

TOWN OF CALAIS VERMONT

ANNUAL REPORT FOR THE YEAR ENDING JUNE 30, 2019



SCHOOL AND TOWN MEETINGS ~ TUESDAY, MARCH 3, 2020

**CALAIS ELEMENTARY SCHOOL
321 LIGHTENING RIDGE ROAD**

**SCHOOL BOARD UPDATE 9:00 AM ~ TOWN MEETING 9:30 AM
POLLS OPEN 7 AM TO 7 PM**

PLEASE BRING THIS BOOK TO TOWN MEETING.

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Town Meeting Information

Date: Tuesday, March 3, 2020

Time: Voting 7 am to 7 pm
School Board Update 9:00 am
Town Meeting 9:30 to completion

Location: Calais Elementary School, 321 Lightening Ridge Road

Childcare Available for Town Meeting

Childcare is available at no cost for parents attending the School Board update (9:00am) and Town Meeting (9:30am) on Tuesday, March 3, 2020 at the Calais Elementary School (CES). Childcare will be provided from 8:45am to 1:00pm at CES, 321 Lightening Ridge Road.

Registration is required and forms are available online at www.calaisvermont.gov/PublicNotices. Registration forms are also available at Calais Elementary School, the Calais Town Office, or through Community Connections.

For more information, contact CES Administrative Assistant Sandy Savard at 454-7777, ssavard@u32.org; Town Clerk Judy Fitch Robert at 456-8720, calais.townclerk@gmail.com; or Community Connections Coordinator Kim Bolduc at 223-7936 ext#305, kbolduc@u32.org.

Voting Information

Make sure your voice is heard -- be prepared to vote on election days. There is detailed information about voting on the Vermont Secretary of State's website <https://sos.vermont.gov/> under "Elections".

- ❖ Register to vote online at <https://sos.vermont.gov/> or at the Calais Town Office.
- ❖ There is same-day voter registration on election days at the election location.
- ❖ The checklist of voters, sample ballots, and warnings are available on the town website www.calaisvermont.gov and are posted in the Calais Town Office, the Maple Corner Community Store, and the East Calais Post Office.
- ❖ Stay up-to-date with election and town governance information by signing up for Front Porch Forum online.

Town Meeting Lunch

Lunch will be available at the Calais Elementary School on Town Meeting day after the meeting, with proceeds supporting the renovation of the Town Hall.



Photo Credit: Toby Talbot

Voting Information (continued)

To Vote Absentee Ballot

If you are going to be out of town for upcoming 2020 elections or prefer to receive ballots at home, please complete and submit an Absentee Ballot Request form. Upon receipt of the completed form, the Town Clerk's office will automatically send you absentee ballots as each election rolls around for the entire 2020 calendar year, without you needing to request a ballot for each election.

Upcoming elections include:

Town Meeting, March 3, 2020
Statewide Primary, August 11, 2020
General Election, November 3, 2020

There may be additional special elections throughout the year.

Absentee Ballot Request Forms can be accessed on the Calais Town website at www.calaisvermont.gov under Public Notices. Hard copies of the form can be mailed to you, or you may pick them up from the Town Office.

Feel free to contact me if you have questions.
Judy Fitch Robert, Town Clerk
calais.townclerk@gmail.com, 456-8720
Monday - Thursday 8 am to 4 pm

We welcome you to vote "early" or "absentee" at the Town Office!

Mondays - Thursdays until the day before any election.

8:00 am - 4:00 pm

Calais Town Warning

Town of Calais Annual Meeting Tuesday, March 3, 2020

The legal voters of the Town of Calais are hereby notified and warned to meet at the Calais Elementary School on Tuesday, March 3, 2020, at 9:30 a.m., following the conclusion of the school district update which begins at 9:00 a.m., to transact the following business from the floor. Polls for Australian ballot voting on the Articles so indicated will be open from 7:00 a.m. to 7:00 p.m. at the Calais Elementary School, 321 Lightening Ridge Road.

ARTICLE 1. To elect a Moderator for the ensuing year.

ARTICLE 2. To ask questions about the reports of town boards and officers.

ARTICLE 3. To elect the following Town officers from the floor:

Town Agent	1-year term
Trustee of Public Funds	3-year term
Cemetery Commissioner	5-year term

ARTICLE 4. Shall the voters approve total highway and general fund expenditures of \$1,661,574 of which \$1,354,449 shall be raised by taxes and \$307,125 by non-tax revenue?

ARTICLE 5. Shall the voters appropriate the sum of \$49,400 for the operation and maintenance of the Town cemeteries?

ARTICLE 6. Shall the voters authorize the Selectboard to borrow an amount not to exceed \$18,500, for a term not to exceed three years, for the purchase of a new Town Office server?

ARTICLE 7. Shall the voters appropriate the sum of \$30,000 to paint the exterior of the Town Hall?

ARTICLE 8. Shall the voters authorize the Selectboard to borrow an amount not to exceed \$25,000, for a term not to exceed four years, for the purchase of a used wood chipper?

Calais Town Warning (continued)

ARTICLE 9. Shall the voters appropriate \$27,132 for the Kellogg Hubbard Library for its operating expenses?

ARTICLE 10. Shall the voters appropriate the indicated sums as requested by the following organizations in Calais and the Central Vermont area:

Calais Community Connections	\$1,000
Central Vermont Basic Education	\$1,000
Central Vermont Council on Aging	\$1,400
Central Vermont Development Corp	\$ 500
Central Vermont Home Health and Hospice	\$3,600
Central Vermont Memorial Civic Center	\$ 800
Circle (Formerly Battered Women's Services & Shelter)	\$ 700
Family Center of Washington County	\$ 500
Friends of Winooski River	\$ 300
Good Beginnings of Central Vermont	\$ 300
Green Mountain Transit	\$ 859
Greenup Vermont	\$ 100
Montpelier Senior Center	\$4,900
Old West Church	\$ 200
Peoples Health and Wellness Clinic	\$1,500
Rural Community Transportation	\$ 975
Sexual Assault Crisis Team	\$ 200
Twin Valley Senior Center	\$3,000
Vermont Association for the Blind	\$ 650
Vermont Center for Independent Living	\$ 800
Washington County Diversion Program	\$ 300
Washington County Youth Service Bureau	\$ 500
Woodbury/Calais Foodshelf	\$ 529
Washington County Mental Health Services	\$1,400

TOTAL	\$26,013
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ARTICLE 11. Shall the voters authorize payment of property taxes in two equal installments, with the due date of the first installment on or before 4:00 p.m. on a date that falls not less than 30 days after the tax bills are mailed, but not earlier than Monday, August 3, 2020, and the due date of the second installment shall be on or before 4:00 p.m. on Monday, November 16, 2020?

Calais Town Warning (continued)

ARTICLE 12. Shall each property tax installment payment be made via one of the following three options:

- 1) by delivery to the Treasurer by 4:00 p.m. on or before the due dates as set forth in Article 11
- 2) by U.S. Postal Service, with postmark on or before the due dates as set forth in Article 11; or
- 3) by credit card payment via www.calaisvermont.gov, by 4:00 p.m. on or before the due dates as set forth in Article 11?

ARTICLE 13. Shall interest in the amount of 0.5% per month or any part of a month, be charged on unpaid taxes?

ARTICLE 14. Shall the Town allow an interest-free grace period of seven (7) calendar days following each due date as set forth in Article 11 during which no interest shall be charged?

ARTICLE 15. Shall a delinquent tax penalty be set at 4.5% of the total amount of the 2020 delinquent tax?

ARTICLE 16. Shall the Town allow a penalty-free grace period of seven (7) calendar days after Monday, November 16, 2020, during which no delinquent tax penalty shall be charged?

ARTICLE 17. Shall the voters authorize a reserve fund under 24 VSA § 2804 known as the Conservation Fund to be used to acquire real property or other rights or interests in real property, and undertake other activities consistent with the purposes of 10 VSA Chapter 155 and 24 VSA Chapter 118, as well as preserve historic resources and provide education and public outreach to promote natural resource conservation? Detailed guidelines for the use of the Conservation Fund money shall be proposed by the Conservation Commission and adopted by the Selectboard, after public hearings.

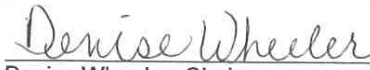
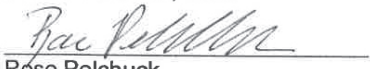
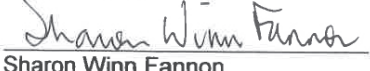
ARTICLE 18. To transact any other non-binding business that may legally come before the meeting.

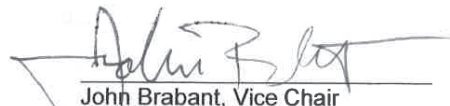

Calais Town Warning (continued)

ARTICLE 19. To elect the following Town Officers by Australian ballot:

Selectboard member	3 year term
Selectboard member	2 year term
Lister	3 year term
Town Clerk	3 year term

Dated at Calais, Vermont this 13th day of January, 2020 by the Calais Selectboard:


Denise Wheeler, Chair

Rose Pelchuck

Sharon Winn Fannon


John Brabant, Vice Chair

Cliff Emmons

Candidates for Election

Selectboard, 2-year term	John D. Brabant
Selectboard, 3-year term	Sharon M. Winn Fannon
Town Clerk, 3-year term	Judith Fitch Robert
Lister, 3-year term	Janice Ohlsson



Photo Credit: Toby Talbot

Important Contact Information

Calais Town Office – 456-8720
3120 Pekin Brook Road, East Calais, VT 05650
 Office Hours Monday – Thursday 8:00 a.m. to 4:00 p.m.
www.calaisvermont.gov
Calais.townclerk@gmail.com
Town Garage 456-7466

911 Address Assignments, Anne Winchester	456-7488
Animal Control Officer 1st, Wilson Hughes	456-7442
Animal Control Officer 2nd, Elizabeth Perry	225-6308
Calais Elementary School	454-7777
Cemetery Sexton, Jennifer Whitman	793-6917
Constable, 1st, Wilson Hughes	456-7442
Constable, 2nd, vacant	
East Montpelier Fire and Ambulance emergency calls	911
East Montpelier Fire and Ambulance non-emergency calls	225-6247
Fire Warden, Greg Pelchuck	454-7377
Fire Warden Assistant, Chris Tuller	456-1317
Fireworks Permits (EMFD)	225-6247
Game Warden, Mike Scott	685-2151
Greenup Coordinator, Janet Pocarobba	223-0717
Health Officer, Jay Copping	456-1169
Listers	
Wilson Hughes	456-7442
John McCullough	223-1658
Jan Ohlsson	232-1028
Representative to State Legislature, Janet Ancel	249-1660
Road Commissioner, Alfred Larrabee	Town Garage 456-7466;
	cell 793-5175

Important Contact Information (continued)

Selectboard:

Denise Wheeler, Chair	456-8730
John Brabant, Vice Chair	229-9870
Sharon Winn Fannon.....	454-1173
Rose Pelchuck.....	454-7377
Clif Emmons	225-6308
Town Hall.....	456-1110
Tree Warden, Neal Maker	229-9757
Tree Warden Assistant, Drew Lamb	456-8192
U32 High School.....	229-0321
Vermont State Police, Middlesex Station, non-emergency.....	229-9191
Washington Central Unified Union School District.....	229-0553
Zoning Administrator, Robert Martin	456-8870
Zoning Administrator Assistant, John McCullough.....	223-1658



Photo Credit: Toby Talbot

Town Officials

Gus Seelig	Town Moderator
Judy Fitch Robert.....	Town Clerk, Term expires 2020
Barbara Butler	Assistant Town Clerk and Assistant Treasurer, Appointed
Sandra Ferver	Treasurer and Delinquent Tax Collector, Appointed

Selectboard

John Brabant (2-year term)	Term expires 2020
Clif Emmons (balance of 2-year term)	Term expires 2022
Sharon Winn Fannon (3-year term)	Term expires 2020
Rose Pelchuck (3-year term).....	Term expires 2021
Denise Wheeler (3-year term).....	Term expires 2021

Listers (3-year terms)

Wilson Hughes (appointed)	Term expires 2021
John McCullough.....	Term expires 2022
Janice Ohlsson	Term expires 2020

Justices of the Peace (2-year terms – Expire 2021)

Scott Bassage	Dillon Burns
Charlotte Hanna Bassage	Barbara Butler
Kristina Bielenberg	Dennis Seavey-Windsinger

Town Agent (1-year term)

Elected from the floor at town meeting

Kristina Bielenberg

Town Officials (continued)

Trustees of Public Funds (3-year terms)

Elected from the floor at town meeting

Rodney A. Buck Term expires 2020
 Steve Killoran Term expires 2022
 William Russell Term expires 2021

Cemetery Commissioners (5-year terms)

Elected from the floor at town meeting

Fletcher Dean Term expires 2022
 Juanita Nunn Term expires 2023
 Randy Koch Term expires 2020
 John Simanskas Term expires 2024
 Jennifer Whitman Term expires 2021

Appointed by the Selectboard (1-year terms)

Animal Control Officer Wilson Hughes
 Animal Control Officer, Assistant Elizabeth Perry
 Constable Wilson Hughes
 CVRPC Delegate John Brabant
 CVRPC Alternate Jan Ohlsson
 CVRPC-TAC Delegate David Ellenbogen
 CVRPC-TAC Alternate Karin McNeill
 CVSWMD Delegate William Powell
 CVSWMD Alternate John Brabant
 Delinquent Tax Collector Sandra Ferver
 E-911 Coordinator Anne Winchester
 Emergency Plan Director Denise Wheeler
 Emergency Plan Coordinator Toby Talbot
 Emergency Plan Coordinator, Assistant Nick Emlen

Town Officials (continued)

Energy Coordinator William Powell
 Fire Warden Greg Pelchuck
 Fire Warden, Assistant Chris Tuller
 Gospel Hollow Warden Andy Felice
 Health Officer Jay Copping
 Inspector of Lumber Greg Pelchuck
 Road Commissioner Alfred Larrabee
 Tree Warden Neal Maker
 Tree Warden, Assistant Drew Lamb
 Truant Officer, Elementary School Principal Cat Fair
 Weigher of Coal Peter Harvey

Zoning

Administrator, appointed by the Selectboard Robert Martin
 Assistant Administrator John McCullough

Conservation Commission (4-year terms)

Appointed by the Selectboard

Stephanie Kaplan, Chair Term expires 2023
 Mark Brown Term expires 2022
 Larry Bush Term expires 2023
 Julie Hand Term expires 2020
 Pat Knoerl Johnson Term expires 2022
 Drew Lamb Term expires 2020
 Neal Maker Term expires 2020

Town Officials (continued)

Design Advisory Board

Appointed by the Selectboard

Ryan Edwards	Term expires 2023
Kurt Janson	Term expires 2022
David Schütz	Term expires 2023

Development Review Board (3-year terms)

Appointed by the Selectboard

Margaret “Peg” Bowen, Chair	Term expires 2021
Walt Amses	Term expires 2022
Art Edelstein	Term expires 2023
Ryan Edwards	Term expires 2022
Jan Ohlsson, Alternate	Term expires 2022
Ruth Porter	Term expires 2020
Barbara Weedon	Term expires 2021
Denise Wheeler, Alternate	Term expires 2020
Anne Winchester, Alternate	Term expires 2021

Historic Preservation Commission (3-year terms)

Appointed by the Selectboard

David Schütz, Chair	Term expires 2022
Tobin Anderson	Term expires 2020
Scott Bassage	Term expires 2022
Susannah Blachly	Term expires 2020
Larry Bush	Term expires 2021
Karen Lane	Term expires 2021

Town Officials (continued)

Planning Commission (4-year terms)

Appointed by the Selectboard

Janice Ohlsson, Chair	Term expires 2023
Melanie Kehne	Term expires 2020
John McCullough	Term expires 2022
Gary Root	Term expires 2021
vacant	Term expires 2023

Swim Committee

Appointed by the Selectboard

Daniel Keeney	Term expires 2020
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Trails Committee

Appointed by the Selectboard

Tom Blachly, Chair	Term expires 2022
Randy Allen	Term expires 2022
Charlotte Hanna Bassage	Term expires 2021
Reed Cherington	Term expires 2022
Michael Fullerton	Term expires 2020
Gail Graham	Term expires 2021
Toni Kaeding	Term expires 2020
Denise Wilder	Term expires 2020

Listers

Listers appraise property within the town for the purpose of property tax assessment.

Please call the Town Office at 456-8720 to make an appointment.

Wilson Hughes
John McCullough
Jan Ohlsson

Lister Hours

Mondays 9am to 11am

Tuesdays 1pm to 3pm

Thursdays 2pm to 4pm, call to confirm

Zoning Administrators

Robert Martin, Zoning Administrator456-8870

John McCullough, Assistant Zoning Administrator223-1658

Community Buildings to Rent

Adamant Community Club	Rick Winston	454-7103
East Calais Community Center	Scott Bassage	456-8971
Maple Corner Community Center	Jamie Moorby	595-9525
Old West Church	Barbara McAndrew.	229-0384
Town Hall	Town Office.....	456-8720



The Old West Church underwent significant improvements in 2019 with invigorated leadership, a renovated steeple, fresh paint, and new website at <http://oldwestchurchvt.org/>

Photo Credit: Travis Hodgkins

Schedule of Meetings

Meetings are posted on the Town of Calais homepage calendar at www.calaisvermont.gov, and on bulletin boards at the Town Office, Maple Corner Store, and East Calais Post Office. All meetings are open to the public. Recurring meetings that have a regular, ongoing meeting schedule are listed below.

