

Town of Townshend

161st Annual Town Report



Fiscal Year July 1, 2018 to June 30, 2019

TOWN OF TOWNSHEND	
P.O. BOX 223 - 2006 VT ROUTE 30 - TOWNSHEND, VT 05353	
<u>http://www.unofficialtownshendvt.net/index.html</u>	
911 FOR EMERGENCIES	
Population: 1,232	Registered Voters 996
Elevation : 574 Feet	Area: 27,200 Acres
Roads: 63 Miles	
First Constable	221-0467
Highway Dept.	365-4260
Second Constable	365-7334
Library	365-4039
Townshend Dam Picnic/Swimming	365-7703
For Reservations	877-444-6777
L&G Union HS	365-7355
Elementary School	365-7506
Town Hall	365-7300
TOWN CLERK HOURS	
Monday, Tuesday, Wednesday, Friday - 9:00 A.M. to 4:00 P.M., Saturday by Appointment, Closed Thursday	
COMPACTOR	
Tuesday and Thursday – 2:00 P.M. to 6:00 P.M.	
Saturday - 9:00 A.M. to 5:00 P.M.	
MEETINGS	
CEMETERY COMMISSION	SELECT BOARD
2nd Monday - 5:00 P.M. at Town Hall	2nd & 4th Tuesday - 6:30 P.M. at Town Hall
FIRE DEPARTMENT	
4th Monday - 6:00 P.M. Work Detail	LIBRARY TRUSTEES
2nd Thursday - 7:00 P.M. Business Meeting at Fire Station	2nd Wednesday - 6:00 P.M. at the Library
PLANNING COMMISSION	LIBRARY HOURS
2nd & 4th Wednesday 7:15 P.M. at Town Hall	
LISTER HOURS	Monday - 1:00 P.M. to 5:00 P.M.
Tuesday & Friday - 8:30 A.M. - 12:00 P.M.	Wednesday - 1:00 P.M. to 7:00 P.M.
WRED	Friday - 9:00 A.M. to 1:00 P.M.
3rd Monday of each month 7:00 P.M. at Leland & Gray High School	Saturday - 9:00 A.M. to 1:00 P.M.
TOWN Informational Meeting Monday, February 24, 2020 at 6:00 P.M.	
<i>Please bring this Report to Town Meeting, March 3, 2020 at 9:00 A.M.</i>	

Townshend FY 2019 Town Report

Table of Contents

Town Report

<u>Table of Contents</u>	<u>3</u>
Warning	4 – 5
Officers Elected and Appointed	6
Auditor's Letter	7 – 10
Select Board Report	11
Financials	12 - 22
Department of Public Works Report	23
Planning Commission Report	24
Delinquent Tax Collector Report/Tax List	25 – 26
Library Town Report and Finances	27 – 28
Library Trustees Town Report	29
Wages and Salaries	30
Cemetery Commission Report	31
Social Services	32 – 33
Fire Department Report	34
Lister's Report	35
Town Clerk's Report and Fees Processed	36 – 37
Historical Society Report	38
Land Transactions	39 – 40
Vital Statistics	41 – 42
Minutes of March 6, 2018 Town Meeting	43 – 49

WARNING FOR THE TOWN OF TOWNSHEND
2020 ANNUAL MEETING

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

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

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

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

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

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

Town Clerk:	(1) 1 yr term
Town Treasurer	(1) 1 yr term
Select Board:	(1) 3 yr term (2) 1 yr terms
Listers:	(1) 3 yr term
Delinquent Tax Collector:	(1) 1 yr term
West River Modified Education District Director:	(1) 3 yr term
First Constable:	(1) 1 yr term
Second Constable:	(1) 1 yr term
Town Grand Juror:	(1) 1 yr term
Town Agent:	(1) 1 yr term
Library Trustees:	(1) 5 yr term
Cemetery Commissioner:	(1) 5 yr term

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

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

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

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

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

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

ARTICLE XI. To see if the Town will vote to raise \$54,050.00, by taxation, for the running expenses and liabilities of the Library?

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

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

ARTICLE XIV. To see if the Town will vote to raise \$16780.00, by taxation, for the support of Social Services, as recommended?

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

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

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

Dated at Townshend, this 23rd day of January 2020

Townshend Select Board

Kathleen Hege

Will Bissonnette

Crystal Mansfield

Robert Wright

Steven Frisk

TOWN OFFICERS ELECTED IN 2019

TOWN CLERK

Anita Bean	(1 year term)	to March 2020
------------	---------------	---------------

TOWN TREASURER

Joseph Daigneault	(1 year term)	to March 2020
-------------------	---------------	---------------

SCHOOL DISTRICT TREASURER

Anita Bean	(1 year term)	to March 2020
------------	---------------	---------------

TOWN MODERATOR

David Liebow		to March 2020
--------------	--	---------------

SELECT BOARD

William Bissonnette	(3 year term)	to March 2022
Steve Frisk	(1 year term)	to March 2020
Crystal Mansfield	(1 year term)	to March 2020
Kathy Hege	(3 year term)	to March 2020
Robert Wright	(3 year term)	to March 2021

SCHOOL BOARD

Shawn O'Dou	(1 year term)	to March 2020
Eric Scott	(3 year term)	to March 2022
Kristina Wright	(1 year term)	to March 2020
Cliff Passino	(3 year term)	to March 2020

WEST RIVER MODIFIED UNION EDUCATION DISTRICT OFFICER

Joseph Winrich	(2 year term)	to March 2022
----------------	---------------	---------------

LISTERS

Helen Holt	(3 year term)	to March 2022
Eugene Kuch	(3 year term)	to March 2020
Mike Bills	(3 year term)	to March 2021

DEL TAX COLLECTOR	Becky Nystrom	to March 2020
--------------------------	---------------	---------------

FIRST CONSTABLE	Warren Beattie	to March 2020
------------------------	----------------	---------------

SECOND CONSTABLE	Michael Cutts	to March 2020
-------------------------	---------------	---------------

TOWN GRAND JUROR	Margaret Bills	to March 2020
-------------------------	----------------	---------------

TOWN AGENT	Carole Melis	to March 2020
-------------------	--------------	---------------

LIBRARY TRUSTEES

Judy Slowik	(5 year term)	to March 2024
Margaret Bills	(5 year term)	to March 2020
Marilee Attley	(5 year term)	to March 2021
Marjorie Holt	(5 year term)	to March 2022
Patricia Lassoff	(5 year term)	to March 2023

CEMETERY COMMISSIONERS

Bruce Bills	(5 year term)	to March 2024
Rickey Snow	(5 year term)	to March 2020
Scott Nystrom	(5 year term)	to March 2021
Charles Marchant	(5 year term)	to March 2022
Carly Sanderson	(5 year term)	to March 2023

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

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
802/223-2352
www.sullivanpowers.com

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

December 10, 2019

Select Board
Town of Townshend, Vermont
P.O. Box 109
Townshend, VT 05353

We have audited the financial statements of each major fund and the aggregate remaining fund information of the Town of Townshend, Vermont as of and for the year ended June 30, 2019, and have issued our report thereon dated December 10, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and “Government Auditing Standards” as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated June 25, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Town of Townshend, Vermont. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Town of Townshend, Vermont’s compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our engagement letter.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Townshend, Vermont are described in Note I to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions that been recognized in the financial statements in the proper period.

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities. Accounting principles generally accepted in the United States of America require the presentation of government -wide financial statements. The amounts that would be reported in government-wide financial statements of the Town of Townshend, Vermont's governmental activities have not been determined.

In addition, management has not included the Fire Department Fund in the Town of Townshend, Vermont's financial statements. Accounting principles generally accepted in the United States of America require the Fire Department Fund to be included in the financial statements of the Town. The amount by which this departure would affect the assets, liabilities, fund balance/net position, revenues, and expenditures/expenses of the governmental activities and the fund financial statements has not been determined.

The report on the financial statements is adverse because of the omission of the government-wide financial statements and the Fire Department Fund.

Management has also omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements was management's estimate of the allowance for uncollectible receivables.

Management's estimate of the allowance for uncollectible receivables is based on an analysis of the aging of receivables. We evaluated the key factors and assumptions used to develop the allowance for uncollectible receivables in determining that it is reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We proposed adjustments that in our judgment, either individually or in the aggregate, had a significant effect on the financial reporting process. These audit adjustments related to cash, accounts receivable, prepaid expenses, accounts payable, fund balances, revenues and expenses. These audit adjustments were caused by not reconciling the supporting documentation to the general ledger. These corrections were considered material in relation to the financial statements taken as a whole. These adjustments were all posted by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 10, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town of Townshend, Vermont's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to our acceptance as the Town of Townshend, Vermont's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our acceptance.

Other Matters

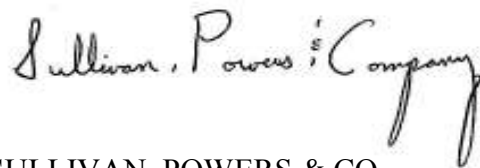
We applied certain limited procedures to the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Budgetary Basis – General Fund, the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Budgetary Basis – Highway Fund, the Schedule of Proportionate Share of the Net Pension Liability and the Schedule of Contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the combining fund financial statements which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Selectboard and management of the Town of Townshend, Vermont and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully submitted,



SULLIVAN, POWERS & CO.

Certified Public Accountants

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

Select Board Report

With the beginning of the new decade comes the need for more intense understanding by the Select Board of the infrastructure that makes up the governance of the Town of Townshend. A better understanding of the roles of the Town Clerk, Treasurer, and Listers will make the job of setting tax rates and budgets much easier as everyone contributes their pieces to this process. It truly does take everyone to meet the annual obligations necessary to keep the town's property values up to date, the finances sound, and the bills paid in a timely manner.

