



Town of Duxbury

Annual Report

For the fiscal year ending

June 30, 2017

Town Meeting March 6, 2018

Please bring this book to Town Meeting.

Announcements

Town Report If anyone would additional like copies of the Town Report please contact us at 244-6660 or DuxTC@myfairpoint.net and we will mail them to you. There are also copies available in the mailbox by the town office door.

Lunch this year is hosted by the Duxbury Historical Society (DHS) and will be a “Pot Luck” for \$5.00 per person. Please, if possible, bring a hot dish, salad or dessert (NO Nuts or Peanut oil) to add to the feast. Beverages and rolls will be provided. If you have questions, call Mary Ethel Welch at 244-7558. The DHS will also have coffee and treats available before Town Meeting begins.

CHILD CARE should be available for Town Meeting with children joining parents for lunch. Please contact Torrey Smith at 244-8581 to confirm your need for child care. A snack, snow clothes, sled and toy should be packed along.

Index

Audit Letter	13
Audit Report—Town Auditors	17
Budget Worksheet	18
Capital Reserve Plan	24
Capital Reserve Account Report	26
Cemetery Commission	40
Central Vermont Regional Planning Commission	44
Central Vermont Solid Waste District	43
Class 4 Road Policy	46
Delinquent Tax List	27
Dog License Report	42
Dog Ordinance	50
Emergency Management Committee	37
Escrow Accounts Report	26
General Fund Reserve Policy—DRAFT	45
HUUSD Annual Meeting Warning	59
Minutes - Annual Town Meeting March 7, 2017	4
Parking and Abandoned Property Ordinance	49
Policy for Social Services Agency	55
Planning Commission Report	35
Road Foreman's Report	31
Selectboard Report	28
Town Clerk's Report	33
Town Officers — Elected	10
Town Officers — Appointed	12
Treasurer's Financial Report	15
Treasurer's Remarks	16
Treasurer's Report—Grand List and Taxes	23
Warning and Notice for Annual Meeting — 2018	2
Vital Statistics	56
Zoning Administrator's Report	34

**WARNING OF THE TOWN MEETING OF THE TOWN OF DUXBURY
AS A TOWN, March 6, 2018**

The inhabitants of the town of Duxbury who are legal voters in said Town are hereby notified and warned to meet at the Crossett Brook Middle School in the Town of Duxbury, Vermont on Tuesday, March 6, 2018 at 9 o'clock in the forenoon to act upon the following:

- Article 1:** To elect a Moderator to preside at the meeting of the Town and the Town School District for the ensuing year.
- Article 2:** To act upon the reports of the Town and Town School District Officers.
- Article 3:** To determine what action the Town and the Town School District will take with respect to compensating their officers for their official services during the ensuing year.
- Article 4:** Shall the voters establish a reserve fund of the unassigned general fund balance *as stated in the annual external audit* not to exceed 50% of the general and highway fund budget to cover unanticipated revenue shortfalls and to pay non-recurring and unanticipated general and highway fund expenses in accordance with 24 V.S.A. Section 2804(a).
- Article 5:** Shall the voters approve paying grant project expenses from the general fund reserve as needed to cover expenses before reimbursement for the Town portion of these projects.
- Article 6:** Shall the voters approve spending not to exceed \$155,000 from the Capital Reserve Fund to purchase a new tandem truck after trade-in of the current tandem truck.
- Article 7:** To vote sums of money to pay debts and current expenses of the Town and Town School District and to pay county taxes with same to be expressed in specific dollar amounts or as a rate of tax on the dollar of the Grand List and if by specific dollar amounts, to authorize the Selectboard to set the necessary tax rate after the Grand List book has been completed and lodged in the office of the Town Clerk , and to vote a sum of money to increase the principal of the Town's Capital Reserve Fund.
- Article 8:** Shall the voters of the Town of Duxbury set the Due Date for the issuance of the Tax Warrant of real and personal property and the Date taxes on such property shall become due and payable without discount as October 12, 2018 (second Friday in October) and also assess and 8% penalty as prescribed by state statute and a 1% interest charge per month on such taxes not paid when due. Postmarks will not qualify as date of receipt.

Article 9: To determine if the Town will have its current taxes paid to the Town Treasurer and its delinquent taxes paid to the Collector of Delinquent Taxes.

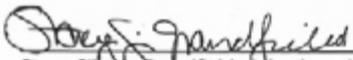
Article 10: To elect all Town and School District officers required by law and to fill any other vacancies existing in Town and Town School District offices

Article 11: To determine if the Town will elect a second constable and if so, to elect.

Article 12: To determine if the Town will elect a dog catcher and if so, to elect.

Article 13: To do any other business which may legally come before the Town.

Approved and signed at Duxbury this 2nd day of January, 2018.


Stacy Gibson-Grandfield, Selectboard


Erin Lander, Selectboard


Tamatha Thomas-Haase, Selectboard


Jerry McMahon, Selectboard


Lars Dickson, Selectboard

Received for recording and recorded this 2nd day of January, 2018 in Book - Town Records II pages 358 - 359.

ATTEST: 
Maureen G. Harvey, Town Clerk

**MINUTES OF THE ANNUAL MEETING OF THE TOWN OF DUXBURY
AS A TOWN AND AS A SCHOOL DISTRICT, March 7, 2017**

The inhabitants of the town of Duxbury who are legal voters in said Town and Town School District are hereby notified and warned to meet at the Crossett Brook Middle School in the Town of Duxbury, Vermont on Tuesday, March 7, 2017 at 9 o'clock in the forenoon to act upon the following articles:

The Moderator led the town in reciting the pledge of Allegiance. Debby Spooner commended the road crew on their performance. Ruth Haskins thanked the Duxbury Voters for their support for the Elf Shelf. Announcements were made by the Moderator and he reviewed the process for the proceedings.

Article 1: To elect a Moderator to preside at the meeting of the Town and the Town School District for the ensuing year.

On a motion made and seconded, Mark Morse was elected.

Article 2: To act upon the reports of the Town and Town School District Officers.

Page 35 – Ken Scott asked for clarification on the statement that the town clerk authorized the use of the basement space for the Elf Shelf. John Murphy confirmed that March 8, 2004 the Selectboard had authorized the use of the basement space by the Elf Shelf and the town clerk did not. John also stated that the decision of one board is not a binding decision for another board.

Page 15 – Maurice LaVanway stated that Dale Franklin had resigned as lister.

Pages 15 & 16 – Gloria Rapalee stated that her name was misspelled listing her in the positions of Cemetery Commissioner and Agent to Prosecute & Defend Suits & Grand Juror.

Page 35 – It states that the Selectboard voted to leave the Mad River Solid Waste Alliance and it was done by a vote of the Town at the July 26, 2016 town meeting.

Page 34 - It was asked if the Selectboard was addressing the question of the highway foreman spending additional time doing paperwork.

On a motion made and seconded, the Reports of the Town Officers were accepted with corrections, by voice vote.

Article 3: To determine what action the Town and the Town School District will take with respect to compensating their officers for their official services during the ensuing year.

On a motion made and seconded, the Town voted to compensate the Town Officers, as listed in the proposed budget, by voice vote.

Article 4: (BY PETITION) Shall the Town Voters authorize an expenditure of \$300 for the non-profit service agency Everybody Wins! Vermont: Everybody Wins! Vermont matches children with safe caring adults to read one on

one over lunch at Thatcher Brook Primary School, increasing children's prospects for success in school and in life.

On a motion made and seconded, the Town approved this article by voice vote.

Article 5: (BY PETITION) Shall the Town Voters authorize an expenditure of \$300 for the non-profit service agency Home Share Now, Inc.: Brings together older adults with a spare bedroom to share with people in need of housing. Instead of market rent, service (household tasks, protective presence, meals, etc.) are exchanged to keep housing affordable. Home Share Now is the only organization providing this service to your town.

Motion made and seconded to pass over the Article. By show of hands 29 in favor 52 against the motion failed. A motion made and seconded, to approve the expenditure of \$300 was approved by show of hands 51 in favor 43 against the motion passed.

Article 6: (BY PETITION) Shall the Town Voters authorize an expenditure of \$350 for the non-profit service agency Prevent Child Abuse Vermont: Working effectively to prevent child abuse and neglect through parent education, support and public awareness.

On a motion made and seconded, the Town approved this article by voice vote.

Article 7: Shall the town provide notice of the availability of the annual town report by postcard mailing or newspaper at least 30 days before the annual meeting in lieu of mailing or otherwise distributing the report to the voters of the town pursuant to 24 V.S.A. § 1682.

On a motion made and seconded, the Town defeated this article by voice vote. They requested that we continue with a single copy per household as we did this year instead of multiple copies as in previous years.

Article 8: Shall the voters of the Town of Duxbury approve the expenditure, not to exceed the sum of \$8,000 from the capital reserve fund, to purchase a Culvert thawer that can also be used as a steam cleaner for equipment.

Motion made and seconded to approve the purchase of a culvert thawer from the capital reserve fund. The article passed by voice vote.

Article 9: Shall the voters of the Town of Duxbury approve the expenditure, not to exceed the sum of \$14,000 from the capital reserve fund, to purchase a road roller attachment for the grader to compact roads after grading.

Motion made and seconded to approve the purchase of the road roller from the capital reserve fund. The article passed by voice vote.

Article 10: To vote sums of money to pay debts and current expenses of the Town and Town School District and to pay county taxes with same to be expressed in specific dollar amounts or as a rate of tax on the dollar of

the Grand List and if by specific dollar amounts, to authorize the Selectboard to set the necessary tax rate after the Grand List book has been completed and lodged in the office of the Town Clerk, and to vote a sum of money to increase the principal of the Town's Capital Reserve Fund.

Motion was made and seconded to appropriate the sum of \$ 930,338 to pay current expenses of the Town and Town School Districts and to pay county taxes with same to be expressed in specific dollar amounts, and to authorize the Selectboard to set the necessary tax rate after the grand list book has been completed and lodged in the office of the town clerk, and also to appropriate the sum of \$105,000 to increase the principal of the town's capital reserve fund.

Motion was made and seconded on calling the question. By show of hands the no voters appeared to have it. There was not a two third majority so the discussion continued.

The Selectboard explained that the Waterbury Public library has asked the Town to pay a \$5,000 fee for the services they provide. Motion was made and seconded, to approve the recommendation in the budget on line 1-8-413-0 for the library of \$3,000 and have Duxbury residents be reimbursed by the town for the expense incurred by the patrons and not paid directly to the library. Motion was made and seconded to cease debate and approved by show of hands. Approved by voice vote.

Motion made and seconded to amend lines 1-8-434-0 to increase the line from \$0 to \$2,500 for the Waterbury Senior Center and 1-8-435-0 to increase the line from \$0 to \$625 for the Elf shelf. Passed by voice vote.

Discussion continued on line 1-7-214-D for the additional expenditures on the grader. Line 1-6-535-0 Hold Harmless was questioned. Anne replied that the notification came from the State and better reflected funds expected. Discussion of 1-7-121-0 Fuel to explain how that number was determined. Motion made and seconded to call the article. The article passed by voice vote.

Article 11: Shall the voters of the Town of Duxbury set the Due Date for the issuance of the Tax Warrant of real and personal property and the Date taxes on such property shall become due and payable without discount as October 13, 2017 (second Friday in October) and also assess an 8% penalty as prescribed by state statute and a 1% interest charge per month on such taxes not paid when due.

Motion made and seconded. Passed by voice vote.

Article 12: To determine if the Town will have its current taxes paid to the Town Treasurer and its delinquent taxes paid to the Collector of Delinquent Taxes.

Motion made and seconded. Passed by voice vote.

Article 13: To elect all Town and School District officers required by law and to fill any other vacancies existing in Town and Town School District offices

Selectboard – 3 year term

John Murphy was nominated and declined.

Gary Winnie was nominated and declined.

Eric Ladensack was nominated and declined.

Patty Delaney was nominated and declined.

Stacey Grandfield was nominated. Motion made to cast one ballot for Stacy Grandfield. Motion carried.

Selectboard – 1 year term

John Murphy was nominated and declined.

Eric Ladensack was nominated and declined.

Patty Delaney was nominated and declined.

Dick Charland was nominated.

Erin Lander was nominated.

A motion was made and seconded that nominations cease.

There were 100 ballots cast with 51 needed for election.

Dick Charland received 27 votes and Erin Lander received 73. Erin Lander was elected.

While ballots were being counted Maxine Grad and Adam Greshin spoke to the townspeople. The meeting recessed at 12:37 for lunch to reconvene at 1:30.

Reconvened at 1:30. Announcements from the Historical Society thanking people for the support of the luncheon and notification of an upcoming Clean Water Rally were made. A moment of silence was observed for the Duxbury residents that are no longer with us.

Selectboard – 1 year term

Nathan Isham was nominated

Mo LaVanway was nominated and declined

Max Popowicz was nominated

Jerry McMahan was nominated.

Tamatha Thomas-Haase was nominated.

A motion was made and seconded that nomination cease.

There were 78 ballots cast with 40 needed to elect.

Nathan Isham received 15 – Jerry McMahon received 7 – Tamatha Thomas-Hasse received 40 and Max Popowicz received 15. Tamatha Thomas-Hasse was elected.

Lister – 3 year

Ken Scott was nominated. Motion was made and seconded that nominations cease and clerk cast one ballot for Ken Scott was approved by voice vote.

Lister – 2 year

Nate Isham was nominated. Motion was made and seconded that nominations cease and clerk cast one ballot for Nate Isham was approved by voice vote.

Auditor – 3 Year

Bob Magee was nominated. Motion was made and seconded that nominations cease and clerk cast one ballot for Bob Magee was approved by voice vote.

Budget Committee – 5 year

Karl Lander was nominated. Motion was made and seconded that nominations cease and clerk cast one ballot for Karl Lander was approved by voice vote.

Cemetery Commission - 3 year

Gloria Rapalee was nominated Motion was made and seconded that nominations cease and the clerk cast one ballot for Gloria Rapalee was approved by voice vote.

First Constable - 1 year

Nate Isham was nominated. Motion was made and seconded that nominations cease and the clerk cast one ballot for Nate Isham was approved by voice vote.

Delinquent Tax Collector - 1 year

Rachel Bolduc was nominated. Motion was made and seconded that nominations cease and the clerk cast one ballot for Rachel Bolduc was approved by voice vote.

Agent to Prosecute & Defend Suits and Grand Juror

Gloria Rapalee was nominated Motion was made and seconded that nominations cease and the clerk cast one ballot for Gloria Rapalee was approved by voice vote.

Duxbury School District – Term expires December 31, 2017

Matt Schrag was nominated. Motion was made and seconded that nominations cease and the clerk cast one ballot for Matt Schrag to fulfill the term until December 31, 2017.

School Director to Harwood Union – Term expires December 31, 2017

Garrett MacCurtain was nominated. Motion was made and seconded that nominations cease and the clerk cast one ballot for Garrett MacCurtain to fulfill the term until December 31, 2017.

Article 14: To determine if the Town will elect a second constable and if so, to elect.