Cemetery Commission	check Town of Calais website calendar
Conservation Commission	1st Wednesday of every month, 7:00 pm
Development Review Board	as needed, 7:00 pm
Historic Preservation Commission	as needed, check Town of Calais website calendar
Planning Commission	1st & 3rd Tuesday of every month, 7:00 pm
Roads Advisory Committee	as needed, check Town of Calais website calendar
Selectboard	2nd & 4th Monday of every month, 7:00 pm

Front Porch Forum

Front Porch Forum (FPF) is a highly valuable free online newsletter where you can get important Calais news and connect with your neighbors. Signing up for this e-news is the easiest way to stay informed about town governance meetings, initiatives, and important dates and deadlines. FPF is a free community-building service in Vermont that hosts regional networks of online neighborhood forums. Each town's online forum is open only to the people who live there. It's all about helping neighbors connect.

Studies show that well-connected communities are friendlier places to live, with less crime, healthier residents, higher property values, and better service from local government and public utilities. When people have an easy and safe way to communicate with neighbors, they will! After using FPF, people often report feeling more connected to neighbors, more tuned in to local goings on, and more a part of their community. That's what FPF is all about! Sign up by going to <http://frontporchforum.com> or call 802-540-0069 ext. 2.

Selectboard Report

The purpose of this annual report is to not only inform the residents of Calais but also to promote a greater understanding of the responsibilities and priorities of operating town government. Increasingly complex challenges in the form of evolving State and Federal statutory and regulatory requirements impact how business is conducted in the Calais Town Office. We are always seeking to be proactive on behalf of the Town of Calais and its residents. We continue to strive to make local government more efficient and cost effective to the best of our ability. We hear from many of you on various issues and thank you for your thoughts, ideas and suggestions. Our goal is to be open, accountable and responsive to you. We value and respect your participation and input.

The Selectboard and Town Office Staff would like to thank the 130+ volunteers who serve in various appointed and elected positions who dedicate countless hours to keep our Town operating. Without these volunteers we would have to hire additional employees to perform these duties.

Highlights:

Town Hall Renovation (Phase II)

At the time of writing this report in January 2020, Phase II should be completed by Town Meeting. The Selectboard has received an ongoing update on the renovation process as it has moved along.

After the untimely and unfortunate passing of Ernie Parrish (owner of Greenline Builders), John McCullough took the lead filling in the gaps as general contractor and with the overall management of this project. John has provided countless hours of hands-on work as well as organizing and overseeing a myriad of projects involving the labor-intensive efforts of a handful of volunteers including Sandy Hyde, Toby Talbot, Bill Davis, and others. The hyper-local approach of employing mostly Calais based contractors to perform the Town Hall renovation has been a shining example of what we as a community can accomplish when working together and in partnership.

The Town Hall Renovation Committee and Selectboard worked closely together; received DRB permitting approval in May; the Road Crew provided much of the labor and heavy equipment; incredible volunteers, donations, and Town efforts came together in the unexpected illness and death of beloved resident and renovation contractor Ernie Parrish (Green Line Builders).

Selectboard Report (continued)

We are very fortunate that Donna Fitch and John McCullough have been dedicated and committed to seeing us through Phase II of this project. The Town also received three significant donations dedicated to this effort: one in the amount of \$200,000.00 and additional donations totaling \$30,000.00. We are truly grateful for these generous donations. We are looking forward to this phase of the process being completed.

In order to further protect Calais' investment in the Town Hall, we are requesting that the Town appropriate \$30,000.00 to paint the exterior of the building in the summer of 2020.

The Town Hall Renovation Committee members are Donna Fitch, John McCullough, Scott Bassage, David Schütz, Artie and Nancy Toulis, Chris Colt, Clif Emmons, and Denise Wheeler.

Budget Development

The Selectboard takes this role very seriously as we develop the budget each year and take into consideration the spending of our Town's tax dollars. This is not without its challenges as there are many elements beyond our control. A few examples include:

- the increase in school taxes as a result of Act 46,
- insurance to protect Town infrastructure and buildings,
- ongoing equipment maintenance,
- employer taxes, fees, VT Municipal Employees Retirement System (VMERS), dues, assessments, workers comp, unemployment and liability insurance,
- public safety (emergency services and sheriff patrols).

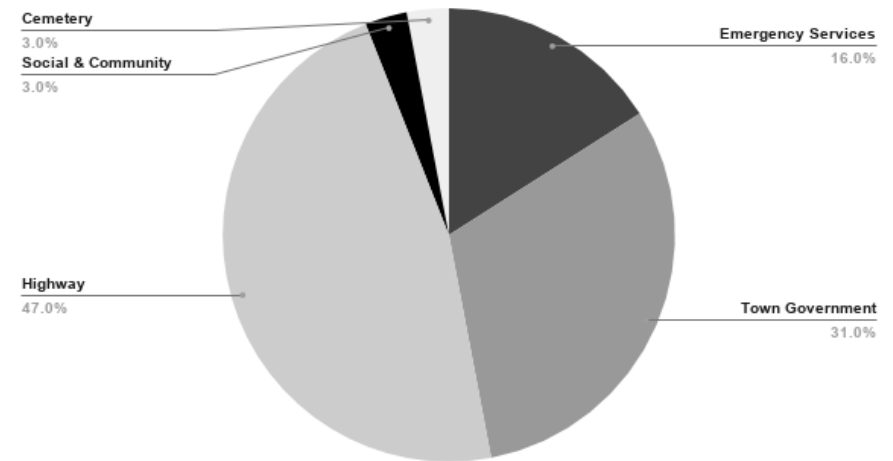
We begin the budget process in late fall and dedicate significant hours to this important task. We review and discuss each line item to look for cost savings. We also have to ensure that the Town is providing good employee benefits that will help to attract and keep valuable, dedicated, committed, experienced, knowledgeable, and responsible staff on board.

For FY 2021, we are looking at an overall Town budget increase of 3%. In this context, the Town's budget includes the cost of maintaining our roads, the town office building and staff (including the Town Hall), and the various committees and functions of small town government. It does not include the Cemetery Commission, which is a separate entity under state law, the East

Selectboard Report (continued)

Montpelier and Woodbury fire departments, the schools, and the various social and community services the town votes to support at Town Meeting. The pie chart below depicts the Town's highway and government functions, as well as the other functions the citizens of Calais support through their local taxes.

Distribution - Town of Calais Proposed Budget FY 2021



Emergency Services	16%
Town Government	31%
Highway	47%
Social & Community Services	3%
Cemetery	3%

Other notable highlights from this past year include:

Dealing with the usual assorted items including, but not limited to, roads, signage, bridges and culverts; animal control and complaints; zoning issues and violation(s); curb cut and right-of-way applications; liquor licenses; beaver management, Town employee benefits; utility line placements; grants; Vermont Agency of Transportation (VTrans) projects; ordinances; review of the budget and on-going work and collaboration with other Town Boards, Committees and Commissions.

Selectboard Report (continued)

In 2019, Selectboard work of significant impact included:

- ❖ For the 2019 calendar year, the Selectboard held 37 public meetings to conduct town business.
- ❖ The Board reappoints or identifies and appoints more than 130+ people to positions in town government each year following town meeting, or as needed.
- ❖ Highway Department improvements: rims and wheels for the used pickup; replacing F550; purchase of a York rake.
- ❖ The Town purchased a hydroseeder which uses a mulch product derived from newspaper; this eliminates the use of mulch hay, thereby avoiding spreading invasives' seeds.
- ❖ The Selectboard approved many curb cuts, signs, and permits for working in the Town right of way.
- ❖ Revise and create policies and procedures.
- ❖ Ongoing work reviewing and updating Calais's traffic ordinance.
- ❖ Approved projects identified by the Operations Manager for Structure Grants for various highway projects to provide cost savings to taxpayers while improving town infrastructure.
- ❖ Updating of the Local Emergency Operations Plan and collaborating with Central VT Regional Planning Commission (CVRPC) to identify ways to make improvements for small towns.
- ❖ East Montpelier and Calais Selectboards worked closely together to make decisions on East Montpelier Fire Department (EMFD) funding (including the purchase of a demo ambulance rather than new).
- ❖ The Board sought solutions for public concern for residents who have issues with roaming livestock posing safety, health, and property issues. The Board invited and convened a joint meeting with State Legislators and representatives from other Town Boards to begin seeking a Vermont legislative solution. As a result, new legislation will be introduced this session.
- ❖ The Board continued addressing the issue of roadside invasives in Calais by defining more specific protocol involving communication with the public, the Conservation Commission, and Road Commissioner to promote a greater understanding of invasive species along our roadsides. These discussions also resulted in the decision to purchase a used tractor with side arm mower so roadside mowing can be done on the Town's schedule to assist in further reducing the spread of invasives.
- ❖ The Town legally acquired the Poplar Hill Cemetery after significant

Selectboard Report (continued)

- research, pursuing solutions, site visit, etc. (see June 10 minutes). The Chair noted the difficult decision of the now-dissolved Poplar Hill Cemetery (PHC) Association (members attended this meeting). The Town Attorney advised that the Town does not "have to" take the cemetery; but it may be the only real option for the situation. He explained that the process would look like the Town was acquiring a business, i.e. creating an agreement, establishing terms, and ultimately ending in a closing (nothing would trade hands).
- ❖ The Town contracted with New England Municipal Resources Center (NEMRC) to fulfill the monthly auditor services; positive results from the 2019 fiscal year audit continued to support integration of NEMRC's auditor functions with operations in the Town Office. NEMRC financial reporting can span several years and each month, the Board and Town Treasurer reviewed very detailed Treasurer's Report and Delinquent Tax Report, capturing the financial position of the town at the end of that month.
- ❖ Maintained a healthy end of FY 19 fund balance, allowing the Town to avoid taking a note from the bank in anticipation of tax revenue.
- ❖ Issued a Request for Proposal (RFP) for Information Technology (IT) services and ultimately after careful review and consideration we decided to renew our contract with rbTechnologies of East Montpelier.
- ❖ Joint work with the school board and much office staff efforts in Act 46 related election work.
- ❖ Meeting with Woodbury Volunteer Fire Department (WVFD) Station Committee as it looks into a possible location for an expanded facility.
- ❖ Held public Informational Meetings on Winter Roads Maintenance at various locations throughout Calais, in conversation with the Vtrans Local Roads Program experts: 3/18, 4/15, 4/29, generating a significant range of perspectives, creative solutions, and an overall increase in Board, staff, and public education on the nature and limitations of winter highway maintenance statewide. As a result the UVM Senior Capstone Engineering Students have taken on our Roads Project. Students met with the Road Commissioner and Operations Manager, rode around town, and planned to return to travel in a town truck. Participants are enthusiastic and foresee replicating aspects of this project in other small Vermont towns.
- ❖ The Town Attorney explained that the School Property Use Agreement, already signed by the Calais Elementary School (CES) Board, will allow the Town of Calais to continue to use the CES for town meetings,

Selectboard Report (continued)

emergency sheltering, etc. John Brabant moved to approve the School Property Use Agreement between the Town of Calais and the Town of Calais School District (see June 24 meeting).

- ❖ Completed the project with COTTs for digitizing land records and index cards making them fully functional and accessible on-line to everyone. The cost for doing this will be paid for over the next couple of years.
- ❖ Supported the Historic Preservation Committee in seeking recognition of the Village of Adamant in the National Historic Register. The project has received a Certified Local Government grant and is using the funds to hire a consultant to assist in the development of the report that is the basis of the historic registry nomination.
- ❖ Working with CVRPC, VTrans and concerned citizens to investigate ways to calm traffic in East Calais and make access onto VT Route 14 safer.
- ❖ Received Petition # 19-27, from IBEW Local 300 to unionize the three road crew employees.
- ❖ Supported a VT Route 14 Commuter Bus Route by Rural Transportation Committee from Morrisville through Calais to Barre and Montpelier.
- ❖ Reviewed Road Erosion Inventory Report from CVRPC.
- ❖ Calais Selectboard stayed focused on winter school bus tire safety issue until it was resolved with the bus company. To this end, our school buses will now be fitted with front and rear snow tires during the winter seasons.
- ❖ Planning and thinking ahead for Lister's work in Calais as state expectations increase and qualified people are difficult to locate. This will result in the need for a professional Assessor.
- ❖ Appointed a new Zoning Administrator Robert Martin effective January 1, 2020.
- ❖ Pam DeAndrea (local resident and CVRPC employee) reported that there is an opportunity for grant money to move two of the sites identified by the Stormwater Master Plan to repair: by the East Calais Post Office and the gully site off of Moscow Woods Road.
- ❖ The conversion to the NEMRC accounting system that includes municipal accounting software and support helps to ensure the town is financially sound.
- ❖ Approved another three-year contract with Sullivan and Powers (a professional auditing firm) for FY 2020, FY 2021 and FY 2022 to perform a comprehensive audit of the town books and records. We received a favorable management letter from the FY 2019 audit.

Selectboard Report (continued)

- ❖ Attended trainings offered by various organizations (i.e., Vermont Leagues of Cities and Towns, CVRPC) to keep current on changes to the statutes and other issues and to provide suggestions and plans for effective administration of local government.
- ❖ Worked with various State Law Enforcement personnel to learn more about unlawful activities creeping into small communities including the increased presence of the opiate crisis and to address other resident concerns.
- ❖ Collaborated with Vermont Forests, Parks and Recreation, Conservation Commission, Road Commissioner, Tree Warden and local residents to begin the process to conduct a Rural Road Resilient Right-of-Ways Vegetation Management Assessment. This is a pilot project and we will receive a best management practices report that outlines on-the-ground management techniques recommended for specific road segments in Calais. This is a two-year project which began in the spring of 2018.
- ❖ Renewed our contract with Jim Barlow, Esq. as the Town's attorney to provide an ongoing level of expertise in municipal law in order to better manage legal fees and as a result have saved considerably on legal fees. This will not avoid unexpected and unpredictable situations that arise and must be addressed in the Town's best interests.
- ❖ Collaborated with the state's Urban and Community Forestry Program through Forest, Parks and Recreation and the Calais Conservation Commission to become better educated on the invasion of the Emerald Ash Borer.
- ❖ Supported the Historic Preservation Committee on securing a grant to place East Calais Village on the National Register, thereby leveraging grant opportunities for improvement for pedestrian safety, traffic calming measures, park and ride opportunities and reinvigorating the East Calais village economy.
- ❖ Continue to collaborate with CVRPC staff to create a Stormwater Master Plan along the Kingsbury Branch in coordination with the towns of East Montpelier and Woodbury for flood mitigation to protect resources and infrastructure.
- ❖ Collaborated with CVRPC to update the Calais Road Sign Inventory.
- ❖ Collaborated with CVRPC and received a Better Roads Grant to conduct a Road Erosion Inventory necessary to meet the obligations of Act 64 and the implementation of the Municipal Roads General Permit requirements which went into effect on May 1, 2018.

Selectboard Report (continued)

Technology

On April 15, 2019, the Town of Calais issued an RFP to solicit bids for vendors to provide IT services to the Town. A total of six providers opted to submit proposals. The range of plans and options offered by these vendors gave the Selectboard an opportunity to better understand the intricacies involved in maintaining a robust and secure IT infrastructure. Ultimately the contract was awarded to rbTechnologies. The process turned out to be much more involved than originally imagined but in the end, the Town benefits from a more efficient IT environment and an established process for ensuring IT related costs can be better controlled going forward. With this in mind, the Selectboard is proposing the Town continues to maintain the Technology Fund to help offset the costs associated with periodic replacement of IT equipment used by the Town. On the average, computer related hardware requires replacement every four to five years. Currently the town maintains 4 desktops and 4 laptops for use by the Town office staff, Listers, and Highway crew. We maintain a laptop for use by the public when conducting record searches at the Town office. All of these systems were upgraded in 2019 and with the pending replacement of the Town Server, our IT infrastructure will be compatible with any foreseeable system requirements for at least the next four years. To ensure that this reserve is never over or under funded, the Selectboard will meet with our IT services provider on an annual basis to conduct a gap analysis comparing the existing state to the desired state of the Town's IT infrastructure.

In other technology notes, the Town will continue to partner with COTT Systems in order to offer digitized copies of land records. This solution involves an integrated suite of applications that provides the Town Office with the means to efficiently receive, record, store, and archive records. Members of the public can search land records using a simple, intuitive interface that allows them to filter and sort results until they find the information they need. Newly created records are incorporated into this system in real time and the conversion of historical index of records dating back to 1943 was completed in 2019.

Emergency Services (Fire and Ambulance)

The Calais and East Montpelier Selectboards continue to work closely with the East Montpelier/Calais Fire and Ambulance Department (EMFD) and Woodbury Volunteer Fire Department (WVFD). We hold meetings with the EMFD to stay informed on operations, budget, revenue and funding needs. WVFD is developing a truck and equipment capital plan and asking that Calais

Selectboard Report (continued)

contribute a significant amount to that plan each year. In addition, they plan to ask the voters to support a bond for a new fire station in the next year or so. WVFD is exploring its need to create additional space and looking at options for a new building. They received a generous donation of a piece of property in the heart of Woodbury Village along Route 14.

The Calais and East Montpelier Selectboards met jointly to discuss the need to move toward fully funding 24/7, 2-person staffing for the EMFD ambulance service. It's been discussed for the past couple of years that dependence on volunteer staffing was not sustainable. The expectations of volunteer personnel, both in terms of training and time, are huge, leading to a downward spiral of fewer volunteers trying to constantly meet increasing demands. The goal is to add around 10% staffing capacity in each of the next two years and then fully fund in FY2023.

Emergency Services is a significant and necessary part of our annual budget (approx. 16%). We need to consider and have a discussion to see if Calais can continue to support two fire departments. We welcome your input and suggestions.

Our community is a safer place to live thanks to these dedicated, committed and professional staff and volunteers. We recognize that fewer people these days are stepping up to the challenge to serve as volunteer firefighters and EMS personnel. We extend our sincere thanks to members of both departments.