The last fiscal year that ended on June 30, 2019 brought the end of accrued accounting methods in Townshend and ushered in a more simplified system of modified cash accounting. While the changeover caused some anguish, the system now in place offers an easier understanding of the town's actual financial position. Professional audits will be much simpler and less expensive for taxpayers going forward. This system should also allow for much easier to read budget information in future annual Town Reports.

Work continues on Townshend's roads to bring them into compliance with Act 64. Several projects are slated for the spring to do the necessary ditching and stone-lining to control the runoff from the roads as defined by State law. The town has received several small grants to help with these efforts and much of the work is being done by the highway department. These efforts will continue for several more years until all of the town's roads meet the standards.

"We urge all residents to participate in the U.S. Census this year because the results will determine how more than \$675 billion is distributed each year to states and localities for key programs during the next decade. The Census is short, easy to complete, and important for this town." Inserted at the request of Thomas T Simmons, U.S. Census Bureau Specialist.

Please note that after Town Meeting every year the Select Board looks for volunteers to represent the town on multiple regional committees and boards. If you are interested in filling one of these positions please let either a Select Board member know or the Board's administrative assistant. A list of open appointments is available for anyone who might be willing to serve on the town's behalf.

Select Board meetings are currently held on the second and fourth Tuesdays of the month at 6:30 P.M. The meetings are open to the public and citizens are encouraged to attend. If you wish to address the board with an issue or concern please let the administrative assistant know so that she might add you to the members of the public on the night's agenda.

Respectfully, the Townshend Select Board,

Kathleen Hege

William Bissonnette

Robert Wright

Crystal Mansfield

Steven Frisk

TOWN OF TOWNSHEND GENERAL FUND 2019 - 2020 and 2021

	Voted FY- 2019	Actual FY- 2019	Voted FY - 2020	Proposed FY - 2021
GENERAL FUND REVENUE				
PROPERTY TAXES				
Property Tax - Current	412427	490805.29	399254	325741
Property Tax - Delinquent	0	0	0	0
Tax Collector Late Interest	500	4946.31	500	500
Delinquent Collector Int	9000	5948.15	10000	7000
Del Tax Penalty Revenue	0	8538.6	0	0
Education Billing Fee	0	5751.05	0	0
Abated Taxes	0	3650.04	0	0
Property Taxes	421927	512339.36	409754	333241
INTERGOVERNMENTAL REVENUE				
US Dam Tax-Loss Payment	5656	5656	5656	5656
PILOT VT & USA	3400	22174.06	9000	10000
STVT Current Use	55000	59498	55000	55000
Civil/Local Fines	0	7696.62	8000	7500
Total Intergovernmental Revenue	64056	95024.68	77656	78156
LICENSES				
Town Interest Earned	700	1493.58	1000	1000
Sale of Town Owned Land	0	57000	0	0
Town Hall/Common Rental	750	1495	1000	1000
Reimbursement	0	3536.24	0	0
Misc Revenue	0	4554.69	0	0
Land Lease	2000	2000	2000	2000
Lister Grant Income	0	1045	0	0
Liquor Licenses	500	505	400	400
Total Licenses	3950	71629.51	4400	4400
TC Office Fees/overcounte	6500	5267.5	5000	5000
TC Recording Fees	5000	8849	8000	7000
TC Marriage License	100	150	100	100
TC Dog License	1200	1079	1200	1000
TC Fish & Game	250	140	250	150
TC Vehicle Registration	0	219	0	0
Election Reimbursement	0	978.88	0	0
FD Grant	0	3139	0	0
Transfer In	0	6800	0	0
Trash Bag Sales	25000	37246.5	30000	30000
General Fund Revenue	527983	742862.43	536360	459047
Applied Surplus				93000
Total General Fund Revenue				552047

TOWN GOVERNMENT**SELECTBOARD**

Wages - Selectboard	4000	4000	4000	5200
Wages - Admin. Assist	34312	31873.3	35273	34850
Admin Assist Health Ins	13465	4003.71	13704	15747
EyeMed Assistant	85	47.6	85	85
Dental Ins Assist	350	285.84	650	350
Insurance - SB	4000	4220.94	4200	4400
Admin. Asst. Retirement	2000	1799.89	2100	2200
Legal Expense - SB	5000	3657.76	5000	5000
Web Expense - SB	100	60	100	250
Tech Support - SB	0	90	0	100
Notices - SB	1000	2325.9	1000	1000
Town Report Print	1900	2458.15	1900	2500
Windham Regional Assessment.	2775	2774	2775	3000
VLCT Dues	2400	2435	2500	2500
Travel/Meetings - SB	0	28.01	200	200
Travel Adm Asst	0	27.14	0	200
Supplies - SB	250	99.07	250	250
Tax Bill Expense - SB	2500	123.78	2500	2500
Town Meeting Lunch	1000	0	1000	1000
SOVEREN SOLAR	0	7032.84	0	0
Total Select Board	75137	67342.93	77237	81332

LAND-TAFT MEADOWS

Expense - Taft Meadows La	500	0	500	1400
Total Land-Taft Meadows	500	0	500	1400

ELECTIONS

Wages-Ballot Clerks	1200	1982.16	1000	1500
Travel/Meeting	0	59.95	0	0
Supplies - Elections	500	100.76	200	200
Total Elections	1700	2142.87	1200	1700

TOWN CLERK'S OFFICE

Salary - Town Clerk	35415	35415.12	36407	37318
Wages - Clerical - TC	5500	3083.5	5660	5800
Health Insurance - TC	13465	12816.96	13704	15747
EyeMed TC	85	83.52	85	85
Dental Ins TC	650	590.77	650	650
Retirement - TC	2000	2064.23	2100	2100
Bond - TC	130	122.54	100	120
Training/PD - TC	300	105	100	150
Computer Exp - TC	700	803.75	500	750
Repair/Maint - TC	500	0	0	0
Copier Exp - TC	1400	0	1500	1500
Supplies - TC	1500	1208.03	1500	1500
New Equipment-Copier	500	0	0	0
Records Maintenance	0	564.56	0	500
Total Town Clerk's Office	62145	56857.98	62306	66220

FINANCE OFFICE

Town Treasurer	11500	11500.06	0	30000
Salary - Treasurer	0	0	2342	0
Wages-Tax Collector	0	0	5000	5000
Wages- Bookkeeper	17630	12959.26	15000	0
Misc. Reimbursement	0	0	0	0
Treasurer Health Ins.	0	0	0	2000
Treasurer Eye Med	0	0	0	85
Treasurer Dental	0	0	0	350
Bond - Treasurer	1125	1155.54	1125	0
Training - Finance Office	70	70	4000	3000
Training - Bookkeeper	3000	3500	2000	0
Outside Audit	12000	12500	15000	10000
Other Municipal Bkpping	8300	0	0	0
Tax Col. Computer Expense	0	483.31	0	0
Comp. Expenses - FO	0	802.06	500	1000
Tech Support - Bookkeeper	1000	914.56	1000	1000
Travel Treasurer	0	274.06	0	0
Supplies - FO	0	469.44	500	500
New Equipment - FO	0	1255.57	0	500
Bank Fees	0	8.11	0	0
Fund Reconciliation	0	0	0	0
Total Finance Office	54625	45891.97	46467	53435

DELINQUENT TAX COLLECTOR

Del Tax Penalty Wages	0	9878.67	0	0
Del Tax Emplry Exp	1200	755.77	500	500
Bond - Del Tax	450	463.96	450	475
Delinq Collect Legal	0	1266.16	0	0
Computer Exp - Del Tax	250	354.57	250	250
Supplies - Del Tax	300	344.49	200	200
Reverse Delinquent Fees	0	0	0	0
Total Delinquit Tax Collector	2200	13063.62	1400	1425

LISTERS

Wages - Listers	18000	16453.5	18000	18000
Contractual Serv-Listers	1000	343.75	600	500
Lister Legal Expenses	0	0	0	5000
Tech Support - Listers	1000	112.5	600	500
Computer Exp - Listers	1000	187.5	2000	1500
Software Lic - Listers	1000	1046.69	700	1500
Notices - Listers	500	90.2	100	100
Lister Dues	100	125	125	100
Travel/Meetings - Listers	1000	1691.48	500	500
Supplies - Listers	0	175.85	250	250
Map Exp - Listers	3500	7348	0	500
Equipment - Listers	1000	0	500	0
Total Listers	28100	27574.47	23375	28450

PLANNING BOARD

Clerical	800	0	0	0
Town Plan	2500	285.73	1000	1000
PB Technical	0	0	1250	1200

Notices - PB	200	0	700	500
Printing - PB	200	0	350	450
Supplies - PB	200	0	350	250
Map Expense - PB	500	0	750	1000
Total Planning Board	4400	285.73	4400	4400
BOARD OF CIVIL AUTHORITY				
Supplies - BCA	25	0	25	25
Appeals Exp - BCA	50	0	50	50
Total Board of Civil Authority	75	0	75	75
MUNICIPAL TOWN HALL				
Wages: Janitor/Main	1800	1022	800	800
Clock Contract - TH	125	0	125	125
Computer Exp - TH	250	1046.25	250	250
Alarm - TH	300	394.15	300	400
Repair/Maint - TH	10000	2364.83	2500	10000
Lawn Care - TH	0	542.5	0	0
Insurance - TH	8000	8148.42	8000	8200
Communications - TH	1500	6588.24	1500	5000
Supplies - TH	2000	968.61	1000	1000
Office Exp - TH	1500	1678.98	1500	1500
Fuel Oil/Propane - TH	6000	4231.87	6000	5000
New Equip - TH	0	3400	0	0
Renovations - TH	0	0	0	0
Total Municipal Town Hall	31475	30385.85	21975	32275
Total TOWN GOVERNMENT	260357	243545.42	238935	270712
RESCUE INC				
Rescue Inc	35300	35272.16	35700	36060
Total Rescue Inc	35300	35272.16	35700	36060
CONSTABLE				
Bond - Constable	200	219.42	200	200
Liability Ins - Police	700	708.6	700	700
Supplies-Constable	200	0	200	200
	1100	928.02	1100	1100
LAW ENFORCEMENT				
Law Enforcement	20000	18759.54	20000	0
Total Law Enforcement	20000	18759.54	20000	0
EMERGENCY MGMT				
Supplies	0	0	0	0
Emergency Mgmt	2500	2500	2500	2500
Total Emergency Mgmt	2500	2500	2500	2500
POUNDKEEPER				

