Implementation grants” - potentially as much as \$500,000 - that will be awarded to towns through the Municipal Energy Resilience Program, known by its acronym, MERP.

As the name implies, the program is designed to help municipalities become more resilient to the adverse effects of climate change.

The Energy Committee aided the town in applying for an initial \$4,000 “mini-grant” to help the process along; and for a comprehensive (Level 2) energy audit of both Town Hall and the Public Safety Building (which houses the police, fire, & rescue squads).

After completion of the energy audits, the town will receive a list of suggested improvements/renovations that, if implemented, would save the town significant amounts of money by reducing energy consumption. As most residents of Manchester know, our town hall building is an uninsulated cement block structure that is cold in winter and hot in summer. The town would save money, we would reduce our carbon emissions, and the town staff who work there would be immensely more comfortable, if the building was properly weatherized.

If you would like more information about the Energy Committee, you can email questions to Scott Murphy, the Town Manager, at [s.murphy@manchester-vt.gov](mailto:s.murphy@manchester-vt.gov).

Chair: Carl Bucholt Vice Chair: Tim Lalor Secretary: Carol Berry

Committee members: Jim Hand, Jen Lalor, Chip Muller

*Respectfully submitted  
Energy Committee*

### **Fire Department**

The Manchester Fire Department responded to 345 calls for our fiscal year 2023. Of those calls, 233 were for fire related incidents including working fires, false alarms, HazMat incidents, and standbys. 57 calls were rescue related including vehicle collisions and water or wilderness rescues, 15 calls were for Carbon Monoxide, 3 calls were for brush & grass fires, and 34 calls were mutual aid requests (MFD responded to assist other agencies in their district).

Through our fundraising endeavors, we have accomplished a great deal and would like to thank the area residents and businesses of Manchester for their continued support.

Please remember to check your smoke detectors and Carbon Monoxide detectors in March and November and be sure to practice your family escape plan.

The following is a list of our current MFD members:

Bacares, Orlando, Firefighter  
Beideman, Bill, 2<sup>nd</sup> Assistant Chief  
Berry, Andrus, Firefighter  
Bourn, Phil, Firefighter/Past Chief  
Bushee, Mike, Firefighter  
Cajzer, Joe, Rescue Captain

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Chilton, Reeve, Ladder Captain  
Doherty, Jim, Hose Captain  
Fielding, Bruce, Hose Captain  
Flemming, Gregg, Fire Police  
Fox, Katie, Firefighter  
Fuller, Terry, Firefighter  
Greene, Jamie, 1<sup>st</sup> Assistant Chief  
Hewes, Jr., Herbie, Firefighter  
Holms, Richard, Fire Police  
Johnston, Marc, Firefighter  
Knight, Carrol, Fire Police/Past Chief  
Kruegar, Lucas, Firefighter  
Levis, Gavriel, Firefighter  
Reed, Andy, Hose Captain  
Roberts, Mark, Firefighter  
Skylar Smith, Jr, Firefighter  
Thompson, Charles, Fire Police/Past Chief  
**Towslee, Chris, Chief**  
Towslee, Mark, Ladder Lieutenant  
Usen, Steven  
Welsh, Scott, Firefighter  
Zoufaly, Tom, Firefighter



Find us on your favorite social networking sites including: *Facebook* and *Instagram*. Our department is proud to utilize these services to keep in contact with the community throughout the year sharing messages of safety and current events.

*Respectfully submitted,  
Chris Towslee, Fire Chief*

### **Investment Advisory Committee**

Several factors drove the equity and fixed income markets in 2023: 1) The failure of Silicon Valley and Signature Banks and the government's response to those failures; 2) The strength of Consumer Spending; 3) The suspension of the Federal Reserve's interest rate increases; 4) The Federal Government's deficit spending; and 5) The emergence of A.I. as an investing theme.

The combination of a pause in interest rate increases, the "promise" of artificial intelligence to increase productivity, and the government bailout of deposit holders spurred the S&P 500 to a 26.3% return for 2023, stronger than most expected, particularly since most economists were calling for a recession in 2023. As we turn toward 2024, economic fundamentals appear to be softening; however, 2024 is a presidential election year, which typically means efforts will be made to boost the economy prior to November's voting. This makes the market and economy particularly difficult to forecast.

The Investment Advisory Committee manages twelve separate funds, classified into two groups. Group A funds have legal restrictions concerning the use of principal and income. Group B funds are

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operating reserve funds established by the Town for the purpose of tax stabilization, equipment replacement, large capital outlays, and risk management.

The Investment Advisory Committee monitors and rebalances the portfolios with a focus on cash flow requirements, principal preservation, and investment returns. The portfolios were managed primarily with a balanced approach using U.S. investments consisting of mainly exchange traded funds, mutual funds, short- and intermediate-duration bonds, and cash and cash equivalents. For the full-year 2023, the consolidated portfolio increased 15.1% for a total investment gain of \$628,374.

Total funds under management on December 31<sup>st</sup>, 2023:

Group A Funds	Value
Factory Point Cemetery Trust	\$ 267,800
Warner Cemetery Trust	122,203
Otto Condermann Trust	265,988
Group B Funds	
Capital Improvement Reserve	818,425
Sewer Capital Reserve	1,136,980
Water Capital Reserve	976,292
Local Option Sales Tax	587,039
Reappraisal Reserve	256,762
Police Equipment	159,188
Recreation Reserve	58,915
Parking Mitigation	6,193
Fire Equipment	75,018
Total Group A & Group B Funds	4,730,802



*Respectfully submitted,  
Brian Vogel, Chair*

### Parks & Recreation

2023 was a very busy and exciting year for Manchester Parks and Recreation. The spring was hot and dry, the summer and fall were wet and mild, but the fields, courts, pool and track were packed with patrons and athletes of all ages enjoying a variety of sports from April through November regardless of what Mother Nature had to offer. The pickleball courts and Manchester Skatepark were in constant use from the time the spring snow melted throughout the unseasonably warm December. The Factory Point Town Green was filled with community members and visitors alike enjoying the Sotheby's Concerts on the Green Series as well as the annual Christmas tree lighting.

In its second year at the Rec. Park, the Special Olympics Penguin Plunge started off our spring calendar of events on Saturday, March 11th. This long-standing Vermont tradition promotes awareness about the needs and accomplishments of people with intellectual disabilities, and raises essential funds for SOVT. The event was attended by over 150 people including Manchester area community members, businesses and schools including Burr & Burton Academy and Maple Street School. Plungers ran through a cold stream of water provided by the Manchester Fire Department and received towels distributed by the Special Olympics Vermont Northshire athletes. Thanks to the event sponsors and partners: rk MILES,



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Casella, Dorr Oil, Hub International, Mack Molding and the great fundraising by plungers, this event raised over \$20,000 for Special Olympics Vermont!

The MPR Egg Hunt was on Sunday, April 2nd. Over 2,000 candy-filled eggs were spread around the park for the extremely well-attended event with egg hunters arriving from Manchester and other surrounding communities. The MPR Pre-K Soccer Program (ages 3-5) had nearly 40 participants learning soccer fundamentals and having fun on Eckhardt and McClellan Field each Saturday for 5 weeks starting at the end of April thanks to the support of many community volunteers. The spring sports seasons got underway in April with baseball, softball, lacrosse, track & field and tennis. Athletes from BBA, MEMS and many other local schools participating on club teams such as the Equinox Lacrosse Association, Manchester Youth Baseball League and Green Mountain Lightning. Applejack Stadium was busy hosting BBA Senior Night events including boys and girls lacrosse and ultimate frisbee. Finishing off the spring season on Applejack was the 3rd annual BeBrave Kickball Tournament on May 26th. The event was a huge success, and to date, the Be Brave for Life Foundation has raised \$900,000 to improve the quality of life for those affected by cerebral cavernous malformations (CCM) and non-cancerous brain tumors by raising awareness and funding innovative research. Applejack Stadium was again the home venue for the VT Fusion WPSL games with an average attendance of 250 spectators. The team featured 26 players from all over the country and abroad who came to Manchester to live and work in the community. It was another successful season, but the VT Fusion WPSL team missed out on the playoffs for the first time due to a number of factors. On June 1st & 2nd, the Track and Knapp Field facility hosted the VPA DIII & IV state championships. On Sunday June 3rd, the 15th annual Equinox Lacrosse Shootout hosted 2000 participants and their families on all of the multi-use fields at the Rec. Park. This concluded another successful ELA season that had 225 participants grades K-8 being instructed and mentored by 40 volunteer coaches. The 2023 Girls On The Run VT Manchester 5K event at the Rec. Park was held on Saturday, June 10th. The event, presented by Casella and Killington/Pico, hosted 550 program participants and 300 community runners led by 150 coaches and over 100 volunteers. The event was made possible thanks to the generosity of the Manchester community including Carris Reels, VELCO, RRM, ORVIS, The Works, Richards Group, Hubbardton Forge, Berkshire Bank Foundation, RK Miles, H.N., Williams, Vermont Country Store as well as local fire, EMS, and police volunteers who helped make the event run smoothly and safely. The 2023 Fusion Green Mountain Challenge was back at the Rec. Park on all four athletic fields for the 3rd year in a row on June 17th & 18th. There were 94 teams from all over New England and NY who played at multiple venues around town with thousands of people in attendance who enjoyed food trucks, vendors and a WPSL game on Applejack that evening.