Motion was made and seconded to elect a second constable. Passed by voice vote.

Rachel Bolduc was nominated. Motion made and seconded that nominations cease and the clerk cast one ballot for Rachel Bolduc for a term of one year.

Article 15: To determine if the Town will elect a dog catcher and if so, to elect.

Motion was made and seconded to elect a dog catcher. Passed by voice vote.

Zeb Towne was nominated

Mark Morse was nominated and declined

John Murphy was nominated and declined.

Motion was made and seconded that nominations cease and the clerk cast one ballot for Zeb Towne for a term of one year.

Article 16: To do any other business which may legally come before the Town.

Mark announced that he will serve out his term as Moderator for the town but will not accept a term next year and encouraged anyone that might be interested to step forward. Mark received a standing ovation for his service.

Comments were made that we may want to have an additional microphone next year. Thanks were forwarded to the Selectboard for their service.

On a motion made and seconded the meeting adjourned at 2:25.

Approved and signed at Duxbury this 24th day of March 2017.

Mark H. Morse
Mark Morse, Moderator

John Murphy
John Murphy, Selectboard

Amy Scharf
Amy Scharf, Selectboard

Steffan Defeo
Steffan Defeo, Selectboard

Eric Ladensack
Eric Ladensack, Selectboard

Patty Delaney
Patty Delaney, Selectboard

Received for recording and recorded this 24th day of March, 2017 in Book - Town
Records II pages 328 - 329. ATTEST: Maureen G. Harvey

Maureen G. Harvey, Town Clerk

Elected Offices

Moderator	Mark Morse	1 year	2018
Town Clerk	Maureen Harvey	3 year	2019
Town Treasurer	Anne Wilson	3 year	2019
Selectboard	Stacy Gibson-Grandfield	3 year	2020
	Tamatha Thomas-Haase	1 year	2018
	Erin Lander	1 year	2018
	Steffan Defeo - Resigned	3 year	2019
	Jerry McMahon – Appointed *		
	Amy Sharf - Resigned	3 year	2018
	Lars Dickson – Appointed*		
	* Appointees serve until Town Meeting 2018		
Listers	Nate Isham	3 year	2019
	Maurice LaVanway		2018
	Ken Scott - Resigned		2020
Auditors	Bob Magee	3 year	2020
	Anne LaTullippe		2018
	Angela Young		2019
Budget Committee	Bonnie Morse	5 year	2018
	Jen Dean		2019
	Gary Winnie		2020
	Todd Liberty		2021
	Karl Lander		2022
Cemetery Commission	Wayne Langlais	3 year	2019
	Gloria Rapalee		2020
	Erin Campos		2018
1 st Constable	Nathan Isham	1 year	2018
Dog Catcher	Zeb Towne	1 year	2018

Delinquent Tax Collector	Rachel Bolduc	1 year	2018
2 nd Constable	Rachel Bolduc	1 year	2018
Agent to Prosecute & Defend Suits & Grand Juror	Gloria Rapalee	1 Year	2018
Justice of the Peace	Dan Cardozo Ken Scott Jill Smith Brenda Hartshorn Bonnie Morse Maurice LaVanway Greg Trulson	Term expires Feb 2019	

Voted by Australian ballot per articles of the HUUSD

Harwood Unified Union SD	Sam Jackson – Resigned Tom Cahallan – Appointed	3 year	2019
	Garett MacCurtain	3 year	2020

Dowsville Road



Appointed Offices

Health Office	Ty MacWalters	3 year	2018
Service Officer	Shawn Perry	1 year	2018
Zoning Administrator	Al Quesnel	3 year	2019
Development Review Bd	Will Senning, Chair	5 year	2022
	Zeb Towne		2018
	Ben MacKinney		2019
	Randy Berno		2019
	Eric Ladensack		2020
Planning Commission	Doug Weber	3 year	2020
	Brian Fitzgerald		2018
	Alan Quackenbush		2019
	Bill Whitehair		2019
	Vacant		2018
Regional Planning Commission	Brian Fitzgerald	1 year	2018
	Alan Quackenbush – Alternate		
State Police Advisory Board	Karl Lander	1 year	2018
Central VT Solid Waste Rep	Vacant		2018
Fence Viewer	George Welch	1 year	2018
	Zeb Towne		2018
	Maurice LaVanway		2018
Fire Warden	Kyle Guyette	Until Resigned	
Tree Warden	Eric Potter	1 year	2018
Emergency Mgmt Officer	Erik Zetterstrom	1 year	2018
E-911 Coordinator	Dan Cardozo	1 year	2018



Batchelder Associates, PC

INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen
Town of Duxbury
Duxbury, Vermont

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Town of Duxbury, Vermont ("Town"), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town, for the year ended June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-8 and 36, respectively, be presented to supplement the basic financial statements.

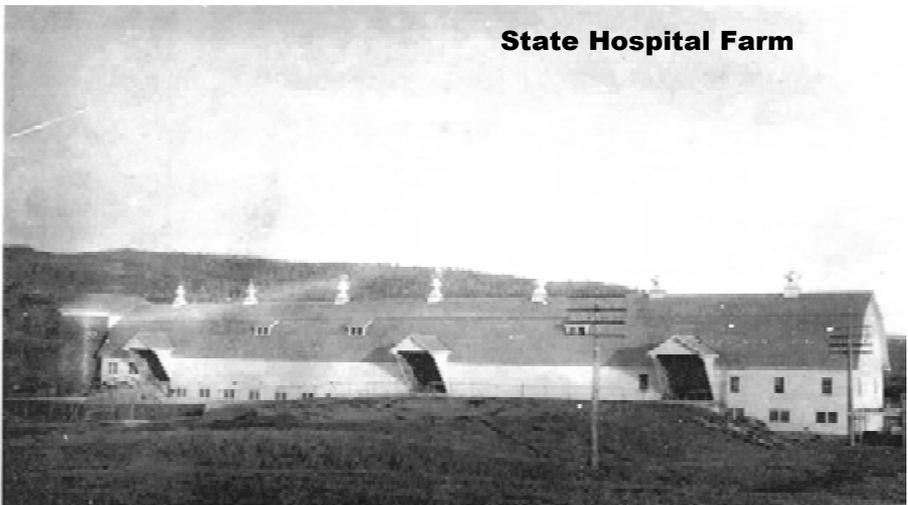
Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Batchelder Associates, PC
License #945
Barre, Vermont
August 31, 2017



Treasurer's Report FY2017

Independent Audit General Fund Unassigned Balance	423,816.00
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REVENUES

1-6-500-1 SOV - Road Reimburse	62,219
1-6-500-4 SOV - Misc	135.00
1-6-501-0 MISCELLANEOUS	3,785.92
1-6-502-0 DOG LICENSES	628.00
1-6-503-0 RECORDING/COPY FEES	20,389.25
1-6-503-1 CIVIL FINES	2,589.00
1-6-509-0 G FUND INTEREST INCOME	706.46
1-6-512-0 CENT. VT. RAILROAD TAX	1,350.92
1-6-517-0 MARR/CU LICENSE FEES	170.00
1-6-526-0 TOWN PLANNING GRANT	12,000.26
1-6-527-0 ZONING/DRB APPLIC FEES	4,736.00
1-6-528-0 PENALTY on Delinq taxes	8,215.53
1-6-529-0 PILOT Payments	58,745.85
1-6-535-0 Hold Harmless/Current Use	61,306.00
1-6-536-A State Appraisal pmt	722.00
1-6-536-B State Re-appraisal pmt	6,137.00
1-8-800 AOT	108,007.43
Total Non-Tax Revenue	351,844.10
1-6-504-0 Property Taxes	851,997.53
1-6-507-A Interest on Delinquent Taxes	4,856.40
Total Property Tax Revenue	856,853.93
TOTAL ALL REVENUES	1,208,698.03

EXPENSES

Highway	636,441.55
Financial	162,264.08
Transfers to CR and other Funds	101,137.00
General Government	318,999.24
TOTAL EXPENDITURES	1,218,841.87

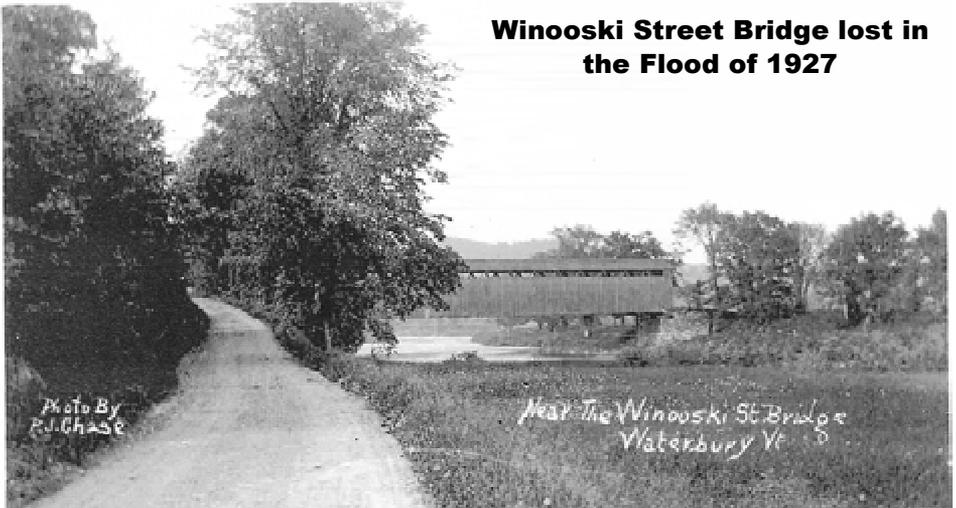
Revenue Less Expenditures FY2017	(10,143.84)
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Treasurer's Remarks

Thank you for the opportunity to continue to serve Duxbury as town treasurer. Here are some highlights since our last town meeting.

- The town has continued to keep spending within budget limits for fiscal year 2017. In addition, we were able to reduce overall debt significantly by paying off one of our short term loans. Meanwhile the municipal tax rate for 2017 was lower than 2014 (the last 1 year rate), and the rate was further reduced for fiscal year 2018.
- Our external audit does report a decrease of \$6,945 in our overall net position in FY2017. However this is due to an expected drop in the Capital Reserve Fund during the year.
- Progress has also been made in collection of delinquent taxes. Our delinquent tax collector has established a policy to clearly outline the process and attempt to minimize the term of delinquencies. In addition, two parcels went under contract at tax sale in September of 2017.
- We transitioned to professional payroll services on January 1, 2017 and have completed our first income tax year with PayData Workforce Solutions. I feel the year was an overall success. The town treasurer maintains oversight of payroll and we gain professional expertise in the complicated reporting and ever changing requirements of state and federal agencies. This shift of duties should prove even more beneficial when changes occur in the treasurer office.
- The town has also contracted a new lister. Dan Sweet has been dedicated, responsive and reliable in serving the town. He comes to the office weekly and is working with elected officials to review processes and make improvements.
- *Please remember to submit your Homestead declaration to the State of Vermont by **April 15 each year**. Late homestead declarations create confusion for taxpayers, can delay property tax adjustment credits, and cause increased processing costs for the town.*

Winooski Street Bridge lost in the Flood of 1927



Duxbury Town Auditor's Report

January 26, 2018

The Town of Duxbury Auditors have routinely visited the Town office and working with the Town Treasurer we have checked the general ledger, vender files, deposits, bank statements, payroll, cash box receipts, and warrants. We utilize a comprehensive checklist created for the purpose of auditing the Town's Financial activities throughout the year, that prompts us to cover all levels of treasurer duties. It is on file in the general ledger and in the Auditor's mailbox, located in the Town Office for public inspection. We are happy to report that we have found nothing out of the ordinary according to these checklists and the notes contained within.

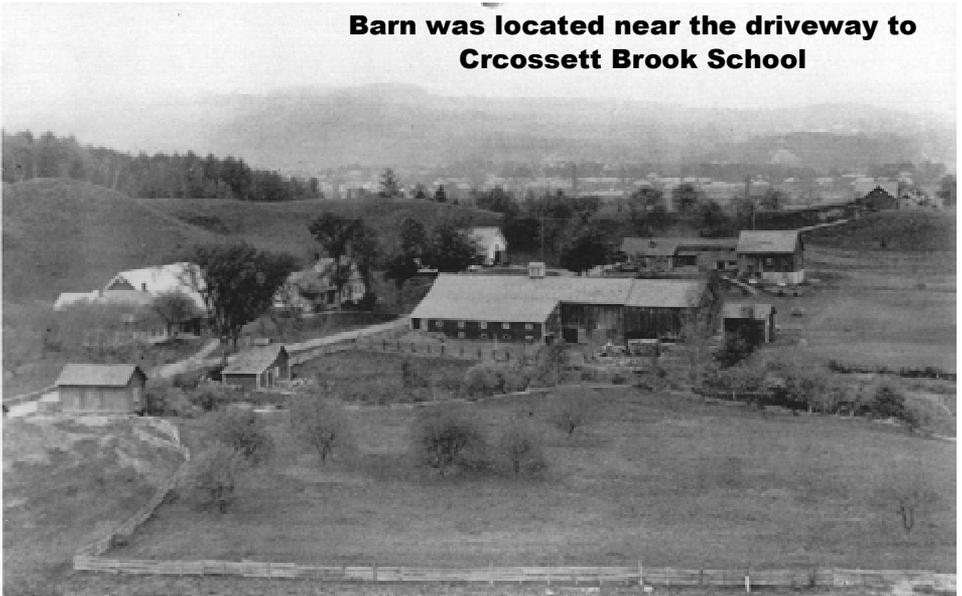
We continue to be open to questions or concerns from our constituents at any time. We look forward to the next Town Meeting.