Roads

Road Commissioner Alfred Larrabee and full-time crew members Bruce Campbell, Jacob Earle and Paul Stecker maintain our 79.97 miles of roads. They have a very challenging and often dangerous job. The crew strives to meet the standards of road safety and maintenance while being sensitive to the varying resident views on road maintenance. The crew attends annual trainings to stay up-to-date on the best practices of road maintenance. The road crew members are dedicated professionals who work sometimes grueling hours to keep the traveling public safe. When you see them, please take the time to thank them – it means a lot!

Winter weather hit us early this year in November 2019 with rapidly changing and unpredictable conditions making it difficult to maintain the roads. The Winter Operations Plan and Frequently Asked Questions are posted on the

Selectboard Report (continued)

Town's website to explain the process of winter road maintenance. We appreciate your respectful input to help us track and identify trouble spots and we happily accept compliments as well.

Reminder: You need to obtain a permit to work in the Town's Right-of-Way before commencing any activities.

In Closing

The Selectboard wishes to extend our sincere thanks and gratitude to our committed and dedicated Town Office staff, Judy Fitch Robert, Sandra Ferver and Barbara Butler, who keep the Town running professionally and efficiently.

We would also like to thank and recognize the years of service that John McCullough and Dorothy Naylor have spent in a team effort as Zoning Administrator.

We also recognize and appreciate all town and school employees, elected officials and volunteers who work countless hours to make Calais a vibrant and caring community.

Respectfully submitted,
Denise Wheeler, Chair, John Brabant, Vice Chair
Clif Emmons, Sharon Winn Fannon, Rose Pelchuck



Town Clerk Report

The job of Town Clerk is varied. In a single day, the range of tasks may include a couple requesting a marriage license, a resident with questions about a tax bill, a computer glitch to be problem-solved, a reporter asking for information, multiple dog registrations, and numerous researchers needing assistance with land records going back several decades. The satisfaction comes with being a hub for Calais residents, keeping the town administration rolling along, and being at the heart of this town, bridging history to the future.

You will note that my name is on the March 2020 ballot, as I am running for a second three-year term as Town Clerk. I hope I have earned your confidence. I began working at the Town Office as Assistant Town Clerk and Assistant Treasurer in 2011, and was elected Town Clerk in 2017. Prior to municipal administration, I worked in higher education administration in a variety of positions for over twenty years. In the nine years working for the Town of Calais, I have learned a great deal and I plan to continue to enhance and streamline operations and services.

Key accomplishments in 2019:

- ❖ Officiated five elections (phew!)
- ❖ Implemented new vital records statutes and procedures, July 2019
- ❖ Digitalized land record index cards dating 1943 – 2011, with remote access
- ❖ Updated the town website to include access to Grand List and Lister Cards
- ❖ Reorganized the Town Office and vault to prepare for functional modifications
- ❖ Recorded over a thousand pages of legal documents into land records
- ❖ Consulted professional archivist for records preservation planning
- ❖ Served as Secretary for the North Central VT Clerks and Treasurers Group

Reflecting on 2019, the year can easily be described as an “outlier.” As Town Clerk, I also serve as the Calais School Clerk, so the Act 46 school consolidation mandate temporarily mushroomed the School Clerk role and duties. After Town Meeting on March 5, 2019, there were four additional school elections (April 6, April 23, May 21, and November 5). These votes included a great deal of procedural uncharted territory, leading to the need to navigate between the Town Office staff, neighboring Town Clerks, the school Superintendent and staff, the U-32 Clerk, school board members, Secretary

Town Clerk Report (continued)

of State's election staff, the Calais Selectboard, lawyers, reporters, passionate citizens on both sides of the issue, and confused voters. While I can reflect on all of this now with some equanimity, 2019 was not, overall, an easy year for the School District Clerk! Thankfully, the turbulence has subsided. There is, in terms of the Town Office, a sense of return to "normal," even if the school district consolidation was not the outcome desired by many Calais residents and taxation equity questions are still unanswered.

As we know, 2020 holds its own challenges with the Presidential Primary on this Town Meeting Day, the State Primary election in August and the General Election in November. I anticipate an uptick, if not a surge, in voter participation. We will be busy here in the Town Office with absentee and early voting for these elections, and preparations for each election day.

The Town Office is a great place to work, just as Calais is a special place to live. I thank you, the voters, for the privilege of serving as your Town Clerk. The job would be untenable without the reliable help of Assistant Town Clerk Barbara Butler, who generously shares her executive skills and positive energy. Treasurer Sandra Ferver is a joy to work with, always bringing her clear-headed professionalism and sense of humor to initiatives and tasks. We continue to be a strong team. The Selectboard, Listers, Road Crew, Justices of the Peace, other Town officials, commission and committee volunteers are hardworking . . . the envy of other towns!

Here at the Calais Town Office, we are dedicated to keeping the administration of the Town steady, reliable, and sound. Thank you for supporting our work.

Respectfully submitted,
Judy Fitch Robert, Town Clerk

Vital Statistics

Births

Name of Child	Gender	Date	Parents
Berube, Margaux	F	6/6/19	Alena and Cameron Berube
Carroll, Tavian Leigh	M	1/21/19	Victoria Dailey and Tyler Carroll
Chartrand, Theo Mac	M	5/18/19	Kristine and Michael Chartrand
Flower, Catherine Anna	F	10/7/19	Jennifer and Charles Flower III
Keeney, Josephine Laure	F	3/31/19	Adrian Wade-Keeney & Daniel Keeney
Waseleski, Marshall Lee	M	4/4/19	Faith Waseleski

Deaths

Last Name	First Name	Date
Boucher	Michael	November 30, 2019
Fellows	David	June 28, 2019
French	Stratton	April 24, 2019
Grout	Joan	April 24, 2019
Jeffrey	David	February 20, 2019
Maclellan	Craig	November 14, 2019
Mason	Guyla	June 17, 2019
Mazza	Joseph	November 17, 2019
Miller	Sheldon	July 25, 2019
Parrish	Ernest	August 2, 2019
Purchase	Richard	August 14, 2019
Rose	Debra	February 20, 2019
Thompson	James	April 15, 2019
Weeks	Dennis	June 12, 2019

Marriages

Spouse (Applicant A)	Spouse (Applicant B)	Date
Barber, Joely	Fitch, Porter	June 22, 2019
Gage, Iris	Low, Edward	June 22, 2019
Hogue, James	Rubia, Maruja	October 5, 2019
Johnson, Cynthia	Bellevue, Henrigaud	September 28, 2019
McKee, Kimberley	Porter, Louis	June 29, 2019
Rose, Paul	Bernier, Cella	February 14, 2019
Russell, Geoffrey	Mooney, Madeline	August 17, 2019
Van Susteren, Hannah	Hawkins, Benjamin	August 24, 2019
Weeks, Adam	Clark, Cody	March 15, 2019

Highway Department Report

We again had a busy year on the roads in Calais.

There are 633 culverts along our roads in Calais. In 2019, the Road Crew replaced or repaired 11 of those culverts across town.

We continued cleaning ditches throughout Calais. This is an important job, as it helps control removing water from our roadways. Water is the cause of many road issues: potholes, erosion and mud season!

The Road Crew re-paved the section of Moscow Woods by the East Calais Post Office. It had deteriorated beyond repair, and the work was covered by a state grant.

We also did grant work along Blachly Road, Kent Hill Road, Worcester Road, and Long Meadow Hill Road.

The Town purchased a hydro-seeder this year, already proving to be a successful addition to the Town. With it, we can get grass growing in short order after ditch work, and it helps stabilize steep banks in those ditches.

Our thanks to long-time roadside mowing guru, Doug Grout, who finally has hung up the blades. We will miss his expertise in keeping our roadsides under control.

In addition to all our regular work, the Calais Road Crew again spent more than three weeks assisting with the Town Hall renovation project like last year. Our big project was the installation of the mound septic system, and we will continue in the spring of 2020 for the final grading and site work.

Thanks for your support.

Respectfully submitted,
 Alfred Larrabee, Road Commissioner
 Toby Talbot, Operations Manager
 Bruce Campbell, Road Crew
 Jacob Earle, Road Crew
 Paul Stecker, Road Crew

Highway Heavy Equipment Inventory

Model Year	Make	Type	Model/Year	Estimated Life - New	New Replacement Cost	Current mileage/hours
2019	Western Star	Dump	2019	7	\$ 193,500	11,705
2009	International	Dump	2009	7	\$ 193,500	129,737
2020	I-national CV	Dump	2020	7	\$ 97,200	1,482
2017	Western Star	Dump	2017	7	\$ 193,500	40,846
2016	Western Star	Dump	2016	7	\$ 187,500	41,870
2016	Ford	Pickup	2016	9	\$ 33,300	35,972
2020	Lucky's	Trailer	2019	25	\$ 4,500	
2017	Talbert	Trailer	2017	30	\$ 21,000	
1997	Caterpillar	Grader	1997	20	\$350,000	12,689
1997	Volvo	Excavator	2014	20	\$100,000	1,597
1997	John Deere	Grader	1997	20	\$350,000	9,467
2010	Caterpillar	Loader	2010	20	\$160,000	2,638

Total replacement cost for the Town's heavy equipment is \$1,696,500.00.

The service life reflects the normal standard for vehicle life, with the understanding that we maintain 74 miles of Class 2 and Class 3 roads, more miles to maintain than any other town nearby.

Highway Capital Plan

Heavy Equipment Liability Schedule		Service Years	Cost New	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26
10 Wheel Truck (1)	2019	7	193,242	36,010	36,010	36,010	36,010	32,010		
1-ton Truck	2020	7	97,157	21,025	21,025	21,025	21,025	21,025		
10 Wheel Truck (2)	2017	7	193,242	17,561	17,561	17,561			38,000	38,000
6-Wheel Truck	2016	7	187,525	31,340	31,340			33,000	33,000	33,000
F250	2016	10	33,257	6,651	6,651					
Loader	2010	20	160,000							
Grader Cat (Used)	1997	20	225,000							
Grader JD (used)	1997	20	225,000				24,000	24,000	24,000	24,000
Excavator (Used)	2014	20	100,000	17,055	17,055	17,055				
Trailer	2017	20	21,700							
			1,436,123							
		Annual Expense		129,642	129,642	91,651	81,035	110,035	95,000	95,000
		Total		129,642	129,642	91,651	81,035	110,035	95,000	95,000
Annual average:	104,572									

Lister/Assessor Report

The Calais Listers are elected to maintain the Grand List, which is subsequently used to calculate property taxes. Our work focuses on four main areas: parcel maintenance, Current Use allocation and verification, property transfers, and parcel mapping.

Calais has:

- ❖ 966 taxable parcels with a total value of \$217,063,400.00
- ❖ 22 parcels are tax exempt, but the parcel data must be monitored and updated
- ❖ 143 properties/parcels are in Current Use with a value of \$14,779,320. Almost 50% of Calais acreage is enrolled in Current Use.

Listers monitor property sales to check the ratio of listed value to actual sales prices. It is from these sales data that the State calculates the CLA (Common Level of Appraisal), which is used to calculate school/education taxes. Over the last three years, there has been a total of 59 sales in Calais. The average sales price is \$218,730. The average listed property value for those sales is \$214,972. The 2019 CLA is .9653 (96.53%). Once a CLA reaches .85 (85%), a reappraisal will be required. The State sent the 2019 Sales Equalization Report in December with a new calculated CLA. This 2020 CLA is posted on the Lister's bulletin board in the Town Office.

Listers use two computer systems to collect data on every parcel. One of the systems, NEMRC, uploads data directly to the State system to exchange Current Use data. The NEMRC Grand List data are interfaced to the NEMRC Tax System that our Town Treasurer uses to produce our property tax bills. In addition, the Listers are required to access and input data into the State-operated MyVTax system to record the market value of Current Use allocation changes and to record all property transfers for the State Sales Equalization Report.

All this parcel data gets translated into parcel (a.k.a.tax) maps. We contract with R.J. Turner Company of Bristol, VT to do the mapping, based on the information we provide. All new subdivisions, boundary line changes, and new surveys must be reflected in the parcel maps. These updated parcel maps are put on the Calais Interactive Map (accessed via the Calais Town website) and the State Agency of Natural Resources maps. Calais participates in the Vermont State Parcel Mapping Project so that all maps meet State standards. The 2019 parcel maps will be available in early 2020.

Lister/Assessor Report (continued)

Calais Listers sent out 44 “change of appraisal” notices in 2019 as a result of inspections we conducted, and held public grievance sessions June 18 and 19.

Listers prefer to meet with property owners on a one-to-one basis to review their assessment to prevent the necessity for a grievance hearing. If you question the value of your property and want the Listers to check the data regarding your property BEFORE the 2020 tax season, please call the Town Office and arrange to meet with the Listers before April 1, 2020, which is the cut-off date for the 2020 Grand List. Be on the lookout for the announcement when the 2020 Grand List is lodged, as that will have the dates for grievance hearings for 2020.

Our general offices hours are Mondays 9-11, Tuesdays 1-3, Thursdays 2-4. Call the Town Office to make an appointment. If you cannot make any of these office hours, please call so we can schedule a mutually agreeable time to meet.

Respectfully submitted,
Janice Ohlsson
John McCullough
Wilson Hughes



Photo Credit: Toby Talbot

Zoning Administrator Report

8– additions (porches, decks, carports, rooms)
8 – accessory structures (garages, barns, woodsheds, sugarhouse)
1 – change-of-use
8 – dwellings (new)
5 – miscellaneous
7 – subdivisions (minor and major and border adjustments)
37 Total Permit Applications

Respectfully submitted,
John McCullough, Zoning Administrator
Dorothy O. Naylor, Assistant Zoning Administrator

Post Script from Judy Fitch Robert, Town Clerk:

This year we pay tribute to two extraordinary Zoning Administrators (ZA), Dorothy Naylor and John McCullough, as they are moving on from their appointed ZA jobs.

Dorothy has worked as a ZA or Assistant ZA since 2005 – fifteen years! John has been instrumental through the years developing and refining zoning regulations and has served as ZA since 2015.

The role of Zoning Administrator is a challenging and demanding position, as one must understand and interpret local and State zoning regulations, work with residents to prepare zoning applications, review and approve zoning applications, transfer requests on to the Development Review Board for special consideration, and follow up on zoning violations. There are many detailed nuances to the zoning regulations and procedures that require special patience.

Zoning Administrators research and answer a multitude of questions, as s/he is concerned with maintaining the integrity and quality of land and development for the community.

We are happy to announce the appointment of Robert “Bob” Martin is our new Calais Zoning Administrator. Bob also happens to serve as the Woodbury ZA. John will continue for six months as Assistant ZA through this transition, as he and Dorothy will acclimate Bob to Calais. The town appreciates Bob taking on this responsibility. Welcome, Bob!

Let us all extend our deepest gratitude to Dorothy and John. You have both been generous in your expertise, time and service to our Town, and we salute you!

Auditor Letter

Sullivan, Powers & Co., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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

December 10, 2019

Selectboard
Town of Calais, Vermont
3120 Pekin Brook Road
East Calais, Vermont 05650

We have audited the financial statements of the Town of Calais, Vermont as of and for the year ended June 30, 2019.

The financial statements and our report thereon are available for public inspection at the Town Office and on their website at www.calaisvermont.gov.