Poundkeeper	300	300	300	300
Total Poundkeeper	300	300	300	300
FIRE HOUSE/DEPARTMENT				
Workers' Comp - FD	1600	1729.56	1600	2000
Repair/Maint - FH	3000	1012	3000	3000
Insurance - FH/FD	2300	2619.48	2200	3000
Telephone - FH	550	564.12	550	600
Communications - FH	5000	0	5000	5000
Dues - FD	19500	19369	20000	20500
Supplies - FH	500	507.99	500	500
Fuel Oil - FH	5000	4594.52	5000	5000
New Equipment - FH	11600	16050	11600	1000
New FH Contingency Funds	0	0	0	5000
FD Grant Expenses	0	13129.03	0	0
Fire Pond	0	0	0	0
Total Fire House/Department	49050	59575.7	49450	45600
FIRE VEHICLES				
Repair - FT	7000	4990.12	8900	13400
Ins/Reg - FT	4700	4900.8	4600	5500
Supplies - FT	1400	985.57	1400	1200
New Equipment - FT	3000	1655	2700	5000
Total Fire Vehicles	16100	12531.49	17600	25100
FD Grants				
Fire Pond Grant Exp	0	0	0	0
Total FD Grants	0	0	0	0
PUBLIC WORKS				
Municipal				
Wages-Sidewalk	500	0	0	0
Municipal Electric	10300	0	10300	11100
Town Hall Electric	0	408.54	0	0
Garage Electric	0	2146.45	0	0
Fire House Electric	0	205.44	800	0
Library Electric	0	278.42	0	0
Common Electric	0	0	0	0
Streetlights	0	3662.49	0	0
Total Municipal	10800	6701.34	11100	11100
TOWN BARN/GARAGE				
Computer Exp - Garage	200	272.39	200	400
Repair/Maint - Garage	200	915.25	1500	1000
Insurance - Garage	4000	5126.3	5000	5200
Telephone - Garage	600	606.94	600	600
Supplies - Garage	200	100	0	100
Fuel Oil - Garage	4500	4936.6	4500	5000
Total Town Barn / Garage	9700	11957.48	11800	12300

WASTE/RECYCLING/COMPACTOR

Attendant	12000	12120.5	12400	12700
Recycling Contract	16000	12110	12000	12000
Maint/Repair - Compactor	500	1373.11	2500	2500
Insurance - Compactor	175	149.82	175	175
WSWMD Assessment	10750	10721.16	9000	8100
Supplies - Compactor	250	101.16	500	0
Tipping Fees Paid	15000	24487.05	20000	25000

Total Waste / recycling / Compactor	54675	61062.8	56575	60475
--	--------------	----------------	--------------	--------------

COMMON

Wages - Mowing	600	95	0	0
Lawn Care - Common	1000	0	1000	1000
Tree Care - Common	3000	1420	3000	3000
Fountain Care - Common	300	460.45	300	300
Gazebo Maintenance	200	0	200	200
Supplies - Common	0	0	0	0

Total Common	5100	1975.45	4500	4500
---------------------	-------------	----------------	-------------	-------------

RECREATION

Ballfield	200	0	100	100
General Recreation	100	0	100	100

Total Recreation	300	0	200	200
-------------------------	------------	----------	------------	------------

Total Public Works	80575	81697.07	84175	88575
---------------------------	--------------	-----------------	--------------	--------------

EMPLOYER/DEBT/MISC EXPENSE

FICA - Town	12000	10818.49	12000	12000
Unemployment - Town	400	164	300	300
WC - Town	2000	468	1000	1000
Misc Employer Expense	0	256.66	0	0

OTHER EXPENSES

BCTV Support	0	0	1000	1000
Windham County Tax	12500	6142.5	12000	12500
Principal Paid-Long Term	40000	40000	40000	40000
Interest Paid: Notes	25000	16316.38	20000	15000
Memorial Day Expense	300	291.67	300	300
Appropriation	0	16330	0	0
Miscellaneous Expense	0	12.37	0	0
Stone Arch Bridge Expense	0	2387.5	0	0

Total Other Expenses	77800	81480.42	73300	68800
-----------------------------	--------------	-----------------	--------------	--------------

Total Employer/Debt/Misc Exp	92200	93187.57	86600	82100
-------------------------------------	--------------	-----------------	--------------	--------------

Total Expenditure	557482	548296.97	536360	552047
--------------------------	---------------	------------------	---------------	---------------

Total General Fund	29499	194565.46	0	418741
---------------------------	--------------	------------------	----------	---------------

Total All Funds	29499	194565.46	0	418741
------------------------	--------------	------------------	----------	---------------

TOWN OF TOWNSHEND HIGHWAY FUND 2018 - 2019 and 2020

	Voted FY- 2019	Actual FY- 2019	Voted FY- 2020	Proposed FY- 2021
HIGHWAY REVENUES				
TAXES RAISED: HIGHWAY				
Taxes Raised: Highway	283926	283926	366550	0
Total Taxes Raised Highway	283926	283926	366550	0
STVT HW State Aid	109000	111822.09	110000	110000
OTHER HIGHWAY REVENUE				
Plow: Other Towns	3000	5700	3000	3000
SOV Grant Reimbursement	0	155938.5	0	0
Health Ins Reimb	0	0	0	0
Misc. Highway Receipts	0	0	0	0
Total Other Highway Revenue	3000	161638.5	3000	3000
Total Highway Revenue	395926	557386.59	479550	113000
DIRECT HIGHWAY EXPENSES				
GENERAL MAINTENENCE				
Wages - GM	148000	180116.97	200000	205000
Hired Services - GM	15000	15512.51	10000	10000
Road Signs - GM	1000	254.86	500	500
MRGP State Fee	0	1750	2000	2000
Materials & Supplies - GM	100000	102662.51	100000	105000
Contract - Retreatment	80000	194923.12	25000	100000
GRAVEL CRUSHING				
Gravel Crushing	35000	59959.5	35000	40000
Charge Out Crshd Gravel	0	0	0	0
Apply Gr Crush to Reserve	0	0	0	0
Total Gravel Crushing	35000	59959.5	35000	40000
All Special Projects	0	0	0	34000
Total General Maintenance	379000	555179.47	372500	496500
INDIRECT HWAY EXP				
ANCILLARY HIGHWAY EXPENSE				
Uniforms - Highway	3200	3813.88	4500	4630
Computer-Highway	150	0	0	0
Liability Ins - Highway	4400	4599.58	4500	4250
CDL Exp - Highway	0	0	0	250
Misc Ancillary Exp - Hwy	250	750.35	250	250
Total Ancillary Highway Expense	8000	9163.81	9250	9380

EMPLOYER EXPENSE: HIGHWAY

Health Ins - Highway	13465	29187.96	54820	63000
EyeMed Highway	250	259.99	330	330
Dental Ins Highway	1900	1518.96	2000	2000
FICA Tax - Highway	11500	16911.81	12500	17000
Retirement - Highway	8000	9481.37	11500	12200
Unemployment - Highway	1250	0	1250	1300
WC - Highway	14000	15722.96	15000	16000
Misc. Employers Exp - Hwy	300	482.68	400	400

Total Employer Expense: Highway	50665	73565.73	97800	112230
--	--------------	-----------------	--------------	---------------

Total indirect Highway Expense	58665	82729.54	107050	121610
---------------------------------------	--------------	-----------------	---------------	---------------

Total direct Expense Highway	437665	637909.01	479550	618110
-------------------------------------	---------------	------------------	---------------	---------------

Total Expenditures	437665	637909.01	479550	618110
---------------------------	---------------	------------------	---------------	---------------

Total Highway Fund	41739	80522.42	0	505110
---------------------------	--------------	-----------------	----------	---------------

EQUIPMENT FUND

	Voted FY - 2019	Actual FY- 2019	Voted FY - 2020	Proposed FY - 2021
Town Equip Appropriation	117425	117425	89325	0
Equipment Appropriation	20000	20000	10000	0
OTHER EQUIP FUND REVENUE				
Total OTHER EQUIPMENT REVENUE	0	826.46	0	0
Total Revenues	137425	138251.46	99325	0
DIRECT EQUIPMENT EXPENSE				
Total Western Star 2020 Dump Truck	0	0	0	1500
Total Backhoe 2008 JD 410	3200	956.08	3000	3000
Total Tk #3 2015 International	2500	5722.28	4000	4000
Total Tk #9 2011 International	7000	7013.13	6000	0
Total Tk #12 Freightliner	3000	20962.81	6000	6000
Total TK#02 2012 F550	3000	6633.41	1000	0
Total 2018 Dodge 550	0	1339.1	0	2000
Total Misc EQ:YORKRAKE/SAWS/ETC	1000	757.52	1000	1500
Total TRACTOR Kubota	1500	423.58	500	5000
Total Grader JD 772	5000	7293.01	5000	5000
Total Loader 524	0	1075.14	500	1000
ALL EQUIPMENT				
Winter EQ: AQ	0	0	0	0
Liq Chloride Machine Exp	0	0	0	0
Insurance	7500	7614.26	8500	7500
Supplies/Parts: AQ	2000	6797.61	2500	3500
Diesel: AQ	22000	36340.83	25000	30000
Unleaded Gas: AQ	125	123.44	125	350
Total ALL EQUIPMENT	31625	50876.14	36125	41350