Respectfully Submitted,

Anne Latulippe
Robert Magee
Angela Young, Town Auditors

Mutton Hollow

**Barn was located near the driveway to
Crossett Brook School**



Fiscal Year 2019 Budget Proposal

Account	FY17 Budget	FY17 Actual	FY18 Budget	FY19 Budget
1-6-500-1 SOV - Road Reimburse	60,000	62,219	62,000	62,000
1-6-500-4 SOV - Misc		135		
1-6-500-A General Fund Transfer Credits				
1-6-501-0 MISCELLANEOUS	500	3,786	500	
1-6-502-0 DOG LICENSES	750	628	400	500
1-6-503-0 RECORDING/COPY FEES	14,000	20,389	16,000	16,000
1-6-503-1 Civil Fines		2,589		
1-6-507-A Interest on Delinquent Ta		4,856	5,000	800
1-6-509-0 G FUND INTEREST INCOME	150	706	200	300
1-6-512-0 CENT. VT. RAILROAD TAX	650	1,351	1,300	1,300
1-6-517-0 MARR/CU LICENSE FEES	450	170	200	200
1-6-526-0 Town Planning Grant		12,000		
1-6-527-0 ZONING/DRB APPLIC FEES	2,500	4,736	2,500	2,500
1-6-528-0 PENALTY on Delinq taxes	5,000	8,216	7,000	7,000
1-6-529-0 PILOT Payments	40,000	58,746	43,000	55,600
1-6-535-0 Hold Harmless/Current Use	40,000	61,306	58,000	37,800
1-6-536-A State Appraisal pmt		722	700	700
1-6-536-B State Rappraisal Pmt		6,137		
Total Muni Revenues	164,000	248,693	196,800	184,700
1-6-8 GRANT REVENUE ANTICIPATED				
1-6-800-A AOT		108,007		
1-6-800-D August 16 2016 Storm Dama				
1-6-800-E Vtrans Grant - Dowsville				550,000
1-6-801-A FEMA - 7/17 flood damage				600,000
1-6-802-A CVRPlan Com-Marshall Rd				
1-6-803-A BBR - Turner Hill Rd				120,000
Total Grant Revenue Anticipated		108,007		1,270,000
1-6-504 ANNUAL PROPERTY TAX REVENUES				
1-6-504-0 PROPERTY TAXES		749,530		
1-6-504-1 PROP TX - MUNI TAX CREDIT		56,071		
1-6-504-2 PROP TX - ED TAX CREDITS	30,000	45,790		
1-6-507-0 Delinquent Taxes		608		
Total ANNUAL PROPERTY TAX	30,000	851,998		
TOTAL all Revenues	194,000	1,208,698	196,800	1,454,700
1-7-1 HIGHWAY				
1-7-11 ROADS				
1-7-111-0 SAND	31,000	28,971	30,000	35,000
1-7-111-1 SAND TRUCKING	18,000	13,960	16,000	18,000
1-7-111-2 Gravel Trucking			6,000	6,000
1-7-111-A GRAVEL	36,000	40,634	36,000	36,000
1-7-111-B MAINTENANCE STONE	2,500	812	2,500	2,500
1-7-111-C DITCHING STONE	16,500	10,160	11,000	11,000
1-7-112-0 BLASTING/HAMMERING	2,500		2,500	2,500
1-7-113-0 SALT	10,800	14,226	10,800	10,800
1-7-114-0 CHLORIDE	17,000	13,567	16,000	16,000
1-7-115-0 CULVERTS	6,000	5,458	6,000	6,000
1-7-116-0 SIGNS (formerly rails & signs)	3,000	756	3,000	9,000
1-7-116-1 RAILS				5,000
1-7-117-0 SUBCONTRACTS	3,000	12,118	2,000	2,000

Account	FY17 Budget	FY17 Actual	FY18 Budget	FY19 Budget
1-7-117-1 ROADSIDE MOWING				6,000
1-7-117-A Muni Road Permitting				2,650
1-7-118-0 Engineering	2,000		2,000	2,000
1-7-119-0 RENTALS	3,800	2,050	3,800	3,800
1-7-119-1 ROAD RECONSTRUCTION	2,000	2,064	4,000	4,000
1-7-119-A Flaggers			1,000	1,000
1-7-119-B E-911 SYSTEM	250	182	250	250
Total ROADS	154,350	144,955	152,850	179,500
1-7-12 EQUIPMENT				
1-7-121-0 FUEL	48,000	33,033	43,000	35,000
1-7-122-0 LUBE	4,800	2,513	4,800	4,800
1-7-123-0 MAINTENANCE PARTS	5,500	5,093	5,500	5,500
1-7-123-A BLADES	7,000	6,862	7,000	7,000
1-7-124-A Tandem 2014	3,500	5,840	3,500	3,500
1-7-124-C Tandem 2009	15,000	36,393	17,000	18,000
1-7-124-D Grader	5,000	8,313	20,000	5,000
1-7-124-E Loader	5,000	2,318	5,000	5,000
1-7-124-F EXCAVATOR	3,500	2,668	3,000	3,000
1-7-124-G Pickup Truck	2,500	1,917	2,500	2,500
1-7-124-H Tandem 2016	3,500	3,799	3,500	3,500
1-7-124-I CHLORIDE TRAILER	500	83	500	500
1-7-124-J TBD Tandem 2019				-
1-7-125-0 WINTER TIRES	5,000	5,484	5,000	5,000
1-7-125-B CHAINS	4,500	4,340	4,500	5,000
1-7-125-C LOADER TIRES				
1-7-126-0 SUBCONTRACT	1,000			
1-7-127-0 TOOLS	2,500	2,378	2,500	2,500
1-7-128-0 RADIOS	1,300	1,248	1,300	1,300
1-7-129-0 Protective Gear	1,000	836	1,000	1,000
Total EQUIPMENT	119,100	123,119	129,600	108,100
1-7-13 GARAGE				
1-7-131-0 ELECTRICITY	3,000	2,947	3,000	3,000
1-7-132-0 HEAT	12,000	12,411	12,000	12,000
1-7-133-0 TELEPHONE	900	944	900	900
1-7-134-0 MAINTENANCE	2,400	1,579	2,400	2,400
1-7-134-1 FABRICATION	3,000	2,014	3,000	3,000
1-7-135-0 OFFICE EQUIPMENT	1,000	2,225	1,000	1,000
1-7-136-0 GARAGE WATER	500	398	500	500
1-7-138-0 Waste Disposal	2,000	2,844	2,000	2,600
1-7-138-A Environmental Disposal	800	706	800	800
1-7-139-0 COMPUTER SUPPORT	400	582	400	400
1-7-139-A GENERATOR	650	545	650	650
Total GARAGE	26,650	27,194	26,650	27,250
1-7-14 ROAD CREW				
1-7-141-A Road Crew - Foreman	48,762	48,720	51,688	52,722
1-7-141-B ROAD CREW - FT 1	39,378	39,374	41,375	42,203
1-7-141-C ROAD CREW - FT 2	39,378	36,639	37,870	38,627
1-7-141-D ROAD CREW - PT	5,000	8,355	6,000	6,120
1-7-142-0 OVERTIME	17,000	32,449	20,000	20,400
1-7-143-0 FICA	9,270	12,326	12,005	12,246
1-7-144-0 WORKMAN'S COMP	10,500	14,620	14,700	15,512

Account	FY17 Budget	FY17 Actual	FY18 Budget	FY19 Budget
1-7-145-0 HEALTH/ DENTAL	52,500	40,941	49,050	57,000
1-7-146-0 RETIRE EXP	5,800	6,258	6,038	6,351
1-7-147-0 UNEMPLOYMENT	1,000	386	525	525
1-7-149-0 UNIFORMS	4,500	5,338	4,900	6,000
1-7-149-A MISCELLANEOUS	1,000	124	1,000	1,000
Total ROAD CREW	234,088	245,528	245,151	258,705
1-7-8 GRANT EXPENSES ANTICIPATED				
1-7-800-D August 16 2016 Storm Dama		95,645		
1-7-800-E Vtrans Grant - Dowsville				550,000
1-7-801-A FEMA - 7/17 flood damage				600,000
1-7-802-A CVRPlan Com-Marshall Rd				
1-7-802-A BBR - Turner Hill Rd				120,000
TOTAL GRANTS EXPENSES ANTICIPATED		95,645		1,270,000
Total HIGHWAY	534,188	636,442	554,251	1,843,555
1-7-15 FINANCIAL				
1-7-151-0 INSURANCE	25,000	22,890	25,200	23,000
1-7-158-A SH TRM NOTE - STORM DMG	48,417	48,417	48,416	48,416
1-7-158-B SH TRM NOTE - 2013 DEFECI	23,191	90,958		
1-7-158-0 SHORT TERM NOTE INTEREST				
Total FINANCIAL	96,608	162,264	73,616	71,416
1-8 GENERAL GOVERNMENT				
1-8-21 TOWN CLERK AND TREASURER				
1-8-211-0 TOWN CLERK	25,000	25,710	30,000	30,600
1-8-212-0 TOWN TREASURER	26,000	26,395	26,500	27,030
1-8-213-0 SALARY	3,162	3,835	4,322	4,409
1-8-215-0 SUPPLIES	1,000	645	1,250	1,250
1-8-216-0 HEALTH/DENTAL	7,550	7,915	7,460	10,000
1-8-217-0 RETIRE EXP	1,240	1,007	1,200	1,262
1-8-218-0 ASSISTANT CLERK	5,000	7,178	8,115	8,277
1-8-219-0 ASSISTANT TREASURER	1,000	518	1,000	1,020
1-8-220-0 OFFICE	375	608	697	711
Total TOWN CLERK AND TREASURER	70,327	73,813	80,544	84,559
1-8-22 TOWN BUILDINGS/GROUNDS				
1-8-221-0 ELECTRICITY	1,400	1,502	1,450	1,000
1-8-222-0 HEAT	1,200	787	1,200	1,200
1-8-222-A Water-Town Office	500	375	500	500
1-8-223-0 TELEPHONE	1,400	1,235	1,200	1,250
1-8-224-0 MAINTENANCE	1,000	933	3,000	8,700
1-225-0 Equipment Repair	200		200	
1-8-225-A Equipment Lease	1,500	1,711	1,500	1,800
Total TOWN BUILDINGS/GROUNDS	7,200	6,544	9,050	14,450
1-8-23 GENERAL CLERICAL				
1-8-230-0 CLEANING	1,250	1,365	1,900	1,700
1-8-231-0 SUPPLIES	2,000	1,931	2,500	2,500
1-8-232-0 LEGAL NOTICES	350	602	750	750
1-8-234-0 BANK FEES (was Misc)	100	182	120	120
1-8-235-0 POSTAGE	1,700	1,506	1,700	1,700
1-8-236-0 RECORD SUPPLIES & RESTORA	3,600	6,300	1,950	4,200
1-8-237-0 Office Equipment	200		200	

Account	FY17 Budget	FY17 Actual	FY18 Budget	FY19 Budget
1-8-238-0 COMPUTER HARD/SOFTWARE	500	227	500	4,000
1-8-239-0 COMPUTER SUPPORT SERV.	2,000	2,009	2,500	2,500
1-8-240-0 Paydata Payroll Service		811	1,800	1,850
1-8-250-0 Elections	2,000	1,183	250	2,000
Total GENERAL CLERICAL	13,700	16,116	14,170	21,320
1-8-3 TOWN OFFICERS				
1-8-311-0 SELECTBOARD	4,250	4,250	4,250	4,250
1-8-311-A Town Admin (was Clerk of SB)	1,000		1,000	25,000
1-8-312-0 SELECTBOARD EXPENSES	700	384	700	1,000
1-8-312-A WEB SUPPORT	475	500	475	500
1-8-313-0 LEGAL SERVICES	8,000	20,048	10,000	15,000
1-8-314-0 PLANNING COMMISSION	2,000	640	3,000	3,000
1-8-315-0 Development Review Board	500	282	500	300
1-8-315-A DRB Admin. Assistant	1,600	3,061	2,100	2,100
1-8-315-C FICA	670	992	402	2,646
1-8-315-D Delinquent Tax Collector	3,000	3,000	3,000	3,240
1-8-315-E DRB TRAVEL	300	442	350	350
1-8-315-F Abatements		2,791		
1-8-316-0 SEMINARS	250	255		
1-8-321-0 LISTERS	450	425	450	486
1-8-321-A APPRAISAL SERVICES	9,500	9,000	9,500	9,500
1-8-322-0 LISTERS EXPENSE	100	123	300	300
1-8-323-0 REAPPRAISAL				
1-8-325-0 Tax Mapping				500
1-8-331-0 AUDITORS	150	150	150	162
1-8-332-0 MODERATOR	125	125	125	135
1-8-333-0 BALLOT CLERKS	2,400	1,898	350	2,100
1-8-334-0 BD. OF CIVIL AUTHORITY	100		100	100
1-8-341-0 FICA	170			
1-8-342-0 TOWN REPORTS	3,200	1,740	2,200	2,200
1-8-343-0 POSTAGE TOWN REPORTS	275	178	275	275
1-8-344-0 RECORDS AUDIT	15,000	11,500	12,000	10,500
1-8-347-0 Town Planning Grant Expenses		12,000		
Total TOWN OFFICERS	54,215	73,785	51,227	83,644
1-8-4 LOCAL & Charitable 400				
1-8-411-0 WATERBURY FIRE CONTRACT	106,000	107,329	108,620	107,570
1-8-411-A MORETOWN FIRE CONTRACT	3,000	3,000	3,000	3,000
1-8-412-0 Emergency Management	6,500	6,449	2,000	1,000
1-8-413-0 WATERBURY LIBRARY	3,000	3,290	3,000	500
1-8-415-0 CEMETERY COMMISSION	2,700	2,700	2,700	2,700
1-8-416-0 DOG Catcher	500	500	500	540
1-8-416-1 Animal Control	500		500	500
*1-8-417-0 Town Forest - new				1,000
1-8-421-0 COUNTY TAX	12,500	12,519	12,915	13,380
1-8-422-0 CVSW	5,500	1,337	1,350	1,350
1-8-423-0 VLCT	2,500	2,421	2,510	2,600
1-8-423-1 (was 427-0) CENT VT. REG. PLNG.	1,475	1,471	1,475	1,511
*1-8-423-2 State Police Advisory Board - new				150
1-8-423-3 Waterbury Ambulance				
1-8-424-0 CAPSTONE (CMMTY ACTION)	250	250	250	250
1-8-425-0 CENT VT. COUN ON AGING	100	100	250	100
1-8-426-0 CENT VT. HOME HEALTH	2,150	2,150	2,150	2,150

Account	FY17 Budget	FY17 Actual	FY18 Budget	FY19 Budget
1-8-428-0 CENT VT. CTR. FOR IND.	150	150	150	150
1-8-429-0 AMERICAN LEGION	150	150	150	150
1-8-430-0 VT GREEN UP	100	100	100	100
1-8-431-0 Everybody wins			300	300
1-8-432-0 Circle (formerly battered women's shelter)	200	200		200
1-8-433-0 Homeshare Now			300	300
1-8-434-0 WTBY SENIOR CITIZENS	2,500	2,500	2,500	2,500
1-8-435-0 DUXBURY FOOD SHELF	625	625	625	625
1-8-436-0 WASH COUNTY YOUTH SERVICE	250	250	250	250
1-8-437-0 PEOPLE'S HEALTH & WELLNESS	250	250	250	250
1-8-439-0 PCAV former line Vet Chapel			350	
1-8-440-0 C.V ECONOMIC DEVELOPMENT	250	250		
1-8-441-0 Red Cross			250	250
1-8-442-0 VT Trails			85	
1-8-444-0 CHILDRENS ROOM	450	450	450	450
1-8-447-0 OUR HOUSE			100	100
1-8-448-0 Central VT Adult Basic Ed	300	300	300	300
1-8-449-0 FAMILY CENTER/WASH. CTY			100	100
*1-8-450-0 Sexual Assault Crisis Team of Washington County - new				150
*1-8-450-1 Good Samaritan Haven - new				150
*1-8-450-2 Wash.Cnty. Mental Health Serv. - new				150
*1-8-450-3 Cent VT Economic Dev (CVEDC) -new				150
Total LOCAL & REGIONAL 400	151,900	148,741	147,480	144,926
1-8-500-0 Transfers from General Fund		101,137		
Total GENERAL GOVERNMENT	297,342	420,136	302,471	348,900
Total Expenditures	928,138	1,218,842	930,338	2,263,871
Expenditures - Revenues	734,138	10,144	733,538	809,171
Capital Reserve				
3-6-504-0 Cap. Res. Revenue	95,000	95,000	105,000	105,000
3-7-600-0 EXCAVATOR PMT - KANSAS SB	28,140	28,141	28,140	28,141
3-7-600-1 2016 Tandem pmt - CNB	33,623	33,622	33,623	33,622
3-7-610-0 GRAVEL FY17 SPEC PICTS	43,000	40,584	22,000	
3-7-610-0 FY18 Exp - Culvert Thawer		7,950		
3-7-611-1 FY18 Exp - Roller		6,500		
3-7-620-0 Tandem Purchase				145,846
<u>Paving Escrow</u>				
6-7-100-0 Paving & Pvmt Repair				3,000