The summer was extremely busy for MPR, full of numerous camps, athletic events, weekly performances and celebrations. The annual Concerts on the Green Series kicked off on July 5th and ran for eight consecutive Wednesdays. The well-attended series, sponsored by Sotheby's International Realty, featured musical performances by The Flatlanders, Raquel and the Wild Flowers, The Weekenderz, Hale Mountain Band, Kristian Montgomery and the Winterkill Band, Sammy Blanchette, Muddy Hollow and Don't Leave at The Factory Point Town Green. The Town of Manchester's July 4th celebration packed the Rec. Park and boasted another fantastic display by Northstar Fireworks. The weather finally cooperated for our StreetFest on August 11th. Main Street was packed with locals and visitors enjoying live music by the Andris Berry Band as well as food and beverages from local vendors such as Sam's Woodfired Pizza, Manchester Lion's Club, Wagging Tails, Willoughby's Depot Deli, Mountain Fresh Bowls, Wilcox Ice Cream and Hangry Hogg. A special thank you to Nature's Market who generously donates all proceeds from the

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event to the Manchester Fire Department and Food Cupboard. The Rec. Pool was packed for nine weeks full of numerous camps, lap swimmers and countless patrons. Our first-class lifeguard staff did an amazing job monitoring the safety of our pool patrons and taught countless swim lessons throughout the summer. The Tritons Swim team, 57 participants strong, practiced each weekday morning for 3 hours and hosted two home swim meets. Our Equinox Explorers and Battenkill Adventurers Summer Camps were at full capacity with 40 kids attending each session for seven weeks. Campers enjoyed a weekly schedule full of games, arts & crafts, sports, daily swim sessions and outdoor activities including hikes and field trips. Through a cooperative effort with the Manchester Community Library, campers also enjoyed weekly trips to join in on their summer reading program. MPR also partnered with local individuals and organizations to host sports, fitness and skateboarding camps. The Fusion Soccer Camp had 43 participants taking to the field for fundamental instruction during the July 4th week. New England Skateboarding Association held 3 weeks of skateboard camp and multiple Saturday morning clinics. Over 45 of Manchester's youth ages 7-17 received coaching and mentoring from 5 coaches and volunteers. From the end of June through the middle of August, Starting Block Fitness Camp had over 20 athletes on the track training for their respective summer and fall seasons. In their third season participating in American Legion Baseball, Manchester Union Underground finished 2nd place in the south for the third season in a row. Tryouts are held at the end of May, the summer season is from mid June through the end of July. Please visit [mybvt.net](http://mybvt.net) or [www.facebook.com/mvtyb](https://www.facebook.com/mvtyb) for more information. The Manchester & Winhall Police Department, Northshire Rescue Squad, VT State Police and VT Fish & Wildlife gathered on Eckhardt and McClellan Fields for their annual National Night Out on a beautiful August 1st evening. The event was a great success and is a wonderful opportunity for the local community to gather with law enforcement, fire and EMS in a positive light to strengthen their relationship while enjoying music, free food, demonstrations, games for children and of course, the crowd-favorite dunk tank.

Athletes from BBA, MEMS, MYSL, Fusion and Special Olympics were on Knapp, Eckhardt, McClellan and Applejack Fields to start the fall soccer season. The 2023 Manchester College Cup featured four NCAA Division III women's soccer teams from across the northeast region on September 9th & 10th. The teams included Williams College, VTSU Castleton, St. Lawrence and Babson. The BBA boys & girls soccer teams were also on Applejack for four of their homecoming games as well as the Senior Night celebrations. On October 14th, boys and girls middle school athletes from MEMS, Maple Street, Flood Brook and Mt. Anthony took to the Applejack Stadium Field for the final four games of this annual soccer tournament. On a very wet and rainy October 20th, the DI Champion BBA Bulldogs football team packed the stands as they played host to the Brattleboro Bears for its annual Friday Night football game at Applejack Stadium. Wrapping up the 2023 calendar of events at the Rec. Park was the VPA DIV Soccer State Championship games at Applejack Stadium on Saturday November 4th. The Winooski Spartans boys team beat the Twin Valley Wildcats 1-0 while the Arlington Eagles girls team was victorious over the Leland and Gray Rebels 2-1.

Other events and programs of note this year must start with our Precision Walkers. This dedicated group of walkers did not miss a single week of participation again this year. Rain, sleet, snow or shine will not deter this group from getting in their Wednesday morning mile. The program continues to grow as word spreads of our friendly Wednesday morning crew has spread around town. Come join us for a 1-mile walk around the Rec. Park followed by coffee & donuts from Willoughby's Depot Deli. The sport of Pickleball is now in its 7th year at the Rec. Park and continues to grow in popularity. Given the tremendous social aspect of the sport, mixed-doubles games can be found in progress whenever the weather permits. Locals and visitors alike can be found year round on the courts enjoying the fastest growing sport in

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America. The 11th annual Vermont Challenge Shires tour took place July 13th-July 16th in the southwest corner of the Green Mountains of Vermont. The bike tour is designed for those who wish to enjoy this corner of the state from their saddles at a casual pace. The Maple Leaf Half-Marathon and Kotler 5K has been a staple in the Manchester community for many years. On September 9th, runners left the Rec. Park and followed the certified 13.1 mile route that snakes its way along backcountry roads, over to route 7A and then back to the Rec. Park for the finish. At the same time, runners & walkers participated in a 5K for those who aren't up to the challenge of a half marathon. All proceeds from the race are donated to deserving organizations within the Manchester community. In preparation for the Special Olympics Fall Games, athletes of the local Northshire Delegation trained for 10 weeks at the Rec. Park. For the 3rd year in a row, Special Olympics Vermont held its Southern Regional Fall Games on September 17th. The Manchester Police Department completed the final leg of the Special Olympics Torch Run, carrying the torch into the park and running a final lap around the track with athletes. Over 120 SOVT athletes from local program delegations participated in track & field events, soccer and softball games with the assistance of volunteers from BBA's soccer teams and Unified Partners. The Manchester Energy Committee, along with Earth Matters/350VT, hosted an Electric "Drive-in" on September 23rd. The event was well attended and provided an opportunity for participants to see a variety of electric cars, bikes, lawn mowers, leaf blowers, etc., and to talk with the owners about their experiences driving/using them. Over 265 participants took part in the 2023 Susan G. Komen Vermont MORE THAN PINK Walk held on the morning of Saturday, October 14. The Vermont MORE THAN PINK Walk was supported by dozens of volunteers, including members of the Manchester Eagles - Aerie #2551, BBA Varsity Field Hockey team and Miss Vermont Scholarship Organization, assisting with set-up, Walk Day activities and clean-up. The 2023 non-competitive, family-friendly community walk raised over \$107,000 for the Susan G. Komen Breast Cancer Foundation. Beginning at Hunter Park, the 2023 Walk route traveled over to Dana L. Thompson Recreation Center's walking path, where participants had the option of walking one path loop, or more, before returning to Hunter Park. A water station was set up near the Lions' shed at the Rec Center and was manned by volunteers from the area Special Olympics group.

As always, the Manchester Parks and Recreation Department would like to acknowledge that most youth athletic seasons and programs at the Rec. Park are made possible through the tireless efforts of volunteers. As we continue our mission to broaden the scope of outdoor recreation offerings and amenities at the Dana L. Thompson Memorial Park, we always welcome your volunteer support and input to assist in our mission to provide a variety of first-class outdoor athletics, leisure activities, programming and special events for the community.

For more information about upcoming Manchester Parks and Recreation events, summer camp & swim lesson registration or facility reservations, please visit [www.manchester-vt.gov](http://www.manchester-vt.gov).

*Respectfully Submitted,  
Brian Van Horn, Director of Operations*

### **Police Department**

The past year has been a busy one for the Police Department and has presented some exciting changes. A new Street Crimes Unit was created. The Unit's primary focus is on drug enforcement/interdiction, concentrating on the large number of drugs coming into our town and the crimes associated with them. The Unit consists of Officer Ben Doucette and K9 Moose. During the year, K9 Moose has been deployed almost 50 times to incidents in Manchester as well as surrounding communities.

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to aid in the location of drugs, articles and wanted and missing persons. Moose is an invaluable resource for this department and our fight against drugs in our community.

K9 Moose also celebrated his second year on the job!

We also hired a new officer/shift supervisor, Sergeant Stephen Sleasman. Sleasman came to us with more than five years of experience in law enforcement at Winhall and Bennington PDs.

In August, the department again partnered with Winhall Police & Rescue and hosted National Night Out at the Dana L. Thompson Memorial Park. We were joined by the Manchester Fire Department, Northshire Rescue Squad, Bennington County Sheriff's Department and LifeNet of New York. We enjoyed seeing so many people from Manchester and the surrounding communities taking part in this fun event. We look forward to seeing everyone at next year's event!

This year, the department handled 5,561 incidents. The officers made 2,239 traffic stops, resulting in 389 tickets and 2,034 warnings issued.

Throughout the year, the department made 341 arrests, including 17 arrests relating to the possession and sale of drugs.

The top six arrest charges were for:

1. Driving Under the Influence - First Offense
2. Driving with a Criminally Suspended License
3. Unlawful Mischief (Misdemeanor)
4. Violation of Conditions of Release
5. Arrest on a Warrant
6. Driving Under the Influence – Second and Subsequent Offense



We will continue to work closely with our partner local and federal agencies to combat the drug issues so that we all can enjoy a safe community.

*Respectfully,  
Chief Patrick Owens*

### **Sewer & Water**

2023 was a status quo, and back to normal year for the Manchester Water and Sewer departments. Besides the daily chores, service calls, routine maintenance, repairs and testing we do, we also provided water and sewer utility location services for engineers and contractors planning work, or excavating near existing systems. There were capital improvement projects completed, both large and small.

The Sewer system received a 4969-foot sewer main extension on Main Street, beginning at Cemetery Avenue and ending at Homer Road. The project included lateral piping to every property along the route so individual properties can now connect to the Town's wastewater treatment system. A full width layer of blacktop will be placed in the spring of 2024, and will mark the completion of the project. The sewer system received five new service connections within the Main Street project, and another six elsewhere in the system. The wastewater treatment facility received and treated 115,450,000 gallons of raw sewerage in calendar year 2023.

Capital improvements on the Water System side this year were the addition of 259 feet of new water main from Town Hall to Homer Road, and 120 feet at the West end of Barnumville Road. The 12 inch



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transmission main to the storage tank on Rootville Road was moved in order to accommodate a new precast concrete culvert. This new culvert is designed to reduce the risk of future washouts of Rootville Road and The Town's water transmission main during flooding events. Water system leak detection work continued with the location of water service line leaks and ultimate repairs or upgrades of galvanized water lines throughout the course of the year. The system received twelve new connections, two of which were for 2 inch or larger fire suppression sprinkler systems. The Environmental Protection Agency is working on new drinking water laws pertaining to lead and galvanized water service pipes. In 2024, we will be required to have an inventory of all lead or galvanized service lines connected to our system, with an ultimate goal of eliminating them as time and funding allows. We also replaced the Battenkill Well #2 backup pump and motor. The water system supplied 170,006,000 gallons of drinking water to its users in calendar year 2023.

As always, the water and sewer department employees are available to help with problems or questions regarding User's connections or meter usages. Please don't hesitate to call if you see, hear, or even smell anything unusual regarding your Town water or sewer connections.