Members of The American Institute and Vermont Society of Certified Public Accountants

Statement of Assets, Liabilities & Funds

	General Fund	Highway Fund	Cemetery Fund	Town Hall Renovation Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS						
Cash	722,044	0	0	0	0	722,044
Investments	5,747	0	151,464	0	0	157,211
Deposits with Insurance Company	6,600	0	0	0	0	6,600
Due from Other Funds	0	0	17,057	0	354,021	371,078
Total Assets	734,391	0	168,521	0	354,021	1,256,933
LIABILITIES						
Due to State of Vermont	375	0	0	0	0	375
Payroll Withholdings Payable	1,984	0	0	0	0	1,984
Due to Other Funds	360,495	0	0	0	10,583	371,078
Due to Others	29,019	0	0	0	0	29,019
Total Liabilities	391,873	0	0	0	10,583	402,456

Statement of Assets, Liabilities & Funds (continued)

	General Fund	Highway Fund	Cemetery Fund	Town Hall Renovation Fund	Non-Major Governmental Funds	Total Governmental Funds
DEFERRED INFLOWS OF RESOURCES						
Prepaid Property Taxes	21,819	0	0	0	0	21,819
Total Deferred Inflows of Resources	21,819	0	0	0	0	21,819
FUND BALANCES						
Restricted	0	107,642	0	0	110,925	218,567
Committed	9,680	0	49,000	0	168,587	227,267
Assigned	0	0	11,879	0	74,509	86,388
Unassigned	311,019	0	0	0	(10,583)	300,436
Total-Fund Balances	320,699	0	168,521	0	343,438	832,658
Total Liabilities, Deferred Inflows of Resources and Fund Balances	734,391	0	168,521	0	354,021	1,256,933

Proposed Budget & Expenses

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
SELECT BOARD				
Select Board Assistant	35,342.00	6,660.82	6,600.00	6,600.00
Select Board Stipends	3,568.00	2,971.00	3,565.00	3,565.00
SB Recording Sec Wages	2,500.00	3,600.00	4,200.00	4,200.00
Bank/Credit Card Fees	300.00	253.00	300.00	300.00
Professional Fees	2,500.00	-	500.00	-
Legal Fees	15,000.00	7,456.50	10,000.00	10,000.00
Professional Audit	14,000.00	29,322.00	14,900.00	14,900.00
Town Website	900.00	950.00	900.00	950.00
Education & Training	1,000.00	775.00	400.00	400.00
Copier Maintenance Agreement	3,800.00	3,563.13	1,500.00	1,100.00
Mileage Reimbursement	300.00	332.03	300.00	200.00
Volunteer/Community Appreciation	500.00	1,833.95	500.00	800.00
Miscellaneous	900.00	62.04	500.00	100.00
Total Selectboard	80,610.00	57,779.47	44,165.00	43,115.00
GRANT MATCH				
Invasive Species Greeter Grant	250.00	250.00	250.00	250.00
CLG Grant	5,000.00	5,000.00	4,000.00	-
Total Grant Match	5,250.00	5,250.00	4,250.00	250.00
TOWN CLERK				
Town Clerk Wages	38,377.00	42,909.30	41,062.00	42,027.00
Assist Town Clerk Wages	6,500.00	20,670.00	19,096.00	19,545.00
Land Record Books	300.00	329.83	550.00	550.00
Digitizing Land Record	-	-	10,000.00	10,000.00
Digitizing Survey Maps	-	-	-	400.00
Total Town Clerk	45,177.00	63,909.13	70,708.00	72,522.00
TOWN LISTERS				
Listers Wages	12,000.00	7,995.00	12,000.00	12,000.00
Tax Map Revisions	1,200.00	-	2,000.00	2,000.00
Digitizing Survey Maps	-	-	400.00	-
Lister Ed/Training	-	-	400.00	400.00
Lister Expense	520.00	1,456.11	815.00	100.00
Software Licenses	-	-	-	1,348.00
Total Town Listers	13,720.00	9,451.11	15,615.00	15,848.00
TOWN TREASURER				
Town Treasurer Wages	38,000.00	38,294.96	49,733.00	50,902.00
Assist Town Treasurer Wages	-	-	4,600.00	4,708.00
Total Town Treasurer	38,000.00	38,294.96	54,333.00	55,610.00

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
AUDIT				
Town Auditor	6,000.00	500.00	6,000.00	4,000.00
Town Report	3,000.00	3,783.73	3,000.00	3,000.00
Accountants' World	-	115.00	-	-
Total Audit	9,000.00	4,398.73	9,000.00	7,000.00
DEL TAX COLLECTOR				
Del Tax Collector Wages	10,000.00	10,080.19	10,000.00	10,000.00
Total Del Tax Collector	10,000.00	10,080.19	10,000.00	10,000.00
ELECTIONS				
Election Workers	305.00	119.00	300.00	-
Election Expenses	1,825.00	2,327.76	1,000.00	2,900.00
Total Elections	2,130.00	2,446.76	1,300.00	2,900.00
GENERAL OFFICE				
Contracts/Nemrc/Cott	7,124.00	13,825.99	7,600.00	8,260.00
IT Disaster Recov Cntrt	7,960.00	7,873.95	16,000.00	12,270.00
Maintenance	2,000.00	60.00	1,600.00	1,800.00
Generator Maintenance	1,260.00	2,697.31	2,125.00	900.00
Facilities Maint Stipen	-	-	2,500.00	2,500.00
Telephone & Internet	1,600.00	2,877.37	2,400.00	2,700.00
Advertising	1,600.00	270.26	1,600.00	500.00
Postage	2,500.00	2,693.58	2,650.00	2,950.00
Supplies	3,000.00	3,454.35	4,500.00	4,500.00
Office Equipment	-	-	1,500.00	1,200.00
Heat/Electric	3,500.00	3,010.65	4,200.00	4,200.00
Computer Expenses	1,300.00	796.13	1,600.00	900.00
Town Office Reserve Apprpriation	-	-	10,000.00	5,000.00
Technology Reserve Appropriation	-	-	-	8,000.00
Total General Office	31,844.00	40,104.32	58,275.00	55,680.00
PAYROLL TAXES/BENEFITS				
FICA & Medi Taxes	11,887.00	11,001.02	12,918.00	12,534.00
VMERS Retirement	6,280.00	5,134.62	5,221.00	6,176.00
Health Insurance	45,362.00	45,893.17	49,992.00	54,077.00
Disability Insurance	1,106.00	788.16	812.00	692.00
Total Taxes/Benefits	64,635.00	62,816.97	68,943.00	73,479.00
TAXES, DUES & ASSESSMENT				
CVSWMD	1,600.00	1,600.00	1,600.00	1,601.00
County Tax	16,146.00	16,146.00	16,491.00	16,676.00
CVRPC	1,816.00	1,815.91	1,929.00	1,996.00
VLCT Dues	2,872.00	2,872.00	2,948.00	3,069.00
CVSPAB	100.00	100.00	100.00	100.00

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
Total Tax, Dues, Assess	22,534.00	22,533.91	23,068.00	23,442.00
ZONING ADMINISTRATION				
Zoning Administrators' Stipend	4,800.00	4,800.00	6,000.00	4,800.00
DRB - Secretary Wages	1,000.00	500.00	1,000.00	400.00
Zoning Expenses	300.00	251.23	300.00	300.00
Planning Comm Expenses	800.00	70.00	-	-
Total Zoning	6,900.00	5,621.23	7,300.00	5,500.00
FIRE & AMBULANCE				
East Montpelier FD	56,785.00	56,785.00	62,219.00	64,898.00
East Montpelier Ambulance	76,399.00	76,399.00	80,891.00	95,120.00
Woodbury FD	30,535.00	30,535.00	32,660.00	33,909.00
Woodbury FD Truck	17,850.00	17,850.00	17,850.00	17,850.00
WVFD Equip Reserve Fund	-	-	-	31,000.00
Rural Fire Protection Pro	100.00	100.00	100.00	100.00
Total Fire & Ambulance	181,669.00	181,669.00	193,720.00	242,877.00
PUBLIC SAFETY				
Constable Stipend	1,000.00	1,000.00	1,000.00	1,000.00
Sheriff's Patrol	3,000.00	2,271.28	3,000.00	4,000.00
East Calais Street Lights	1,285.00	1,331.21	1,400.00	1,500.00
Total Police Patrol	5,285.00	4,602.49	5,400.00	6,500.00
ANIMAL CONTROL				
Dog Expenses & CVHS	700.00	747.48	700.00	700.00
Total Animal Control	700.00	747.48	700.00	700.00
PLANNING COMMISSION				
PC Admin Assistantant Wages	-	-	750.00	1,000.00
Planning Maps	-	-	1,600.00	-
PC Education/Training	-	-	200.00	200.00
PC Expenses	-	-	800.00	800.00
Total Planning Commission	-	-	3,350.00	2,000.00
CONSERVATION COMMISSION				
CC Recording Sec Wages	800.00	445.00	1,000.00	600.00
CC Education/Training	-	-	200.00	200.00
Green Up	200.00	167.78	200.00	200.00
Conservation Comm Expenses	200.00	836.49	200.00	250.00
Conservation Fund Appropriation	8,000.00	8,000.00	8,000.00	8,000.00
Total Conservation Commission	9,200.00	9,449.27	9,600.00	9,250.00
SWIM PROGRAM				
Swim Program Appropriation	2,000.00	2,000.00	2,700.00	3,500.00

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
Total Swim Program	2,000.00	2,000.00	2,700.00	3,500.00
TOWN HALL				
Maintenance/Janitorial/Supplies	1,000.00	763.08	1,000.00	1,500.00
Utilities	1,500.00	2,370.92	2,500.00	2,500.00
Town Hall Reserve Appropriation	30,000.00	30,000.00	10,000.00	8,000.00
Total Town Hall	32,500.00	33,134.00	13,500.00	12,000.00
INSURANCE				
Bldg & Liability Insurance	27,212.00	9,701.84	9,702.00	11,638.00
Unemployment Insurance	-	489.08	126.00	316.00
Worker's Compensation	1,168.00	633.96	627.00	786.00
Total Insurance	28,380.00	10,824.88	10,455.00	12,740.00
LONG TERM DEBT				
Town Office Bond	9,360.00	10,000.00	9,343.00	9,361.00
Town Office Bond Int	-	-	2,710.00	2,233.00
EMFD Station Bond	35,000.00	35,000.00	35,000.00	35,000.00
EMFD Bond Int	-	-	18,461.00	17,077.00
T/H Rennov Loan	47,500.00	40,000.00	40,000.00	40,000.00
T/H Rennov Int	-	-	7,124.00	3,288.00
Reduce FY15/16 Deficit	56,358.00	56,358.00	56,358.00	56,358.00
Reduce FY15/16 Def Int	-	-	6,274.00	4,148.00
Long Term Debt Interest	27,838.00	32,738.50	-	-
Short Term Debt Interest	2,700.00	-	-	-
Total Long Term Debt	178,756.00	174,096.50	175,270.00	167,465.00
TAX ABATEMENT				
Tax Abatement	-	3,864.67	-	-
Total Tax Abatement	-	3,864.67	-	-
Total GG BUDGETED Expenses	768,290.00	743,075.07	781,652.00	822,378.00
GENERAL HIGHWAY				
Highway Wages	204,396.00	246,172.55	210,290.00	215,232.00
Operations Mngr Wages	-	-	16,000.00	16,000.00
FICA & Medi	15,636.00	18,460.93	17,255.00	17,690.00
VMERS Retirement	11,497.00	11,892.09	12,092.00	12,914.00
Insurance-Hlth & Disab	61,760.00	65,692.35	66,908.00	70,297.00
Education & Training	1,000.00	105.00	500.00	-
Uniforms	4,800.00	5,839.76	4,800.00	5,000.00
MRGP Fees	-	1,990.00	1,350.00	1,350.00
Total General Highway	299,089.00	350,152.68	329,195.00	338,483.00
ROAD MAINTENANCE				

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
Equipment Hired	25,000.00	2,998.21	20,000.00	15,000.00
Roadside Mowing	10,000.00	5,270.15	10,400.00	10,000.00
Miscellaneous	3,000.00	3,953.21	3,000.00	3,000.00
Gravel	95,000.00	66,369.25	95,000.00	95,000.00
Sand	55,000.00	66,008.90	55,000.00	60,000.00
Bridges & Culverts	10,000.00	5,523.15	10,000.00	12,000.00
Pavement Crack Seal	1,000.00	-	1,000.00	5,000.00
Erosion Stone	-	-	6,000.00	6,000.00
Road Salt	20,000.00	16,809.86	20,000.00	20,000.00
Magic Salt	-	-	2,000.00	3,000.00
Chloride	17,000.00	3,526.00	19,000.00	15,000.00
Road Signs	4,000.00	2,443.08	4,000.00	3,000.00
Guard Rails	3,000.00	-	1,000.00	1,000.00
Line Striping	-	-	-	-
Total Road Maintenance	243,000.00	172,901.81	246,400.00	248,000.00
VEHICLE/EQUIPMENT MAINTEN				
Vehicle/Equipment Repairs	60,000.00	77,006.52	55,000.00	55,000.00
1997 Caterpillar Grader	-	-	-	-
1997 John Deere Grader	-	-	-	-
2002 Econoline Trailer	-	-	-	-
2009 International Dump	-	1,086.97	-	-
2010 Caterpillar Loader	-	-	-	-
2012 International Dump	-	-	-	-
2014 Volvo Excavator	-	-	-	-
2015 Ford Dump	-	-	-	-
2016 Ford Pickup	-	689.22	-	-
2016 West Star Dump	-	-	-	-
2017 West Star Dump	-	-	-	-
2017 Talbert Trailer	-	-	-	-
Fuel-Gas, Oil, Diesel	60,000.00	48,229.26	60,000.00	60,000.00
Total Vehicle/Equip Main	120,000.00	127,011.97	115,000.00	115,000.00
TOWN GARAGE				
Trash Removal	-	-	500.00	500.00
Tire Recycle	150.00	-	150.00	150.00
Garage Maintenance	2,000.00	5,711.72	2,000.00	2,000.00
Security	-	373.50	-	-
Computer Expenses	200.00	654.33	1,000.00	1,000.00
Communications	1,000.00	3,861.67	1,000.00	1,000.00
Radios & Paging	-	-	-	750.00
Supplies	-	-	1,000.00	600.00
Welding, Shop Supplies, Tools	4,500.00	5,474.57	4,500.00	4,500.00
Utilities	5,000.00	3,030.86	5,000.00	3,500.00
Total Town Garage	12,850.00	19,106.65	15,150.00	14,000.00

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
INSURANCE				
Liability Insurance	12,000.00	10,068.16	9,390.00	10,279.00
Unemployment Insurance	-	1,018.06	856.00	359.00
Workers Compensation	16,625.00	16,020.29	16,015.00	16,850.00
VLCT PACIF Grant Match	2,000.00	-	-	-
Total Insurance	30,625.00	27,106.51	26,261.00	27,488.00
HW GRANT EXPENSES				
Class 4 Road C4R Expense	-	2,288.22	-	-
B Back Road 0435 Expense	-	1,023.68	-	-
Jack Hill Culvert BC1851	-	78,999.71	-	-
Bliss Road BR0434 Expense	-	852.50	-	-
Grant in Aid 18 Expense	-	-	-	-
Inventory Grt BR 0216 Exp	-	-	-	-
Total HW Grant Expenses	-	83,164.11	-	-
CAPITAL EXPENSES				
New Equipment	96,640.00	22,682.65	-	-
2015 Ford Dump-#8708 Prn	-	16,963.00	16,963.00	-
2015 Ford Dump-#8708 Int	-	927.85	461.00	-
2016 W Star/Ford-#5699 Prn	-	37,992.20	37,992.00	37,992.00
2016 W Star/Ford-#5699 Int	-	2,879.87	1,938.00	969.00
2017 West Star-#1842 Prn	-	17,561.00	17,561.00	17,561.00
2017 West Star-#1842 Int	-	1,853.92	1,396.00	931.00
2014 Volvo Exvtr-#8014 Prn	-	17,055.00	17,055.00	17,055.00
2014 Volvo Exvtr-#8014 Int	-	1,364.40	1,365.00	682.00
2019 International-Prn	-	-	-	18,409.00
2019 International-Int	-	-	-	2,626.00
Total Capital Expenses	96,640.00	119,279.89	94,731.00	96,225.00
Total Budgeted HW Expenses	802,204.00	968,283.03	826,737.00	839,196.00
Total GG and HW Budgeted Expenses	1,570,494.00	1,711,358.10	1,608,389.00	1,661,574.00
WARNED ARTICLES				
SOCIAL SERVICE APPROPRIATIONS				
Circle	4,000.00	4,000.00	700.00	700.00
Calais Community Connections	1,000.00	1,000.00	1,000.00	1,000.00
CV Adult Basic Education	1,000.00	1,000.00	1,000.00	1,000.00
CV Community Action	300.00	300.00	-	-

Proposed Budget & Expenses (continued)

	Budget FY19	Actual FY19	Budget FY20	Budget FY 21
CV Council on Aging	1,400.00	1,400.00	1,400.00	1,400.00
CV Economic Development Council	500.00	500.00	500.00	500.00
CV Home Health/Hospice	3,200.00	3,200.00	3,600.00	3,600.00
CV Memorial Civic Center	800.00	800.00	800.00	800.00
Friends of Winooski River	300.00	300.00	300.00	300.00
Family Center of Washington County	500.00	500.00	500.00	500.00
Good Beginnings of CV	300.00	300.00	300.00	300.00
Green Mountain Transit	859.00	859.00	859.00	859.00
Greenup	100.00	100.00	100.00	100.00
Home Share	600.00	600.00	600.00	0.00
Kellogg-Hubbard Library	27,132.00	27,132.00	27,132.00	27,132.00
Monpelier Senior Center	4,300.00	4,300.00	4,300.00	4,900.00
Old West Church Association	100.00	100.00	100.00	200.00
Peoples Health & Wellness	1,500.00	1,500.00	1,500.00	1,500.00
Rural Community Transit	-	-	-	975.00
Sexual Assault Crisis Team	200.00	200.00	200.00	200.00
Twin Valley Senior Center	3,000.00	3,000.00	3,000.00	3,000.00
Vt Assoc for the Blind	650.00	650.00	650.00	650.00
Vt Center for Independent Living	800.00	800.00	800.00	800.00
Wash County Diversion Program	300.00	300.00	300.00	300.00
Washington Cnty Youth Service Bureau	500.00	500.00	500.00	500.00
Woodbury/Calais Foodshelf	380.00	380.00	380.00	529.00
Washington County Mental Health Serv	1,400.00	1,400.00	1,400.00	1,400.00
Total Social Service Articles	55,121.00	55,121.00	51,921.00	53,145.00
Other Warned Articles/ Appropriations				
Cemetery Appropriation	49,000.00	49,000.00	40,500.00	49,400.00
Trans Out FY18 Approp/Rev	-	11,878.63	-	-
Town Hall Painting	-	-	-	30,000.00
Server Upgrade Loan Payment	-	-	-	6,767.00
Wood Chipper Loan Payment	-	-	-	7,063.00
Total Other Warned Articles/Appropriations	49,000.00	60,878.63	71,500.00	93,230.00
Total Special Articles/Appropriations	104,121.00	115,999.63	123,421.00	146,375.00
TOTAL BUDGETED GG & HW PLUS SPECIAL ARTICLES/APPROPRIATIONS	1,674,615.00	1,827,357.73	1,731,810.00	1,807,949.00

Income Report

		FY 2019	FY 2019	FY 2020	FY 2021
		Budgeted	Actual	Budgeted	Budgeted
Taxes					
	Real Estate Taxes - Current	1,404,198	1,208,855	1,428,650	1,500,824
	State Current Use	95,000	101,864	100,000	102,000
Total Taxes		1,499,198	1,310,719	1,528,650	1,602,824
Highway Funds					
	State Aid	159,000	158,736	159,000	161,000
	Miscellaneous Credits	1,000	250	1,000	250
	CVRP Class 4 Grant Income	0	27,987	0	0
	Better Back Road-0435	0	4,468	0	0
	Jack Hill Culvert-BC1851	0	72,339	0	0
	Bliss Road-BR0434	0	4,438	0	0
	Grant in Aid 18	0	5,833	0	0
	Inventory Grant BR0216	0	4,526	0	0
	Hayden Road Structures Grt. Inc.	0	49,500	0	0
	VLCT PACIF Grant	2,000	0	0	0
Total Highway Funds		162,000	328,077	160,000	161,250
Licenses & Fees					
	Dog Licenses	3,600	1,560	3,600	1,600
	Liquor Licenses	325	325	325	325
	Zoning & Curb Cut Fees	3,000	1,750	2,500	1,900
	Traffic Fines	1,100	1,059	1,100	1,000
	Marriage Licenses	360	120	360	200
	Tax Collection Fees	4,500	4,600	4,500	2,300
	Recording Fees	16,000	14,355	10,000	18,000
Total Licenses & Fees		28,885	23,769	22,385	25,325
Other Income					
	Interest Earned	250	7,668	4,500	4,500
	Delinquent Tax Interest	3,000	3,967	1,000	2,500
	Delinquent Tax Penalty	5,050	5,705	5,500	4,500
	Green-Up Day Reimbursement	150	0	150	150
	PILOT Funds	4,000	5,666	5,500	5,700
	Lister Equaliz & Educ Reimburse	1,000	988	1,000	1,000
	Cemetery Burial Receipts	1,000	0	0	0
	Lease of Land	0	0	0	200
	Land Use Change Payment	0	756	0	0
	Other-Miscellaneous	0	2,436	0	0
Total Other Income		14,450	27,186	17,650	18,550
Total Income		1,704,533	1,689,751	1,728,685	1,807,949

FY'21 Estimated Tax Rate

EXPENSES:

Highways	839,196
Selectboard.....	822,378
Total Expenses	\$1,661,574

INCOME:

Current Use	102,000
State Aid Highways.....	161,000
Misc Highway Credits	250
VLCT PACIF Grant	0
Licenses and Fees	25,325
Other Income	18,550
Total Income	\$307,125

Amount to be voted on in Article 4:

		Est. Town Tax	Est. Local Agree. Tax*	Edu- cation H.S. Tax	Est. Total Tax 2020	Total HS Tax 2019
Amount to be raised in taxes with expenses above:	\$1,354,449	0.6737	0.0064	1.876	2.5561	2.5323
Amount to be raised in taxes with expenses below:	\$1,500,824	0.7465	0.0064	1.876	2.6289	2.5323

FY20 Grand List is 2,010,454.09

Tax rate = Expenses divided by grand list

Tax effect is based on Grand List assessed value of \$200,000.