Estimated FY2019 Municipal Tax Rate

FY2018 Budget Expenditures - Revenue	809,171	Tax Rate History	
Amt raised per \$.01 tax (Based on 2017 Grand List)	16,513.53	FY2018	0.5082
General Fund Estimated Municipal Tax Rate	0.4900	FY2017	0.5108
Capital Reserve Est. Muni Tax Rate	0.0636	18 mo 15/16	0.7011
Estimated Veteran's Relief Local Tax	0.0015	CY2014	0.5278
TOTAL ESTIMATED MUNI & LOCAL TAX RATE	0.5551	CY2013	0.4562

Treasurer's Report: Grand List & Taxes

2017 Grand List (FY18 Budget)

Education Grand List	1,653,217.00
School District Tax Request	2,044,742.60
State Tax Rate (Residential)	1.5571
Municipal Grand List	1,652,183.00
Town Highway and General Tax Request	838,538.00
Town Highway and General Tax Rate	0.5082
TOTAL TAX RATE (Residential)	2.0653
TOTAL TAX RATE (Non-Residential)	2.0477

2016 Grand List (FY17 Budget)

Education Grand List	1,630,552.00
School District Tax Request	2,107,796.71
State Tax Rate (Residential)	1.6508
Municipal Grand List	1,628,058.00
Town Highway and General Tax Request	829,137.67
Town Highway and General Tax Rate	0.5108
TOTAL TAX RATE (Residential)	2.1616
TOTAL TAX RATE (Non-Residential)	2.0341

2015 Grand List - Town Taxes collected for 18 month Period (FY15 & FY16)

Education Grand List	1,606,876.00
School District Tax Request	2,214,292.80
State Tax Rate (Residential)	1.6641
Municipal Grand List	1,603,779.00
Town Highway and General Tax Request	1,124,348.00
Town Highway and General Tax Rate	0.7011
TOTAL TAX RATE (Residential)	2.3652
TOTAL TAX RATE (Non-Residential)	2.2205

2014 Grand List

Education Grand List	1,541,765.00
School District Tax Request	1,929,719.01
State Tax Rate (Residential)	1.5916
Municipal Grand List	1,536,830.00
Town Highway and General Tax Request	811,579.59
Town Highway and General Tax Rate	0.5278
TOTAL TAX RATE (Residential)	2.1216
TOTAL TAX RATE (Non-Residential)	2.0327

2013 Grand List

Education Grand List	1,526,955.00
School District Tax Request	1,940,560.50
State Tax Rate (Residential)	1.4943
Municipal Grand List	1,522,840.00
Town Highway and General Tax Request	694,773.00
Town Highway and General Tax Rate	0.4562
TOTAL TAX RATE (Residential)	1.9505
TOTAL TAX RATE (Non-Residential)	1.9525

Capital Reserve Plan

Years beyond FY2019 are for projection purposes and subject to change.

Prior plan projections can be found in previous year Town Reports.

	Deposits	Withdrawals	Balance
FY2018			205,887.17
Deposit Request	105,000.00		310,887.17
Truck Payment 2 of 5 Approved 3/15		33,623.00	277,264.17
Excavator Payment 4 of 7		28,140.00	249,124.17
Equipment Request Roller		7,500.00	241,624.17
FY2019			241,624.17
Deposit Request	105,000.00		346,624.17
Truck Payment 3 of 5 Approved 3/15		33,623.00	313,001.17
Excavator Payment 5 of 7		28,140.00	284,861.17
Tandem Truck \$68,300 + 70,000		145,846.00	139,015.17
FY2020			139,015.17
Deposit Request	106,000.00		245,015.17
Truck Payment 4 of 5 Approved 3/15		33,623.00	211,392.17
Excavator Payment 6 of 7		28,140.00	183,252.17
FY2021			183,252.17
Deposit Request	107,000.00		290,252.17
Truck Payment 5 of 5 Approved 3/15		33,623.00	256,629.17
Excavator Payment 7 of 7		28,140.00	228,489.17
Road Project Request		40,000.00	188,489.17
Pick-up Truck (47,000 - 5,000 trade)		42,000.00	146,489.17
FY2022			146,489.17
Deposit Request	108,000.00		254,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	90,489.17
FY2023			90,489.17
Deposit Request	109,000.00		199,489.17
Road Project Request		40,000.00	159,489.17
FY2024			159,489.17
Deposit Request	110,000.00		269,489.17
FY2025			269,489.17
Deposit Request	111,000.00		380,489.17
Loader \$180,000 - trade \$25,000		155,000.00	225,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	61,489.17
FY2026			61,489.17
Deposit Request	112,000.00		173,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	9,489.17
FY2027			9,489.17
Deposit Request	113,000.00		122,489.17
Road Project Request		40,000.00	82,489.17
Sander		8,000.00	74,489.17
FY2028			74,489.17
Deposit Request	114,000.00		188,489.17
Pick-up Truck (47,000 - 5,000 trade)		42,000.00	146,489.17

	Deposits	Withdrawals	Balance
FY2029			146,489.17
Deposit Request	115,000.00		261,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	97,489.17
FY2030			97,489.17
Deposit Request	116,000.00		213,489.17
FY2031			213,489.17
Deposit Request	117,000.00		330,489.17
Road Request		40,000.00	290,489.17
FY2032			290,489.17
Deposit Request	118,000.00		408,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	244,489.17
FY2033			244,489.17
Deposit Request	119,000.00		363,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	199,489.17
FY2034			199,489.17
Deposit Request	120,000.00		319,489.17
FY2035			319,489.17
Deposit Request	121,000.00		440,489.17
Grader		315,000.00	125,489.17
Pick-up Truck (47,000 - 5,000 trade)		42,000.00	83,489.17
FY2036			83,489.17
Deposit Request	122,000.00		205,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	41,489.17
FY2037			41,489.17
Deposit Request	123,000.00		164,489.17
FY2038			164,489.17
Deposit Request	124,000.00		288,489.17
FY2039			288,489.17
Deposit Request	125,000.00		413,489.17
Tandem Truck \$204,000 - Trade \$40,000		164,000.00	249,489.17

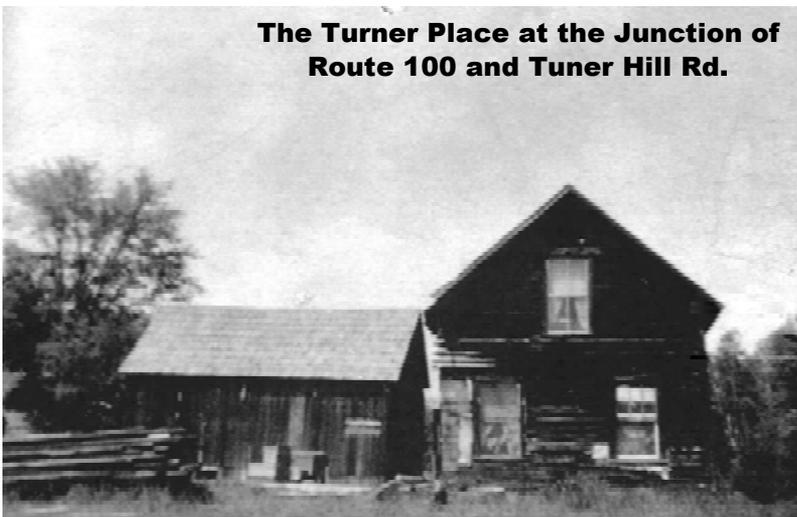
Capital Reserve and Escrows FY2017

Capital Reserve Beginning Balance July 1, 2016		\$ 227,556.04
Town Meeting March 2016	95,000.00	322,556.04
Culvert Thawer (March 2016 Article 8)	(7,949.98)	314,606.06
Roller (March 2016 Article 9)	(6,500.00)	308,106.06
Excavator Payment (FY17 Budget)	(28,140.55)	279,965.51
2016 Tandem Payment (FY17 Budget)	(33,622.31)	246,343.20
Gravel Special Projects (March 2015 Article 7)	(40,584.00)	205,759.20
Interest	127.97	205,887.17
Balance 6/30/2017		\$ 205,887.17
Sand and Gravel Beginning Balance July 1, 2016		\$ 44,509.34
Reclamation Expenses	(225.97)	44,283.37
Balance 6/30/2017		\$ 44,283.37
Reappraisal Escrow Beginning Balance July 1, 2016		\$ 45,921.55
Due to Deposit previous years	238.81	46,160.36
State Payment	6,137.00	52,297.36
Balance 6/30/2017		\$ 52,297.36
Pavement Escrow Beginning Balance July 1, 2016		\$ 10,350.59
Balance 6/30/2017		\$ 10,350.59
Tax Mapping Escrow Beginning Balance July 1, 2016		\$ 1,719.75
Balance 6/30/2017		\$ 1,719.75
Tire Escrow Beginning Balance July 1, 2016		\$ 1,713.60
Balance 6/30/2017		\$ 1,713.60
TOTAL ALL CAPITAL RESERVE AND ESCROW 6/30/2017		\$ 316,251.84

Delinquent Taxes

	2015	2016/17	2017/18	Total Due
Berno, Randolph & Joann			\$8,346.25	\$8,346.25
Nedich, Michael			\$2,775.00	\$2,775.00
Sherman, Patrick		\$757.64	\$570.58	\$1,328.22
Scribner, Benjamin/Stholberg, Katy			\$3,667.88	\$3,667.88
Haskins, Bonnie			\$470.70	\$470.70
Wheaton, Michael			\$619.07	\$619.07
Sassaman, Noah			\$4,563.26	\$4,563.26
Farnham, Robert	\$641.37	\$1,588.81	\$1,534.24	\$3,764.42
Billado, Robert & Tamar			\$2,836.53	\$2,836.53
Currier, Stacey		\$332.31	\$531.86	\$864.17
Wimble, Rhoda	\$1,762.41	\$1,185.86	\$977.10	\$3,925.37
Strom, Roland			\$4,745.93	\$4,745.93
Cherryholmes, Jong			\$2,923.91	\$2,923.91
Guyette, Tom			\$325.04	\$325.04
Seigel, David			\$3,250.32	\$3,250.32
Berno, Randolph & Joann			\$2,368.79	\$2,368.79
Reagan, Kirk & Patty			\$3,227.39	\$3,227.39
Fish, Christopher			\$1,366.42	\$1,366.42
Magee, Shawn & Wendy			\$2,309.94	\$2,309.94
Total Delinquents as of January 15, 2018				\$53,678.61

**The Turner Place at the Junction of
Route 100 and Tuner Hill Rd.**



Hello Duxbury Neighbors,

It has been quite an interesting year for the Duxbury Selectboard! Three new Selectboard members were elected in 2017, joining tenured members Amy Scharf and Stefan Defeo. Over the course of the year, both Amy and Stefan resigned from the Selectboard, and we were fortunate to appoint Lars Dickson and Jerry McMahan to serve in their absence.

The Selectboard appreciates the dedication and service of both Amy Scharf and Stefan Defeo to the Town of Duxbury. Thank you for setting the tone of the Selectboard for the year, and for teaching us well in our short time working together.

As you may expect, having a Board made up of new members has presented some challenges. Since we're all new to this, we rely on documentation and minutes from previous Boards, access the resources provided by Vermont League of Cities and Towns, seek out information from previous Selectboard members and current town officials, and we do a lot of research. One of the priorities of this Board has been to create tools for future Selectboard members which will provide continuity and increase efficiency. We've made good progress, and there's still more of this work to do.

Alongside Adam Magee, Road Foreman, the Selectboard has tried this year to provide additional transparency to Duxbury citizens about prioritization of road projects. Road expenses are by far the largest portion of our town's budget, and it's important to ensure those funds are used responsibly and in ways that provide the greatest benefit to the town. Of course priorities change as weather events and other unexpected situations arise, so no plan will be executed exactly as projected. There have been 3 Special Selectboard meetings in 2017 to specifically discuss road related topics, including a roads planning workshop in August. If you were unable to attend these sessions, we encourage you to review the minutes from the May 17, August 5 and December 17 Special Selectboard Meetings, as well as the Highway Foreman Report from all of the regular Selectboard meetings throughout the year.

As mentioned in last year's Selectboard Report, the Road Foreman's role has been shifting over the past few years to have a higher proportion of administrative work. New state regulations, along with an increased need for grants to cover large road project expenses, stand to drive up the amount of administrative work required. Adam has been handling these additional administrative responsibilities, however, we understand the need to have three full time road crew available to keep our roads safe and in good repair. Having the Road Foreman dedicating so much time to administrative work is bound to take a toll on our roads.

With that in mind, the Selectboard has proposed the addition of a Town Administrator position. This part-time employee would be responsible for much of the administrative work that is currently done by the Road Foreman, including evaluating grant opportunities and submitting grant applications, ensuring all road permits are submitted, researching costs of equipment and supplies, and more. You can see the full job description at the end of this report. The Selectboard believes the Town Administrator will more than offset their own compensation by

accessing additional grants and discovering cost savings by comparing costs. In addition, the Town Administrator would alleviate some of the burden experienced by Selectboard members by participating in the great number of local, regional and state meetings requiring Duxbury representation. Although there is enough work to warrant a full-time Town Administrator, beginning with a part-time role is more fiscally responsible at this time. We hope you agree that this is the next step for our town as we continue to grow in both population and number of roads.

The Budget Committee met three times to create the 2019 proposed budget. In addition to the new Town Administrator position, you'll note compensation increases have been included for most Elected and Appointed Town Officials. It was brought to the Budget Committee's attention that the compensation rates for some of these roles had not been adjusted for several years. Because service to the Town is so important to our community, we wanted to acknowledge those who have taken on these responsibilities with a pay increase.

An ongoing project for the Town has been the closing of the Gravel Pit. In 2017, a Gravel Pit Committee was formed to research options for use of that land going forward, and to create proposals that will be evaluated and voted on by the Town. Look for more information from the Gravel Pit Committee coming later in 2018.

The support and counsel of Maureen Harvey, Town Clerk, has been critical to the functioning of the Selectboard this year. If you have had the opportunity to work with Maureen, you're familiar with her deep knowledge of Duxbury history and keen organizational skills. She is a true asset to the town, and the Selectboard thanks you, Maureen, for your ongoing support and service.