*Respectfully submitted,*

*Eric Severance, Superintendent*  
*Roger Sheehan, Senior Water & Sewer Technician*  
*Nick Woodard, Water & Sewer Technician*

### Town Clerk

2023 proved to be yet another productive year in the clerk's office although land recordings decreased from 2022. Staff recorded 1,390 land and town records; recorded 20 mylar maps; recorded 25 birth records and 53 death records; issued 125 marriage licenses; licensed 554 altered dogs and 71 unaltered dogs; approved 34 1<sup>st</sup> class liquor licenses, 21 2<sup>nd</sup> class liquor licenses, 22 3<sup>rd</sup> class liquor licenses, 29 outside consumption permits, 37 request to cater permits, 40 special event permits, 3 festival permits, 12 library permits, 1 art gallery permit, 2 wine tasting permits, 1 certificate for vinous beverages, 1 farmer's market vinous permit, 10 tobacco licenses, 6 tobacco substitute licenses; conducted the annual Town meeting in March, issued over 152 registration renewals; issued 56 green mountain passports; notarized in excess of 288 documents; sold 66 fish and game licenses and add-on tags, filed 6 land postings, checked in 5 harvested deer; had a visit from the Vermont State Archives and Records Administration, redacted personal information from land record images and released thousands of land record images online, providing attorneys, title searchers, real estate agents, landowners and prospective buyers the opportunity to remotely access some land records from the convenience of their homes and/or offices. COTT Systems scanned the historical land record index from 1874 to November 2004 and scanned land record volume 81 to land record volume 241. Redactions were made to over 1,200 of those documents to protect landowners prior to the index or images being released online. The land record index may be viewed online at <https://recordhub.cottsystems.com/>

With the busy upcoming election year, please log in to [mvp.vermont.gov](http://mvp.vermont.gov) and update your voter information! Voters **must** request absentee ballots for the annual Town Meeting and Presidential Preference Primary in March 2024 and for the Primary election held in August of 2024. **Ballots may be requested online ([mvp.vermont.gov](http://mvp.vermont.gov))**, in person at the clerk's office, by email or by phone. Every active registered voter will receive a ballot from the Vermont Secretary of State's office by mail for the General Election in 2024. Please help keep our checklist up-to-date by reviewing your information today!

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Dog licenses are now available for 2024 and must be obtained prior to April 1<sup>st</sup> to avoid late fees. Licenses are available in the clerk's office, by mail or by utilizing the curbside drop box at Town Hall. Please contact the clerk's office or visit [manchester-vt.gov/clerk](https://manchester-vt.gov/clerk) for additional information.

A special thanks to Jennifer Sherman, former Assistant Town Clerk for her assistance in the clerk's office and working closely with Brianalyn Keyes on special projects at the beginning of 2023, enabling some land record images to be viewed online.

The clerk's profession goes well beyond the office located at Town Hall. As legislation changes, it is imperative that we stay well-informed of any changes that may impact the clerk's office by attending trainings with our colleagues in Vermont and beyond. I had the opportunity to attend the International Institute of Municipal Clerks (IIMC) Region I meeting March 29-31st in Cooperstown, New York, the New England Municipal Clerks Institute and Academy (NEMCI&A) July 16<sup>th</sup>- 21<sup>st</sup> held in Plymouth, New Hampshire, the Vermont Municipal Clerks' and Treasurers' Association (VMCTA) annual conference September 12<sup>th</sup> – 13<sup>th</sup> held in Fairlee, Vermont, and the New England Association of City and Town Clerks (NEACTC) annual conference November 15<sup>th</sup>- 17<sup>th</sup> in Westbrook, Connecticut. We are here to serve you; I encourage you to stop by or reach out to provide feedback and become more involved in your municipal government.

*Respectfully Submitted,  
Anita L. Sheldon, CMC/CVC  
Manchester Town Clerk*

### 2022 Vital Statistics:

#### **BIRTH STATISTICS - 2023**

Female	14
Male	11
<b>Total Births</b>	<b>25</b>

#### **LOCATION OF BIRTHS -2023**

Bennington	19
Rutland	5
Manchester	0
Middlebury, VT	1

#### **DEATH STATISTICS - 2023**

Female	26
Male	27
<b>Total Deaths</b>	<b>53</b>



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<b>MARRIAGE STATISTICS - 2023</b>	
<b>State of Residence</b>	<b>Number of Licenses Returned</b>
Massachusetts	31
New York	36
Manchester, Vermont	7
New Jersey	6
Connecticut	13
California	3
Illinois	2
Pennsylvania	3
Virginia	2
Ohio	1
Rhode Island	1
Washington DC	3
Arlington, VT	1
Colorado	1
Maryland	3
Michigan	1
Washington	2
Texas	1
Ecuador	1
East Dorset, VT	2
Waterbury Ctr., VT	1
Warren, VT	1
Bristol, VT	1
Shaftsbury, VT	1
South Carolina	1
<b>Total # of Returned Licenses</b>	<b>125</b>

### Services provided by the Town Clerk include:

- Recording and safe keeping of all records of the town
- Vital Records: Birth, Death and Marriage records
- Dog Licenses
- DMV Registration Renewals
- Green Mountain Passports for seniors over the age of 62 and Veterans
- Manage Elections and maintain the voter checklist
- Fish and Game Licenses
- Notary services for Manchester residents
- Big Game Reporting Station

## SECTION 7 – TOWN DEPARTMENT ANNUAL REPORTS

### Zoning, Planning & Economic Development

The Planning & Zoning-office maintained a robust level of activity again in 2023. Peter Brabazon was appointed by the Select Board to the role of Zoning Administrator for a three year term. The new Assistant Zoning Administrator, Elias Schroeder, has been appointed and has been on the team since October 23, 2023.

Elias comes to us by way of Pennsylvania and graduated from Pennsylvania State University with a degree in environmental policy. His role as Assistant Zoning Administrator is to assist applicants with the permit process and to staff the Planning Commission meetings as well as assist with Development Review and Design Advisory Boards.

Elias is an avid skier and outdoor enthusiast so when he is not in the office you might find him on some hiking trails on Equinox Mountain. Please stop in to say hello when you are in Town. The number of zoning permits are consistent with prior years and mostly made up of smaller administrative permits (including signs). The totals for the year will come in at around 125 to 130 permits.

Next year is looking to be fairly exciting, as we are exploring new software. Our application process will also be reviewed and with new software we expect to have an online fillable application sometime after the new fiscal year. This will enable us to process applications faster as well as providing for easier data retrieval on line. The software will enable applicants to monitor the processing of their application on line and to upload any missing documentation when required. The Town's new website has been launched and is more intuitive. The zoning section continues to be a work in progress, but the intention is to have all of the necessary forms, along with a frequently asked questions page.

Overall our focus will be to help make the process more user friendly and easier to navigate. We do have openings on our Town Boards from time to time. If you have ever considered contributing your expertise and becoming more involved in your town, we welcome your interest. Feel free to reach out at any point to Peter Brabazon to find out what is involved in serving on any one of these boards. If you think you might have an interest in serving your community, please send an email to the Town Manager to express your interest. You can reach him at [s.murphy@manchester-vt.gov](mailto:s.murphy@manchester-vt.gov)

*Respectfully Submitted,  
Peter Brabazon, Zoning Administrator  
Elias Schroeder, Asstistant Zoning Admnistrator*

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### **Bennington County Habitat for Humanity**

Bennington County Habitat for Humanity is an affiliate of Habitat for Humanity International, which has helped more than 40 million people achieve strength, stability, and self-reliance through safe, decent, and affordable housing. Our local Habitat affiliate has had the honor of providing affordable homeownership opportunities for 34 families to date, with two more families currently in the homeownership program.

We work in partnership with Bennington County residents who cannot otherwise become homeowners or afford needed home repairs. Applicants must have a need for better housing, the ability to pay, and the willingness to partner with us as we build and work \*with\* individuals and families, not \*for\* them. Once accepted into the homeownership program, each adult family member must complete 200 hours of sweat equity, half of which must be completed on the construction site(s). Homebuyers who become homeowners pay an affordable mortgage through monthly payments that include escrow for property taxes, insurance, and Homeowner Association fees, where applicable. Homebuyers' monthly payments do not exceed more than 30% of their income.

Bennington County Habitat is locally run and funded. With the exception of some contract services such as roofing, electrical, and plumbing, volunteers build Habitat houses. Businesses, subcontractors, and individuals help build, donate materials, and provide financial support. Town appropriations purchase building supplies and materials for our construction programs. With the costs of building a home continuing to rise, support from local towns and governments is more important than ever.

In Fiscal Year 2023 (July 1, 2022- June 30, 2023), Bennington County Habitat welcomed home the Metcalf family in Pownal. So far this Fiscal Year, two more families have moved home. This is 12 more individual people now in safe, adequate housing. Additionally, we absorbed another Habitat affiliate this fiscal year. 5 homeowner partner families from West River Habitat are now a part of our organization, and we will be servicing their mortgages.

After 135 homebuyer applications were sent out in March, two new families were accepted into our homebuyer program. In October of this year we broke

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ground on our 35th home, which is in Bennington on Greenview Drive, and will be building our 36th home on the same street this coming year as well.

In addition to our homeownership program, our home repair program has been growing as well. In Fiscal Year 2023 we completed three repair projects, while so far in Fiscal Year 2024 we completed one already, have two more starting soon, and plan to do even more before the end of June. Our home repair program continues to accept applications from local income-qualified homeowners who need minor home repairs, including ramps, to safely stay in or return to their homes from health care facilities.

Our Resale Store in Manchester has been rebranded as an official Habitat ReStore this year. Through this we sell, at reasonable prices, new and gently used furniture, building supplies, art, housewares, tools, and home improvement products that have been donated to us. Not only does the Store provide people with quality furnishings they can afford, it also keeps items out of the landfill. The proceeds from the Store provide direct financial support for our construction programs.

11 of our 34 homes are located in Manchester, providing safe and affordable housing for 11 Manchester families. 47 Manchester residents have volunteered with us this year, nearly  $\frac{1}{4}$  of all volunteers. Seven Manchester residents serve on our Board of Directors. We encourage residents of Manchester to apply for homes and home repair projects. We are grateful for the Town of Manchester's continued support.

None of our projects would be possible without the support we receive from the local community. Together, we make a difference in the lives of hard working people in Bennington County. For more information please visit our website at [www.BenningtonCountyHabitat.org](http://www.BenningtonCountyHabitat.org)

*Respectfully submitted by Cindy Luce, Executive Director, Bennington County Habitat for Humanity*



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### **BROC: Community Action**

On behalf of BROC Community Action and the thousands of people with low-income or living in poverty that we serve throughout Rutland and Bennington Counties, we want to express our thanks and gratitude for supporting us over the years on Town Meeting Day. BROC Community Action assists families and individuals in crisis and help provide a sustainable path forward.

Over the past year, BROC Community Action assisted 94 residents in the Town of Manchester. Whether they need food at the BROC Community Food Shelf, senior commodities, housing counseling, homelessness assistance, weatherization, heating and utility assistance, forms assistance for benefits such as 3SqVT, budget and credit counseling and resources and referrals; we are here.