OTHER EXPENSES TO BE VOTED ON**Effect on Tax Rate**

Art. 5 Calais Cemeteries	49,400	0.0246	\$49.14
Art. 6 Town Office Server	6,767	0.0034	\$ 6.73
Art. 7 Town Hall Painting	30,000	0.0149	\$29.84
Art. 8 Used Wood Chipper.....	7,063	0.0035	\$ 7.03
Art. 9 Kellogg Hubbard Library	27,132	0.0135	\$26.99
Art. 10 Social Service Approp.	26,013	0.0129	\$25.88
	\$146,375	0.0728	\$145.61

If your property is assessed at \$200,000, your grand list value is \$2,000

In 2019 your property tax would have been: \$5,065

In 2020 if the tax rate is 2.5561 your est. property taxes will be: \$5,112

In 2020 if the tax rate is 2.6289 your est. property taxes will be: \$5,258

*FY20 Local Agreement Tax = disabled veterans and non-taxed properties.

Report of Capital Project Funds

	Lakes & Ponds Fund	Curtis Pond Dam Fund	EMFD Equipment Fund
Cash Receipts:			
Investment Income	0	0	153
Donations	0	0	0
Total Cash Receipts	\$0	\$0	\$153
Cash Disbursements:			
Capital Outlay:			
General Government	0	0	0
Highways and Streets	0	0	0
Debt Service:			
Principal	0	0	0
Interest	0	0	0
Total Cash Disbursements	\$0	\$0	\$0
Excess/(Deficiency) of Cash Receipts Over Cash Disbursements	\$0	\$0	\$153
Other Financing Sources:			
Proceeds from Long-term Debt	0	0	0
Proceeds from Sale of Equipment	0	0	0
Transfers In	0	0	0
Total Other Financing Sources	\$0	\$0	\$0
Net Change in Fund Balances	0	0	153
Fund Balances - July 1, 2018	\$260	\$5,608	\$15,009
Fund Balances/(Deficit) - June 30, 2019	\$260	\$5,608	\$15,162

Report of Capital Project Funds (continued)

Town Hall Fund	Town Office Fund	Technology Fund	Highway Equipment Fund	East Calais Village Grant Fund	Total
0	0	0	0	0	153
450	0	0	0	0	450
\$450	\$0	\$0	\$0	\$0	\$603
5,542	0	0	0	0	5,542
0	0	0	192,560	10,120	202,680
0	0	0	40,125	0	40,125
0	0	0	1,662	0	1,662
\$5,542	\$0	\$0	\$234,347	\$10,120	\$250,009
-\$5,092	\$0	\$0	-\$234,347	-\$10,120	-\$249,406
0	0	0	192,560	0	192,560
0	0	0	45,000	0	45,000
15,000	15,000	0	69,559	0	99,559
\$15,000	\$15,000	\$0	\$307,119	\$0	\$337,119
9908	15000	0	72772	-10120	87713
\$29,416	\$34,903	\$2,434	\$34,171	\$0	\$121,801
\$39,324	\$49,903	\$2,434	\$106,943	-\$10,120	\$209,514

Report of Special Revenue Funds

	Reappraisal Fund	Conservation Commission Fund	Trails Fund	Invasive Species Grant Fund	Total
Cash Receipts:					
Intergovernmental	8,398	0	0	2,966	11,364
Investment Income	0	634	0	0	634
Donations	0	50	1,000	0	1,050
Total Cash Receipts	\$8,398	\$684	\$1,000	\$2,966	\$13,048
Cash Disbursements:					
General Government	0	0	0	3,679	3,679
Total Cash Disbursements	\$0	\$0	\$0	\$3,679	\$3,679
Excess/(Deficiency) of Cash Receipts Over Cash Disbursements	\$8,398	\$684	\$1,000	-\$713	\$9,369
Other Financing Sources:					
Transfers In	0	8,000	0	250	8,250
Total Other Financing Sources	\$0	\$8,000	\$0	\$250	\$8,250
Net Change in Fund Balances	8,398	8,684	1,000	-463	17,619
Fund Balances - July 1, 2018	\$60,503	\$53,130	\$2,672	\$0	\$116,305
Fund Balances/ (Deficit) - June 30, 2019	\$68,901	\$61,814	\$3,672	-\$463	\$133,924

Schedule of Indebtedness

	Original Principal Balance	Principal Paid FY19	Interest Paid FY19	Principal Due FY20	Interest Due FY20	Principal Due FY21	Interest Due FY21	Principal Due after FY21
Short Term Debt								
Community Bank, NA (Town Hall) Interest 2.74%; principal \$40,000 for five years	200,000	40,000	5480	40,000	4384	40,000	3288	80,000
Community Bank, NA (Deficit) Interest 3.68%; principal \$56358 for five years	280,000	56358	8273	56358	6273	56,358	4148	56,358
Total Short-Term Loan	480,000	96,358	13,753	96,358	10,657	96,358	7,436	136,358
Bond Debt								
Vermont Municipal Bond Bank (Town Office) Interest 4.93% semi-annually, principal \$10,000 annually until 2024	200,000	10,000	2,539	10,000	2,052	10,000	1,594	40,000
Bond Indebtedness (Fire Station) Principal \$35,000 plus variable interest due annually until 2030	693,000	35,000	16,491	35,000	18,461	35,000	17,077	350,000
Total Bond Debt	893,000	45,000	19,030	45,000	20,513	45,000	18,671	390,000

Schedule of Indebtedness (continued)

	Original Principal Balance	Principal Paid FY19	Interest Paid FY19	Principal Due FY20	Interest Due FY20	Principal Due FY21	Interest Due FY21	Principal Due after FY21
Equipment Debt- Short Term Loan								
Community Bank #5699 (2016 Western Star & 2016 Ford F250) Interest 2.55%, principal \$37,993 for 5 yrs	189,961	37,993	2,906	37,993	1,938	37,993	969	0
Community Bank #1842 (2017 Western Star truck) Interest 2.65%, principal \$17,561 for 5 yrs	87,809	17,561	1,862	17,561	1,396	17,561	931	17,561
VT Municipal Loan Fund (2014 Volvo excavator) Interest 2%, principal \$17055 for 5 years	85,275	17,055	1,365	17,055	1,364	17,055	682	17,055
Total Equipment Debt	363,045	72,609	6,133	72,609	4,698	34,616	1,613	34,616
Equipment Debt- Short Term Lease								
Santander Bank, NA (2019 Western Star truck) Interest 3.79%; principal variable for 5 years	192,560	40124	1663	36010	5777	37374	4413	79845
Santander Bank, NA (2019 International truck) Interest 3.39%; principal variable for 5 years	98500	0	0	20135	0	18409	2626	59056
Total Equipment Lease	291,060	40124	1663	56145	5777	55783	7039	138901

Delinquent Tax Report

As of June 30, 2019 (last day of FY19 Fiscal Year)

Year	Taxes	Interest	Penalty	Other	Total
2017	1,572.45	31.48	58.03		1,661.96
2018	48,001.49	1,437.52	2,160.06	10.82	51,609.89
Total					53,271.85

As of December 31, 2019-
Amount to be collected after 2019 tax effort

Year	Taxes	Interest	Penalty	Other	Total
2018	8,879.49	545.38	399.56	18.00	9,842.43
2019	190,343.72	1,544.05	8,565.43	72.00	200,525.20
Total					210,367.63



Photo Credit: Toby Talbot

Cemetery Commission Report

The Cemetery Commission was kept busy with several noteworthy developments this past year. It was the first year for our new maintenance contractor, Joe Mangan of Kirkyard Services. Joe and his crew not only performed regular mowing and upkeep, and handled burials, but also completed pressure-washing, repairing and uprighting the headstones in both Old and New Fairview Cemeteries for a “like new” appearance. Joe brings a depth of experience and helpful insights from his work at other towns’ cemeteries.

Commissioner Jennifer Whitman stepped up to fill the role of volunteer Sexton for a year (plus). She hit the ground running and ably handled complex challenges, some taking up many hours of her time, while learning the ropes. She fielded many requests to purchase plots, plan burials and track down ancestors’ gravesites and records. In addition, she worked with the Town Clerk to develop more formal and thorough documentation processes for payments and record keeping. The Commissioners voted to compensate her with the \$2,500 annual administrative stipend which had been paid to the former sexton, beginning July 1, 2020.

The number of Calais-owned cemeteries to be cared for increased by one this year, for a total of eight. After months of consultation with cemetery commissioners and town officials, the private Poplar Hill Cemetery Association voted to dissolve itself due to dwindling financial resources, and the property was transferred to Calais in the spring. The East Montpelier Select Board declined to pay for last spring’s mowing expenses. This cemetery acquisition added another \$3,000 to our regular maintenance budget.

The Calais Selectboard encouraged the Cemetery Commission to prioritize greater accuracy in mapping and record keeping in our actively used cemeteries. To that end, Sunwise Survey was hired to research and survey all of New Fairview Cemetery, create and map plots with greater accuracy, and lay out plot corner markers throughout the cemetery. This unanticipated project added close to \$9,000 to our expenses. Two Commissioners began the very detailed work of cataloging data from every headstone in New Fairview Cemetery and comparing it to existing paper maps for eventual inclusion in software mapping.

The Cemetery Commission hired a consultant in June to assist in designating a new green burial section within Robinson Cemetery. She provided valuable guidance and support for the creation of Best Practices guidelines and

Cemetery Commission Report (continued)

a checklist for families who wish to choose this alternate burial option. In August, the town’s first official green burial took place with many friends and family members taking part. Landscaping plans will be created this winter and extra efforts will be needed to set up and maintain this new section.

Plot prices and interment rates have been updated and are available on the town’s website. A portion of every interment fee now goes toward offsetting Commission expenses. Winter burials are also now an option in Calais, enabling pre-planning and confidence that one’s end-of-life choice will be honored.

Projects for Fiscal Year 2021 include pressure-washing headstones in Poplar Hill Cemetery, replacing the fence in Old West Church Cemetery, annual hedge-trimming in Fairview Cemetery, and beginning repairs of broken headstones in Robinson Cemetery. Also, the Rules and Regulations will be updated.

Your Cemetery Commissioners are doing their best to keep costs down, however, as noted above, significant expenses have been added this past year. There are many more improvements needed to keep our cemeteries in good condition and being respectful of our deceased fellow citizens and their families. It is estimated that repairs in Robinson Cemetery alone could cost about \$30,000! Other cemeteries can also use repairs to headstones and fences. A survey and updated mapping of Robinson Cemetery may be needed in the near future. Also, there is a mandate to transfer paper burial records, maps and data to computer software that will make research more user-friendly by officials and the public. With only volunteer efforts to undertake this process, the pace can be very slow. Beyond regular mowing and maintenance expenses, all of us need to ask ourselves what, if any, areas of attention need to be deferred to later years.

We welcome your input to these challenges. The Cemetery Commission meets on the fourth Wednesday of each month in the summer and bi-monthly thereafter. All are welcome to attend. For inquiries and correspondence - calaiscemetery@gmail.com.

Respectfully submitted,

John Simanskas, Chair, Jennifer Whitman, Sexton
Fletcher Dean, Juanita Nunn, Randy Koch

FY21 Cemetery Proposed Budget

	FY19 Budgeted	FY 19 Actual	FY20 Budgeted	FY21 Budgeted
Equipment Hire	17,200.00	7,814.63	0.00	0.00
Wages	21,000.00	14,970.00	0.00	0.00
Sexton Stipend	0.00	0.00	0.00	2,400.00
FICA & Medicare	1,500.00	1,145.26	0.00	0.00
Workers Comp	1,300.00	201.97	0.00	0.00
Unemployment Insurance	0.00	81.98	0.00	0.00
Burials 1 @ \$1,000.00 ea	1,000.00	1,500.00	1,000.00	1,000.00
Mowing Contract@ \$4250.00 Ea.	0.00	0.00	17,000.00	28,500.00
Mowing Poplar Hill Cemetery	0.00	0.00	1,500.00	0.00
Special Projects	0.00	0.00	9,200.00	10,000.00
Prune Hedges-Fairview Cemetery	0.00	0.00	0.00	3,500.00
Supplies	7,000.00	21,558.16	10,644.00	2,000.00
Miscellaneous	0.00	0.00	1,156.00	2,000.00
Total Expenditures	49,000.00	47,272.00	40,500.00	49,400.00

Conservation Commission Report

Preparation for Emerald Ash Borer Damage

The vast majority of our work in 2019 involved preparation for the inevitable arrival of the Emerald Ash Borer (EAB), with its expected destruction of most – if not all – of the town's ash trees. As of December 2019, the EAB had not been detected in Calais. However, it is in adjacent towns and is expected to move into Calais, if it is not already here.

The Commission worked closely with Joanne Garton, the technical assistance coordinator for EAB and other matters at the Vermont Urban and Community Forestry Program. Ms. Garton trained Commission members in the use of a computer app designed to create a detailed inventory of ash trees along public roads. She loaned the town several I-Pads for use in this inventory. She also helped the town obtain a grant that is being used for such things as: planting other types of trees in a few places that are going to have a large or special ash trees taken down; public education and outreach materials for town residents; and signage to identify trees that may be removed by the Town.

In March 2019, the Commission began its efforts to get information to town residents about the EAB. A presentation was made at the 2019 Town Meeting, and a table with information pamphlets was staffed by Commission members who answered residents' questions about the EAB. In addition, posters were put in local stores and letters with pamphlets discussing the EAB and its potential impacts and showing pictures were mailed to all Calais residents.

The Commission used these postings at local stores, as well as Front Porch Forum announcements, to encourage townspeople to participate in the inventory of ash trees on town roads and public property. On March 16, 2019, several dozen people attended a public training session in Maple Corner conducted by Joanne Garton and an assistant. It focused on identifying ash trees and using the State's data collection app to conduct the inventory. This event, as well as the overall inventory project, was coordinated by Conservation Commission members and Town Forester Neal Maker.

The inventory began in late March and continued throughout the spring and summer. Commission members and volunteer townspeople made dozens of on-the-ground mapping trips—on foot or by auto—with information collected on the State's app. Seventy-three miles of the gravel roads in Calais were inventoried. The Central Vermont Regional Planning Commission (CVRPC), which has a grant to do the analysis of town inventories, used the data

Conservation Commission Report (continued)

collected in Calais to prepare detailed online maps of the inventory results. The inventory will be useful for identifying areas where large numbers of ash trees are located for the purpose of deciding which trees should be cut down, areas where planting of replacement trees should take place and guiding the road crew's attention to areas where trees are threatening roadways or culverts.

The Conservation Commission, with the support of the CVRPC, is developing a draft EAB management plan for the Town's consideration. Other ongoing EAB work includes: identifying several corridors along town roads that have substantial numbers of ash trees that could be marked, with landowner approval, to help people identify ash trees and give people an idea of how many trees will be lost to EAB; and, using grant funds to purchase a small number of trees of other species to replace ash trees that will be lost in prominent locations.

The Future of the Bliss Pond Town Forest

The Commission, whose responsibilities include recommending to the Town the management of Town forests, is considering the future of the Bliss Pond Town Forest. One proposal is for the forest to be managed as an old growth regeneration reserve. Another idea being considered is for the forest to be managed as an educational model for the public to see a well managed forest with innovative timbering techniques.