We are truly fortunate to have Anne Wilson as our Town Treasurer. Anne has spent many hours this year working with members of the Selectboard to ensure we understand the specifics of the town's financial situation and outlook. She was instrumental in developing the 2019 Budget, and is simply a pleasure to work with. Anne, we appreciate you - thank you!

On behalf of the Town of Duxbury, the Selectboard wishes to thank the members of the Duxbury Land Trust, and Alan Quackenbush in particular, for their work on obtaining the land to create the Duxbury Town Forest. This was a multiple-year process resulting in the donation of 169 acres of land, which is now held by conservation easement under the Duxbury Land Trust. A Town Forest Committee has been formed to explore use and maintenance options which will be presented to the Town for consideration. Alan, the Town of Duxbury is grateful to you for making this possible - thank you!

Thank you to Mark Morse for his service to the Town, most recently as Duxbury's long-serving Moderator. It's not a simple task to facilitate Town Meetings, provide a forum for all citizens to be heard and ensure the business of the Town gets done. We appreciate your willingness to support the next Moderator - whoever that will be - as they work to achieve the high bar you have set. Thank you!

We would also like to thank Erik Zetterstrom, Duxbury's Emergency Management Officer, for the time and effort he put into updating the Local Hazard Mitigation Plan this year. Erik, along with members of the Emergency Management Committee, worked with several town officials and town employees, along with multiple state agencies, to ensure we have an effective strategy to reduce disaster losses and protect the citizens of Duxbury along with their property.

The Selectboard also wishes to acknowledge the service of Brian T. Fitzgerald for his many years of service on the Planning Commission. Brian has spent thousands of hours over the years researching, writing, revising and discussing zoning-related material. His depth of knowledge and passion for protecting the natural beauty of our town has helped shape our community and will have a lasting, positive impact. Brian, we appreciate your service to the town - thank you!

We encourage all Duxbury residents to explore the avenues available to serve our community. Please visit the Duxbury website at www.duxburyvermont.org to learn about the various elected and appointed offices and committees, and don't hesitate to reach out to any of the current Selectboard members with questions.

Thank you to each citizen who has attended a Selectboard Meeting, or contacted us via phone, email, or in person. Your feedback, whether celebratory or critical, is essential to helping us understand the kind of Town you want to live in. If you haven't joined us for a meeting yet, please consider doing so this year. (Sometimes Tamatha bakes cupcakes, and you definitely don't want to miss that!)

We appreciate the opportunity to serve you, our neighbors, as we continue to build a bright future for Duxbury.

With appreciation,
Your Duxbury Selectboard Members

Stacy Gibson-Grandfield, Chair

Tamatha Thomas-Haase

Jerry McMahan

Erin Lander, Vice-Chair

Lars Dickson

Highway Foreman's Report 2017-2018

On behalf of the Duxbury Highway Department, I am pleased to share the following 2017 highlights with town residents:

ROAD PROJECTS

Over the past year, the Highway Department has been engaged in several infrastructure improvements on a number of our town's roads and culverts. We rebuilt 1,800 feet of River Road as part of a multi-year project that will see nearly 1,800 to 2,500 feet of this road rebuilt each year for the next few years.

Ditching, graveling and/or culvert replacements were also completed on Crossett Hill Road, Pleasant Street, Morse Road, Wilder Road, Ryan Road, and Turner Hill Road. Overburden under several crash rails on Camels Hump Road was also removed. Lastly, preparation work continues on the Dowsville project in preparation for final construction bidding this year

GRANTS

I am pleased to report that the town has received multiple grants over the past year to support our ongoing focus on improvement projects.

- Central Vermont Regional Planning Commission awarded the town \$7,500 to ditch and stone line the big hill of Marshall Road and replace 1 18-inch culvert crossing.
- VTTrans awarded the town a structures grant for \$112,320.00 to replace the culverts at the beginning of Turner Hill with a larger and more flood-resilient box culvert.
- A Better Back Roads grant for \$22,072.00 will pay for the removal of trees around the new box culvert on Turner Hill and for stream stabilization that will protect the road and the new box culvert.
- A structures grant from VTTrans for \$329,705.00 was also awarded to the town for the replacement of a 4-foot structure on Dowsville Road. The new super-structure that provides better flood resiliency will be installed in summer, 2018. The grant is adjustable meaning that the grant funds will increase if the price of the project increases.
- Upper Marshall Road, Turner Hill Road, and two sites on Crossett Hill saw damage during a July 2017 storm. A FEMA grant has covered these costs and all but one of these sites have been repaired. The Crossett Hill slide is estimated to cost \$525,000.00 to repair.

INCREASING REGULATIONS

As reported at Town Meeting last year, regulations resulting from Act 64 are going to increase costs for road work performed, as well the administrative burden on the Highway Foreman. I am working with the current Selectboard to prepare for the increased regulations and the impact on our town.

BUDGET JUSTIFICATION

The Highway Department is requesting a new International tandem dump truck. This funding request takes advantage of a state purchasing contract and will save the town from continued high repair costs on our current tandem. The purchase will be made from the town's Capital Reserve Fund and moves the tandems up to a 7-year purchasing cycle. This approach ensures that each tandem remains under powertrain warranty, thus saving the town cost of repairs not covered under warranty.

THE YEAR AHEAD

2018 will be a busy year for the Highway Department with several large-scale improvement projects slated for completion:

- Approximately 2,500 feet rebuild of River Road.
- Graveling one mile of Crossett Hill.
- Graveling .17 miles of Pleasant Street
- Ditching and culvert replacement on Dowsville Road and section graveling.
- Ditching and stone lining on Turner Hill.
- Rebuild the river wall on Stevens Brook.

It goes without saying that these projects are in addition to our normal day-to-day maintenance of the town's roads and timely responses to weather-related events.

Finally, I would like to thank my crew, Brian Gibbs, Randy Fisk Sr., and Ken Sargent. I would also like to thank Maureen Harvey and Anne Wilson for their help with FEMA and budgets; the Selectboard; and town residents. Thank you for your ongoing support of the Highway Department. I look forward to serving the Town of Duxbury for another year.

Adam Magee, Road Foreman, Town of Duxbury

Town Clerk's Report

It has been a busy year with numerous improvements. Many town offices have built new vaults with the expanding collections of documents that are kept on behalf of the towns. A neighboring town that built a new vault sold the fireproof filing cabinets that they no longer needed to us at a substantial savings. The Selectboard opted to reclaim the space in the downstairs of the building and we have converted that to secure storage with these cabinets. We also moved the regular file cabinets that were previously upstairs down there as well. Doing that and changing the layout and work surfaces upstairs has enabled us to have more people working upstairs sharing the vault and computers.

It was the State of Vermont's recommendation that all towns provide a microfiche backup of their documents to the State Archives. In 2008 the State relaxed that requirement as offices moved to digital record keeping and had offsite storage with their systems. Unfortunately, we have done neither and have no microfiche for most of our documents. We also have issues with security and efficiency and have addressed most of those with simple fixes such as redaction and utilizing features of the existing system to be more efficient.

There is a lot more to be done here and in an effort to implement best practices, I am recommending that we obtain a digital system to utilize for our document recording. There is an increase in line 1-8-236-0 to \$4,200 for the annual cost of the system. That would include the computer as well as the books and paper. That will get us started going forward and will enable us to address some of the backlog of the documents on our own. The older books are larger and I am investigating an efficient way to convert them to the digital platform. Out-sourcing may be the most efficient but would cost upward of \$35,000.

The Vermont Legislature passed Act 46 which makes changes in the vital records law starting July 1, 2018. The State will be switching over to an electronic system for the birth records similar to the death records for higher efficiency and security. It will change the way we do business and will have changes for you as well. You will need to submit an application to be entered into the statewide system and have a direct family association to obtain the record. You will also be able to obtain the record at any town clerk's office where previously you would have to go to the state or the birth town. They are still in the process of writing the rules for this upcoming implementation so be aware that it will change after July 1st.

Lastly, I would like to thank Myra Perry and Bonnie Morse for all their help as Assistant Clerks as well as the many residents that spend countless hours volunteering on our numerous boards.

Maureen Harvey
Town Clerk

TOWN OF DUXBURY
5421 VT ROUTE 100
DUXBURY, VERMONT 05676

Zoning administrator yearly report 2017

The following is a list of the Permit applications: (46) applications

New Houses	5 waiting curb cut approval
Sub-divisions & variances	4
Home occupations	1
Signs	0
In-law apartments	0
Variance for height	0
Solar panels	0
Applications withdrawn	1
Commercial	0 (extension of state farm permit)
Change of Use	1
Storage unit	1
Site plan approval	0
Variances	0
Denied (DRB)	5 (double counted)
Seasonal	1
Occupancy permits	5 (not a regular zoning permit)
Yurt (house)	0
violation in process	1 Resolved in favor of Town

Terms of office for DEVELOPMENT REVIEW BOARD

Randy Berno	2019 ast chair
Eric Ladensack	2020
Will Senning	2022 chair
Zeb Towne	2018
Ben Mackinney	2019
Alternate	???

Once again we've had a good year! Thanks for the cooperation of all. This makes my job easier. Please get your applications in early for summer projects. When in doubt please check it out!!!

Al Quesnel 1/3/2018

DRB clerk

Zoning administrator 244-7363

Planning Commission Report

In 2016, the Planning Commission began a process to revise Duxbury's zoning regulations to bring them into alignment with the 2014 town plan, make them easier to understand and use, and update them to comply with changes in state law. We received a state grant to pay for a planning consultant to help us with this project.

We received a complete draft from the consultant in January 2017, but the draft has needed much additional review. The Planning Commission met ten times during the year, and most of our meeting time has been devoted to review and discussion of the draft regulations. As you might imagine, zoning is a topic that generates a lot of interest, and several of our meetings have been very well attended.

We have completed our section-by-section review, during which we made numerous changes to the draft we received at the beginning of the year. Following a public hearing, the Planning Commission will forward a final draft to the Selectboard for its consideration. The Selectboard will conduct at least one public hearing before scheduling a town vote on the final version of the regulations.

The principal reason to amend the zoning regulations is to address some important issues identified in Duxbury's 2014 Town Plan. One of those issues related to housing density in the Village District. Our current zoning has a one-acre lot size requirement, which means many existing lots do not conform with our regulations, and there are no opportunities to increase housing density in the village, an area where that should be possible. The proposed regulations reduce the minimum lot size in the Village District to 10,000 square feet, or about $\frac{1}{4}$ acre, and reduce side and back setback requirements to allow additional density.

Another issue identified in the plan is to improve flood resiliency and conflicts between streams and infrastructure by controlling additional development along streams and adjacent to ponds and wetlands. Unlike many towns in Vermont, and all but one of our neighboring towns, Duxbury currently has no town-wide restrictions on such development, except those necessary for our participation in the National Flood Insurance Program. The Planning Commission has spent considerable time on this topic and has received much feedback from Duxbury residents. We have completely rewritten our consultant's recommendation to a regulation that regulates new development within 50 feet of streams and wetlands, allows continued maintenance of existing lawns and other managed vegetation, provides for certain types of development to occur, and sets up a process for the Development Review Board to modify the setback requirements under certain circumstances. Since Tropical Storm Irene, many Vermont communities have recognized that maintaining stream buffers benefits property owners as well as their downstream neighbors, and they have increased regulation of stream corridors in an attempt to limit damage from future floods. The Planning Commission believes that Duxbury should take this important step.

During our review, we discovered that there are some small errors in the official map showing the town zoning districts. These errors occur along the boundary of the State Farm District and are being corrected on the official zoning map for Duxbury.

Finally, the regulations have been completely reorganized. Information is more logically organized, and it is easier to find information and understand what is required when property is being developed or subdivided. The process for obtaining a zoning permit should be much clearer. Among the more significant changes are the addition of two tables of important information. One lists all of the permitted

and conditional uses for every zoning district, so it's possible to see at a glance what restrictions exist. Another table shows the lot size, density and setback requirements for all districts.

There are numerous other changes that we will not describe here. We encourage you to become familiar with the draft regulations, which are posted on the town website, along with a one-page listing of the significant changes. If you have questions, Planning Commission members will be happy to explain the proposed regulations. Our contact information is also on the web page.

Alan Quackenbush
Doug Weber
Bill Whitehair
Brian T. Fitzgerald, Chair

Early Road Crew rolling the road for sleigh travel



2017 Duxbury Emergency Management Annual Report

In 2017, numerous residents in Duxbury helped their emergency management volunteers achieve solid gains in effective crosstown communication. Development of communications, training and planning continued. Systems and reporting technique refinement within the emergency management zone system was also a priority.

Communications

-The Town Selectboard adopted VTAlert as the Town's primary means of communication during emergencies. Several tests of the VTAlert system were made last year. **A vast overhaul of VTAlert was recently made by the State of Vermont which requires all residents who have previously signed up for VTAlert to re-register.** For information on VTAlert, or to sign up/re-register, please visit www.vtalert.gov . VTAlert tests and training are being planned for 2018.

- Multiple radio checks were conducted throughout the year and the use of mobile repeaters and other techniques has demonstrated solid communications throughout the majority of Duxbury.

- Zone Captain Communication methods. Zone Captains use different methods to communicate with residents. As an example Zone 1 uses nextdoor.com and Zones 3a and 3b use a closed facebook page. Please contact your Zone Captain to ensure you are included in their communications as well as to ensure you can communicate with them.

Quarterly Meetings. Emergency Management meetings will be conducted quarterly. The meeting dates and activities are below:

29 January 1830-2100

- conduct a radio check
- AAR from November weather event
- Planning for the year.

6 March 0800-1200 at the Town Meeting

- Conduct recruiting activities
- Update the Duxbury Resident Equipment List
- Check the trickle charger and repeaters

April(Selectboard and VTAlert Notifiers only)

- Conduct VTAlert Training for new Selectboard members and Notifiers

4 June 1830-2100

- Test VTAlert
- Conduct a Zone Captain Exercise.

10 September 1830-2100

- Conduct EOC Exercise
- Budget for the following year.

Planning

-The Town has updated its Local Hazard Mitigation Plan which is out for public comment prior to submission to the State and Federal Government in March 2018.

-The Town updated its Local Emergency Operations Plan and maintains compliance with State and Federal Regulation. These processes make the Town eligible for FEMA funds if there is a Federal Disaster Declaration.

Zone System:

The Town of Duxbury is divided into six zones. Each zone is intended to have a zone captain and zone spotters. Zone captains provide information to the residents of the zones as well as receive information from residents and zone spotters. The zone spotters provide information to the zone captains on the status of roads and other infrastructure. For detailed zone maps and more detailed information on the zone system please visit the Town's Emergency Management webpage at <http://www.duxburyvermont.org>.