OTHER EQUIPMENT EXPENSE

Rented Equipment	400	0	0	0
Equipment Purchased	0	179514	2000	8000
Tank Expenses: Dsl & Gas	0	0	0	0
Equ. Principal Payments	8000	8000	0	23760
Interest PD-EQ Financing	200	160	0	0
Grader Fund to Reserve	50000	50000	0	0

Total Other Equipment Expense	58600	237674	2000	31760
--------------------------------------	--------------	---------------	-------------	--------------

Total Direct Equip Expense	117425	340924.74	65125	102110
-----------------------------------	---------------	------------------	--------------	---------------

Total Expenditures and Equipment	117425	340924.74	65125	102110
---	---------------	------------------	--------------	---------------

Total Town Equipment Fund	20000	202673.28	34200	102110
----------------------------------	--------------	------------------	--------------	---------------

Total Direct Highway & Total Equipment				720220
Less Revenue				113000
Applied Surplus				200000
Amount to be Raised in Taxes				407220

Townshend Loans Payable:

Garage Bond - \$380,000 principle
\$94,164 interest
\$474,164 owed

Western Star Milf Loan - \$110,000 principle
\$16,600 interest
\$116,000 owed

RESERVE FUNDS

	06/30/18	06/30/19
Common Fund	5,741.38	5,747.13
Equipment Fund	44,156.29	5,194.95
Sidewalk Fund	6,787.20	6,804.60
Fire Truck CD	223,926.72	244,721.34
Fire Pond	9,232.49	757.54
Fog Line	2,775.00	0
Special Projects	0.00	0
Stone Arch Bridge	3,500.00	1,112.50
GC Sewer Fund	40,924.54	41,696.84
Mosley Fund	61,898.94	62,074.34
PILOT/RDAG MM	77,589.47	70,992.54
Restoration Reserve	25,112.82	27,318.82
Infrastructure	15,846.35	0
Reappraisal	122,556.71	113,945.03
Lister Education	3,171.00	0
Planning Commission	6,904.88	6,619.15

2018-2019 Department of Public Works Report

2019 was a very busy year for the Highway dept. Extensive tree cutting and removal of hazardous trees took place throughout town. Townshend's adoption of Act 64 has the dept. working to get class 3 roads in compliance, this includes changing culverts, ditching and stone lining. Windham Regional has identified very high priority segments that need to be completed by 12/2025. We have applied for and received several grants that will allow the town to contract out some of the work, while the Highway dept. works to complete these identified segments. Full compliance is expected to be completed by 2037. The Town will apply for every grant available to help complete this requirement on time.

The dept. received two new trucks in 2019, I will develop an equipment replacement schedule that will recommend replacement while warranty is still in effect, increasing the trade value and reducing the cost to tax payers.

Respectfully

DPW Super Steve Frisk

Townshend Planning Commission Annual Report 2019

This Planning Commission is charged with planning for Townshend's future through the creation and development of the Town Plan. The Planning Commission also reviews any requests for state development permits for projects in the town to determine if they conform to criteria in the Town Plan.

The Planning Commission applied for and received the Village Center Designation (VCD) through the state for the Village of Townshend. Obtaining this important state designation was a goal of the Town Plan because it provides technical and state funding to support local revitalization efforts. The state VCD program offers tax credits to commercial properties in the village area for historic preservation, façade work and code improvements. The town will also receive priority consideration for other state planning and development grants.

The Planning Commission has also been working on an amendment to the energy section of the Town Plan to bring it into compliance with Act 174, which will give the Town Plan "substantial deference" before the Public Utility Commission on the siting of any new energy generation facilities being considered for Townshend.

Meetings of the Planning Commission are held on the second and fourth Wednesday of each month at 7:15 p.m. in the Town Hall. The meetings are open to the public and participation is welcome.

John Evans, Chair

Bob DeSiervo, Vice Chair

Andy Snelling, Secretary

Brandon Canevari

Liza Swen Martin

DELINQUENT TAX COLLECTOR 2018-2019 REPORT

After receiving the warrant in June of 2019 for \$160,115.10, the total in delinquent taxes owed to the Town of Townshend was \$193,118.96. Prior to receiving the warrant, the total due for delinquent taxes was \$35,299.97. I held a tax sale on May 17, 2019 in which I attempted to auction off one property, but there was no one interested in purchasing it. I am currently in the process of another tax sale.

The tax sale that I am working on right now consists of eight properties and about \$11,000 in delinquent taxes. The tax sale date has not been scheduled yet, but will be in the spring of 2020. The struggle remains with deceased property owners with delinquent taxes where there is no estate or death certificate on file which are needed to enter the properties into probate court. Another stumbling block is properties that have IRS liens on them as they are not attractive to potential buyers. I currently have three properties that account for \$31,356.92 in delinquent taxes which the select board has advised me to hold off on pursuing to avoid up front legal fees. The remaining dollars on my list are under monthly payment arrangements with me to pay their balances off within 12 months.

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

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

BECKY REILLY

	<u>7/1/2018</u>	<u>Collected</u>	<u>Adjusted</u>	<u>6/30/2019</u>
2010-2011	1,802.00		(49.24)	1752.76
2011-2012	2,102.17		(98.69)	2003.48
2012-2013	2,053.91		(90.87)	1963.04
2013-2014	1,613.32		(97.09)	1516.23
2014-2015	3,385.68		(207.05)	3178.63
2015-2016	6,403.02	433.09	(234.06)	5735.87
2016-2017	13,486.59	7,781.22	(258.44)	5446.93
2017-2018	105,694.72	90,102.63	(1,889.06)	13703.03
2018-2019*	160,115.10	11,714.18	9,418.07	157,818.99
	296,656.51			193,118.96

*Warrant	6/10/2019	<u>\$160,115.10</u>
-----------------	------------------	----------------------------

Amounts from 2017-2018 Annual Report

2018-2019 Delinquent Tax Report (Tax Only)

<u>2018-2019</u>	<u>2017-2018</u>	<u>Previous Years</u>	<u>2018-2019</u>	<u>2017-2018</u>	<u>Previous Years</u>	
\$984.45	\$246.70		\$2,962.81	\$2,002.12		
\$2,324.89			\$528.24	\$186.45		
\$6,741.04			\$3,240.46			
\$1,626.74			\$332.15			
\$286.28			\$248.11	\$264.76		
	\$578.90		\$5,690.63			
\$982.52			\$2,447.10	\$1,555.90		
\$126.06			\$82.04			
\$126.06			\$489.58			
\$114.06			\$1,633.73			
\$3,753.69	\$3,497.80	\$9,661.31	\$1,265.57			
\$400.18	\$392.90		\$1,385.12	\$282.14		
\$2,559.06			\$966.21			
\$480.21			\$4,193.88			
\$54.03			\$232.60			
\$3,189.43	\$18.60		\$2,987.25			
\$48.02			\$94.04			
\$94.04			\$168.07			
\$895.80			\$90.73			
\$2,543.15			\$1,911.90			
\$47.53			\$6,904.00			
\$218.10			\$499.71			
\$396.18			\$134.06	\$31.23	\$123.69	
\$2,170.98	\$1,480.12		\$162.07			
\$238.11	\$221.87	\$1,246.23	\$35.54			
\$1,230.55	\$1,146.67	\$10,361.69				
\$14,948.73	\$32.99					
		\$205.02				
\$132.06	\$123.06					
			0.00			
			#REF!	\$0.00		
			85.50	*	0.00	
			#REF!	\$12,062.21	\$21,597.94	
			TOTAL =			#REF!

= Collected in full before
report
printed
 * = Adjusted after 6/30/19

Librarian's Town Report 2019

As with many years, 2019 had its ups and downs, but many days were brightened by compliments from our visitors. I can't tell you how many times people come in for the first time and remark that the Library is bigger than it looks, and that we have a lot of great things to offer. Jeni, Beth, and I always strive to meet or exceed your expectations and we welcome your feedback. We currently house 13805 items for you to borrow and have added to our downloadable collection as well. During the year I have tried to offer a greater variety of programs. Some of the new ones included afterschool STEAM activities. Everyone seemed to enjoy learning about very basic computer coding! I'm very glad that we are able to help support the students and the school library programs. It was wonderful to have Dale Stevens & Peter Golrick help with our space themed summer reading program. Families were thrilled to shoot off the water rockets and look at the moon through Dale's telescope. We had 895 people attend our 101 programs. Additionally, more than 60 meetings took place in our meeting room. I now have more program ideas than I have time to manage, (especially for adults) and would love a volunteer or two who enjoy organizing things to work with me. We love that Jean Danilow, Judy Bright, Mary Moberly, and Pam Russo continue to volunteer with our day to day operations. Kate Harris and Steve Goldberg help keep our plants looking good, and Maija Schmidt and Nacy Winrich keep our Friends group going. There are other small tasks that we could use more help with, like decorating our children's room. We're also grateful to the Blazing Star Lodge for their generous donation. After many years of library service as a trustee, Marge Holt retired from the board. Always an advocate for literacy and the library, I've appreciated her dedication, knowledge, helpfulness. I was very pleased that the trustees decided to honor her by naming our meeting room after her.