The Commission began its study of this at its June meeting. The County Forester, Dan Singleton, was invited to share his thoughts on the subject. Dan gave an overview of the history of the forest and its management, and suggested the Commission review previous management plans for information about the forest. Dan explained that forests don't need human involvement, and that management is a tool to achieve the goals for a forest. He said that until recently, town forests were usually managed for their timber, but there has been a shift in people's attitudes and now they are often viewed more holistically. He said different towns in Vermont have different approaches and that it might be useful to contact some of them for their perspectives and ideas. He said whatever is decided for this forest needs to be set out in a plan. Dan and the Commission all agreed that input from Calais residents will be important in deciding the best way to manage this forest and that the final decision will rest with them. Public meetings will be held for input from Calais residents about the future of the forest.

Conservation Commission Report (continued)

The first public outreach was to organize the Commission-sponsored annual Fall Foliage Festival event as a discovery walk in the Bliss Pond Town Forest. Held on October 5, 2019, it was led by Calais resident and the State of Vermont's Natural Community Ecologist, Eric Sorenson, a respected authority on the ecology of Vermont forests. Around 30 Calais residents and the general public joined Eric and five members of the Conservation Commission in exploring the beauty and variety of the forest and beginning a town-wide public discussion about what its future should be. A number of people who came had never visited the forest before. At the end of the hike, the members of the Commission present discussed possible future activities regarding public participation in developing the future of the Bliss Pond Town Forest. It was agreed that the "Proposal to Create an Old Growth ('late successional') Forest Reserve in the Calais Bliss Pond Town Forest," submitted to the Conservation Commission by one of its members at its June 20, 2019, meeting be attached to the electronic version of the minutes of the Commission. For those interested, this document can be found on the Calais Town website, under "Town Officials, Commissions, Boards and Committees" "Conservation Commission" "CC Minutes 2019."

Other Commission Work

The Commission has begun a process to update the existing Conservation Fund Guidelines. It is reviewing draft Planning Commission zoning regulations that deal with lakes, ponds, rivers, streams and wetlands. It has discussed roadside invasive plants and efforts to mitigate their spread, including working out an optimal roadside mowing schedule. We met with the Road Commissioner about the purchase a of hydro-seeder for use on bare soil after ditching. And lastly, the Commission is looking into whether it would be helpful to establish uniform procedures for interviewing people interested in joining the Conservation Commission.

Respectfully submitted,

Stephanie Kaplan, Chair, Larry Bush, Vice Chair
Mark Brown, Julie Hand, Pat Knoerl Johnson, Drew Lamb, Neal Maker

Historic Preservation Commission Report

In 2011 the Selectboard asked the Calais Historic Preservation Commission (CHPC) to develop a plan to restore the Town Hall. In January of 2018, after completing multi-year studies and a Town-wide decision process, the Commission made its recommendations and handed the project over to the Selectboard. That body, with extraordinary selfless efforts by John McCullough and Donna Fitch, expects to have the restoration project finished and the refurbished hall ready for use sometime in 2020.

Beginning in 2018, having completed its Town Hall work, the CHPC returned to the core mission of a Historical Preservation Commission. In that year and again in 2019, it obtained grants to work on National Register nominations to have East Calais and Adamant designated as Historic Districts. Kent's Corner and North Calais are already on the National Register and the CHPC anticipates seeking this status for Maple Corner in the near future.

Brian Knight, an architectural historian, was selected to conduct the study and write the nomination report for East Calais. His work was submitted to the State Historic Preservation Office, which will process the submission and send it to the Federal agency responsible for approving new historic districts for the National Register. A public meeting to share the nomination report with the community was held in East Calais on May 8, 2019.

The East Calais Historic District consists of 32 structures including a grist mill, a Greek Revival church, a store, post office, and a number of houses – some built prior to 1850 and more built after the Civil War. The village “retains the appearance of a mid- to late-century village, with much of its well-detailed Greek Revival, Italianate, Gothic Revival, and Queen Anne architecture still extant.” The project will provide historians and citizens with an appreciation and understanding of the historical context in which East Calais developed and changed over time.

On July 15, 2019, having received another grant from the State, the Selectboard approved a contract with Brian Knight, whom the CHPC had again recommended to prepare National Register nomination documents, this time for Adamant. He has made numerous visits to Adamant, where he has documented the buildings and the quarry sites. He has also spent several sessions in the Calais Town Clerk's vault conducting the necessary deeds research. He has also spent time at the Vermont Historical Society examining holdings. He has prepared, and shared with the CHPC, the first draft of the

Historic Preservation Report (continued)

research document that eventually will become the meat of the National Register nomination, due in 2020. The CHPC has sought advice and input from a number of people with ties to Adamant and it held a community kick-off gathering at the Adamant Community Club on September 25, 2019.

National Register documentation for Kent's Corner and North Calais and the draft for East Calais are available now on the Town web site.

The Calais Historic Preservation Commission meets on the second Wednesday of the month. We encourage anyone interested to come to the meetings, where we can promise good company and fun projects.

Respectfully submitted,

David Schütz, Chair
Tobin Anderson
Scott Bassage
Susannah Blachly
Larry Bush
Jeremy Ingpen
Karen Lane



Photo Credit: Toby Talbot

Planning Commission Report

The Planning Commission members are appointed by the Selectboard and operate under State Statute Title 24, Section 117. Each member is appointed to serve four (4) years. Our role is to review and recommend changes to the Calais Land Use and Development Regulations (a.k.a. zoning bylaws) and the Calais Town Plan, in accordance with changing Federal and State requirements. We invite public input on any proposed changes and analyze how any changes may affect the Town and its citizens.

During 2019, we continued to work on zoning bylaw amendments, including language to amend Shoreland Overlay zoning to conform with State law, amending zoning sections relating to surface water protection, updating flood hazard overlay zoning, adding a river corridor protection overlay, and adding a waiver provision. The drafts of these amendments can be found on the Town's website, under Planning Commission - "Revision Projects".

We held a public information meeting seeking feedback on Shoreland Overlay zoning, which was well attended by residents from North Calais and Woodbury who are shoreland property owners. We have also received input from the Selectboard, the Conservation Commission, and the Lakes and Ponds Committee. If you have any comments or suggestions, please leave a message for the Planning Commission with the Town Office, or email jgohlsson@gmail.com.

We hope to complete the zoning amendment work in 2020 and will hold public hearings to review the draft proposed zoning regulation changes. We ask all to participate in these hearings. After our public hearing, we will make our recommendations to the Selectboard, which will hold its own hearing and may make minor changes before Calais residents vote to approve these amendments.

The Planning Commission meets every first and third Tuesdays of the month, unless otherwise warned. Meetings are held at the Town Hall or Town Office, dependent on availability. Check the Town of Calais website for confirmed meeting location on any given meeting date. The public is always welcome to attend our meetings.

Respectfully submitted,

Janice Ohlsson, Chair, Gary Root, Vice Chair,
John McCullough, Clerk, Melanie Kehne, Ronald Shaw

Swim Program Report

Maya Knutson was the instructor for the 2019 swim season. This was her first season teaching as swim instructor at Curtis Pond. Esther Macke, Max Clark, Aeva Pope-Howe, and Tegan O'Donnell were swim assistants.

This past summer, a total of 87 children participated in five one-week sessions. Children varied from 3-13 years of age. The cost was \$12 per session for Calais residents and \$20 per session for non-residents. The American Red Cross method of instruction was used.

In addition to organizing swim lessons, the Swim Committee is responsible for the dock system, trash removal, porta-john, mowing, and the general upkeep of the area which is owned by the Town. The program's success is dependent on the continued involvement of community volunteers. If you are interested in joining the Swim Committee, please contact Daniel Keeney at danielckeene@gmail.com.

Registration forms for the summer of 2020 will go home with each child from school during the first week of June. Extra registration forms are available in our local stores in Maple Corner and Adamant. 2020 dates to be announced.

The swim program began over 40 years ago by Marcy Bayne.

Respectfully submitted by the 2019 Committee Members,
Dillon Burns, Laurie Grigg, Daniel Keeney, Drew Lamb (docks)
Katie Lane-Karnas, Lisa McCarthy, Mark Whitman



Photo Credit: Toby Talbot

Town Hall Renovation Report

At the time of this writing, December 2019, the Calais Town Hall renovation project, Phase II, is nearing completion. All exterior siding and trim have been installed. The entire building sits on a new foundation. The Calais Road Crew has installed a new septic system sized to accommodate a variety of anticipated uses, including theatrical performances. The lower level spaces have been well insulated and air-sealed, and the new radiant floor heating system is operational. All interior trim and flooring have been installed. Before the month is out, metal handrails will be installed and the interior painting will be close to being done.

The Town will be scheduling a final inspection for a Certificate of Occupancy (CO) from the State sometime in January 2020. Upon receipt of the CO, the building can be used for meetings of Town boards, commissions and committees. Some final site work will have to wait until spring. The entire project, as it was presented to the voters in 2018, will be wrapped up before summer of 2020.



John McCullough, architect and volunteer extraordinaire, contributed hundreds of hours to the Town Hall Renovation, both in design work and construction, full days, seven days a week, for months on end. The renovation would not have happened without his dedication and generosity of time and labor.

Photo Credit: Wilson Hughes

Town Hall Renovation Report (continued)

The Town Hall Renovation Committee thanks all those who supported the project through its 18 months. The Committee extends a special shout-out to the volunteers who made it all possible, and our prayers to the family of general contractor and community volunteer, Ernie Parrish.

Respectively submitted,

John McCullough, Architect and Project Manager

Friends of the Calais Town Hall is Actively Seeking Members!

This new private non-profit organization, with 501(c)(3) tax exempt status, has formed to support the ongoing development and use of the Calais Town Hall for municipal, cultural and community purposes.

Friends of the Calais Town Hall will help the Selectboard with the management and ongoing improvement of the Hall by offering to sustain it with volunteer support and fundraising. The overall goal is to increase the use of the upstairs Hall in particular, and help the Town market and manage the Hall's non-municipal rentals.

We are actively seeking volunteers who would like to help with a wide variety of projects. If interested, please email FriendsOfTheCalaisTownHall@gmail.com for more information.

Town Hall Renovation Report (continued)

It takes a village...

Thank you to the following people, companies and organizations for their support and contribution to the Calais Town Hall renovation:

Calais Taxpayers

Donors: Kenward Elmslie, Denise and Roger Wheeler, Ieva Bradley, Scott Bassage and Charlotte Hanna Bassage, Mary Hanrahan; Vermont Arts Council - \$30,000 grant for ADA accessibility; Efficiency Vermont.

The Town Hall Renovation Committee: Scott Bassage, Chris Colt, Clif Emmons, Donna Fitch, John McCullough, David Schütz, Nancy and Artie Toulis, Denise Wheeler.

The Talent: John McCullough, Artichoke Design; GreenLine Builders - Ernie Parrish, Simon Cohen, Carter Blanchard and Ian Chase; Deconstruction Works; Geddes Building Movers; O’Riordan Plumbing & Heating; Cowan Electrical Contracting; Rick Clark, Clark Builders; Jamie Weiner, Vermont Window Restoration; Brian Perry and Sons Construction and Concrete; Murphy’s Cell-Tech; Brooke Howe; Travis Hodgkins Painting; Accessibility Systems; DeWolfe Engineering; Don Marsh, Grenier Engineering; Onion River Well & Spring Service; Andy Felice; The Calais Road Crew – Alfred Larrabee, Bruce Campbell, Jacob Earle, Paul Stecker.

The Volunteers: Scott Bassage, Bill Davis, Clif Emmons, Donna Fitch, Ted Guilmette, Don Heise, Richard “Sandy” Hyde (volunteer extraordinaire), John McCullough, Elizabeth Perry, Judith Robert, Dale Schaft, Marge and Steve Sweeny, Toby Talbot, Tim and Ann Wheelock.

Trails Committee Report

The Trails Committee, a nine-member group appointed by the Calais Selectboard, continues to actively manage a seven-mile network of recreational trails on the west side of Town. These trails are open for non-motorized public use (walking, cycling, horseback riding, skiing, etc.), under signed agreements with fourteen generous private landowners. To support its activities, the Committee relies on cash donations from interested Calais residents.

Most of the Trails Committee’s activities involve hands-on trail-building and improvement activity. Substantial labor was donated by Ram Verma, members of the Montpelier Area Mountain Biking Association, members of the Trails Committee, landowners, and others.

How can you help? If you’d be interested in volunteer trail work, please give us your contact information (including email, if you have it). To make a financial contribution, please make your check payable to Town of Calais, and send it to the Treasurer, making sure to designate your donation for the Trails Committee in the “note” section. If you own land that might accommodate a public trail, please be in touch with one of the members listed below. We are particularly interested in establishing trails on the east side of town.

Maps of the trail network are available at the Town Office.

Respectfully submitted,

Tom Blachly, blachly@together.net, Chair
 Randy Allen
 Charlotte Hanna Bassage
 Reed Cherington
 Michael Fullerton
 Gail Graham
 Toni Kaeding
 Bill Russell
 Denise Wilder

Trustees of Public Funds Report

The Trustees of Public Funds continued their work with the Calais Treasurer to manage the Calais Cemetery Endowment Fund. The primary investment objective is to increase the income generated by the Cemetery Fund's investments and to earn a rate of return which exceeds the rate of inflation so that the purchasing power of the fund can keep pace with the rising cost of cemetery maintenance. The Trustees believe that cemetery funds are very similar to long-term endowment funds that allow a portion of the income and earnings on the fund's investments to be spent annually, but the principal is maintained in perpetuity. For cemetery funds, the principal provides perpetual care for cemeteries. Historically, many cemetery funds have invested in bank savings accounts and CDs, however banks continue to pay very low rates of interest and in some cases no interest, meanwhile costs continue to rise.

Most endowments use a long-term, broadly diversified investment management strategy, which helps to manage investment risk. This approach results in the Cemetery Fund's short-term market value moving up and down with changes in financial markets. Over longer-term periods of time, this investment approach should result in investment returns that grow with the economy and reflect the growth in corporate earnings and dividends. The Trustees have gradually transitioned the Calais Cemetery Fund to this kind of investment approach over the last five years. Currently the Calais Cemetery Fund is invested in a broad mix of good quality equity securities (55%), fixed income securities (29%), and short-term investments (16%) using seven separate T. Rowe Price mutual funds. T. Rowe Price is a highly regarded investment manager with a strong investment track record.

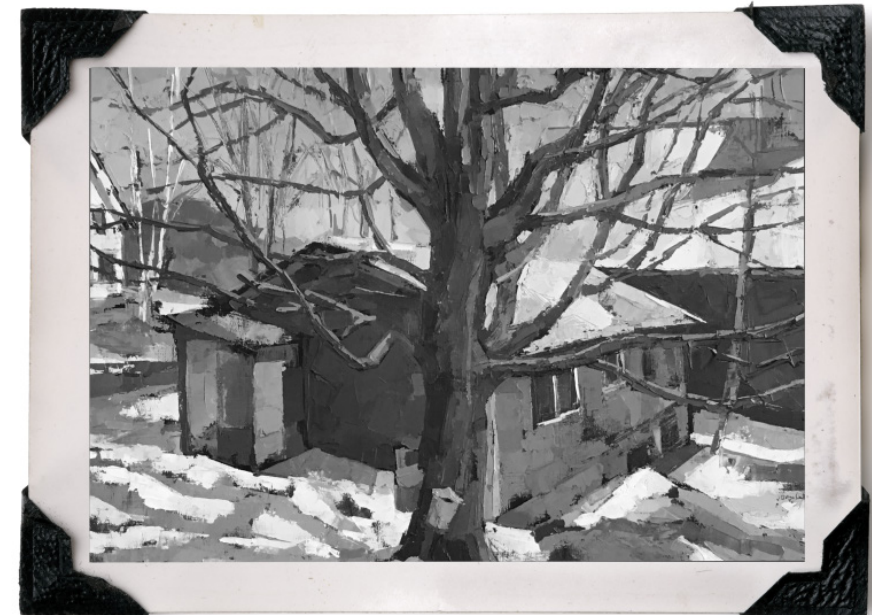
The market value of the Cemetery Fund's investments has increased from \$136,226.15 on December 31, 2018 to \$161,448.01 on December 1, 2019 (the date of this report writing), an increase of 18.5%. Financial markets have provided robust returns over the last year. At this point, most markets appear relatively expensive compared to historical benchmarks and lower returns appear likely over the next year or two.

Respectfully submitted,

Rodney A. Buck
Steve Killoran
Bill Russell

Cemetery Endowment Report FY19

Receipts FY19		
Perpetual Care Income	\$3,450.00	
T. Rowe Price Net Change	\$9,849.15	
Total Income	\$13,299.15	
	7/1/18	6/30/19
T. Rowe Price	\$141,614.72	\$151,463.87



"Sugaring Season," oil painting by Diane Fitch

CVFiber Report

CVFiber is a group of 18 communities working together to bring a better internet to our underserved residents and businesses. Calais has been a member of this communications union district since May 2018. While the task is complex and will take patience, we feel it is vital to the long term economic development, public safety, and health of our communities. And it's clear it won't happen if we just wait.

In 2019, CVFiber was awarded three grants to help conduct the necessary feasibility and business planning efforts. In early October we were awarded a \$25,000 USDA Rural Business Development Grant. In November, the Vermont Department of Public Service awarded CVFiber a \$60,000 Broadband Innovation Grant. These are in addition to the previously awarded \$12,500 ThinkVermont Innovation Grant from the Agency of Commerce and Community Development.

The grants funds are being used to begin the detailed planning necessary to design and develop a high speed and reliable internet service for our member communities. CVFiber's consultant will complete these studies by July 2020. The feasibility study will help guide the sequencing of construction. The completed business plan will enable CVFiber to apply for a Vermont Economic Development Authority loan for up to \$4 million. These funds would allow for the initial engineering and construction of about 120 miles of fiber in the district. We will continue to apply for additional grant funds from all possible sources.

Thank you to all residents who participated in the CVFiber community survey. Our results are very encouraging and supportive. For more information, please contact healy.david.j@gmail.com.