Emergency Management Team Contact Information

EM Coordinator: Erik Zetterstrom 595-3215
zettx3@gmail.com

EOC Operations Chief: Karl Landers 241-1007/971-322-6076
Karl.duxburyvt@gmail.com

Zone Captains

Zone 1 (Camels Hump): Lars Dickson 244-7556
lhickson@pshift.com

Zone 2 (Main St/River Rd): Peter Merriman 585-4843
pmerrimanvt@gmail.com

Zone 3a (North Crossett Hill): Tommy Young 244-8693
Tyoung1974@gmail.com

Zone 3b (South Crossett Hill): Mame McKee 793-7182
mamemckee@gmail.com

Zone 4 (Vt 100 from Lookout to Tobin): Nils Shenholm 244-6460
nils@saunavermont.com

Zone 5 (Dowsville and Ward Hill): John Haase 272-0933

Jhaase33@hotmail.com

Volunteer Opportunities:

The Emergency Management Team is an all-volunteer organization. We welcome residents interested in volunteering. Strategy meetings are held monthly.

Currently, the following posts are available.

Zone Reporter(all zones) - Residents who have volunteered as zone reporters are the core of the system. They can be self-actuated or called into action by a zone captain or the emergency management team. If, for example, reporters open their doors one morning to discover a three inch layer of ice on the road & trees and the power shut down, their action would be to take care of their personal and household safety first. Then, if phone lines were working they'd report power outages to the electrical company. They would then check in with their zone captains either by phone or by attempting to safely make contact in person. If possible, they would check on vulnerable neighbors and assess general conditions in their areas then pass that information on to zone captains. The successful volunteer will have the desire and ability to help their neighbors.

Local Emergency Planning Commission (LEPC) Representative – The Emergency Management Team seeks a volunteer to represent the Town of Duxbury at the bimonthly LEPC meetings. The successful volunteer will complete two online courses (ICS 100 and 200) which will take about six hours. Participation at the bimonthly (every other month) LEPC meeting is requested as well as the provision of a summary of the meetings to the Emergency Management Committee. When the EOC is activated, the LEPC Representative should be prepared to assume duties in the Operations Section as a liaison to the LEPC.

Sincerely,

Erik Zetterstrom, for the Duxbury Emergency Management Team

2017 CEMETERY COMMISSION REPORT

The Duxbury Cemetery Commission meets bi-monthly in Duxbury. Meetings begin at 5:30pm. Copies of the *Policy and Procedures* and *Rules and Regulations* may be obtained at the Town Clerk's Office or online (www.duxburyvermont.org.)

We thank Leo Corbeil for keeping our hallowed cemetery grounds in good shape. Phillips (VT Rte 100), Landon/Hayden (Scrabble Hill), Crossett Hill (Devlin Road), and Sprague (Crossett Hill Road) are well-maintained.

We kept busy in 2017:

- Cemetery maintenance was in the second year as a contracted position.
- There was one burial at Phillips Cemetery.
- In June 2017, we opened a Social Investment Term Account with the Vermont Community Loan Fund for the Phillips Cemetery Perpetual Care Account. Our investment yields a little more interest than from the bank and, more importantly, benefits the many VCLF borrowers and the community at large.
- In the Spring of 2017, the daffodils bloomed for the second year. It was a beautiful sight to see the rows flowing down the hillside of the Landon/Hayden Cemetery. Our Scrabble Hill neighbors had planted daffodil bulbs in the Fall of 2015. We thank Lois Haslam for her inspiration and getting this project going.
- We attended the Fall meeting of the Vermont Cemetery Association – this year at the Vermont Veterans Memorial Cemetery in Randolph Center. We always learn something new that helps us improve our Duxbury Cemeteries.

Respectfully submitted,

Erin Campos, Chair
Wayne Langlais, Secretary
Gloria Rapalee, Treasurer



CEMETERY COMMISSION FINANCIAL REPORT

Phillips Cemetery Perpetual Care CD Account

BALANCE, JANUARY 1, 2016	\$	2,218.05
Interest Earned, 2016	\$	5.57
Receipts	\$	-
Disbursements (interest) ***	\$	5.57
BALANCE, JANUARY 1, 2017	\$	2,218.05

2016 Checking Account

BALANCE, JANUARY 1, 2016	\$	3,334.25
Receipts (January 1, 2016 – June 30, 2017)		
FY2017 Appropriation (July 1, 2016 - June 30, 2017)	\$	2,700.00
Interest from Perpetual Care	\$	5.57
Interest from Checking Account	\$	1.08
Total Receipts	\$	6,040.90

Expenses (January 1 - December 31, 2016)

Mowing, trimming, maintenance	\$	2,300.00
Postage	\$	7.52
Vermont Cemetery Association (VCA) annual membership & meetings	\$	112.50
Advertisements – RFP for cemetery maintenance	\$	272.40
Total Expenses	\$	2,692.42
BALANCE, DECEMBER 31, 2016	\$	3,348.48

DCC 2017 BUDGET

Year-End 2016	\$	3,348.48
Estimated Expenses for FY 2017 (July 1, 2017 thru June 30, 2018)		
Mowing, trimming, maintenance	\$	2,300.00
VCA annual membership & meetings	\$	140.00
Unanticipated cemetery maintenance	\$	500.00
Total Estimated Expenses	\$	2,940.00
2016 year-end balance minus FY 2017 estimated expenses	\$	408.48
FY 2017 BUDGET REQUEST (JULY 1, 2017 - JUNE 30, 2018)	\$	2,700.00

*** Interest only moved from Perpetual Care account to checking of which only the interest of \$5.57 can be spent.

2017 Dog Licenses

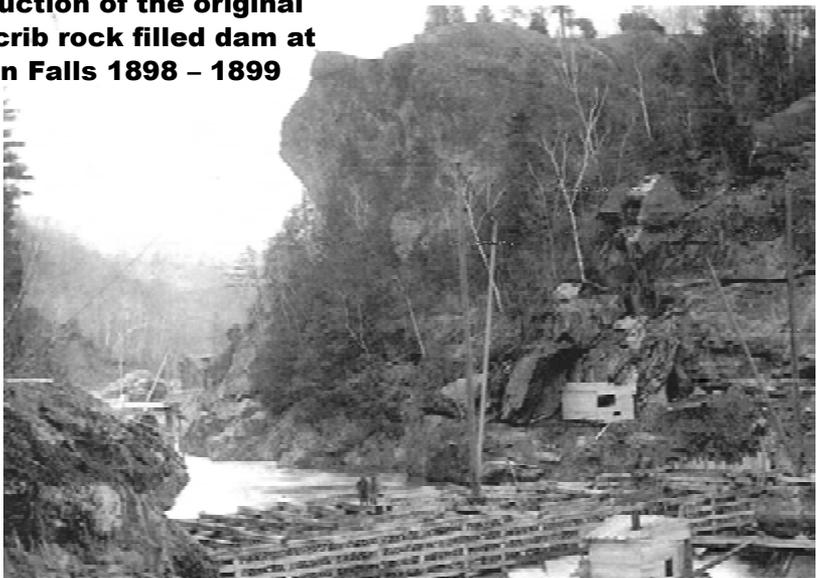
No. of Dogs		Local Fee	State Fee	Late Fee	Total Fees
65	Neutered Males	\$260.00	\$325.00	\$9.00	\$594.00
51	Spayed Females	\$204.00	\$255.00	\$9.00	\$468.00
6	Non-Neutered Males	\$48.00	\$30.00	\$3.00	\$81.00
6	Non-Neutered Females	\$48.00	\$30.00	\$3.00	\$81.00
	Fees forwarded to the state		\$640.00		
	Fees Received by Town	\$560.00		\$24.00	\$584.00

License Fee			
Neutered/Spayed	\$9.00	After April 2nd	\$12.00
Non-Neutered/Sp	\$13.00		\$16.00

All dogs need to be licensed by April 1st of each year to avoid late fees. We will have additional office hours which will be announced on Front Porch Forum in March. You can renew by mail if that is more convenient.

Rabies vaccinations are required for dogs two or more years of age or within the preceding 12 months for dogs less than two years of age. If you do not have a current rabies certificate on file you will need to provide one and, if necessary, proof of your dog being spayed or neutered.

Construction of the original timber crib rock filled dam at Bolton Falls 1898 – 1899



CVSWMD FY 2017 Report for Duxbury

The Central Vermont Solid Waste Management District serves 19-member cities and towns and approximately 52,000 residents to reduce and manage solid waste. The representative seat for Duxbury is vacant on the CVSWMD Board of Supervisors. Contact your Selectboard to become a Board member and represent your town. CVSWMD is committed to providing quality programming, meeting state mandates and providing information and resources to our member communities.

In FY17, CVSWMD provided \$7,363 in School Zero Waste and Lawrence Walbridge Reuse Grants and \$4,534 in Green Up Day Grants to businesses and schools in member municipalities. The town of Duxbury received a \$350 Green Up Day Grant. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring. Harwood Union High School received a Zero Waste Grant of \$1,300 to purchase a water bottle refilling station and a waste sorting station.

After 14 years, CVSWMD is no longer in the business of hauling food scraps from schools and businesses in central VT. Our efforts, and those of our partners, kept 12,112 tons of food scraps out of the landfill! In 2017, CVSWMD successfully transitioned all organics hauling routes to Grow Compost of Moretown. CVSWMD will continue to provide resources and technical assistance to businesses to reduce and divert food waste from the landfill to comply with state law.

The District continues to provide award-winning programming, including:

- **Residential Composting:** CVSWMD sells Green Cone food digesters, Soil Saver composting bins and kitchen compost buckets at cost to district residents. CVSWMD also offers free workshops about backyard composting.
- **School Programming:** Our School Zero Waste Program works with all 27 schools in the District, teaching solid waste lessons in classrooms and facilitating the recycling of paint, bulbs, electronics, batteries and more. In FY17, we taught classroom lessons at Crossett Book Middle and Hardwood Union High Schools and led a waste audit at Harwood Union. School Program Coordinators work with maintenance staff and teachers to help schools compost on site and mentor student groups who lead initiatives toward zero waste in their schools.
- **Special Collections:** In 2017, 9 events were held, in which CVSWMD collected hazardous waste, paint, batteries and fluorescent bulbs.
 - A collection event for paint, batteries and bulbs was held at the Duxbury town garage, where 7 households participated.
- **Additional Recyclables Collection Center (ARCC):** The ARCC, at 540 N. Main St. in Barre, is open M, W, F noon-6pm and the third Sat. of each month, 9-1pm. The ARCC is a recycling drop-off for over 40 hard-to-recycle materials, cvswmd.org/arcc. Blue bin recyclables are not accepted at the ARCC.

Web Site: CVSWMD posts useful information including what can be recycled, what can be composted, how to dispose of hazardous waste, leaf and yard waste, composting, Act 148, details of our special collections, and an "A to Z Guide" listing disposal options for many materials in the alphabet.



Central Vermont Solid Waste Management District

137 Barre Street, Montpelier, VT 05602 | cvswmd.org | 802-223-9393

CENTRAL VERMONT REGIONAL PLANNING COMMISSION 2017 ANNUAL REPORT – TOWN OF DUXBURY

The Central Vermont Regional Planning Commission is a consortium of 23 towns and cities in Washington County and western Orange County. The Commission provides planning, development, and project implementation assistance to communities. All municipalities in the region are entitled to equal voting representation by a locally appointed member to the governing Board of Commissioners.

2017 Duxbury Activities

- ❖ Assisted with municipal development plan updates.
- ❖ Initiated a Mad River 5-town Stormwater Master Plan.
- ❖ Provided resources for a Local Hazard Mitigation Plan update.
- ❖ Conducted outreach on the Winooski River Tactical Basin Plan.
- ❖ Provided data the town can use to increase its standing in the Certificate of Public Good process.
- ❖ Assisted with identifying eligible roads for Grants in Aid construction funds and managed those funds.
- ❖ Supported emergency response and disaster preparedness by creating E911 Service Area and emergency zone maps, assisting with a Local Emergency Operations Plan update, and creating a Tier II facilities summary and map.
- ❖ Completed a flood study of the Mad River watershed; updated flood zones and identified vulnerable infrastructure within them.

Regional Commissioner

Brian Fitzgerald

Transportation Advisory Committee

Alan Quackenbush

CVRPC Projects & Programs

- ❖ *Municipal plan and bylaw updates:* Focus on predictable and effective local permitting through education, bylaw modernization and plan updates.
- ❖ *Brownfields:* Complete environmental site assessments so properties can be sold, developed or redeveloped to benefit the economy, create/protect jobs and increase housing opportunities.
- ❖ *Transportation planning:* Coordinate local involvement in transportation decisions through the Transportation Advisory Committee and provide studies, plans, data collection, and counts.
- ❖ *Emergency planning:* Better prepare our region and state for disasters by coordinating with local volunteers and the state on emergency planning, exercises, and training.
- ❖ *Energy conservation and development:* Foster projects that support energy conservation to save energy and tax dollars and identify opportunities for renewable energy generation.
- ❖ *Natural resource planning and project development:* Implement activities to protect water resources/supplies, enhance recreational opportunities, maintain the forest products industry, and enhance environmental health.
- ❖ *Regional plans:* Coordinate infrastructure, community development, and growth at the regional level through the development, adoption, and implementation of a regional plan.
- ❖ *Geographic Information System services:* Provide municipalities, state agencies, and regional groups with mapping and data analysis in support of their projects.
- ❖ *Special projects:* Complete special projects, such as downtown revitalization, recreation paths, farmland preservation, economic development, and affordable housing projects.
- ❖ *Grants:* Identify appropriate grant sources, define project scopes, and write grant applications.

The Commission has no regulatory or taxing authority; each year, we request a per capita assessment from our members in support of local and regional planning activities and to help offset costs and provide local matching funds needed for state and federal funding.

Your continued support for local and regional planning is appreciated! CVRPC is your resource -- please contact us at 802-229-0389 or cvrpc@cvregion.com for assistance.

**PROPOSED DRAFT GENERAL FUND RESERVE POLICY
CONTINGENT ON APPROVAL OF ARTICLE 4
Town of Duxbury**

PURPOSE: The Selectboard of the Town of Duxbury believes that sound financial management requires that sufficient funds be maintained by the Town for unanticipated expenditures and revenue shortfalls during the course of the fiscal year as may be caused by economic downturns, natural disasters, and other unforeseen circumstances. Maintaining such funds will help sustain the stability of the Town tax rate and reduce the need for short-term borrowing.

OBJECTIVE: Upon recommendation of the Selectboard, on March 6, 2018, voters of the Town authorized establishment of a reserve fund in accordance with 24 V.S.A. § 2804(a). The Selectboard's objective is for adequate funds to be set aside in this reserve fund in a planned and consistent manner and that these moneys not be spent for regular Town expenditures.

RESERVE FUND EXPENDITURES: The reserve fund was established by the voters for the purpose of covering unanticipated revenue shortfalls and paying non-recurring and unanticipated general and highway fund expenditures of the Town. To this end, the Selectboard will only use the reserve fund to alleviate unanticipated short-term budgetary issues such as revenue shortfalls or unforeseen expenses. Any expenditure of the reserve fund by the Selectboard for such purposes shall require approval of a majority of Selectboard members after due notice and a public hearing. In accordance with 24 V.S.A. § 2804(a), expenditure of the reserve fund for any other purpose shall require the authorization of a majority of the voters present at an annual or special town meeting.