People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your town appropriation helps ease the struggle for nearly 10,000 people who seek assistance from us each year as we meet the basic needs of their families and provide a path forward whenever possible.

We truly value our collaboration with Manchester as we assist those most in need.

*Sincerely,  
Thomas L. Donahue, CEO*

### **Center for Restorative Justice**

The Center for Restorative Justice (CRJ) is Bennington's community justice agency helping both young people as well as adults to take an active role to repair the harm they caused, give back to their community and learn new ways to be a positive, contributing community member. With your town's support, this past year, over 1,400 individuals went through one of CRJ's many programs. A few specific examples include:

- 163 young people and adults participated in CRJ's Court Diversion Program and had their charges expunged after taking responsibility for their actions and repairing harms caused;
- 91 individuals were assisted to get their driver's license reinstated and legally back on the road;
- 379 youth were served through one of CRJ's Juvenile Restorative Programs such as our in-

school Restorative Alternative Program, Pre-Charge Program, The Lounge (afterschool program), life skills groups, Summer Youth Empowerment Program and mentoring;

- 62 individuals returning to the community from incarceration were served through one of CRJ's many Community Reentry Programs;
- 36 individuals were assisted to file court petitions to get their records expunged;
- 204 adults participated in CRJ's adult restorative programs and support services;
- 416 teens accessed Threads, CRJs free clothing boutique exclusively for teens;
- 56 individuals were supported in CRJ's Pretrial Services Program connecting them with substance use, mental health and other community support services while awaiting court case resolution.

CRJ's programs are guided by the principles of restorative justice, a philosophy of justice that focuses on the people and communities harmed by crime; it emphasizes bringing together everyone affected by wrongdoing to address needs and responsibilities.

Your support is greatly appreciated and is invaluable in helping CRJ continue to expand its programming and to reach as many people as possible. Your continued support has helped individuals to get their lives on the right track, helped empower victims to have a voice in the justice process, and helped restore and strengthen our communities.

*Respectfully Submitted,  
Leitha Cipriano, Executive Director  
Center for Restorative Justice*

### **The Collaborative**

Your support for The Collaborative and the 2024-25 budget is appreciated. Since our beginnings in 1999 as a small after-school program, we now offer a diverse array of individual, youth, and family programs focused on preventing youth substance use, supporting working families, and creating a healthy community. In the town budget, we are seeking funds to further The Collaborative's mission by supporting substance-free middle and high school youth and childcare programs for working families.

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We are excited to share a significant shift in our mission, aligning with Surgeon General Vivek Murthy's warning about the serious consequences of isolation. Our new logo and mission, "Empowering Healthy Youth, Families, and Communities through Acceptance, Resilience, and Engagement," reflect our commitment to addressing the epidemic of isolation.

**Acceptance:** Through programs like Resilience Through Understanding (RTU) and student empowerment groups, we celebrate differences and create a safe space where every individual feels valued and understood.

**Resilience:** Mentoring and RTU initiatives equip youth with tools to navigate life's challenges, promoting healthy skills and instilling inner strength to resist the allure of substance misuse.

**Engagement:** Community events, afterschool and summer camp programs bring diverse groups together, fostering connections that serve to deter isolation and its harmful consequences.

We are honored and inspired by the 360 RTU participants from 8 schools that are participating in over 50 virtual, asynchronous, and in-person substance misuse and healthy alternative programs. These programs are primarily led by community volunteers who recognize the value of this education in our community. With a focus on healthy choices, this project allows for our young people to pick their unique path toward a healthier future. Our afterschool program meets daily providing a safe supervised space with time for homework, projects, healthy snacks, and free play. Our mentor program has students meeting with an adult mentor weekly to encourage great social and recreational connections. We appreciate your involvement!

*Sincerely,  
Maryann Morris, Executive Director*

### Greater Northshire Access Television (GNAT)

We extend our deepest gratitude for your unwavering support of GNAT-TV. Your contributions have been instrumental in our mission to connect the community and empower individuals through local media. As we continue to serve as a vital communication hub, your support has been the cornerstone of our success, especially notable during challenging times.

### Our Impact: A Year in Review

GNAT-TV has made significant strides in 2023, underlining our commitment to engaging, informing, and inspiring the public. This year, we ran a total of 817 programs, reflecting our commitment to diverse and engaging community initiatives. Highlights of our efforts include:

**Enhancing Local Government Transparency:** Committed to fostering civic engagement and promoting transparency, we successfully facilitated 214 local government meetings, 74 in Manchester specifically. This initiative strengthened community participation and broadened our reach. By integrating with modern streaming platforms like Roku, Fire TV, Apple TV, Youtube, and social media, we've made these essential civic meetings more accessible, inviting a broader Mandated Cable Funding Municipal Contributions (7 Towns) Program Services, Contributions, Grants Investments / Other Net Asset Release from Restrictions Total Operating Revenue Operating Expenses Program / Production General / Management Total Operating Expense and audience to engage. This move to digital platforms demonstrates our ongoing effort to keep our community informed and actively involved in local governance. **Live Streaming Milestones:** Successfully broadcasted local school graduation ceremonies, ensuring these significant moments were shared with the entire community.

**Technical Support and Training:** Provided essential technical assistance and training to the faith community for seamless online services.

**Community Event Coverage:** Actively distributed and archived community events, preserving the vibrant spirit of your town.

**Youth Engagement:** Launched the Youth Filmmaker's Club a platform celebrating

\*FY23 operating balance will be transferred to the capital budget to replace studio equipment. Full financial reports and 990 available at gnat-

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tv.org and showcasing local children's talents and creativity.

**Independent News Segments:** Produced 167 segments of local independent news, keeping the community informed and connected.

**Your Support: Fueling Our Mission**

Your ongoing support is crucial for GNAT-TV to continue these impactful efforts. Local media is not just a platform; it is the lifeblood of a vibrant and informed community. Your financial contributions will empower us to further strengthen our communities, aligning with our purpose of providing transparent access to information and supporting local engagement.

**Looking Forward: Together, We Can Achieve More**

As we invite you to continue your support, remember that your contributions are not just donations; they are investments in the heart and soul of our community.

Together, we can keep our community connected, informed, and inspired.

Thank you for considering your support for GNAT-TV. We are proud to be a part of this community, and with your help, we will continue to make a significant difference.

*Greater Northshire Access Television is a 501c3 Not for Profit Organization Created by Community Members in 1995*

### **Green Mountain RSVP And Volunteer Center**

Green Mountain Retired and Senior Volunteer Program (GMRSPV) is an AmeriCorps Seniors program that engages people 55 and older to volunteer in local non-profits to improve lives, strengthen communities and foster civic engagement. GMRSPV is focused on addressing social isolation, healthy aging, and food insecurity for older community members.

Twelve GMRSPV volunteers live in Manchester and fifteen serve the community locally by leading Bone Builders classes in 2 locations. GMRSPV supports these classes by providing certification, training and insurance for

the leaders, weights for class members, and community awareness for class sites. Manchester residents benefit from GMRSPV volunteers work in the AARP Tax-Aide Program, the delivery of nutritious meals through Meals on Wheels, companionship services in partnership with Senior Solutions, and the Third Thursday Readers virtual book club in partnership with the Bennington Free Library. Volunteers also support the community by donating their time at monthly American Red Cross Blood Drives as well as assisting at the Manchester Community Library. Our newest partnership with Neighbor to Neighbor will have GMRSPV volunteers to provide friendly visits, social support and transportation.

Your town's funds help us continue supporting and developing programs for people over 55 who wish to volunteer. Federal funds from the AmeriCorps Seniors Program cover our staff and administrative costs. GMRSPV serves Bennington, Windham, and Windsor Counties.

Contact Program Director Corey Mitchell at 802-674-4547 to learn more about GMRSPV and how you can volunteer in Manchester.

*Respectfully,  
Green Mountain RSVP And Volunteer Center*

### **Manchester Community Library**

In 2024, the Manchester Community Library will celebrate its 10th anniversary in its current location and building, with thanks and gratitude for the faithful backing of the voters of Manchester. The Library enjoyed a tremendous year in 2023, punctuated by a doubling of visits and a record number of programs and events (see <http://bit.ly/MCL-FY23-Appreciation-Report> for full details). Like Burr and Burton Academy and the Dana L. Thompson Memorial Park, MCL is among Manchester's premier community assets.

Reinforcing our community-focused culture and embracing a public service mindset, all Library staff are now patron-facing and spend time at the help desk each week, including Saturdays. We strive to listen, know, and understand our

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community better, developing and deepening relationships with our patrons, families, donors, town officials, Northshire citizens, area businesses, and non-profit leaders. There has been a notable change in the atmosphere and feeling of the Library -frequently noted by visitors - where people now feel more welcome, known, and comfortable.

During 2023, the Library concentrated on growing its core operational services. Manchester now enjoys many more new and best-selling books, magazines, newspapers, eBooks, audiobooks, databases, and online streaming movies. Our entry into the Catamount Library Network dramatically expands our catalog to nearly 500,000 items. Further, as a recipient of an American Library Association Libraries Transforming Communities grant, the Library is substantially improving accessibility to the children's collections. We will continue reinforcing and adopting public library best practices as we go forward.

With a strong foundation of operational excellence, MCL is moving beyond traditional information consumption towards facilitating knowledge creation, lifelong learning, and service to all. Increasingly, we are becoming the vital hub for building and strengthening our community and region through programs focused on 1) our children and families, 2) education, 3) health and wellness, 4) recreation, and 5) creating connections with and among regional organizations.

Moreover, closely cooperating with Town Hall, last year we hosted the Manchester Police Department for multi-day training, held cell tower hearings, Energy committee and Selectboard meetings, and Recreation Park camps. We look forward to doing even more, as we consider the

Library to be an extension of town facilities and resources.

Despite our meaningful progress, many steps remain to be taken on the road ahead. For fiscal year 2025, the Library requests an appropriation increase from Manchester voters, the first in six years. While significant, our request is reasonable and worthy of your support. MCL takes its responsibility to steward taxpayer and donor dollars very seriously.

The Library's requested appropriation will bring Manchester taxpayer support more in line with other similar Vermont towns on a tax-per-resident basis.

With the combination of increased appropriation and fundraising, the 2025 budget moves the Library closer to long-term financial balance and sustainability, which is vital in delivering to Manchester the excellent library it needs and expects.