All CVFiber meetings are public and welcome your attendance and participation. They are typically held on the second Tuesday of the month in the elementary school in Berlin. The website is at <https://cvfiber.net/>. Our Facebook page is at: <https://www.facebook.com/CentralVermontInternet/>.

Finally, all our revenue is currently through either grants or donations. Anyone interested in supporting or investing in this effort can contribute through the donation link available on our website. Funding at this point is both critical to bootstrapping the effort and highly leveraged, as it is typically used to match grant awards.

Respectfully submitted,
David Healy, Calais Delegate
Jared Thomas, Alternate Delegate



Central Vermont Regional Planning Commission Report

The Central Vermont Regional Planning Commission (CVRPC) 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.

Regional Commissioner
John Brabant

Transportation Advisory Committee
David Ellenbogen

2019 Calais Activities

- ❖ Assisted with Road Erosion Inventory Capital Plan development.
- ❖ Assisted with stormwater regulations.
- ❖ Wrote a grant application for final design for two stormwater sites.
- ❖ Created maps and a draft Ash Tree Management Plan with the Town.
- ❖ Participated in a site visit for project development with the Curtis Pond Association to address sedimentation.
- ❖ Supported emergency preparedness by assisting with a Local Emergency Management Plan update and supporting town official training for an Emergency Management Director course.
- ❖ Fostered development of a Morrisville to Barre commuter bus, which serves Calais.

CVRPC Projects and 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 community, stimulate 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.



Central Vermont Regional Planning Commission Report (continued)

- ❖ **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 projects:** 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, write applications, and manage projects.

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.

Respectfully submitted,
Nancy Chartrand, CVRPC

Central Vermont Solid Waste Management District Report

The Central Vermont Solid Waste Management District (CVSWMD) serves 19-member cities and towns and approximately 52,000 residents to reduce and manage solid waste. We are committed to providing quality programming, meeting state mandates and providing information and resources to our member communities. Bill Powell represents Calais on the CVSWMD Board of Supervisors.

In FY19, CVSWMD provided \$11,809.33 in School Zero Waste and Organizational Waste Reduction & Reuse Program Grants, and \$6,921.94 in Green Up Day Grants. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring.

Also in FY19, CVSWMD provided \$12,661.00 in Municipal Services Program grants. The District invites all member municipalities to apply for an annual Municipal Services Program Grant.

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 to district residents. CVSWMD also offers free workshops about backyard composting, recycling, safe non-toxic cleaning, and zero waste initiatives.
- ❖ **Events Assistance:** CVSWMD offers a bin loan program providing recycling, compost, and trash bins with signs; an event kit for events under 300 people, providing reusable dishware, flatware, linens and more to help community events reduce waste; and staff assistance to larger event organizers, including downloadable templates for zero waste events on our website: cvswmd.org/zero-waste-events.
- ❖ **School Programming:** Our School Zero Waste Program works with all 26 schools in the District, teaching solid waste lessons in classrooms and facilitating the recycling of paint, bulbs, electronics, batteries and more. In FY19, we provided general guidance to cafeteria and maintenance staff at Calais Elementary school. 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.

Central Vermont Solid Waste Management District Report (continued)

- ❖ **Special Collections:** In FY19, 8 collection events were held, in which CVSWMD collected hazardous waste, paint, batteries, e-waste, and fluorescent bulbs.
 - Collection events for household hazardous waste were held in Barre Town, Montpelier and Hardwick.
- ❖ **Additional Recyclables Collection Center (ARCC):** The ARCC is a recycling drop-off for hard-to-recycle materials. Blue bin recyclables are not accepted at the ARCC. The ARCC, at 540 N. Main St. in Barre, is open M, W, F 11:30am-5:30pm and the third Saturday of each month from 9am-1pm. Please note that ARCC hours may change in 2020. More info at cvswmd.org/arcc. In FY19, 228 visitors from Calais recycled at the ARCC.

CVSWMD posts useful information on our website, cvswmd.org, with information on what can be recycled, what can be composted, how to dispose of hazardous waste, leaf and yard waste disposal, Act 148, details of our special collections, and an A to Z Guide listing disposal options for many materials. For specific questions, call 802-229-9383.



Photo Credit: Toby Talbot

East Montpelier Fire Department Report

This report is written in dedication and memory of William H. George, our fellow firefighter, brother and friend who fell ill and passed away on January 3, 2020. Bill will be forever remembered for his passion, dedication and commitment to help make East Montpelier Fire Department what it is today. Bill committed 40 years, serving our communities and educating new firemen as a State Fire Instructor. He always strived to be the best. Cheers to you our friend.

Where does time go? It seems like 2019 has gone by very fast, leaving us looking in the rear view mirror at our busiest year ever. As we continue to grow and see increased call volumes, we are expanding our daily day and night coverage crews allowing us to provide the best community service possible.

East Montpelier Fire and Ambulance personnel are continually challenged with a wide spectrum of calls from house fires to hazmat calls, from water rescue to simply the person who fell down, bicycle accidents to cars rolled over down an embankment, drug overdoses to cardiac arrest. Our men and women work hard to train and prepare themselves to face tomorrow.

In October, 2019 we were fortunate to have the opportunity to do a live controlled burn in Calais. The family did all the required work to get the house ready, and we were able to get four hours of valuable training – teaching our members how fire acts and how to control the fire. We were joined by Woodbury Fire Department. In November we hosted a National Fire Academy class on Strategic Operation and Tactics. The two day class was attended by 30 firefighters from around the State.

2019 brought us the upgrade of our two ambulances. EFMD purchased a used ambulance from Williston Fire and a new demo ambulance from FESCO Emergency Equipment. With the upgrades, both trucks are 4x4, allowing us better access to you in the winter. The vendor took both of our used trucks in trade, allowing us to finance a reasonable loan on the demo truck and outright purchase the used trucks. Both trucks are paid for from revenue brought in by the ambulance. Stop in and check them out; we are open 24/7.

The Local Boy Scout Troop has been adopted by East Montpelier Fire Department as their Charter Sponsor. We are proud to see the development of our young men growing into adult men and our Cub Scouts growing into young men. We are honored to support these two groups and their growth to

East Montpelier Fire Department Report (continued)

make our communities a better place.

Thank you for your support as we move into the future. The times we are in are challenging and the work of being a firefighter and EMT is not easy. It takes a lot of commitment and time from our men and women. They always appreciate your kind words and notes that are sent in thanks. We read all of them and take them to heart. Stop in for a visit, even if just to say hello.

Have a safe 2020. Remember to check your smoke and CO detectors, clean your chimneys and check in on your neighbors!

Chief Ty Rolland
President Toby Talbot



Photo Credit: Toby Talbot

EMFD 2019 Call Statistics

Location	# of Calls
Barre City	10
Fire	10
Berlin	5
Fire	1
Medical	4
Calais	152
Fire	20
Fire/Assist Medical	3
Fire/MVA	10
Medical	67
Medical/Assist Fire	3
Medical/MVA	48
Medical	1
East Montpelier	384
Fire	42
Fire/Assist Medical	1
Fire/Burn Permit	84
Fire/MVA	31
Medical	164
Medical/Assist Fire	6
Medical/MVA	56
Marshfield	73
Fire	2
Fire/Assist Medical	2
Medical	58
Medical/Assist Fire	1
Medical/MVA	10
Montpelier	5
Fire	5

EMFD 2019 Call Statistics (continued)

Location	# of Calls
Plainfield	97
Fire	2
Medical	89
Medical/Assist Fire	1
Medical/MVA	5
Woodbury	3
Fire	2
Medical	1
Middlesex	2
Fire	2
Worcester	2
Fire	2
Cabot	1
Medical	1
Other	1
Medical	1
Grand Total	735

Washington County Sheriff's Report

The Town of Calais has contracted with the Washington County Sheriff's Department for many years, and we are glad to assist with public safety within your community. With an increase in drug use and quality of life issues, we are happy to be a part of your community. Although the Department's main functions in statute are to transport prisoners, mental health patients and juveniles who are in custody of the State of Vermont and serve civil process, we take great pride in helping keep the citizens and visitors within the County safe.

The Sheriff's Department is continuing to enhance public safety within the County from searching out wanted persons, to patrols and motor vehicle check points, snowmobile patrols, and offering hunter and snowmobile safety classes. The Sheriff's Department is also an Identification Center, taking finger prints for people applying for employment. And, the Department has a Car Seat Technician, who regular inspects and installs infant and child car seats.

County wide, our patrol efforts during fiscal year 2019 generated 2,670 total incident reports, to include 786 Vermont traffic citations and 1,625 traffic warnings. The Department arrested 122 persons on arrest warrants, 2 for DUI.

In the course of our patrol efforts in Calais, the following Vermont traffic complaints, warnings and incidents were recorded by the Washington County Sheriff's Department while on patrol in your town.

Total Incidents Report

Call Type	Count of Inc.	% of Total Inc.
Agency Assist	1	1.20%
Motor Vehicle Complaint	5	6.02%
Traffic Stop	75	90.36%
VIN Verification	2	2.41%
Total:	83	

We are proud of the work we do and take pride in our efforts in making Washington County a safe place to live and work.

Professionally,
W. Samuel Hill, Sheriff

Woodbury/Calais Volunteer Fire Department Report

The Woodbury/Calais Volunteer Fire Department responded to 120 emergency calls in 2019. There were 78 calls in Woodbury. Of those, 37 were medical emergencies and 41 were fire/rescue. We responded to 33 fire/rescue calls in Calais, and 9 mutual aid calls to assist our neighboring communities.

The calls break down as follows:

	Woodbury	Calais
Building fires	1	1
Chimney fires	2	0
Vehicle fire	1	1
Carbon monoxide	1	2
Fire alarms	4	6
Motor vehicle crashes	7	9
Medical emergency	37	4
Power lines down	0	3
Smoke in building	1	0
Propane leak	2	1
Illegal burning	5	1
Trees down in road	5	4
Wood boiler problem	1	1
Flooding	5	0
Flooded basement	4	0
Missing person	1	0
Animal rescue	1	0

Mutual Aid was provided to:

Hardwick	2	Marshfield	2	Worcester	2
East Montpelier	1	Greensboro	1	Hardwick Rescue	1

The Fire Department was active and busy this year. Calls for service continue to rise from 106 in 2018 to 120 in 2019. This represents a 13% increase. In addition to the emergency calls they respond to, the average member spends around 80 hours annually in training and equipment maintenance. This adds up to 1,200 hours of volunteer time for training and around 3,600 hours of volunteer time for emergency calls, a significant investment in our communities.

Woodbury/Calais Volunteer Fire Department Report (continued)

We were excited to provide fire prevention programs at the local schools to teach our children to be fire safe. We held our annual open house, participated in old home day, and our annual Halloween event at the firehouse. We are interested in keeping people informed about our calls, as well as anything that could affect you, such as hazardous weather. We have a Facebook page we update regularly, and please check out our website at <https://www.wvfdvt.org/>.

The Fire Department has completed its third year providing emergency medical first response to Woodbury, and we feel the program has been a great success. Over the last year, our members responded to 37 medical emergencies and 7 car accidents, and have been able to provide life-saving care to our neighbors within 5 to 7 minutes. This has been done with a negligible effect on the budget, a true value-added service.

In 2019, we had 6 members who completed the 120 hour Emergency Medical Technician (EMT) class and passed the written and psychomotor exams to become Emergency Medical Technicians. We now have 6 EMT's and 2 EMR's to provide first response when there is a medical emergency.

The budget overall is decreasing by .7% this year. (-\$797). Woodbury's portion for operating expenses will be decreasing by \$2,046 and Calais' will be increasing by \$1,248.

Thank you for approving our new capital fund in March 2019! This new fund has allowed us to purchase a new rescue pumper to replace our aging 1998 pumper and 1999 rescue truck. We combined the functions of the two trucks into one and were able to reduce the size of our fleet. The new truck is scheduled to arrive in January 2020. The annual contribution to the new capital fund will be used to pay for this new truck, as well as save for the future purchase of new self-contained breathing apparatus in 4 years, as well as future emergency vehicles. Thank you!

In April 2019, we formed a new Fire Station Committee. This committee consists of fire department members, a member from both the Woodbury and Calais Selectboards, and a couple of citizens from Woodbury and Calais. We have hired architects Patrick Kane of Hardwick and John McCullough of Calais to work out a proposed site plan and building plan for the new station on our

Woodbury/Calais Volunteer Fire Department Report (continued)

building site. As of January 2020, we are working on cost estimates and fund raising for the new building. We will have proposed building and site plans available to take a look at on Town Meeting Day and hope to have information on our fund drive as well. We are trying to have a funding proposal to vote on in the spring of 2020. Stay tuned for updates on our Facebook page and website.

I would like to thank you for the support we enjoy. Our goal is to provide the best service possible to the community and to create safety for our members by having a properly staffed, equipped and trained fire-rescue department. Without your support, this would not be possible, and for this we are truly thankful!

We have 17 active firefighters and 5 active members. Our dedicated staff of volunteers has worked hundreds of hours serving our communities between emergency calls, training and equipment maintenance. This is indeed a sacrifice that has reaped immeasurable benefits for community members in their time of need. I would like to personally thank everyone who has given so selflessly of their time and energy to this worthy cause.

I would like to thank all of you who have so generously donated to our annual fund raising campaign. As of the end of December 2019, we had raised \$11,532 to offset the \$15,000 cost of our new SCBA air cylinders. Thank you!

We need some new members! Our recruitment rate is at a trickle. We need volunteers to maintain the high level of service that you have come to expect. If you would like to find a way to serve your community and make a difference, feel free to contact me if you would like more information on how you could help the Fire Department. We will provide all necessary equipment and training. If you have any questions, I may be reached at 802-917-1642 or email me at pcwoodbury@gmail.com.

Respectfully submitted,
Paul Cerutti, Fire Chief
Woodbury/Calais Volunteer Fire Department

Social and Community Service Appropriation Requests

The organizations below have requested appropriations from the Town of Calais voters for FY'21. A Social Service Review Committee has been formed to review their funding requests and will provide a verbal report of recommendations to voters at Town Meeting 2020.

Organizations' website URL addresses are provided for in-depth information about the services these agencies provide. A majority of the organizations are not seeking increases from their previous year's request. For those agencies that have requested an increase in funding, the rationale is provided below.

Central VT Adult Basic Education: cvabe.org	Request for 2021: \$1,000	no increase
Central VT Council on Aging: cvcoa.org	Request for 2021: \$1,400	no increase
Central VT Economic Development Corp: cvedc.org	Request for 2021: \$500	no increase
Central VT Home Health & Hospice: cvhhh.org	Request for 2021: \$3,600	no increase
Central VT Memorial Civic Center: cvmcc.org	Request for 2021: \$800	no increase
Circle: circlevt.org	Request for 2021: \$700	no increase
Community Connections: wcsu32.org/domain/499	Request for 2021: \$1,000	no increase
Family Center of Washington County: fcwcv.org	Request for 2021: \$500	no increase
Friends of the Winooski River: winooskiriver.org	Request for 2021: \$300	no increase
Good Beginnings of Central Vermont: goodbeginningscentralvt.org	Request for 2021: \$300	no increase
Green Mountain Transit: ridegmt.com	Request for 2021: \$859	no increase

Social and Community Service Appropriation Requests (continued)

Green Up Vermont: Request for 2021: \$100 no increase
greenupvermont.org

Kellogg-Hubbard Library: Request for 2021: \$27,132 no increase
kellogg-hubbard.org. See Article on Warning. For a full report please go to page 91.

Montpelier Senior Activity Center: Request for 2021: \$4,900 increase of \$600.00
montpelier-vt.org/297/Montpelier-Senior-Activity-Center

Reason for a requested increase: After not requesting a funding increase last year, we are requesting an increase of \$600.00 this year, to use toward operations in FY21, for several reasons:

1. We understand that MSAC continues to be a valuable resource for Calais residents, particularly your older residents age 50+. They come for affordable classes, free drop-in activities, delicious meals at no cost for age 60+ twice weekly, and a warm, welcoming facility where they can avoid social isolation, maintain or improve their health, get their tax returns completed for free, use our computer lab and DVD collection, and keep their minds and bodies flexible.
2. To be clear, we are seeking increases (ranging from \$200 to \$2500) from all six of the towns from which we request funding at Town Meeting.
3. We are facing increases in the operating expenses necessary to maintain and continuously improve our high-quality and diverse healthy aging and lifelong learning services and programs, and we seek equitable ways to continue spreading the burden across many revenue streams, including proportionately fair requests across many towns whose residents benefit from MSAC as residents of "supporting towns."
4. The number of documented participants from Calais increased in the past year to at least 58 people, while the actual number is likely higher since we have many free events and drop-in activities for which no registrations are required, and people from all surrounding towns attend. We offer financial aid for dues and class fees to ALL who request it.
5. We calculated our Calais request based on \$85 per person served from your town last year, and then rounded down to \$4,900. For comparison sake, the City of Montpelier taxpayers, budgeted to directly contribute \$134,795.65 next year toward our \$629,444.58 annual budget, are slated to support your residents at an additional cost of approximately \$85-\$90 per person based on average annual attendance of 1500 unduplicated people. (and that does not include the many Montpelier other city-funded services that also support MSAC operations).
6. We believe that our services complement rather than compete with other senior centers and senior organizations. Each senior center and other agency brings something unique to the table, with different programming and services serving different sets of seniors.

Social and Community Service Appropriation Requests (continued)

Old West Church: Request for 2021: \$200 increase of \$100
oldwestchurchvt.org

Reason for a requested increase: We are asking for an increase to support the ongoing and often behind the scenes work in preserving the historic meeting house. And, we anticipate major projects in the year(s) ahead including, for example, roof replacement, structural support, and window refurbishment. We want to ensure the building remains sound for the residents of Calais and beyond to enjoy for generations to come. We hope the town will look favorably on this modest but important increase. Thank you.