RESERVE FUND APPROPRIATIONS: Annually, the Selectboard may propose funding of the General Fund Reserve based on external audit findings and unassigned general fund balances.



North Duxbury Baseball Team

Town of Duxbury Class IV Road and Trails Policy

It is the goal of the Town of Duxbury to provide regular to semi-regular maintenance on all Class IV roads that are in sufficiently good condition as to allow them to be maintained by the Town. The purpose of this goal is the continued protection of Town assets.

This policy is to clarify the Town's maintenance practices on Class IV roads. Under State Law 19 V.S.A. 17 Class IV roads include roads, pent roads, trails, unimproved roads and other rights of way. Under this policy Class IV roads are divided further into two groups.

1. Class IV Road and Town Trail Definitions:

Class IV Road: Class IV roads are all other roads not falling under definitions of Class I, II and III highways. Class I, II and III are defined in Vermont Statutes for purpose of receiving state aid and are passable by a pleasure vehicle on a year-round basis.

Town Trail: Trail means a public right-of-way which is not a highway and which:

- a. Previously was a designated highway and having the same width as the designated Town highway, or a lesser width if so designated, or
- b. A new public right-of-way laid out as a trail by the Selectboard for the purpose of providing access to abutting properties or for recreational use.

2. Class IV Road Classification:

It is the right of a landowner to request changes in highway status. The Selectboard, if so petitioned, will follow the procedures set out in Title 19, V.S.A. section 708-716.

All Class IV roads will be placed into one of two groups by a committee of two made up of the Road Foreman and Selectboard member. Criteria used to group Class IV roads will be condition, topography, slope and use. The Selectboard will review and approve the groupings. The groups will be as follows:

Group A: These roads are determined to be of sufficiently good condition that Town equipment will not be damaged if used on these roads.

Group B: These roads are determined to be not maintainable by Town equipment.

Residents of Class IV roads may request a change in grouping at any time throughout the year. All changes will be made via a joint decision of the Road Foreman and one Selectboard member and approved by the Selectboard. Residents of Class IV roads can upgrade from a Group B to a Group A by the interested landowners committing, in a written letter to the Selectboard, to meeting all agreed upon variances to Standard A-76 of the Vermont Department of Highways Standards. In addition, a Group A road would be required to have an adequately sized and maintained turnaround that has been fully licensed to the Town.

Reclassification from a Class IV to Class 3: Upgrading is a common issue faced by the governing body as landowners often locate homes in remote locations. There is no statutory requirement that such requests must be granted by the governing body; however, there may be an issue of constitutional equal protection if the municipality can be shown to be disparate in its treatment of similar highways. The governing body may grant the request but order that the petitioner bear the cost of the upgrade (19 V.S.A. 775)

3. Summer Maintenance:

It is the policy of the Town of Duxbury that public expenditures on Class IV, Group A, Town roads and trails should be held to a minimum amount necessary that the public investment is preserved through basic maintenance; and limited to the amount budgeted and approved by the Selectboard on an annual basis.

Regular maintenance is defined as shaping and grading yearly or ever other year. Materials such as stone and gravel will be used at a minimum and at such time as to work into the Road Foreman's schedule.

4. Winter Maintenance:

It is the policy of the Town of Duxbury that Class IV, Group A Town roads, Group B Town roads, Town trails and private roads will receive no Winter maintenance, including but not limited to snow plowing. The Winter maintenance of these roads is the responsibility of the residents in all circumstances. Group A Town roads will have the snow banks pushed back at the convenience of the Road Foreman and the turnaround is not obstructed.

5. Control

The Selectboard shall exercise control of Class IV roads and trails to ensure their integrity as a public right-of-way by means which may include, but are not limited to, the following:

- a. Enforcement of vehicle weight limits.
- c. Prohibition or restriction of wheeled vehicle use during mud and snow season: signs and barriers may be utilized to accomplish this purpose.
- d. Requirements for temporary permits for heavy equipment access may be imposed and the stipulation included that any highway damaged will be repaired by or at the expense of the user; posting of bond or other security to guarantee that repairs are made may be required as a condition of any permits.
- e. Speed limits may be established.

6. Policy Review

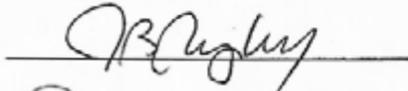
This Class IV and Town trail policy should be reviewed each year to ensure that directives put forth in this policy are working to the benefit of the Town of Duxbury.

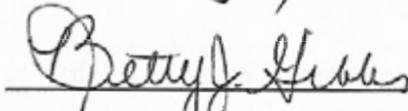
CLASS IV ROADS AS OF OCTOBER 1, 2015

ROAD # AND MILEAGE	GROUP	LOCAL NAME
H12/0.13	B	CAMEL'S HUMP
H6/0.83	B	SCRABBLE HILL
H5/0.51	B	MARSHALL ROAD
H14/0.04	B	RICHARDSON ROAD
H26/0.37	B	RYAN ROAD
H35/1.14	B	DOWSVILLE (LOOP)
H32/0.40	B	WEBSTER ROAD
H15/0.09	B	DELONG ROAD
H30/0.10	B	CONNOLLY ROAD
H37/0.11	B	MILL STREET

ADOPTED this 9 day of November 2015

SIGNATURES OF THE SELECTBOARD









At the regular meeting of the Selectboard of the Town of Duxbury, Vermont held on the 8th day of October, 2001, upon motion duly made and seconded, the following ordinance pertaining to the parking Of motor vehicles and/or abandonment thereof within said Town was unanimously adopted:

Duxbury Parking and Abandoning Property Ordinance

Section 1. DEFINITIONS:

- A. The term "motor vehicle" as used in this Ordinance shall mean all vehicles propelled by motor power regardless of where registered or unregistered or parts thereof, except road construction and maintenance equipment owned or leased by the Town of Duxbury, Vermont, other authorized emergency vehicles and vehicles for running only upon rails and tracks.
- B. The term or phrase "other materials, parts of other motor vehicles, objects of any type or description" shall mean any and all other object or thing of whatever description stored, abandoned or left within any legal rights of way with the town of Duxbury, Vermont whether the same be town highways, trails or other town rights of way regardless of the degree of maintenance, if any, done thereon by the Town of Duxbury, Vermont.

Section 2. REGULATIONS, POWERS, TOWING AWAY AND PENALTIES:

- A. No person shall park or cause to be parked or leave unattended any motor vehicle at any time on any town highway, right of way, or street in the Town of Duxbury, Vermont. No person shall leave or abandon any other materials, parts of motor vehicles, or other objects of any type or description within the legal right of way limits of all town highways, streets, road, rights of way and trails, regardless of the degree of maintenance, if any, done thereon by the town of Duxbury, Vermont.
- B. The highway foreman may cause any motor vehicle parked in violation of this ordinance to be towed away, upon notification of the Selectboard Chair or his/her designee, at the sole expense of the owner of said motor vehicle and said owner shall pay the expenses for towing charges and storage fees of said motor vehicle.

Subject to provision of 24 V.S.A., C. 59, this Ordinance shall become effective on December 8, 2001.

_____/LS
Bob Magee, Chair

_____/LS
Joann Berno

_____/LS
Paul Brusa

_____/LS
Paul Brusa

Duxbury Selectboard

_____/LS
Jill Smith

Received for recording on October 8, 2001 at 7:00 PM and recorded in Book Town Records, page 388.

ATTEST: _____/LS
Ken Scott, Town Clerk

TOWN OF DUXBURY
DOGS [AND WOLF-HYBRIDS] ORDINANCE

SECTION 1. AUTHORITY. This ordinance is adopted by the Selectboard of the Town of Duxbury under authority of 20 V.S.A. § 3549, 24 V.S.A. §§ 2291 (10), (14), and (15), and 24 V.S.A. Chapter 59.

SECTION 2. PURPOSE. It is the purpose of this ordinance to regulate the keeping of dogs [and wolf hybrids] and to provide for their leashing, muzzling, restraint, impoundment and destruction and their running at large, so as to protect the public health and safety of the Town and the quiet enjoyment of its residents' homes and properties.

SECTION 3. DEFINITIONS. For purposes of this ordinance, the following words and/or phrases shall apply:

- A. "Dog" means any member of the canine species. For purposes of this ordinance, this term, wherever used, shall also include "wolf-hybrids" and "working farm dogs" except where specifically exempted.
- B. "Enforcement Officer" means any Town Constable, Police Officer, Animal Control Officer, Humane Officer, Dog Catcher, or any other person designated as an Enforcement Officer by the Selectboard.
- C. "Owner" means any person who has actual or constructive possession of a dog. The term also includes those persons who provide food and shelter to a dog.
- D. "Potentially vicious dog" means a dog running at large that inflicts minor injuries on a person not necessitating medical attention; chases, threatens to attack or attacks another domestic pet or animal as defined in 20 V.S.A. § 3541; causes damage to personal property; chases a person; or causes any person to reasonably fear attack or bodily injury from such dog. This definition shall not apply if the dog was protecting or defending itself, its offspring, another domestic pet or animal or a person from attack or assault or the person attacked or threatened by the dog was engaged in teasing, tormenting, battering, assaulting, injuring or otherwise provoking the dog.
- E. "Running at large" means that a dog is not:
on a leash;
in a vehicle;
on the owner's premises;
on the premises of another person with that person's permission;
clearly under the verbal or non-verbal control of the owner; or
hunting with the owner.
- F. "Wolf hybrid" means: An animal that is the progeny of a dog and a wolf (*Canis lupus* or *Canis rufus*); An animal that is advertised or otherwise described or represented to

be a wolf hybrid; or an animal that exhibits primary physical and/or behavioral wolf characteristics.

G. "Working farm dog" means a dog that is bred or trained to herd or protect livestock or poultry or to protect crops and that is used for those purposes and that is registered as a working farm dog pursuant to State law.

SECTION 4. NUISANCES. An owner of a dog shall not allow, permit, or suffer such dog to create a nuisance. The following activities shall be deemed nuisances:

A. Running at large in the Town.

B. A dog that defecates in any public area or on the private premises of another person and whose owner does not immediately remove the fecal material and dispose of it in a sanitary manner.

C. A female dog in heat not confined to a building or other secured enclosure, except while under the direct control of the owner.

D. A dog that disturbs the quiet, comfort and repose of others by barking, whining, calling, or howling for a continuous period of thirty (30) minutes or more. This regulation shall not apply to dogs in a kennel/boarding facility which has received a zoning permit under the Town's Zoning Regulations. The zoning permit will govern the use of the kennel / boarding facility.

E. The provisions of this section pertaining to running at large and disturbing the quiet, comfort and repose of others shall not apply to working farm dogs if:

1. the working farm dog is barking in order to herd or protect livestock or poultry or to protect crops; or

2. the working farm dog is running at large in order to herd or protect livestock or poultry or to protect crops.

SECTION 5. COLLAR AND LICENSE. Each dog shall be licensed according to the laws of this State and shall wear a collar or harness with the current license attached. A dog that is visiting from out of state must wear a collar or harness with a current license from its home state attached. A dog that is found without a collar or harness and license shall be immediately impounded.

SECTION 6. ENFORCEMENT.³² The violation of this ordinance shall be a civil matter which may be enforced in the Vermont Judicial Bureau or in the Washington County Superior Court, at the election of the Selectboard.

SECTION 7. PENALTIES AND COSTS.

First offense

\$50.00 full penalty/\$25.00 waiver penalty.

Second offense

\$100.00 full penalty/\$50.00 waiver penalty.

Third offense

Impoundment & impoundment costs, any remedial action as required by the enforcement officer, plus \$150.00 full penalty/\$75.00 waiver penalty.

Subsequent offenses

Impoundment & impoundment costs, any remedial action as required by the enforcement officer, plus \$200.00 full penalty/\$100.00 waiver penalty.

For purposes of determining the sequence of offenses, second and third offenses shall be those that occur within the 12-month period of the anniversary day of the first offense. Any offense occurring after this 12-month period shall be considered a new first offense.

Any owner whose dog has been impounded for its initial third offense shall provide the Selectboard with proof of satisfactory completion of a responsible dog owner training course pre-approved by the Selectboard within 6 months of the anniversary date of impoundment. Failure to provide such certification may result in forfeiture of the offending animal.

For purposes of calculating the sequence of offenses, offenses shall be counted against the owner.

Impoundment costs and pre-approved responsible owner training programs shall be set annually by the Selectboard.

SECTION 8. IMPOUNDMENT.

A. Any dog that is determined by a [constable/police officer/animal control officer/humane officer, dog catcher, or any other person designated as an Enforcement Officer by the Selectboard] to be a potentially vicious dog, which presents an imminent danger to people or other animals, has reportedly bitten a person off the premises of its owner, or is in violation of State licensing law or 20 V.S.A. § 3806 may be immediately impounded.

B. A person claiming a dog is a "potentially vicious dog" may file a written complaint with the Selectboard. The complaint shall contain the time, date and place where the alleged behavior occurred, an identification of the domestic pet or animal threatened or attacked, the name and address of any victim or victims, and any other facts that may assist the Selectboard in conducting its hearing.

C. Upon receipt of a "potentially vicious dog" complaint" the Selectboard shall proceed as in the case of a "vicious dog" complaint with the exception that if the Selectboard

determines that the behavior classifies the dog as "potentially vicious" the Selectboard may order any protective measures be taken absent the dog being humanely destroyed.

SECTION 9. NOTICE OF IMPOUNDMENT AND RELEASE FROM IMPOUNDMENT.

A. The officer/dog catcher who impounds a dog shall, within twenty-four (24) hours, give notice to the owner thereof, either personally, by telephone call, or by written notice at the owner's dwelling. Such notice shall inform the owner of the nature of the violations, the location of the dog and the steps that are necessary to have it returned to the owner.

B. If the owner of the dog is unknown, the officer/dog catcher who impounds a dog shall, within twenty-four (24) hours of impoundment post a public notice. Notification shall be posted in the town clerk's office and other usual places for public notice for a ten (10) day period.

C. Impounded dogs shall be released to the owner only after payment of all penalties and impoundment fees (including but not limited to boarding, food, and veterinary expenses), the final disposition of a potentially vicious dog or vicious dog hearing if applicable, and after all necessary remedial action is taken by the owner. Remedial action shall include, but is not limited to, such actions as providing a collar and current license, and verification of certification of current vaccination against rabies.

D. If the owner of a dog impounded under the provisions of this ordinance refuses to take the remedial action necessary to secure the dog's release within ten (10) days following notice of impoundment or gives notice either personally, by telephone call, or in writing to the town of forfeiture of ownership before that time, the dog may be placed in an adoptive home, transferred to a humane society or rescue organization, or if the town is unable to transfer the dog it may be humanely destroyed. The owner of a dog transferred or humanely destroyed shall remain liable for all expenses incurred by the Town for treatment, boarding and care of the dog for the duration of its impoundment and any expenses associated with its transfer or humane disposal.