Respectfully submitted,
Karen LaRue

LIBRARY FUND

	VOTED	ACTUAL	VOTED	PROPOSED
	2019	2019	2020	2021
<u>TOWN APPROPRIATION</u>	51050	51050	52345	54,050
<u>LIBRARY FUND EXPENSES</u>				
PAYROLL EXPENSES				
Librarian	26500	26500	27292	28,100
Assistants	8,000	7590	8,000	8,600
Custodian	1,500	1,358	1,500	1,600
FICA	2,400	2246	2,400	2,400
Insurance	2,000	1464	2,200	2,200
OPERATIONAL EXPENSES				
Supplies	1500	1470	1300	1,300
Postage	1000	1026	1200	1,250
Snow Removal	700	1145	800	1,200
Maintenance	3,000	2400	3000	3,000
Travel/Meetings	600	666	600	650
Electricity	0	0	0	0
Fuel Oil	1800	1451	1,800	1,800
Telephone	650	482	650	650
Website	200	144	200	400
Equipment	1,000	145	900	900
TOTAL EXPENDITURES	51,050	48,087	52,345	54,050

Townshend Public Library Board of Trustees 2018-2019

Our library is more accessible now, after a major repaving project. This has made our handicap access much safer.

We are fortunate to have dedicated volunteers and librarians who make our library a warm and welcoming place. The volunteers, who donate many hours, are greatly appreciated and Karen, our librarian would welcome new volunteers with open arms! Perhaps you could come with a friend and donate an hour or two a week.

The board was sad to accept Marge Holt's resignation this year, after many years of being a dedicated trustee. We have added a sign in our Reading Room to honor her years of work. She will be missed, but we are happy to welcome Kathy DuGrenier as our newest member.

As always, the trustees are looking for ways to better meet the needs of our community. If you have ideas for programs or activities, please let us know.

Townshend Library Board of Trustees

Margaret Bills, Pat Lassoff, Marilee Attley, Judy Slowik, Kathy DuGrenier

<u>LIBRARY TRUSTEES EXPENSES</u>				
	VOTED 2019	ACTUAL 2019	VOTED 2020	PROPOSED 2021
<u>LIBRARY TRUSTEES EXPENSES</u>				
Supplies	1,000	882	1,000	1,000
Audio Visual	1,800	1,525	1,800	1,800
Subscriptions	700	557	700	700
Programs	2,000	1278	2,000	2,000
Fundraiser	600	575	700	800
Professional Expenses	400	200	400	500
Books	9,000	8,057	9,000	9,000
Book of Mo Club	0	1,262	0	0
Friends Books	0	652	0	0
Performances	500	275	500	500
EE Gifts	350	450	450	500
Tech	1,200	640	1,200	1,200
Newsletter	200	0	0	0
Miscellaneous	200	0	200	200
TOTAL TRUSTEES EXPENDITURES	17,950	16,353	17,950	18,200

FY 19 Wages and Salaries

Cemetery	
Michael Cutts	2124
Charles Marchant	1035
Delano Schmidt	112
Domenick Schmidt	192
Delinquent Tax Collector	
Becky Reilly	10869
Finance Office	
Elaine Hill	13435
Highway Department	
Steven Frisk	59220
Robert Germond	48208
Jeremy Zembruski	50096
Billy Roberts	51289
Library	
Jennifer Clary	4987
Elizabeth Etman	2961
Karen LaRue	26898
Laura Richardson	899
Pamela Russo	212
Donna Trumbull	29
Listers	
Stanley Bills	6999
Helen Holt	7479
Eugene Kuch	1043
Richard Lucier	679
Planning Commission	
	0
Cemetery Mowing	
Douglas Ballantine	425
Select Board	
Kathleen Hege	900
William Bissonnette	775
Steve Frisk	775
Crystal Mansfield	775
	775
Robert Wright	775
Craig Hunt (assistant)	6598
Karla Lumbra (asst)	22000
Town Clerk	
Anita Bean	36187
Kathleen Hege	21
Richard Jackson	519
Kurt Tietz	2623
Town Hall Maintenance	
Anita Bean	1022
Transfer Station Attendant	
Arnold Cole	11483
Michelle Valliere	128
Treasurer/Tax Collector	
Joe Daigneault	8848

Cemetery Commission Annual Report for 2119

All town maintained cemeteries received the annual care required by Vermont statutes. There are 13 town maintained cemeteries. Two have their own funds to care for them and the rest are cared for with the money raised in the old cemetery article at this meeting.

Last winter took a heavy toll of many stones in various cemeteries. A number of them had to be reset and several were broken by falling over. Bruce Bill and Charlie Marchant did most of this work. Anyone who would like to help sometime, the Commission would be glad to show you what to do.

The Commission wants to thank Steve Frisk and the Townshend Road crew for helping with some clean up and tree work in several cemeteries. We also want to thank Ethan and Mike Cutts , Doug Ballantine, and Delano Schmidt for their mowing work. Many thanks to the town for having a large pine tree taken down at the Wiswell Cemetery. There are plans to remove some more threatening trees near other cemeteries.

If there is anyone who wants a summer job mowing, we have work for them. With 13 cemeteries, there is always mowing, trimming, and brush work to be done. The good news on this type of job is most of the work can be done on your schedule, and the people you are working for don't complain.

Townshend Cemetery Commission

Scott Nystrom, Chairman

Bruce Bills, Vice Chairman

Charles E. Marchant, Secretary and Agent

Rick Snow

Carley Sanderson

CEMETERY FUNDS

<u>REVENUES</u>	<u>2019 ACTUAL</u>	<u>EXPENSES</u>	<u>2019 ACTUAL</u>
Town appropriation	1,750	Wages	3319.57
Interest	417.80	FICA	125.19
Annual Care	787.50	Insurance	145.22
Perpetual Care	265	Postage	20.50
Lot sales	1720	Deed fees	80
Grace Cottage Field	750	Maintenance / repairs	155.06
Lease Misc. revenue	785	Electricity	142.69
		Use of equipment	211.27
		Supplies	525.54
		Mileage	321.01
TOTAL REVENUES	6475.30	TOTAL EXPENSES	5026.05

TOWNSHEND SOCIAL SERVICES – FY 2021

American Red Cross of Vermont and NH Upper Valley Region provides planning preparedness and emergency disaster relief.

2020 appropriation: \$500 2021 request: \$500 **2021 recommendation: \$ 500.**

Brattleboro Area Hospice, Inc. provides non-medical, volunteer-staffed programs for dying and grieving community members. One hundred percent locally-funded, Hospice provides assistance to increase understanding and cope with death and dying.

2020 appropriation: \$300 2021 request: \$300 **2021 recommendation: \$300.**

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

2020 appropriation: \$750 2021 request: \$750 **2021 recommendation: \$750.**

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

2020 appropriation: \$100. 2021 request: \$100 **2021 recommendation: \$0**

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

2020 appropriation: \$275 2021 request: \$275 **2021 recommendation: \$275.**

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

2020 appropriation \$600. 2021 request \$1,200 **2021 Recommendation \$1,200.**

Health Care and Rehabilitation Services provides a range of community-based services, including client advocacy and public education.

2020 appropriation: \$550. 2021 request: \$1,100 **2021 recommendation: \$1,100.**

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

2020 appropriation: \$2,500 2021 request: no amt. **2021 recommendation: \$2,500.**

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

2020 appropriation: \$750 2021 request: \$750 **2021 recommendation: \$ 750.**

Southeastern Vermont Community Action, Inc. (SEVCA) is a community based, non-profit organization providing weatherization, emergency heating repair, tax preparation services, thrift store vouchers and fuel assistance.

2020 appropriation: \$1,500 2021 request: \$1,500 **2021 recommendation: \$1,500.**

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

2020 appropriation: \$250 2021 request: \$500 **2021 recommendation: \$500.**

Southeastern Vermont Watershed Alliance monitors and documents the health of local rivers to identify potential areas of concern, in an effort to meet the goals of the Clean Water Act.
2020 appropriation: \$260 2021 request: \$260 **2021 recommendation: \$ 260.**

Townshend Community Food Shelf, provides food to those in need.
2021 appropriation: \$700 2021 request: \$700 **2021 recommendation: \$700.**

Vermont Family Network's provides the state's largest children's integrated services early intervention program, serving children in Chittenden County.
2020 – no request 2021 request: \$250 **2021 recommendation: \$0**

Vermont Center for Independent Living is a statewide non-profit organization dedicated to improving the quality of life for people with disabilities & supports Townshend residents through grants for adaptive phone equipment, home access assistance, systems advocacy and youth programs.
2020 appropriation: \$255 2021 request: \$255 **2021 recommendation: \$255.**

Vermont Institute of Natural Science, provides rehabilitation services to injured wildlife and studies bird populations.
2020 – no request 2021 request: no amt. **2021 recommendation: \$0**

Visiting Nurse Association & Hospice of VT and NH makes homecare visits to Townshend residents.
2020 appropriation: \$2,790 2021 request: 2,700. **2021 recommendation: \$2,700.**

Windham County Humane Society is non-profit serving all residents of Windham County towns. Its mission is to "ensure the safety and well-being of animals as well as enhancing the relationship between individuals and pets through adoption, education, advocacy, compassion and promotion of animal welfare.
2020 appropriation: \$500 2018 request: \$500. **2021 recommendation: \$500**

Winston Prouty Center for Child & Family Development provides services for preschool children with special needs, including Early Intervention, Early Childhood Family Mental Health, Nursing, and Specialized Child Care, Family Supportive Housing, and Referral and Eligibility Services.
2020 appropriation: no request 2021 request: \$250. **2021 recommendation: \$250.**

Women's Freedom Center works to end physical, sexual and emotional violence against the women and children of Windham County.
2020 appropriation: \$1,200 2021 request: 1,200. **2021 recommendation: \$1,200.**

Youth Services coordinates the Big Brother/Big Sister program, provides in-home parent education and support, and a 24/7 crisis hotline.
2020 appropriation: \$1,540. 2021 request: \$1,540 **2021 recommendation: \$1,540.**

2020 appropriate total: \$15,730. **2021 recommendation total \$16,780**

Townshend Volunteer Fire Department Association, Inc. – Annual Report 2019

The department has responded to a little higher than the recent average number of calls for the year. So far there have been over 90 total calls with various alarms (25), mutual aid (25) and motor vehicle events (13) leading the way.