With prudent planning, the MCL 2025 budget is 3% lower than that of 2024. Despite substantial upward pressures, we are reducing payroll and benefits, our largest expense, while increasing investments in materials and programs that provide meaningful impact. Further, the 2025 budget is balanced, reflecting the Library's firm commitment to balanced budgets now and in the future.

Thank you again for your unwavering support and encouragement. We hope to see you often as we celebrate the Library's 10th anniversary in 2024!

*Respectfully submitted,  
Edward Surjan Executive Director*



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<b>Manchester Community Library</b>	<b>FY23 Approved Budget</b>	<b>FY23 Audit Actual</b>	<b>FY24 Approved Budget</b>	<b>FY25 Projected Budget</b>
<b>INFLOWS</b>				
Individual Giving	310,000	279,731	400,000	412,250
Fundraising Events	75,000	38,112	40,000	30,000
Corporate Giving	40,000	31,969	21,000	35,000
Grant Income-Operating	15,000	38,571	25,000	26,250
Non-Recur Grants/Gifts	10,000			
Restricted Gifts		100,000		
<b>CONTRIBUTIONS &amp; GRANTS SUBTOTAL</b>	<b>450,000</b>	<b>488,383</b>	<b>486,000</b>	<b>503,500</b>
Interest	400	1,710	400	1,178
Memberships	20,000	19,211	23,000	19,500
Facilities Rental	20,000	6,975	15,000	5,000
Desk Donations, Copies, Book Sales	5,000	5,233	9,000	7,875
Cafe Proceeds		2,301	2,000	2,625
Program Income	7,000	6,054	4,000	4,000
Town Appropriation	243,740	243,740	243,740	317,000
Other Misc Income	2,500	62,934	3,000	
<b>REVENUES</b>	<b>748,640</b>	<b>836,542</b>	<b>786,140</b>	<b>860,678</b>
Hunter Fund Grant Draw	43,584	45,911	45,910	46,681
Endowment Draw	110,141	114,189	114,189	121,316
<b>TOTAL INFLOWS</b>	<b>902,365</b>	<b>996,642</b>	<b>946,239</b>	<b>1,028,675</b>
Use of Operational Reserve Fund	138,041	0	113,611	0
<b>Total Inflows and Use of Surplus</b>	<b>1,040,406</b>	<b>996,642</b>	<b>1,059,850</b>	<b>1,028,675</b>

<b>OUTFLOWS</b>				
<b>Payroll Taxes &amp; Benefits</b>				
Gross Wages	599,203	518,197	621,000	585,750
Payroll Taxes	49,503	42,291	50,000	45,716
Health, Dental, Vision, Disable	73,542	59,611	78,500	81,233
Retirement Funding	14,039	8,306	13,000	12,765
Worker's Comp Ins	3,300	1,283	3,300	1,561
Payroll Service Charges	2,500	2,414	2,500	2,600
<b>TOTAL PR, TAXES, BENEFITS</b>	<b>742,087</b>	<b>632,103</b>	<b>768,300</b>	<b>729,625</b>
<b>ADMINISTRATIVE EXPENSES</b>				
Administrative Supplies	1,300	1,962	1,500	1,300
Postage	1,500	852	2,000	1,500
Technology, AV, Digital Svcs	15,000	23,953	20,000	20,000
Technology Equipment	3,000	6,232	5,000	5,000
Professional Dev	6,000	676	5,000	4,150
Mileage	625	28	1,000	500
Memberships, Dues, Subs	3,250	1,329	3,250	3,000
Exec Director Expenses	1,500	2,701	1,500	1,500
Library Comm & Outreach	5,000	8,874	7,000	7,000



## SECTION 8 – NON-PROFIT ANNUAL REPORTS

Volunteer Recognition	600	321	1,000	600
Board Expense	2,250	1,519	2,250	5,000
D&O Insurance	1,400	1,444	1,500	1,600
Misc Admin Expense	500	197	500	500
Bank Paypal, CC Exp	1,300	635	1,000	1,100
<b>TOTAL ADMIN EXPENSES</b>	<b>43,225</b>	<b>50,725</b>	<b>52,500</b>	<b>52,750</b>
<b>DEVELOPMENT EXPENSES</b>				
Develpmt Program Exp	9,825	11,220	11,000	11,000
Annual Fund Exp	3,465	2,394	6,000	5,000
Fundraising Evt Exp	39,000	16,771	12,000	12,000
<b>TOTAL DEV EXPENSES</b>	<b>52,290</b>	<b>30,385</b>	<b>29,000</b>	<b>28,000</b>
<b>PROFESSIONAL FEES</b>				
Bookkpng, Software, Tax Acct/Auditing	16,000	14,030	16,000	18,000
Legal Fees	1,600	1,073	1,600	1,600
Other Pro Fees/Strat Planning	6,000	5,307	6,000	6,000
<b>TOTAL PRO FEES</b>	<b>23,600</b>	<b>20,409</b>	<b>23,600</b>	<b>25,600</b>
<b>MATERIALS &amp; PROGRAMMING</b>				
Books/Media/E Res = Adult	27,500	18,410	30,000	31,900
Books/Media/E Res - Youth	7,000	4,849	7,000	8,210
E-Resources Annual A/Y	4,500	8,241	5,500	6,665
Programs - Adult	7,500	6,041	10,000	10,300
Programs - Youth	4,500	2,723	6,000	7,180
Programs -Summer	3,000	6,565	4,000	5,270
Collection Supplies & Repairs	1,500	6,612	2,000	2,060
ILL System Supplies	2,554	3,252	3,500	3,605
Data Mgmt Systems ILS	1,500	1,124	2,000	2,060
<b>TOTAL MATERIALS &amp; PROGRAMMING</b>	<b>59,554</b>	<b>57,818</b>	<b>70,000</b>	<b>77,250</b>
<b>FACILITIES &amp; EQUIPMENT</b>				
Electric	30,000	22,689	27,500	25,000
Fuel	4,500	7,458	6,000	6,000
Telephone/Internet	8,500	10,501	10,500	12,000
Water/Sewer	2,100	2,030	2,100	2,100
Fire Alarm System	1,750	1,609	1,750	1,750
Elevator Svc & Maint	4,000	1,580	2,400	2,400
Trash Removal	600	572	800	800
Grounds	12,500	12,720	15,000	15,000
COVID- actuals alloc to Acct	4,000			
Cleaning Svcs	17,000	25,568	18,000	24,000
Facilities & Cleaning Supplies	3,500	3,340	3,500	3,500
Cafe Supplies		1,987	1,000	
Repairs & Maintenance	24,000	21,682	20,000	15,000
Minor Furnishings & Equip	2,000	6,730	2,400	2,400
Property & Liability Ins	5,200	5,685	5,500	5,500
<b>TOTAL FACILITIES &amp; EQUIP</b>	<b>119,650</b>	<b>124,151</b>	<b>116,450</b>	<b>115,450</b>
<b>TOTAL OUTFLOWS</b>	<b>1,040,406</b>	<b>915,591</b>	<b>1,059,850</b>	<b>1,028,675</b>
<b>Net Surplus / (Deficit)</b>	<b>0</b>	<b>81,051</b>	<b>0</b>	<b>0</b>

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### Neighbor to Neighbor

Neighbor to Neighbor's mission is to assist our neighbors to live independently by providing no-cost, non-medical volunteer services that nurture relationships.

Since 2004, Neighbor to Neighbor and our dedicated team of volunteers has provided vital services to older, disabled and other housebound residents of the Northshire, including those in Manchester, Arlington, Sunderland, Dorset, Pawlet, Rupert, Wells, & Danby. Our services include transportation to appointments and errands, friendly visits and phone calls, friendly handwritten notes, help with home and yard projects, and monthly social events. We continue to promote our services to potential recipients and volunteers, as well as develop new programs and collaborations that will provide our elder community with more social opportunities.

Currently, there are 97 residents (up from 68 last year) in Manchester who are either Neighbor to Neighbor recipients or volunteers. This reflects a substantial increase in both caseload and demand for services that we are experiencing across all townships. To enable us to accomplish our mission more efficiently, we have hired an additional part time staffer. As can be expected, helping more people to do more things naturally drives up administrative and programming costs. Thankfully, Neighbor to Neighbor receives funding through local towns as well as through private, corporate, and foundation donors.

If you haven't already, please visit our website <https://neighbortoneighborvt.org/> and watch our promotional video on the homepage. It is a great glimpse into the many ways that Neighbor to Neighbor helps this community, and features many current and former volunteers and care recipients! On behalf of the Steering Committee, our amazing

volunteers, and most importantly the neighbors we serve, Neighbor to Neighbor is most grateful for your continued support.

*Respectfully Submitted,  
Suzie Eisinger  
Program Director*

### Northshire Day School

Northshire Day School (NDS) wishes to express our thanks to Manchester residents and the Town of Manchester for appropriating \$87,000.00 to support our program during the 2023-2024 school year. Early childhood is the best opportunity to invest in a child, yielding the highest returns of any investment made in their lifetime.

Your appropriation provides a nurturing and inclusive place to access early childhood education while families serve our community as bakers, builders, landscapers, cleaners, lawyers, electricians, mechanics, teachers, volunteers, veterinarians, firefighters, doctors, and so much more. You are joined by the voters of Dorset and Sunderland who support NDS with appropriations proportionate to the number of children served from their municipalities.

2023-2024 is the first full school year with our Family Tree Program, which is built on the strengths-based philosophy of the Strengthening Families framework and protective factors. The Family Tree Program promotes strong families and healthy development for children prenatally through age five, provides resources, service coordination and support to help all families thrive during everyday circumstances as well as persevere during times of stress or crisis.

NDS earned 5 STARS in the Vermont Step Ahead Recognition System (STARS), the highest quality rating for early childhood education in Vermont. We hire talented educators and staff, offer affordable access to families from all backgrounds, and are committed to providing top-quality early learning experiences. We strengthen families and communities through early childhood

## SECTION 8 – NON-PROFIT ANNUAL REPORTS

education, family support, and community partnerships.

Town Appropriations help NDS fulfill our commitment to deliver top-quality early childhood education to as many children and families as possible.

To view our Annual Report, please visit:  
<https://www.northshiredayschool.org/support-nds/growthreport/>

*Respectfully submitted,*  
*Jacquelyne Wilson*  
*Vice President and Governance Chair*



### Northshire Rescue Squad

On behalf of our dedicated and professional career employees and volunteers of the Northshire Rescue Squad, it is our pleasure to present our 2023 Annual Report.

Northshire Rescue Squad responded to a record number 1,617 calls for service in FY 2023—a 7.05 % increase from FY 2022. This number also represents a 25.72% net increase during the past

ten years. This demonstrates society's increase and reliance on all our frontline first responders. In addition to responding to medical emergencies, NRS experienced quite a busy year by answering numerous requests for training, standbys, and assistance at community events.