E. The procedures provided in this section shall only apply if the dog is not a rabies suspect. If an official designated by the Selectboard to enforce the provisions of this ordinance determines that the dog is a rabies suspect, the Selectboard shall immediately notify the Town Health Officer who shall proceed in accordance with the rules of the Vermont Department of Health.

SECTION 10. INVESTIGATION OF VICIOUS DOGS.

A. When a dog has bitten a person while the dog is off the premises of its owner or keeper, and the person bitten requires medical attention for the attack, such person may file a written complaint with the Selectboard of the municipality. The complaint shall contain the time, date and place where the attack occurred, the name and address of the victim or victims, and any other facts that may assist the Selectboard in conducting its investigation.

B. The Selectboard, within seven (7) days from receipt of the complaint, shall investigate the charges and hold a hearing on the matter. If the owner of the dog which is the subject of the complaint can be ascertained with due diligence, said owner shall be provided with a written notice of the time, date and place of hearing and a copy of the complaint.

C. If the dog is found to have bitten the victim without provocation, the Selectboard shall make such order for the protection of persons as the facts and circumstances of the case may require, including, without limitation that the dog is disposed of in a humane way, muzzled, chained, or confined. The order shall be sent by certified mail, return receipt requested to the owner. A person who, after receiving notice, fails to comply with the terms of the order shall be subject to the penalties provided in 20 V.S.A. § 3550.

D. The procedures provided in this section shall only apply if the dog is not a rabies suspect. If a member of the Selectboard or a municipal official designated by the Selectboard determines that the dog is a rabies suspect, the provisions of Subchapter 5 of Title 20 Chapter 193 and the rules of the Vermont Department of Health shall apply. If the dog is deemed healthy, the terms and conditions set forth in the Selectboard's order shall be enforced.

SECTION 11. OTHER LAWS. This ordinance is in addition to all other ordinances of the Town of Duxbury and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, or other documents inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 12. SEVERABILITY. If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this ordinance.

SECTION 13. EFFECTIVE DATE. This ordinance shall become effective immediately after its adoption by the Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this ordinance.

Adopted this 14th day of December 2015

SIGNATURES

John B. [Signature]
Margaret [Signature]
Betty [Signature]

[Signature]
[Signature]

POLICY FOR SOCIAL SERVICE AGENCIES

The Duxbury Selectboard will review all appropriation requests for inclusion in the town budget presented in each year's town report.

Deadline for submission of funding request for the year following will be December 1st.

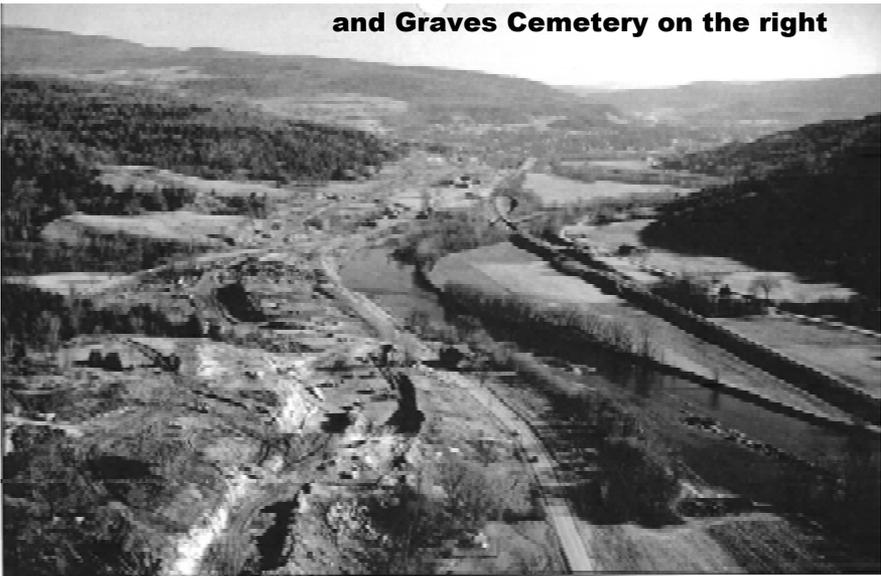
The Selectboard suggest the following information be included in the request for funding in order for the request to be considered for review.

1. The type of service(s) provided by the agency to the residents of Duxbury.
2. The number of individual Duxbury residents participating in or receiving the agency's service(s) during the past twelve month period.
3. Verification of not-for-profit status [501 C 3].

Approved by vote of the Duxbury Selectboard on November 10, 2017.

Please send requests to: Town of Duxbury Selectboard
Attn: Town Meeting/Funding
5421 VT Route 100
Duxbury, VT 05676

Construction of I-89 with River Road and Graves Cemetery on the right



Vital Statistic 2017

BIRTHS

Evelyn Jeryne Jette	December 22, 2016	Melissa Morse & Paul Jette
Anisha Rickley Senning	January 24, 2017	Puja Gupta & Daniel Senning
Winry Evelyn Wiinikainen	February 07, 2017	Nichole Tessier & Colin Wiinikainen
Lexi Beth Viens	February 27, 2017	Jamie Fitzgerald & Kevin Viens II
Riona MacAulay Collins	March 11, 2017	Kendra Gurney & Patrick Collins
Tripp Gordon Haskins	April 18, 2017	Allison Rich & Cole Haskins
Liam Grant Lande	June 04, 2017	Lauren Grant & Lincoln Lande
Daisy Gloria Rufenacht	June 18, 2017	Samantha Boymer & Jesse Rufenacht
Rowan William Butler	June 24, 2017	Laura Wedel & Justin Butler
Asher John Eley	June 28, 2017	Joanna Schifferle & Eric Eley
Kellan Mark Lacey	July 21, 2017	Katrina Mattice & Keagan Lacey
Elijah John Owen	September 21, 2017	Rebecca Brunelle & Thomas Owen
Adalyn Kellie Pecor	September 28, 2017	Harley Pecor
Arthur Brown Burroughs	October 09, 2017	Bethany Brown & Kyle Burroughs
Faye Lehon Coyne	November 15, 2017	Angeline Boymer & Brendan Coyne

DEATHS

Joyce V. Couture	December 29, 2016	Shirley Keith & Dwaine Marshall
Donald Murray, Sr.	January 31, 2017	Gertrude & George Murray
Naomi N. Tallman	February 15, 2017	Maxine Long & Gilbert Tallman
Gloria L. Bedell	February 27, 2017	Marion Flint & Raymond LaCourse
Nancy J. Aylward	March 02, 2017	Beatrice Seymour & Maurice Eastman
Bernice Warshaw	February 28, 2017	Mae Brown & Herman Kornfeld
Douglas G. Andrews	March 22, 2017	Ruth Backus & Fred Andrews
John H. Calvey	April 07, 2017	Mary Murphy & James Calvey

Vital Statistic 2017

DEATHS

Dale L. Chamberlin	April 19, 2017	Shirley Broadwell & Arthur Chamberlin
Lynn G. Lewis, Jr.	May 20, 2017	Blanche Cook & Lynn G. Lewis, Sr.
Connie Jo Seymour	June 11, 2017	Alice Hart & George Johnson
Karen M. Fleming	June 15, 2017	Leona Larmay & Raymond Johnson
Catherine Catchpaw	July 05, 2017	Josie Huntington & Dura Swan
Barry L. Gibbs	August 24, 2017	Rebecca Richardson & Howard Gibbs, Sr.
John A. Miller, Jr.	November 08, 2017	Marie Hudson & John A. Miller, Sr.
Jordan A. Machia	December 05, 2017	Mary Vaila & Allan Machia
John L. Costello	December 17, 2017	Mary McGovern & John A. Costello
Susan A. Morse	December 26, 2017	Marilyn Harvey & Francis DeForge

MARRIAGES

Nicole Emmanuelle Leger Stephen Patrick Nolan	January 21, 2017	Joseph Leger & Sylvie Brisson Charles Nolan & Joan Thomas
Anthony Gregario Katherine Motter	February 27, 2017	Joseph Gregario & Shelley Munger Brad Motter & Susan Mitchell
Abigail Flory Elizabeth Watson	March 18, 2017	James Flory & Jane Hubbell Thomas Watson & Cathy Moore
Leah Peterson Duane Beck	June 10, 2017	Richard Peterson & Kimdell Andrews Thomas Beck & Marianne Chichura
Heather Wentworth Amy Dee	June 16, 2017	Edwin Wentworth & Janice Penny William Dee & Ruth Morrison
John Fletcher Mark Gross	July 02, 2017	John Fletcher & Judith Bazilwich Robert Gross & Melvina Gray
Gia Zarrella William Brown	July 08, 2017	James Zarrella & Sharon Hasfurther Richard Brown & Mary Savino
Stephanie Lajeunesse- LaRocque Lewis Lafreniere	July 15, 2017	Stephen LaRocque & Lisa Lajeunesse Ronald Lafreniere & Charlene Quesnel

MARRIAGES

Kristen Totah Jeremy Ingraham	August 12, 2017	Paul Totah & Corinna Papa Michelle Ingraham
Jennifer Breen Erin Kelly	September 02, 2017	William Breen & Lorraine Kahuy Dennis Kelly & Virgilia Entrada
Gretchen Harvey William Tian	September 09, 2017	Thomas Harvey & Heidi Dow Bao Tian & Wen Yang
Shauna Taylor Jared Wheaton	September 09, 2017	Larry Taylor & Christi Baker Richard Wheaton & Diane Mercurio
Abigail Cox Chance Swafford	September 10, 2017	Gregory Cox & Gay Willey Clayton Swafford & Constance Simon
Katelyn-Anne Lorette Courtney Bell	September 16, 2017	Daniel Lorette & Julie-Jane Huether Coleman Bell, II & Laura Heilner
Emily Vanty Tyler Weik	September 18, 2017	Edward Vanty & Joanne Hall Todd Weik & Sherry Clapps
Nichole Edwards Nicholas Hewey	September 25, 2017	Leslie Edwards & Patricia Scott David Hewey & Shannon Connor
Timothy McGoff Amber Kidwell	October 20, 2017	Thomas McGoff & Margaret Pickens William Kidwell & Janalee Frerichs
Rebecca Foley Louis Sapolis	December 04, 2017	Raymond Ryzner & Ann Ermel Louis Sapolis & Mary Resavy
Jay Ziskrout Amy Kong	December 22, 2017	David Ziskrout & Sandy Pearlman Cheuk Kong & Bun Kong
Kathryn McMurray Douglas Wright	December 26, 2017	Ronald McMurray & Shirley Young Wilbur Wright & Kathleen Byrne
Walter Daniels, Jr. James Wyman	December 28, 2017	Walter Daniels, Sr. & Jacquelin Arnts Douglas Wyman & Eleanor Barton
Karin Tierney Gregory Beshore	December 31, 2017	John Tierney & Lorraine Williams David Beshore & Marjorie Mantz

ANNUAL MEETING WARNING
HARWOOD UNIFIED UNION SCHOOL DISTRICT
March 5, 2018 and March 6, 2018

The inhabitants and legal voters of the Towns of Warren, Waitsfield, Fayston, Moretown, Waterbury and Duxbury, being the inhabitants and legal voters of Harwood Unified Union School District, are notified and warned to meet at Harwood Union High School in the Town of Duxbury on Monday, March 5, 2018 at 6:00PM to transact any of the following business not involving voting by Australian ballot, and to conduct an informational hearing with respect to Articles of business to be considered by Australian ballot on March 6, 2018.

ARTICLE I: To elect the following officers:

- A Moderator for a term of one (1) year commencing immediately
- A Clerk for a term of one (1) year commencing July 1, 2018
- A Treasurer for a term of one (1) year commencing July 1, 2018

ARTICLE II: To receive and act upon the reports of the District officers.

ARTICLE III: To fix the compensation to be paid to the District officers for the ensuing year.

ARTICLE IV: To authorize the Board of School Directors to retain a licensed public accountant to examine the accounts of the District Treasurer and Board of School Directors as of June 30, 2019.

ARTICLE V: To authorize the Board of School Directors to borrow in anticipation of the receipt of taxes and other revenue.

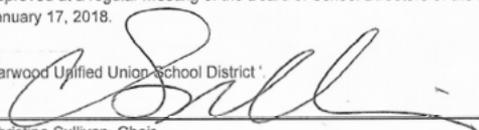
ARTICLE VI: To act by Australian ballot on the following proposition "Shall the voters of the school district approve the school board to expend \$37,183,150, which is the amount the school board has determined to be necessary for the ensuing fiscal year?" It is estimated that this proposed budget, if approved, will result in education spending of \$17,137 per equalized pupil. This projected spending per equalized pupil is 2.1% higher than spending for the current year.

Article VII: To act by Australian ballot on the following proposition: "Shall the voters of the Harwood Unified Union School District authorize the Board of School Directors to allocate the FY2017 fund balance from the forming districts in the amounts of \$533,960 to the school district's Maintenance Reserve Fund per 24 VSA s2804?"

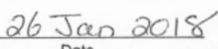
The annual meeting shall be recessed until Tuesday, March 6, 2018, at which time Articles to be considered by Australian ballot shall be voted at the usual polling places and during usual polling hours in the Towns located within the District. Upon the closing of the polls, ballots shall be transported to the District Clerk, under whose supervision the ballots shall be commingled and counted by members of the Boards of Civil Authority from each Town.

Approved at a regular meeting of the Board of School Directors of the Harwood Unified Union School District held on January 17, 2018.

Harwood Unified Union School District


Christine Sullivan, Chair


Attest: District Clerk


Date

Notes

Town of Duxbury

5421 Vermont Route 100

Duxbury, Vermont 05676

802-244-6660

email: DuxTC@myfairpoint.net

Web site: www.duxburyvermont.org

TOWN OFFICE HOURS	Tuesday – Friday 7:30–3:30
Duxbury Town Clerk	Maureen Harvey
Assistant Town Clerks	Myra Perry, Bonnie Morse
Town Treasurer	Anne Wilson
Assistant Town Treasurer	Erin Campos

TOWN GARAGE	5419 Vermont Route 100 802-244-6135
Road Foreman	Adam Magee
Road Crew	Brian Gibbs & Randy Fiske

THATCHER BROOK PRIMARY SCHOOL 244-7195
47 Stowe Street, Waterbury, VT 05676

CROSSETT BROOK MIDDLE SCHOOL 244-6100
5672 VT Route 100, Duxbury, VT 05676

HARWOOD UNION HIGH SCHOOL 244-5186
458 VT Route 100, South Duxbury, VT 05660

Vermont State Police & Game Warden	229-9191
Waterbury Police	244-7567
Waterbury Fire Department	244-8856
Duxbury Emergency Management	595-3215
Washington Electric Coop	223-5245
Green Mountain Power	888-835-4672
Central VT Solid Waste	229-9383
Dog Catcher	244-7048

Duxbury Town Office
5421 VT Route 100
Duxbury, VT 05676

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