We ask homeowners and businesses that have alarm systems to make sure the department is aware of who the key holder is, if the building is not occupied. The department cannot leave the scene until we know there is not a problem. Knox Boxes are the best option to preventing forceable entry damage by the fire department. Anyone interested or looking for more information on Knox Boxes please email the department at tfd033@gmail.com

Our department is part of the West River Training Group that meets once a month to train together. This cooperation has been very valuable to learn new response techniques and work together without Mutual Aid departments.

We have a station committee formed to plan for a replacement fire station. At some point, there will be some building plans presented for review. At this time, this is in the feasibility study phase.

We have a new (to us) pumper. It has been outfitted with all the essentials and is ready for service. This purchase came at minimal expense to the town. The purchase of a new front line pumper/engine slated for 2020 is on hold until a building decision is made.

We also have a new dry hydrant in town. The site was made available through the generosity of Steve McConnel. We thank him for his help in getting this completed. Also, Larry Gould and Mitch Putnam need to be thanked for their help as well. If there are others in town who think they have a pond which might be useful as a fire pond, contact the department so we can look at the site.

Joe Daigneault has retired as the long time Treasurer of the department. We thank him for his service. He continues as a Life Member of the department.

The department would like to recognize two former members who passed away in the past year. Cory Sleeper and Lars Pedersen provided service to the department over the years and their help will be missed. We would also like to recognize the service to the department of Carole Melis. For a number of years she was a 911 coordinator. Having recognizable street numbers enables us to find locations quickly.

The department is always looking for new members. Anyone interested in joining should contact Chief Glen Beattie at 874-4300 or email townshendfd@townshendvt.net or on Face Book.

2018-2019 Annual Lister's Report

January 2020

Not too much is new in the Lister's office. We've been working on cleaning up the Grand List- making sure the data is correct and matches the information on deeds, maps and surveys. Last year the State put out bids for new Grand List assessing software, so we're waiting to see what they decide about that. In the mean time we've been taking classes to keep current on applicable statutes and processes. Here's our annual reminder that homeowners must file their Homestead Declaration (HS-122) every year. And we are still grateful to our lovely Town Clerk, Anita, the owners of the Bald Mountain and Camperama campsites, and especially to all the Townshend residents and homeowners who have been so gracious and helpful throughout the year.

Townshend Listers,
Mike Bills, Gene Kuch and Helen Holt

TOWN CLERK'S REPORT

Here we are again. Another year gone. There have been a couple of changes that went into effect in 2019.

The first was the change in recording fees. As of July 1, 2019, the cost to record a document in the Land Records increased to \$15.00 per page. Survey Maps are now \$25.00 per plat. Property transfer tax returns are now \$15.00 per return and research time in the vault is \$4.00 per hour.

Also, the new statute now calls for towns to bear the cost of postage for returning recorded documents. The law no longer supports such a request.

Second important change is a new vital records law which went into effect on July 1, 2019. The purpose is to enhance the safety and security of certified Birth and Death Certificates, better protect against misuse of these documents and reduce the potential for identity theft.

The law, which was passed by the Vermont legislature in 2017, also streamlines the process to create, store, issue and track Birth and Death Certificates through a new electronic Statewide Vital Records System.

The new law specifies who can obtain a certified copy of a Birth or Death Certificate, such as certain family members, or court-appointed parties or their legal representatives. People who request these documents must present valid identification and complete a brief, standardized application. The law does not change the procedure for requesting Vermont marriage, civil union, divorce or dissolution certificates.

“Many people may not realize that before this law went into effect, anyone could get a certified copy of anyone else’s birth or death certificate. With these updated security measures Vermonters’ personal information will be better protected.

People can search the new electronic system for an index of Vermont Birth and Death Certificates dating back to January 1, 1909, and order certified copies online after entering valid identification information. They can also visit any town or city clerk’s office or the Health Department to request a certified copy or apply by mail. You no longer need to request the document in the Town you were born. It can be gotten at any Town office in Vermont. The fee for a certified copy is \$10.

- You can visit healthvermont.gov/stats/vital-records for full details.

It goes without saying that I could not keep my office running smoothly without the loyalty, help and support of my assistants, Dick Jackson, Kurt Tietz and Kathy Hege.

- Also, without question, thanks to all the residents of the town for their continuing support, for believing in me and giving me the opportunity to serve as Town Clerk for another year.

On a final note, while we mourn all the deaths in town this year, we lost several longtime residents each of whom had a significant impact in our town. They may be gone from our sight, but never from our hearts. In honoring their memory and contributions, I have listed their names as follows:

**BERENICE BROOKS
WALTER MEYER
BRIAN SEARLES
KIRK WINCHESTER**

**CAROLE MELIS
PERRY PHOENIX
CORYDON SLEEPER**

Anita Bean, Town Clerk

Town Clerk Fees processed as of July 1, 2018 to June 30, 2019

Fiscal 2018/2019

Recording/Filing		\$ 10,865.00
Title Searching w/copies		\$ 2,667.00
Certified Copies (vital records)		\$ 2,270.00
Burial Transits		\$ 80.00
DMV		\$ 219.00
Animal Licenses	Town	\$ 1,088.00
	State	\$ 1,130.00
Vermont Fish & Wildlife	Town	\$ 140.00
	State	\$ 2,391.00
Posting Land		\$ 5.00
Marriage/Civil Unions	Town	\$ 150.00
	State	\$ 750.00
Miscellaneous		\$ 238.50
Green Mountain Passes		\$ 8.00
Town Hall Rental		\$ 1,495.00
Trash Bags		\$ 3,646.00
Liquor/Tobacco Licenses		\$ 505.00
Total:		\$ 27,647.50

Townshend Historical Society Annual Report 2019

The VTrans Small Structure Grant application for \$175,000.00 for completion of the West Townshend Stone Arch Bridge, which was submitted by the Townshend Select Board, was denied. We were all devastated by that denial. But we were encouraged, by the people at VTrans, to submit a new application for this year's Grant money. So, we will prepare a completed new application and submit it to the Select Board, for filing, again this year. It is our sincere hope that the Select Board will agree to submit this application in addition to, or in conjunction, with the other application to VTrans to do repairs on Bridge 43 (located on West Hill- left over the Dam). The Select Board, on behalf of the Town, applied and was given a VTrans Small Structure Grant, last year, to do an engineering assessment of that bridge.

But we have not let this disappointment stop us. We are actively seeking gifts designated for the West Townshend SAB restoration, At this point, we have raised just under \$27,000.00. The private donations, along with the \$88,000.00 you so generously voted for the West Townshend Project last year gives us \$115,000.00 toward the \$283,000.00 budget. The new VTrans Grant application will be for \$168,000.00 this year. We are submitted an Article in this year's Warrant for up to \$168,000 for the West Townshend Stone Arch Bridge, IF NECESSARY. This is being done, mainly, because we fear that the bridge may be damaged beyond repair if the work isn't done this year.

The spectacular news is that the contract to do the complete repairs on Negro Brook Bridge is being prepared for submission to the Townshend Select Board. This has been made possible by a generous grant of \$ 7,000 from the Windham Foundation, as well as other gifts, sales of prints and notecards, and in-kind donations from the community.

Charlie Marchant exhibited a special photo presentation was at our Annual Meeting. Charlie is interested in any, and all, photos, postcards & documents with reference to Townshend. If you would like to donate or let us borrow, for scanning, please let us know. We attended the Historical Society of Windham County's Fair, the Jamaica Old Home Days, the Pumpkin Festival & two nights at the West Townshend Farmer's Market.

We want to express our thanks for the members who have joined or renewed their memberships this year. We invite all the townspeople, who are interested, to join us as members and volunteers by contacting us at: PO Box 202, Townshend, VT 05353.

LAND TRANSACTIONS – JANUARY 1 – DECEMBER 31, 2019

Total Transfer Returns Filed

Primary Residents

2018 – 55
2019 - 79

20

WELCOME TO TOWNSHEND (NEW PROPERTY OWNERS)

Benjamin & Jessica Landers
Lynn Shea
Kyle Murphy
Jason Aubuchon & Theresa Olds
Carson Arnold & Jocelyn Peknik
Ricky Jimenez, II
Trevor Havreluk & Katherine Bristol
Kris & Deborah Sprague

Joshua & Shelly Osborne
Michael & Allison Geissler
Vaughn & Amy Perkins
Garvin Scott & Carey Johnson
Chris Webber
David Oprava
Stephen Morella & Jennifer Walck

ORDINANCES

Health Ordinance
Human Bit by Animal
Solid Waste Disposal
No overnight parking
Wireless Telecommunication
Facilities (Cell Towers)
Parking
Designation of Common Road
as a One-Way Street

SPEED LIMIT ORDINANCES

Grafton Road (Revised)
Unpaved Town Roads
Local Enforcement on State
Highway Speed Limit
Riverdale Road (Revised)
Amendment to Local Enforcement
of Speed Limits on a State Highway
Back Windham Road Bridge Speed
Limit

LIQUOR/TOBACCO LICENSES

Harmonyville Store
Windham Hill Inn

River Bend Farm Market
West Townshend Country Store

SEPTIC APPLICATIONS

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

ANIMAL LICENSING

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

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

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

The annual **PET VACCINATION CLINIC** will be held March 14, 2020 at the Newbrook Fire House from 10:00 a.m. until 1:00 p.m.