As call volumes increase, we will continue to see new statistical milestones; but funding, widespread supply chain issues, increased costs for goods and services, and staffing shortages will continue to be major obstacles we encounter while trying to maintain a top-notch service. Northshire Rescue is committed to being fiscally responsible in its quest to provide the best possible care to our community.

2023 also brought about significant organizational changes. On December 8th we congratulated and bid farewell to Chief Operations Officer, Michael Casey after 35 years of dedicated service to NRS. With this retirement came opportunities for promotions. Katie Vandale was named Chief Operations Officer and Mark Luce was named Deputy Chief of Operations. These promotions all brought an abundance of fresh ideas and excitement to the organization.

In closing, 2023 was challenging, but thanks to the dedication and commitment of the people of NRS, we continued to fulfill our mission to the citizens and guests of the Northshire. My commitment in taking on the role of Chief Operations Officer is done so with great pride and humility, and I intend to do all I can to honor all members of our organization, our Board of Trustees, and the communities we are sworn to serve. We are excited about 2024 and the opportunities it will present. Our commitment to provide outstanding public safety remains steadfast and strong, and we are thankful for the opportunity to serve the citizens and guests of the Northshire.

*Respectfully Submitted,*  
*Katie Vandale, NRP, Chief Operations Officer*

## SECTION 8 – NON-PROFIT ANNUAL REPORTS

### Project Against Violent Encounters

PAVE believes that everyone deserves to experience healthy love. It is a core part of our mission to strive to promote a community and a world, where we all can experience the joy of healthy love.

With over 10 Million Americans affected by Domestic Violence a year, striving for a community where non-violent love is the norm, can be daunting. But we persist, because we believe our goal is not only possible but necessary.

Over the last year, PAVE has been able to help survivors of Domestic and Sexual Violence reclaim their lives after fleeing abuse. We have been there at the moment of crisis; **fielding over 500 hotline calls** and **providing 4221 nights of emergency shelter**. We have been there as survivors start to stabilize and heal; helping to obtain **16 housing assistance vouchers**, and over **50 Protection Orders**.

PAVE also has been present before violence takes place, with the hope that through education we can promote healthy forms of love and stop the cycle of Domestic Violence before it even starts. PAVE has provided over **900 youth in Bennington County** with preventative education and helped train over **200 community partners on topics** related to Domestic & Sexual Violence. Our Advocates have dedicated themselves tirelessly to spreading the message of non-violent love at community events and in their day to day work with survivors.

In the past year PAVE supported 14 survivors of Domestic and Sexual Violence that identified as residents of Manchester. We are requesting level funding for the coming year in the amount of \$1850.00.

PAVE expresses their gratitude for the support and dedication the Town of Manchester has shown to survivors of Domestic & Sexual Violence.

*Respectfully submitted  
Lindsay Brillion, Executive Director*

### Southwestern Vermont Council on Aging

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to older residents in Manchester during SVCOA's most recent annual reporting period of 10/1/2022 through 9/30/2023.

#### *Nutrition Support*

The Council helped provide 4,448 meals that were delivered to the homes of 30 older residents in your community. This service is often called "Meals on Wheels". In addition, 51 older Manchester residents came together at a luncheon site in your area to enjoy a nutritious meal and the company of others; 335 meals were provided.

Additionally, SVCOA provided 58.75 hours of one-on-one nutrition support, including nutrition assessments and resource connections and referrals, to 37 residents of Manchester.

#### *Case Management Assistance:*

SVCOA case management and outreach staff helped 22 older residents in your community for a total of 274 hours. Case managers meet with an older resident privately in their home or at another agreed upon location and assess their individual situation. They will work with the client to identify needs and talk about possible services available to address those needs. If the client desires, the case manager will link them to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help clients connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail older Vermonters facing long term care placement who still wish to remain at home.

#### *Other Services and Support:*

- "Senior Helpline" assistance at 1-800-642-5119. Our Senior Helpline staff provide telephone support to older Vermonters and others who need information on available programs and community resources.
- Medicare and health benefit counseling information and assistance through our State Health Insurance Program.
- Legal service assistance through the Vermont Senior Citizens Law Project.



## SECTION 8 – NON-PROFIT ANNUAL REPORTS

- Information about issues and opportunities that directly affect older Vermonters via various agency articles and publications.
- Nutrition education and counseling services provided by SVCOA's Registered Dietician.
- Senior Companion support for frail, homebound older Vermonters.
- Outreach services to older Vermonters dealing with mental health issues through our Elder Care Clinician. This service is provided in cooperation with Rutland Mental Health.
- Transportation assistance.
- Caregiver support, information and respite to family members and others who are providing much needed help to older Vermonters in need of assistance.
- Money Management programs that offer either a volunteer bill payer or representative payee services to older Vermonters and younger disabled individuals.

*Respectfully submitted,  
SVCOA*

### **The Tutorial Center**

The Tutorial Center's mission is to assist individuals and organizations interested in meeting their educational and vocational needs for both youth and adults. The Center is committed to a philosophy which respects student goals, builds on students' strengths, and seeks educational approaches most appropriate for each student. The Tutorial Center has learning centers in Manchester and Bennington, enabling Bennington County residents to access our services where they live or work.

The Tutorial Center continues to instruct and acclimate groups of new refugees, focusing on workforce skills and improving English communication. We continue to focus on increasing our adult education student body, maintaining and forming new community partnerships.

The Tutorial Center works closely with the social service agencies in the area, such as the Department of Labor, Economic Services, DCF, CRJ,

and UCS. Though our main mission is education, we know there are many barriers to education for our students. We work closely with our students to help minimize these obstacles. We have a transition counselor to help students overcome these barriers, as well as direct them to the specific services they may need.

Our education services include tutoring for all ages; Adult Education and Literacy (which includes an alternate pathway to a high school diploma-the High School Completion program); English language classes for non-English speakers (ESL); GED preparation and testing; job readiness training; basic technology training for individuals and businesses. We offer any Vermonter 16 or older, without a high school credential, a free path to a high school diploma in Manchester and in Bennington.

Manchester's town appropriation funds support our tutoring work, enabling us to offer scholarships to students who need assistance. In addition, we work closely with BBA and the area schools to be a resource for them.

The Tutorial Center is happy to answer the community's questions about how we may be able to help you or someone you know earn a high school diploma or receive help in reading or math. Thank you for your previous support, and we look forward to your continued support.

*Respectfully submitted,  
Sean-Marie Oller, Executive Director*

### **Vermont Association for the Blind and Visually Impaired**

During the 2023 Fiscal Year, The Vermont Association for the Blind and Visually Impaired saw continued success in client services, innovative programs, and community outreach initiatives. Moving forward, it is exciting to imagine the strides we will make in enabling blind and visually impaired Vermonters to be more independent, develop adaptive skills, and improve their quality of life.

SMART Device Training Program: 550 Vermont residents received SMART training in FY23, the highest



## SECTION 8 – NON-PROFIT ANNUAL REPORTS

number in the program's five-year history. Also during FY23, VABVI secured \$100,000 of partial program funding from the State of Vermont. In order to fully fund SMART, whose budget is more than twice that amount, VABVI has recently announced our several-year Second Century Endowment Campaign.

**PALS (Peer-Assisted Learning and Support) Group:** PALS Groups, held throughout Vermont, are monthly meetings where members share coping strategies and discuss the practical, social and emotional challenges of vision loss. While many clients have been pleased with the reintroduction of in-person meetings in FY23, opportunities to join virtually remain available for maximum flexibility. 42 clients attended PALS meetings in FY23.

**HAPI (Helping Adolescents Prepare for Independence):** The HAPI program enables Teachers of the Visually Impaired and Certified Vision Rehabilitation Therapists to work one-on-one with students to practice daily living skills.

**IRLE Summer Camp (Intensive Residential Life Experience):** IRLE camp helps VABVI students develop social skills, meet fellow visually impaired peers, learn independent living skills, and improve self-advocacy skills. This June, IRLE brought 13 visually impaired students to Rock Point by Lake Champlain. Activities included outdoor sports, nature walks, and living in cabins. Fun was had by all!

### Community Outreach

VABVI continues to innovate new projects which will connect the local community to our services and cause. After more than a year of development, an accessible tactile sign is slated to be installed in Burlington's Waterfront Park by the end of 2023. Additionally, the New Americans Project will soon offer free vision screenings for local refugee community members.

In Fiscal Year 2023, the agency provided services to a total of 1,083 Vermont residents. This total includes 9 adults and 1 student in Manchester, and 37 adults and 9 students in Bennington County.

For more information about VABVI's services or volunteer opportunities,

please contact Samantha Gougher, Development Associate, at [sgougher@vabvi.org](mailto:sgougher@vabvi.org). Thank you very much for your support!

*Respectfully Submitted,*  
*VABVI*

### Vermont Center for Independent Living

For over 44 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'23 (10/2022-9/2023) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to 140 individuals to help increase their independent living skills and 4 peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted 178 households with information on technical assistance and/or alternative funding for modifications; 115 of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided 73 individuals with information on assistive technology; 41 of these individuals received funding to obtain adaptive equipment. 379 individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. Our Vermont Telecommunications Equipment Distribution Program (VTEDP) served 17 people and provided 7 peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

## SECTION 8 – NON-PROFIT ANNUAL REPORTS

VCIL's central office is in downtown Montpelier (although we are working from home as our office (along with so many others) was devastated in the July flood and we have four branch offices in Bennington, Chittenden, Rutland and Windham Counties. Our PACs and services are available to people with disabilities throughout Vermont.

During FY'23, 5 residents of Manchester received services from the following programs:

- Meals on Wheels (MOW) (\$700.00 spent on meals for residents)
- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:

1-800-639-1522, or, visit our web site at [www.vcil.org](http://www.vcil.org).

*Respectfully submitted,  
Linda J. Meleady, Development Coordinator*

### **VNA & Hospice of the Southwest Region**

In 2022, the VNA & Hospice of the Southwest Region (VNAHSR) provided Manchester residents with exceptional home care, hospice and community health services. From children with more intensive medical needs to seniors who wish to remain independent at home and those who are facing a terminal illness, we continue to bring quality health care wherever it is needed, regardless of the location of residence, or complexity of health issues.

In the face of shrinking federal and state reimbursements, along with rising healthcare costs, the VNAHSR has continued to identify community needs and provide essential cost-effective healthcare services to Manchester's most vulnerable individuals.