Fees are as follows: Rabies \$15.00, Distemper \$25.00, Rabies and Distemper \$35.00

PERMIT TO KINDLE: BURN BRUSH ONLY

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

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

Townshend Residents - RESOURCE CENTER - TOWN OFFICE

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

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

VITAL STATISTICS

DEATHS

<u>NAME</u>	<u>AGE</u>	<u>DATE</u>	<u>RESIDENCE</u>
MARGOLA, PRISCILLA	79	01/08/19	READSBORO
HALLETT, FRANK	73	02/01/19	TOWNSHEND
PHOENIX, PERRY	61	01/31/19	TOWNSHEND
DUNHAM, ROBYN	35	02/27/19	TOWNSHEND
DAIGLE, BEULAH	91	03/02/19	GRAFTON
HILTON, DOROTHY	70	03/12/19	TOWNSHEND
MEYER, WALTER	87	03/16/19	TOWNSHEND
WINCHESTER, KIRK	66	03/17/19	TOWNSHEND
DECAMP-AUBRY, JANINE	95	03/29/19	TOWNSHEND
CRAFTS, NANCY	88	03/30/19	MASSACHUSETTS
SLEEPER, CORYDON	70	04/11/19	TOWNSHEND
SEARLES, BRIAN	64	05/11/19	TOWNSHEND
RUSH, JOSEPH	80	05/15/19	TOWNSHEND
DIXON, JOHN	89	06/02/19	GUILFORD
WHITE, BONNIE	71	06/07/19	TOWNSHEND
BABCOCK, JR., WILLIAM	94	06/10/19	TOWNSHEND
VESSEY, REGINALD	68	06/12/19	MOUNT HOLLY
ROBINSON, ELAINE	79	06/16/19	FLORIDA
AMIDON, JR., EDWIN	70	07/06/19	VERNON
DIXON, JR., ROBERT	69	07/16/19	GRAFTON
CHIOCCO, ROSEMARY	82	07/28/19	WEST WARDSBORO
DEWALT, DANA	93	07/29/19	TOWNSHEND
IGOE, LOSI	93	08/11/19	TOWNSHEND
ROMANO, RUTH	89	08/17/19	TOWNSHEND
DOVE, HAROLD	91	09/03/19	TOWNSHEND
HUSSEY, MARGARET	86	09/05/19	WINDHAM
BROOKS, BERENICE	72	09/06/19	TOWNSHEND
CHAPIN, MAURICE	95	09/07/19	TOWNSHEND
ANDERSON, CARL	92	09/08/19	BRATTLEBORO
MCMAHON, FRANCIS	94	09/15/19	TOWNSHEND
BARTLETT, PHILIP	71	09/23/19	EAST DOVER
WRIGHT, SR., ARTHUR	80	09/24/19	EAST DOVER
LINK, ELISSA	71	09/19/19	BRATTLEBORO
FAZZOLARE, MARCELLA	61	10/13/19	BELLOWS FALLS
SMITH, PRISCILLA	98	10/22/19	DUMMERSTON
BAILEY, BEULAH	81	10/26/19	EAST DOVER
FLACONE, DONNA	85	11/12/19	GRAFTON
MELIS, CAROLE	65	11/23/19	TOWNSHEND
SIPPEL, RICHARD	95	12/25/19	ATHENS

BIRTHS

<u>NAME OF CHILD</u>	<u>SEX</u>	<u>DATE</u>	<u>NAME OF FATHER</u>	<u>NAME OF MOTHER</u>	<u>RESIDENCE</u>
LAUGHMAN, KAITLYN	F	01/10/19	LAUGHMAN, JOSHUA	LAUGHMAN, JESSICA	TOWNSHEND
BOVAT, BAILEE	F	01/13/19	BOVAT, HARRISON	BALLENTINE, ELIZABETH	TOWNSHEND
AHEARN, ROBERT	M	02/21/19	AHEARN, WILLIAM	AHEARN, AMBER	TOWNSHEND
TADDEI, IRIS	F	04/18/19	TADDEI, DAVID	TADDEI, KELSEY	TOWNSHEND
DEROSIA, NIKO	M	05/15/19	DEROSIA, SHAWN	DAVIS, RACHEL	TOWNSHEND
CRUZ, ANNALISE	F	06/03/19	CRUZ, OSCAR	CLARK-ADAMS, SYDNEY	TOWNSHEND
GOULET, TATUM	M	07/06/19	GOULET, RYAN	GOULET, MICHELLE	TOWNSHEND
MORIN, BENJAMIN	M	09/04/19	MORIN, NATHANIEL	MORIN, RACHAEL	TOWNSHEND
JEFFERS, OWEN	M	11/05/19	JEFFERS, CODY	JEFFERS, VIVIAN	TOWNSHEND

CIVIL MARRIAGES

<u>SPOUSE</u>	<u>RESIDENCE</u>	<u>SPOUSE</u>	<u>RESIDENCE</u>	<u>DATE</u>	<u>PLACE OF MARRIAGE</u>
GRANT, SEAN	MASSACHUSETTS	HAMMOND, RACHEL	W. TOWNSHEND	01/12/19	WEST TOWNSHEND
MARTOCCI, MATTHEW	TOWNSHEND	AITHER, KAREN	TOWNSHEND	01/16/19	BROOKLINE
KENYHERCZ, ALEX	CONNECTICUT	ZAVALKO, ASHLEY	CONNECTICUT	02/27/19	BROOKLINE
DOBSON, DORRELL	MASSACHUSETTS	THOMAS, AMANDA	W. TOWNSHEND	05/31/19	BRATTLEBORO
BROUGH, JR. DONALD	RHODE ISLAND	SWAIN, SUSAN	RHODE ISLAND	07/06/19	TOWNSHEND
CHASE, ADAM	TOWNSHEND	RAMRATH, BETHANY	TOWNSHEND	07/20/19	WILMINGTON
JACKINS, ROBERT	W. TOWNSHEND	CULLEN, CHERYL	W. TOWNSHEND	07/20/19	TOWNSHEND
CRUZ, JR., OSCAR	TOWNSHEND	CLARK-ADAMS, SYDNEY	TOWNSHEND	08/03/19	W. TOWNSHEND
WILSON, ERIC	TOWNSHEND	STONE, EMILY	TOWNSHEND	08/25/19	STRATTON
THOMAS, NATHAN	TOWNSHEND	JOHNSON, KELLY	TOWNSHEND	08/28/19	BRATTLEBORO
MESCHES, TAI	NEW YORK	HUGHES, KIRRA	FLORIDA	08/31/19	W. TOWNSHEND
KIM, FRANCISCO	MASSACHUSETTS	COE, ANNA	MASSACHUSETTS	09/07/19	TOWNSHEND
CHASE, WILLIAM	TOWNSHEND	KRATZ, CHRISTINA	TOWNSHEND	09/14/19	MARLBORO
DONALDSON, MATTHEW	W. TOWNSHEND	SCHULDENFREI, SARAH	W. TOWNSHEND	09/15/19	W. TOWNSHEND

**ANNUAL TOWN MEETING MINUTES
MARCH 5, 2019**

The legal voters of the Town of Townshend are hereby notified and WARNED to meet at the Town Hall in Townshend, Vermont, on Tuesday, March 5, 2019 at 9:00 a.m. to act on the following articles, viz:

The Assembly recited the Pledge of Allegiance and David Liebow called the meeting to order at 9:13 A.M. Several announcements were made and the location of numerous handouts and surveys were pointed out to the Assembly. The preamble was read and a brief explanation was given of the procedure that would be followed during Town Meeting.

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

David Liebow opened nominations for Moderator.

Nominated: David Liebow.

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

David Liebow, 1 year term as Moderator

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

Emily spoke to:

Act 250 complete review

Family leave medical insurance program

Child Care affordability lack of access and finding providers

Rebecca spoke to:

Rural economy demographic challenges not enough workers not enough jobs need to attract the younger generation

Need more affordable housing, child care and
broadband Need to invest in infrastructure

Ms. Balint and Ms. Long took questions from the audience.

Meeting resumed at 10:00 A.M.

ARTICLE II. To act upon the July 1, 2017 - June 30, 2018 Independent Auditors' Report:

So moved by Kathy Hege and seconded by Will Bissonnette to approve the Independent Auditors' Report.

Discussion ensued regarding recommendations of the auditor. Kathy Hege said it is a work in process.

Kris Kuch, Charles Murray, Roger Jasaitis and Jim Kowalski brought up their concerns about the duties of the individuals regarding the financial activities of the town.

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

Article II Passed

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

Town Clerk:	\$ 36,407.00/ yr
Town Treasurer	\$ 2,342.00/ yr.
Select Board: (1) Chair:	\$ 900.00/ yr.
(4) Members:	\$ 775.00/ yr.
Town Clerk assistants and casual labor:	\$ 14.40/ hr.

So moved by Crystal Mansfield and seconded by Will Bissonnette.

Berenice Brooks brought up the compensation for Town Clerk and the hours worked.
Gene Kuch said that the Town Clerk works very hard for her money.