Last year VNAHSR's dedicated staff made more than 127,393 home visits to 3,043 patients. In Manchester, we provided 10,396 visits to 194 individuals.

Thank you for your continued support! With your vote of confidence, we will continue to fulfill our promise to your community to enhance the quality of life of all we serve through comprehensive home and community health services.

*Respectfully submitted,  
Sara C. Kin, CEO*

*Dan DiBattista, President of the Board of Directors*

### **Manchester Community Food Cupboard**

The Community Food Cupboard is powered by over 300 volunteer hours per month and by donations from our generous community. Since 1989, we've been providing food and resources for our friends and neighbors in the community. We distribute about 25,000 pounds of food each month. All this is purchased with donations by caring people. Due to the recent rise of families needing food, our space hasn't been able to keep up, and our volunteers have been operating out of pop-up tents throughout the year. We have been excitingly building a 700 square foot of covered permanent structure so that we can better serve our community and continue to help more of our friends and neighbors. The new structure will allow us to keep our produce fresh on hot days, provide a sheltered environment for our clients and volunteers, and continue to support the increasing number of families who rely on our aid. The CFC has always been supported exclusively and directly by community donations. If you would like to support us, you can donate either by check

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to CFC PO BOX 864, Manchester Center VT 05255,  
visit <https://www.communityfoodcupboard.org>



or use this QR code.

*Respectfully submitted,  
Martha Carey, Operations Manager  
Cara Boshart, Board President*





## SECTION 9 - OTHER REPORTS & INFORMATION

### **Bennington County Regional Commission**

The Bennington County Regional Commission (BCRC) works with and on behalf of its member municipalities to build strong, resilient, and sustainable communities, to foster economic prosperity, and to promote a high quality of life for residents of the region. The BCRC plays an important role in coordinating work among local governments, state and federal agencies, regional public and nonprofit organizations, educational institutions, and private interests. The organization is governed by local appointees from seventeen area municipalities and commissioners who represent interests ranging from public health to economic development.

Regular meetings are held on the third Thursday of every other month, with frequent special meetings throughout the year (information at: [www.bcrcvt.org](http://www.bcrcvt.org)).

In addition to its ongoing role in supporting the comprehensive planning work of municipal officials, the BCRC is a regional center for programs in community and economic development, transportation, energy, environmental conservation, water quality, public health, solid waste management, and emergency management. BCRC staff is available to provide direct assistance in these areas and to serve as a liaison with state and federal agencies.

During the past year, the BCRC has worked to implement its comprehensive plan through a variety of programs and cooperative work with member municipalities. Economic development planning at the BCRC is conducted by dedicated staff and supported by a committee with representatives appointed by the regional development corporation. The goal of this BCRC program is to support workforce development and business retention, growth, and recruitment. Related BCRC planning and community development initiatives support redevelopment initiatives in downtowns and village centers, grant assistance for local businesses, and have produced reuse planning studies for key properties such as

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the former SVC campus and the recently idled Energizer complex. Concern over the state's water quality has led the BCRC to identify and implement local projects that not only reduce stormwater runoff, but also protect roads, bridges, culverts, and private property from damage. Other important activities have included: an assessment of land use regulations affecting housing in each town and village, expanded staff capacity to assist with implementation of local energy plans, village center and neighborhood development area designations, implementation of the regional solid waste management plan and the development of a new permanent hazardous waste facility in the region, and planning for roadway, bicycle and pedestrian, and public transportation improvements.

In the coming year, the BCRC will continue to provide information and resources to assist business and local governments to take advantage of opportunities created through the federal American Rescue Plan and other programs. We expect to see continued focus on infrastructure (including broadband) improvement projects, housing creation, business support services, and measures to support implementation of the Vermont Climate Action Plan.

While our downtown Bennington offices, located at 210 South Street, have reopened, staff still work remotely at times, so it generally is easiest to contact us via email (see contacts at [www.bcrcvt.org](http://www.bcrcvt.org)). Fortunately, technology has allowed us to continue work with little interruption in progress on any projects.

*Respectfully submitted, Bill Colvin, Director*

### **Green Mount National Forest**

The employees of the Green Mountain National Forest (GMNF) depend heavily on support from many municipalities, volunteers, partners, and contractors. The Forest would like to take this time to thank you and your community for the support and interest that you have shown in

## SECTION 9 - OTHER REPORTS & INFORMATION

helping with the management of the approximately 400,000-acre GMNF. Receiving several million outdoor recreation enthusiast visits annually, these visitors seek enjoyment in a natural setting while providing critical benefit to our local economies. The GMNF is proud to be a part of Vermont and your town. It is truly one of Vermont's treasures and the largest contiguous public land area in the state. Forest staff work hard to achieve quality public land management under a sustainable multiple-use management concept to meet the diverse needs of all people -- people in your town as well as all of the visitors who come to Vermont every year. This has been another exciting year for us, and we have worked hard to support new opportunities on the National Forest that benefit the people and communities that we serve. The following is a brief summary of what happened in your National Forest throughout the past year:

**Our New Office**

We are excited to report that we now have a new Forest Supervisor's Headquarters located at 4387 U.S. Route 4 East in Mendon, Vermont! Our visitor center will be staffed and open to the public over the winter months on Monday, Wednesday, and Friday from 8:00 AM – 4:30 PM. In the spring, we will be open Monday – Friday from 8:00 AM – 4:30 PM. Our employees have recently transitioned from a full-time virtual work schedule to working out of the new office and are available should you need to reach them. You can always call our main office number (802) 747-6700 and press 9 to search our employee directory or to make an appointment with a member of our staff. Our permanent mailing address is: USDA Forest Service, Green Mountain & Finger Lakes National Forests, 4387 U.S. Route 4 East, Mendon, Vermont 05701. Please visit the staff directory link here for a current list of our employees: <https://www.fs.usda.gov/contactus/gmfl/about-forest/contactus>

### **Green Up Vermont**

**Green Up Day is on May 4, 2024.** For more information, please visit <https://greenupvermont.org/>

### **Manchester Business Association**

The Manchester Business Association (MBA) and its' members wish to thank the Manchester residents and the Town of Manchester for their continued financial support.

The MBA is a non-for-profit 501c6 destination marketing organization (DMO), formed in late 2016. Its mission is to "Promote the economic vitality of Manchester, and the surrounding area" through various marketing efforts, events and partnerships/collaborations. The MBA uses all mediums to market this one-of-a-kind destination including its website ([manchestervermont.com](http://manchestervermont.com)), social media channels (Facebook + Instagram), monthly email newsletters, weekly ads, print ads, digital pay-per-click (PPC) Ad campaigns and other print + digital ads in various publications. The MBA, in coordination with its members, created unique campaigns, offers, contests, experiences and events to promote the Town of Manchester to locals and visitors alike.

In 2023, the worked delivered by the MBA resulted in record-breaking L.O.T.R. (local option tax revenue) for the Town of Manchester. LOTR earnings for the last reported four quarters (Oct 1, 2022 – Sept 30, 2023) generated over ) totaled \$1,650,176, UP \$65,052 from the previous reporting period (Oct 1, 2021 – Sept 30, 2022). The MBA strongly believes that through its efforts it has, and continues to have, a direct influence on LOTR growth. That is why the continued investment, by the Town of Manchester, in the Manchester Business Association is pivotal in sustaining growth and economic vitality for the Manchester community.

The MBA's website ([manchestervermont.com](http://manchestervermont.com)) experienced steady visitor traffic to its site with



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145,000+ users and 425,000+ pageviews. Our social media channels continued to grow with Instagram at 18,100+ followers and Facebook at 9,500+ followers. Our monthly email subscriber list grew 9.1% to 9,499 subscribers and our Manchester Visitor Center located at 58b Depot Street welcomed 2,700+ locals and visitors alike. MBA membership grew 7.4% to 131 members and we continue to see new members and businesses moving into Manchester, VT. The MBA also helped organize and sponsor local events in the area, helping raise money for the organization and other non-for-profits in the area.

Through membership, donations and events the MBA raised \$131,426.50 in revenues in 2023. In comparison to 2022 revenues this would seem like a decline, however, when you factor in the one-time grants received in 2022, totaling \$34,500, the MBA actually grew revenues year over year by 29%. Total revenues for 2023 were \$171,742.95, including municipal matches and other income. Expenses incurred includes but is not limited to; visitor center rent, utilities, misc. expenses and labor to operate the visitor center; digital and print advertising; administrative labor and expenses; memberships; dues and subscriptions, website maintenance, consulting fees for marketing and operation of the manchestervermont.com website and applicable social media channels. Overall, the MBA is stronger than ever as we continue to grow membership each year.

Investing in the Manchester Business Association is an investment in the economic vitality of Manchester, VT community and we appreciate your continued support.

*Respectfully submitted,  
Manchester Business Association*

### **Southern Vermont Communications Union District**

#### **2023: Our Fourth Year**

The Southern Vermont Communications Union District (SoVT CUD) has had a very busy, and successful fourth year.

2023 TOWN REPORT

In September 2022, SoVT CUD and its partner, Consolidated Communications Inc. (CCI) were awarded a \$9,009,085 Act 71 Construction Grant to fund Phase 2 of fiber network construction in SoVT CUD territory. After Phase 1 was completed at the end of 2022, construction of

Phase 2 began in early 2023 and was consistently ahead of schedule. To date, the Construction Grant has funded the passing of over 6,000 homes with fiber, including 1,300 that were unserved. Dozens of fiber distribution hubs (FDH) across all 14 member towns have been released for customer sales.

Phase 2 remained on track to be completed before the end of 2023, providing over 95% of homes in Bennington County with access to fiber optic internet service. With the wrap up of Phase 2, SoVT CUD has focused its efforts on providing service to the hardest to reach addresses that constitute Phase 3 of network construction.

In August 2023, SoVT CUD and CCI held a ribbon cutting event at Bromley Mountain in Peru to celebrate the near completion of the fiber network in Bennington County. The event was attended by Senator Peter Welch, and other local and state officials. There has been significant media coverage of SoVT CUD's success, including a segment from Greater Northshire Access Television (GNAT) and NBC Channel 5.

SoVT CUD is now focused on the approximately 20 hardest to reach addresses that constitute Phase 3. These addresses are primarily located in Arlington and Pownal and are unserved according to state data. The CUD has begun initial outreach to these property owners to assess the status of their internet service and build a finalized list of Phase 3 addresses to be covered under the CUD's universal service plan.

The CUD has greatly benefited from our partnership with the Bennington County Regional Commission (BCRC). The administrative assistance and expertise in navigating the public funding arena provided by Community and Economic

## SECTION 9 - OTHER REPORTS & INFORMATION

Development Specialist Jonathan Cooper and Regional Planner Callie Fishburn has been invaluable. The CUD is especially indebted to BCRC's ability to keep us grounded in the broad development efforts of the region.

More information can be found on the website: [sovtcud.net](http://sovtcud.net)

### State Representative Legislative Update

The 2024 legislative session began Wednesday, January 3. It's the second session of the two-year 2023–2024 biennium, with adjournment expected sometime in May.

During the session, representatives are in Montpelier every Tuesday through Friday and home every Saturday through Monday, with a one-week break over Town Meeting week in March.

The Vermont legislature meets in person at the State House. All floor sessions and committee meetings are livestreamed and archived for public viewing on the Vermont General Assembly website: <https://legislature.vermont.gov/>

Reps. Kathleen James and Seth Bongartz, who together represent the two-seat Bennington-4 district, are holding regular coffee hours during the 2024 session. Residents of this district (Arlington, Manchester, Sandgate and northwest Sunderland) are welcome to join these informal meetings. It's a great way to ask questions, raise concerns and stay informed about legislation. All meetings are held on Saturdays from 9 to 10:30 am.

James serves as ranking member of the House General and Housing Committee and as an assistant majority leader of the House Democratic Caucus. Bongartz serves as ranking member of the House Environment and Energy Committee and on the Legislature Committee on Administrative Rules.

Constituent Coffee Hours: 2024

- January 13: Charlie's Coffee House  
39 Bonnet Street, Manchester Center
- February 10: Wayside Country Store  
3307 Vermont Route 313, West Arlington
- March 2: Bonnie and Clyde's  
13 Old Mill Road, East Arlington
- March 2—5: See you at your annual town and school meetings!
- March 23: Charlie's Coffee House  
39 Bonnet Street, Manchester Center
- April 20: Wayside Country Store  
3307 Vermont Route 313, West Arlington
- May 11: Bonnie and Clyde's  
13 Old Mill Road, East Arlington
- June 8: Charlie's Coffee House  
39 Bonnet Street, Manchester Center

Beyond these scheduled constituent meetings, it's easy to connect with your state legislators. We work hard to represent all residents with transparency, integrity and accountability. Please stay in touch and reach out anytime with questions or concerns. We respond to constituent correspondence as promptly as possible.

Note: To meet printing and mailing deadlines, this report was submitted to town clerks in early January. We provide frequent progress reports on social media and via our e-newsletter, delivered to your inbox throughout the session. Please join our mailing list by signing up at Kath's website. We also publish a mid-session report that we distribute at Town Meeting and post online, plus an end-of-session report that we post online and distribute to town halls.

Rep. Kathleen James  
Assistant Majority Leader  
General and Housing Committee, Ranking Member  
802.733.1435  
[KJames@leg.state.vt.us](mailto:KJames@leg.state.vt.us)  
Facebook: Kathleen James VT State Representative  
Web: [kathjamesforstaterep.com](http://kathjamesforstaterep.com)

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To receive our joint e-newsletters, join our shared mailing list at Kath's website

Rep. Seth Bongartz

Environment and Energy Committee, Ranking Member  
802.598.3477

SBongartz@leg.state.vt.us

Facebook: Seth Bongartz Vermont State Representative

### **Taconic and Green Regional School District Directors' Report**

Our full annual report is available at your Town Clerk's office or online at [www.brsu.org/page/annual-and-town-reports](http://www.brsu.org/page/annual-and-town-reports). We hope you will read about the important issues facing our nine town district and give us your thoughts, especially regarding the possible regional middle school. When you get to the section on the budget, please note that Vermont has income sensitivity that reduces the property tax on primary residences for many people. Income sensitivity can also reduce renters' taxes.

We are trying something new for the Annual District Meeting, which will be held at Manchester Elementary Middle School on February 27th. From 6 to 6:30 p.m. we are hosting an informal get-acquainted time with board members and some of our Senators and Representatives. There will be refreshments. From 6:30 to 7, board members will be at several tables to discuss specific issues like the proposed district-wide middle school. At 7, the formal meeting begins, with floor votes including the election of the District Moderator, Clerk, and Treasurer.

As always, voting on the budget, reserve funds, and high school tuition will be by Australian Ballot on Town Meeting Day, March 5th. You will not

automatically receive an absentee ballot. If you want to vote by mail, you must request a mail ballot from your Town Clerk. Please read the Annual Report for detailed information as you consider the budget and the other issues listed in the Warning.

Developing a budget was only one of our tasks. Last year, the legislature considered some bills that would have severely limited high school choice, in reaction to a U. S. Supreme Court decision that most of us think was wrong. District leaders appreciate the time our legislators spent conferring with us and avoiding a bad outcome. The issue will return this year. Other issues include the poor performance of the Agency of Education, including its delay in enforcing the antidiscrimination rules that took effect in 2022. Locally, a board committee is hard at work studying the possibility of a regional middle school and welcomes everyone's input.

If you want to know more about how we operate or comment on our work, please attend one of our meetings either remotely or in person. We also welcome comments and questions by letter or email. We meet at least monthly. We begin at 6:30 p.m. and aim to end by 8:30. There is a ten minute public comment period at the beginning. Agendas, minutes, and information on how to attend remotely are available on the Bennington-Rutland Supervisory Union website - [www.brsu.org/page/meeting-calendar](http://www.brsu.org/page/meeting-calendar).

*Respectfully submitted,*

*Taconic and Green Regional School District Board of Directors*



## 2023 TOWN MEMORIALS



**Howard A. Wilcox** passed away in May. Howard attended elementary schools in Manchester and was a graduate of Burr and Burton in 1960. He attended the University of Vermont and graduated in 1966 with a degree in Animal Science. Howard married the love of his life Sandra Hill in 1966. They enjoyed almost 57 years together. Howard grew his family's legendary Manchester business from the humble beginnings of his father's, grandfather and great grand-father's dairy business. He and his brother, Gerald, followed in their father's footsteps. Howard was the 4th generation to make Wilcox Ice Cream. Howard was a family-oriented person who loved to laugh, tell jokes and spend time with his family and friends.



**Joan Laurin Beggs** married Lieutenant Herb Beggs in 1953 and enjoyed nearly 60 years together until Herb's death in 2012. Joan loved music, and was always singing. She could sight read, and play the piano along to anything, including one time stepping in without notice for a church organist. She loved animals and children. She was the woman with the big smile and wave, walking a brindle greyhound down Barnumville Road. She was also the substitute teacher at Manchester Elementary Middle School who never minded when the class got a little bit wild. Vermont was her home for the past forty-five years. She liked to spend time in nature, hiking and walking.





**Gail "Becky" Kotler** passed away in July. After retiring from teaching in 1992, where she was adored by her colleagues and students, whom she loved like her own, she and her husband Len, who passed in 2013, moved to Manchester. They loved to ski at Bromley Mountain, participate in 5k races and volunteer for Town activities whenever help was needed. They enjoyed the outdoors, hiking, bird watching, gardening and entertaining friends and family at their home. Becky donated her time where needed, especially at the Manchester Community Food Cupboard. Becky and her husband received the Manchester Unsung Hero Community Service Award in 2006.



**Nathaniel (Nate) A. Boone**, passed away in August leaving behind his wife of 66 years, Harriet Howell Boone. He enlisted in the U.S. Marine Corps and served at Montford Point (the segregated base for African Americans) at Camp Lejeune, NC. After his service, he graduated from Bates College and Boston University Law School, earning his Doctorate and became a lawyer. On retirement, he and Harriet moved up to their Vermont home and went into full-time community service. Over a span of 25 years, Nate filled many roles in the community. At Hildene, the Lincoln Family Home, he served as Chairman of the Board. He was active at the First Congregational Church of Manchester, a member of the Manchester Music Festival Board, Manchester Historical Society Board, and the Bates College Board of Trustees. He volunteered for the Race for the Cure, did weekly food distribution for the Manchester Community Food Cupboard, and counseled prisoners at the Rutland, VT jail. In 2012, at a ceremony in Washington, DC, he was awarded the Congressional Gold Medal for his service as a member of the Montford Point Marines.



## 2023 TOWN MEMORIALS



**Brenda Ralph Madkour**, a resident of Manchester for over sixty years, passed away in August. Brenda helped her husband Dr. Abraham Madkour establish his dental practice in Manchester in 1962 and worked for years as his Office Manager.

Brenda was an active member of the Manchester community. She was President of The Garden Club, was one of the first women on the Board of Trustees for Burr and Burton Seminary, served as Justice of the Peace, served on Manchester's Design Review Board, was a volunteer on Manchester's Recreation Committee, taught catechism at St. Paul's Parish and was a member of the Monday Club and the Dorset Theatre Festival Board. She thoroughly enjoyed being home taking care of her large family and was always welcoming friends and neighbors to share a meal at their family home, The Landmark.



**Louise Parker Wyman**, passed away in January. She graduated from Burr & Burton Seminary and served at the Quality Restaurant, originally with the Comar family and later with the Bell family, on Main Street for 44 years. She was predeceased by her husband Fred Wyman in 2010. Louise was known as the morning Mom who made sure residents and visitors started their day with local news, a good breakfast, and a friendly face or a snack at the counter when the kids got home from school. In an uncertain world Louise could be counted on to be there with a smile for you every day. During holidays, Louise received cards and gifts from people all over the world who also thought of her as family. Many would return to Manchester annually to enjoy her hospitality. When the Quality closed in 2000, she continued serving at Maxwell's Grill, and the Flat Road Diner in the Depot. Louise suffered many losses in her life, but she is remembered for bringing joy and comfort to so many who were lucky enough to know her.



**Robert “Bob” Johnston** passed away in September, preceded in death by his wife, Patricia Brown Johnston, to whom he was married for 54 years. Pat and Bob were a formidable couple, especially when they teamed up on projects such as the Manchester Community Library in their adopted home of Manchester. Bob was always ready to serve throughout his life, everything from coaching his children's teams and building panels for art shows to serving on the Manchester Water Board and Rec Department Board. He loved NorthLands, his home, where he and Patricia spent many happy years. He loved to play and watch golf. A good day of skiing was, in his words, like "dancing with the mountain."



**NOTES:**\_\_\_\_\_

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**TOWN OF MANCHESTER**  
**40 JEFF WILLIAMS WAY**  
**MANCHESTER CENTER, VT 05255**

**RENEW DOG LICENSES BEFORE**  
**APRIL 1<sup>st</sup>**



**GREEN UP VERMONT**  
*Together We Keep Vermont Clean!*

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

**2024 Green Up Day Is May 4<sup>th</sup>**