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

Article III Passed

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

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

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

Anita Bean, 1 year term as Town Clerk

Town Treasurer: 1 – one year term: Nominated: Joseph Daigneault

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

Joseph Daigneault, 1 year term as Town Treasurer

Select Board: 1 - three year term: Nominated: Will Bissonnette

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

Will Bissonnette, 3 year term on Select Board

1 – one year term : Nominated: Steve Frisk

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

Steve Frisk, 1 year term on Select Board

1 – one year term: Nominated: Crystal Mansfield
Dan Holt – Not on checklist

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

Crystal Mansfield, 1 year term on Select Board

Listers: 1 - **three year term** Nominated: Helen Holt

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

Helen Holt, 3 year term as Lister

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

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

Becky Reilly, 1 year term as Delinquent Tax Collector

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

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

Warren Beattie, 1 year term as First Constable

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

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

Michael Cutts, 1 year term as Second Constable

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

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

Margaret Bills, 1 year term as Town Grand Juror

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

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

Carole Melis, 1 year term as Town Agent

Library Trustees: **1 – five year term:** Nominated: Judy Slowik

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

Judy Slowik, 5 year term as Library Trustee

Cemetery Commissioner: **1 – five year term:** Nominated: Bruce Bills

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

Bruce Bills, 5 year term as Cemetery Commissioner

ARTICLE V. To see if the Town will authorize the Selectmen to set a tax rate sufficient to cover all monies raised for municipal entities for the period July 1, 2019 through June 30, 2020, and to borrow money in anticipation of taxes?

So moved by Kathy Hege and seconded by Will Bissonnette.

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

Article V. Passed

ARTICLE VI. To see if the Town will authorize its Property Tax Collector to receive its Real Property Taxes quarterly, August 30, 2019; November 22, 2019; February 28, 2020; and May 29, 2020? Monthly interest will be charged at the rate of one-half percent (1/2%) or fraction thereof; interest of one percent (1%) or fraction thereof plus penalties will commence on May 30, 2020.

So moved by Will Bissonnette and seconded by Steve Frisk.

Following brief discussion, Article VI passes by voice vote.

Article VI. Passed

ARTICLE VII. To see if the Town will vote to appropriate \$536,360.00, to pay for the running expenses and liabilities of the Town of which \$399,254.00 to be raised in taxes?

So moved by Will Bissonnette and seconded by Gene Kuch.

Discussion regarding revenues and monies spent.

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

Article VII. Passed

ARTICLE VIII. To see if the Town will vote to appropriate \$ 544,675.00, for the running expenses and liabilities of maintaining the Town's roads of which \$ 431,675 to be raised in taxes?

So moved by Will Bissonnette and seconded by Dale West.

Discussion – Irv Stowell had concern about the town paving funds and feels they should not be used for the Library.

Laura Richardson questioned the increase in Highway salaries

Chad Greenwood asked why there was an increase in highway employees.

Steve Frisk explained that the increase was due to the fact that there are 4 employees now instead of 3.

Dale West made a motion to amend the Article to add \$40,000.00 for special projects seconded by Kevin Munson.

Motion to Amend the Article to add \$40,000.00 as a line item for road maintenance made by Dale West and seconded by Kevin Munson.

Voice Vote not clear. Article VIII, as amended, failed by hand count.

Chad Greenwood questioned the added costs for the additional highway employee. It was explained that the added person takes care of snow blowing and lawn mowing. Also, two of the employees have taken flagging classes making it unnecessary to hire out.

There was additional discussion regarding the cost difference for snow blowing and lawn mowing which was previously paid at the casual labor rate and now is paid at a higher rate.

The Select Board was asked what the additional cost is for the additional highway employee. Kathy Hege estimated it to be between \$42,000.00 to \$43,000.00.

A Motion to Amend Article VIII to reduce the amount appropriated to \$494,675.00 was made by Chad Greenwood and seconded by Warren Beattie.

Motion to Amend the Article failed by voice vote.

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

Article VIII. Passed

ARTICLE IX. To see if the Town will vote to raise \$170,000.00, by taxation, to be used toward the purchase of a new Highway Department truck?

So moved by Will Bissonnette and seconded by Tim Lynch.

Discussion regarding what truck is being replaced and why.

The T9 2012 International is being replaced with a Western Star Viking Tandem Axle. It will decrease the number of runs made on West Townshend roads. More truck for the money. Trade-in value is much better.

Ken Hoffman asked if the \$170,000.00 has to be raised in one year? Ms. Hege said that the town will get a low interest loan.

Motion made by Chad Greenwood and seconded by Irv Stowell, to amend the motion to decrease the amount to be raised to \$150,000.00 for the purchase of the truck.

Motion to Amend fails by voice vote.

Dick Jackson moved to Call the Question.

No further discussion. Request for Paper Ballot on Main Motion.

Total Votes – 111 Yes - 92 No - 17 Blank - 2

Article IX. Passed

ARTICLE X. To see if the Town will vote to raise \$88,000.00, by taxation, to be held in a reserve account for the repair of the stone arch bridge on Back Windham Road contingent upon the successful award of grant funds?

So moved by Gene Kuch and seconded by Charlie Marchant.

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

Article X. Passed

ARTICLE XI. To see if the Town will vote to raise \$ 52,345.00, by taxation, for the running expenses and liabilities of the Library?

So moved by Maggie Bills and seconded by Berenice Brooks.

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

Article XI. Passed

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

So moved by Irv Stowell and seconded by Joe Daigneault.

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

Article XII. Passed

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

So moved by Irv Stowell and seconded by Charlie Marchant.

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

Article XIII. Passed

ARTICLE XIV. To see if the Town will vote to raise \$13,460.00, by taxation, for the support of Social Services, as recommended?

So moved by Gene Kuch and seconded by Will Bissonnette.

Discussion – Mike Bills questioned why there was no allocation for SEVCA.

Motion to Amend made by Mike Bills and seconded by Richard Lucier to add \$1,500.00 for SEVCA.

Alicia Moyer, a Townshend resident and employee of SEVCA addressed the audience. She thanked the Select Board and town for the assistance SEVCA has received in the past. She also stated that \$60,600.00 was awarded to 55 Townshend residents last year.

There were questions as to the application process and whether or not it is income based or asset based.

Motion was made to suspend the rules to allow Steve Geller to speak on behalf of SEVCA which was passed without objection.

He explained the application process and the eligibility requirements. The services are very beneficial to those in need. They are provided to lower income families who otherwise could not afford to have repairs and updates done to their homes.

Jeff Russ moved to call the question which passed with a 2/3 voice vote.

Motion to Amend the article to add \$1,500.00 for SEVCA and raise \$14,960.00 for Social Services passed by voice vote.

Further discussion on main motion. Why were some of the recommendations lower than the requests?

Many townspeople questioned why several social services requests did not receive any recommendation.

Motion to Amend the main motion was made by Berenice Brooks and seconded by Laura Richardson to add \$100.00 for Gerda's Equine Rescue and \$500.00 for Windham County Humane Society.

Sally Newton questioned why there is no money in Social Services for Southeastern Vermont Watershed Alliance.

Motion to Amend the Amendment was made by Sally Newton and seconded by Laura Richardson to add \$260.00 for Southeastern Vermont Watershed Alliance.

Amendment to the amendment passed by voice vote.

The amendment to add \$100.00 for Gerda's Equine Rescue, \$500.00 for Windham County Humane Society and \$260.00 for Southeastern Vermont Watershed Alliance to Social Services was then discussed.

The amendment was then passed by voice vote.

Main Motion, as amended, "To see if the Town will vote to raise \$15,820.00, by taxation, for the support of Social Services, as recommended?"

Continued discussion.

Motion to amend made by Chad Greenwood and seconded by Jeff Russ to decrease the

amount recommended for the Townshend Community Food Shelf and Newbrook Fire and Rescue.

Why is the town donating more to Newbrook Fire and Rescue? Glenn Beattie said that Newbrook covers a large portion of Townshend. They provide First Response EMS Services. The Department does not have a First Response Squad.

Joe Winrich spoke to the need of the Townshend Community Food Shelf.

A voice vote was not conclusive. The house was divided and a hand vote was taken.

The Motion to Amend fails.

Main Motion, as amended, "To see if the Town will vote to raise \$15,820.00, by taxation, for the support of Social Services, as recommended?"

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

Article XIV., as amended, Passed

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

So moved by Irv Stowell and seconded by Gene Kuch.

Following brief discussion, Article XV passes by voice vote.

Article XV. Passed

ARTICLE XVI. To see if the Town will vote to set the first Tuesday in March 2020, as the date for the 2020 Town of Townshend Annual Meeting?

So moved by Irv Stowell and seconded by Gene Kuch.

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

Article XVI. Passed

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

Issues discussed:	Declare Hospital Zone as a Safe Zone
	Safe passage from Valley Cares to the Town Common Sidewalk
	No safe passage through town to Harmonyville
	Inadequate parking – Hospital needs a larger parking area
	Need designated crossing areas
	Excessive speed on Route 35 possibility of flashing speed sign
	Officers Elected and Appointed

Motion to recess for lunch and to reconvene after Townshend School District Annual Meeting moved and seconded.

Town Meeting Reconvened at 1:40 P.M.

Additional non-binding business:

Auditor's Report
Change to finance office and Treasurer position
Fire Department Letter – Possible Feasibility Study
Limitations to the current fire station facility
Dollar Store update

There being no further discussion, Kris Kuch made a motion to adjourn at 1:52 P.M. Seconded by Joe Daigneault and unanimously carried.

Anita Bean, Town Clerk

Kathleen Hege, Select Board Chair

David Liebow, Moderator

Townshend Town Hall
PO Box 223
Townshend, Vermont 05353

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