People's Health & Wellness Clinic: Request for 2021: \$1,500 no increase
phwcvt.org

Rural Community Transportation Inc. New request 2020: Request: \$975
riderct.org

RCT operates bus service to residents of Calais on our VT Route 15/14 commuter bus with connections to Barre, Montpelier, Burlington (on GMT's Link), and Morrisville, as well as towns along this route (including Hardwick). All RCT bus routes are fare-free so the agency must rely on other methods of generating necessary local match funds for our grants. Funding from Calais will be used to match funding requirements for operations (fuel, driver wages, maintenance), as well as for the purchase of new buses.

Sexual Assault Crisis Team of Washington Co Request for 2021: \$200 no increase
sactvt.org

Twin Valley Senior Center: Request for 2021: \$3,000 no increase
twinvalleyseniors.org

Vermont Association for the Blind and Visually Impaired: Request for 2021: \$650 no increase
vabvi.org

Vermont Center for Independent Living: Request for 2021: \$800 no increase
vcil.org

Washington County Diversion Program: Request for 2021: \$300 no increase
wcdp-vt.org

Social and Community Service Appropriation Requests (continued)

Washington County Mental Health: Request for 2021: \$1,400 no increase
wcmhs.org

Washington County Youth Service

Bureau / Boys and Girls Club: Request for 2021: \$500 no increase
wcysb.org

Woodbury/Calais Foodshelf: Request for 2021: \$529 increase of \$149
This organization does not have a website. For more information contact Jan Brough or Carol Ray
jan@janbrough.com carolrill@hotmail.com
Mailing address:
P.O. Box 142 Woodbury, Vt. 05681

Reason for a requested increase: We are funded by the 3 supporting towns (Woodbury, Calais and Cabot) and private donations. In the past, the towns supported less than half of our expenses. With this increase, we are asking for the member towns to cover 60% of our expenses. The amount each town pays is based on the towns' percentage of use. Woodbury averaged 26 clients per month, Calais averaged 14 clients per month and Cabot averaged 8 per month. Our expenses in 2019 totaled \$2992. The amount requested is based on these numbers. Your neighbors greatly appreciate the support from the towns.



Photo Credit: Toby Talbot

Kellogg-Hubbard Library Report

Since it was founded in 1894, the Kellogg-Hubbard Library has encouraged lifelong learning and acted as a catalyst for the free exchange of ideas. Starting with a collection of 5,613 books when the building opened in 1896, the library now offers over 72,000 books, CDs, and DVDs, 84 magazine and newspaper subscriptions, 18,000 eBooks and eAudios, 52 online research databases, 14 public computers, internet access, outreach services, hundreds of programs for adults and children, and much more. More than ever, the Library represents a cornerstone of the community, connecting people to each other and to the resources that help them learn new skills, find jobs, discover local resources, or simply find a book or movie to enjoy. The Library serves people of all ages, circumstances and backgrounds.

The Kellogg-Hubbard Library continues to be one of the busiest public libraries in Vermont. Last year we counted 201,457 visits to the Library - that's an average of 676 people per day that we're open. We had another 87,604 visits to the Library website. Of the services we offer, lending physical materials is still the most popular. Last year we circulated 276,026 books, audiobooks and DVDs. Our eBook and eAudio use continues to increase substantially every year; last year we saw 22,280 digital downloads, up from 16,253 the prior year. Our online database use increased from 3,104 sessions to 3,802 sessions, bringing our total Library circulation to 302,108. We borrowed 2,878 items for our patrons through Interlibrary Loan and loaned out another 1,277 to libraries throughout Vermont. Our meeting rooms were used 386 times by community groups.

The Library had another robust year of programs. We offered 575 programs; 226 for children, 47 for young adults and 302 for adults. Attendance at programs totaled 10,012. While our Summer Reading program was a smashing success, we also saw many children every afternoon for drop-in activities like fuse beads, board games, Legos and crafts. We offer preschool story hour twice per week. In adult programming, PoemCity continues to thrive, as does our partnership with the Vermont Humanities Council for the First Wednesdays lecture series and our speaker series partnership with the League of Women Voters.

Our Outreach program provides a self-service library branch at the Adamant Coop, with a volunteer bringing a new selection of books, DVDs and audio books every three weeks. We also maintain a book exchange at the East Calais General Store. We have volunteers who make regular daycare visits; last year

Kellogg-Hubbard Library Report (continued)

Kellogg-Hubbard Library Index Calais Town Meeting Day 2020

Year founded as a private non-profit corporation: 1894

Population served: 17,339

Hours open per week: 46.5

Size of collection: 72,074

Annual circulation: 276,026

Total patron visits to library last year: 201,457

Number of programs offered last year: 575

Total attendance at those programs: 10,012

Number of public computers: 14

Average weekly use of public computers: 255

Average weekly patron use of free wi-fi: 1,045 times

Number of downloaded audio and e-books last year: 22,280

Library budget for 2018-19: \$929,100

Portion of budget covered by taxpayer dollars: 53%

they made 51 daycare visits to Calais, delivering 606 books. Our Outreach Coordinator also made story time and craft visits to our member communities, including Calais Elementary School and the Adamant Methodist Church. We had a wonderful time marching in the Black Fly parade, and gave away a wheelbarrow full of books to children.

This year our Executive Director, Tom McKone retired, and we restructured Library administration, going from 2.75 full-time positions to 2. We are now operating with a Co-Directorship, with Carolyn Brennan serving as Library Director and Jessie Lynn serving as Nonprofit Director. To offset the reduction in administrators, we increased some staff level positions.

Kellogg-Hubbard Library Report (continued)

Our current budget is \$929,100. The library receives 52% of its funding from taxpayers, with the largest part coming from Montpelier. Fundraising, donations, grants and earnings on the library's endowment provide the other 48% of the library's revenue. This year we are not asking for increases from any of our communities. We are asking Calais voters to again approve \$27,132 in support of the library. This is 3.0% of the cost of running the library, and for that amount Calais residents get full access to one of Vermont's premier public libraries.

The library has a strong Board of Trustees. Craig Line is our Calais representative.

Respectfully submitted,
Carolyn Brennan, Co-Director, Library Director

Library funding request from Calais: \$27,132

Portion of library budget this pays for: 2.9%

Increase over last year: \$0.00

Per capita Calais taxpayer contribution: \$17.00

Statewide average per capita taxpayer contribution: over \$32.00

Number of Calais residents with active library cards: 520

Number of items Calais residents borrowed last year: 12,021

(Plus e-books, which are not tracked by town)

Outreach services provided for Calais include:

- ❖ Self-serve library branch at the Adamant Coop, with a new selection of books, DVDs and audio books delivered every three weeks
- ❖ Volunteers made 51 daycare visits and delivered 606 books
- ❖ Free book exchange at East Calais General Store

2019 Town Meeting Minutes

Town of Calais, Vermont

CHARTERED 1781

Town Meeting Minutes

Tuesday, March 5, 2019 at 9:30 am at the Calais Elementary School

ARTICLE 1. To elect a Moderator for the ensuing year:

The Town Clerk presided over the election of a moderator. Denise Wheeler motioned to nominate Gus Seelig. The motion was seconded and unanimously approved.

ARTICLE 2. To ask questions about the reports of town boards and officers:

The body discussed a number of questions.

ARTICLE 3. To elect the following Town officers from the floor:

Town Agent: Denise Wheeler nominated Tina Bielenberg for a 1-year term. Clif Emmons seconded. A motion was made to close nominations and have the Clerk cast one ballot for Tina Bielenberg; the motion was seconded. The motion carried unanimously.

Trustee of Public Funds: Rodney Buck nominated Steve Killoran for a 3-year term and Donna Fitch seconded. Barry Bernstein moved to close nominations and have the Clerk cast one ballot for Steve Killoran. The motion was seconded by Rodney Buck and carried unanimously.

Cemetery Commissioner: A nomination was made for John Simanskas for a 5-year term; the motion was seconded. Tina Bielenberg motioned to close nominations and have the Clerk cast one ballot for John Simanskas. The motion was seconded and carried unanimously.

ARTICLE 4. Shall the voters approve total highway and general fund expenditures of \$1,606,264 of which \$1,305,229 shall be raised by taxes and \$301,035 by non-tax revenue?

Denise Wheeler moved to approve this article, and the motion was seconded.

Carolyn Morton made a motion to increase the total highway and general funds expenditures by \$49,280.

Paul Hannan offered an amendment to the amendment to authorize the Selectboard to take up to \$30,000 out of an already existing fund (the Highway Equipment Fund), without raising new taxes, in accord with original amendment, to be used at the Selectboard's discretion for winter roads. The amendment to the amendment was seconded.

Following discussion, **Paul Hannan asked to withdraw his motion and urged the body defeat the original amendment.**

A motion was made to call the question and end debate, which was seconded and passed. The Moderator called for a vote on the amendment. The motion appeared to fail, and a division of the house was requested. Paper hand ballots were voted, counted and the proposed amendment was defeated.

A motion was made to call the question, which was seconded and passed. The Moderator called for a vote on the article and the article passed.

ARTICLE 5. Shall the voters appropriate \$27,132 for the Kellogg Hubbard Library for its operating expenses?

The article was moved and seconded. The Moderator called for a vote on the article. The article passed.

ARTICLE 6. Shall the voters appropriate \$39,000 for the operation and maintenance of the Town cemeteries?

The article was moved and seconded. **Jennifer Whitman made an amendment to raise the amount to \$40,500 and pass over Article 7.** Denise Wheeler seconded the amendment. The amendment to the article was voted on and passed; the article was voted on and passed.

<http://www.calaisvermont.gov/>
Calais Town Meeting 3/5/2019

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2019 Town Meeting Minutes (continued)

ARTICLE 7. Shall the voters appropriate \$1,500 to assist in the operation and maintenance of Poplar Hill Cemetery a private cemetery?

It was moved and seconded to pass over this article; the motion passed.

State Representative Janet Ancel addressed the meeting.

ARTICLE 8. Shall the voters appropriate the indicated sums as requested by the following organizations in Calais and the Central Vermont area, as follows:

Calais Community Connections	\$1,000
Central Vermont Basic Education	\$1,000
Central Vermont Council on Aging	\$1,400
Central Vermont Development Corp	\$500
Central Vermont Home Health and Hospice	\$3,600
Central Vermont Memorial Civic Center	\$800
Circle (Formerly Battered Women's Services & Shelter)	\$700
Family Center of Washington County	\$500
Friends of Winooski River	\$300
Good Beginnings of Central Vermont	\$300
Green Mountain Transit	\$859
Greenup Vermont	\$100
Home Share Now	\$600
Montpelier Senior Center	\$4,300
Old West Church	\$100
Peoples Health and Wellness Clinic	\$1,500
Sexual Assault Crisis Team	\$200
Twin Valley Senior Center	\$3,000
Vermont Association for the Blind	\$650
Vermont Center for Independent Living	\$800
Washington County Diversion Program	\$300
Washington County Youth Service Bureau	\$500
Woodbury/Calais Foodshelf	\$380
Washington County Mental Health Services	\$1,400

TOTAL \$24,789

The article was moved and seconded, and discussion ensued. The article was voted and passed.

ARTICLE 9. Shall the voters authorize payment of property taxes in two equal installments, with the due date of the first installment on or before 4:00 p.m. on a date that falls not less than 30 days after the tax bills are mailed, but not earlier than August 1, 2019, and the due date of the second installment shall be on or before 4:00 p.m. on Friday, November 15, 2019?

The article was moved and seconded, and discussion ensued. The article was voted and passed.

ARTICLE 10. Shall each property tax installment payment be made via one of the following three options:

- 1) by delivery to the Treasurer by 4:00 p.m. on or before the due dates as set forth in Article 9;
- 2) by U.S. Postal Service, with postmark on or before the due dates as set forth in Article 9; or
- 3) by credit card payment via www.calaisvermont.gov, by 4:00 p.m. on or before the due dates as set forth in Article 9?

The article was moved and seconded, and discussion ensued. The article was voted and passed.

ARTICLE 11. Shall interest in the amount of 0.5% per month or any part of a month, be charged on unpaid taxes?

The article was moved and seconded, and discussion ensued. The article was voted and passed.

ARTICLE 12. Shall the Town allow an interest-free grace period of fourteen (14) calendar days following each due date as set forth in Article 9 during which no interest shall be charged?

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<http://www.calaisvermont.gov/>
Calais Town Meeting 3/5/2019

2019 Town Meeting Minutes (continued)

The article was moved and seconded. The article was voted and passed.

ARTICLE 13. Shall a delinquent tax penalty be set at 4.5% of the total amount of the 2019 delinquent tax?

The article was moved and seconded and discussion ensued. The article was voted and passed.

ARTICLE 14. Shall the Town allow a penalty-free grace period of 14 calendar days after November 15, 2019, during which no delinquent tax penalty shall be charged?

The article was moved and seconded. The article was voted and passed.

ARTICLE 15. Shall the Town appropriate the sum of \$31,000 to the Woodbury Volunteer Fire Department for creation of a Capital Equipment Replacement Fund?

The article was moved and seconded and discussion ensued.

Jeff Fannon made a motion to table this article; the motion was seconded. The motion to table the article was voted on and failed, and discussion continued. The article was voted and passed.

ARTICLE 16. To transact any other non-binding business that may legally come before the meeting.

The following Articles will be voted by Australian Ballot:

ARTICLE 17. To elect the following Town Officers by Australian ballot:


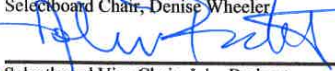

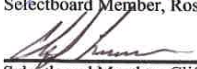
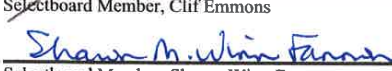
Selectboard member	3-year term
Selectboard member	2-year term
Elementary School Director	3-year term
Elementary School Director	2-year term
Lister	3-year term

The meeting adjourned at 12:34 pm.

Respectfully Submitted,

Katie Lane-Karnas, Recording Secretary

Approved by the Selectboard at the 3/25/2019 meeting

	7/8/19
Selectboard Chair, Denise Wheeler	Date
	7/8/2019
Selectboard Vice Chair, John Brabant	Date
	7/8/19
Selectboard Member, Rose Pelchuck	Date
	7/8/19
Selectboard Member, Cliff Emmons	Date
	7/8/19
Selectboard Member, Sharon Winn Fannon	Date

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<http://www.calaisvermont.gov/>
Calais Town Meeting 3/5/2019

Dog Licenses

Many of you may have received notices that dog licenses need to be renewed by April 1, 2020.

Meeting the deadlines for rabies vaccinations, licenses, and current tags saves the Calais Animal Control Officers Wilson Hughes and Elizabeth Perry a lot of time and worry. We thank them for their service!

Dog licenses and tags are now available for 2020 at the Calais Town Office. Every dog in town needs to be licensed annually and wear a current tag, according to Vermont law. A copy of a current rabies vaccination form is required (unless already on file) along with a payment payable to Town of Calais of \$9.00 for neutered dogs or \$13.00 for intact.

You can mail a copy of your rabies proof and a check (payable to Town of Calais) to the Calais Town Office, 3120 Pekin Brook Rd, East Calais, VT. 05650. We will mail you tags. Or you can stop by the office Monday–Thursday, 8 am to 4 pm. (If the office is super busy, you may have to wait, so plan on 15-20 minutes. If this is inconvenient, we are happy to mail tags to you once we have payment and rabies proof.)

The Hardwick Veterinary Clinic will conduct Rabies Clinics Saturday, March 7th; Saturday, March 14th; and Saturday, March 21st. The Clinic will be opened from 8:30 am until 10:00 am for Rabies only shots and customers will not need an appointment. It is first come, first serve. The cost is \$20. Location: 64 N Main Street, Hardwick. 472-8400.

The East Montpelier Fire Department will hold a rabies clinic Thursday, March 12, 2020, 6 pm to 7:30 pm for dogs and cats. \$20 per animal. Location: 54 Village Acres, East Montpelier (near the round-about).

Questions? 456-8720

Trash and Recycling

Calais Transfer Station: Moscow Woods Road, East Calais
Saturdays, 8:00 am to 12:00 noon

Additional Recyclables Collection Center (ARCC):
540 North Main Street, Barre
Mon/Wed/Fri, 12:00 to 5:30 pm and
3rd Saturday of the month 9:00am to 1:00pm
www.cvswmd.org or call 476-1900

Electronics Recycling: www.vtecycles.org or call
1-855-6ecycle

Hazardous Waste and Special Collections:
www.cvswmd.org or call
229-9383

Fireworks Permits

To request a fireworks permit, contact the East Montpelier Fire Department (EMFD) at 225-6247, or stop by anytime during front office hours to pick up a permit application. Applications cannot be copied or reproduced and are good for only one show.

According to Vermont State Law, you must submit a signed application and a site map a minimum of 15 days in advance of a fireworks display. Any person not shooting the display on their own property must also show proof of permission from the land owner.

A site visit is typically made and the only officials authorized to sign fireworks permits are the EMFD Chief and the two Deputy Chiefs. Any permit not submitted 15 days in advance will not be approved.

For further information, contact the Vermont Department of Public Safety, Division of Fire Safety, 479-7561, <https://firesafety.vermont.gov/>

NOTICE TO Berlin, Calais, East Montpelier, Middlesex, Worcester Voters

District Website at:

<https://www.wcsu32.org/domain/5>

You may request a copy be mailed to you
by contacting the Superintendent's Office
at 802-229-0553.

The Annual Report for
the Washington Central
Unified Union School
District 2020-21 Budget
will be available at the
following locations:

Washington Central UUSD Central Office
Berlin Elementary School
Calais Elementary School
Doty Memorial School
East Montpelier Elementary School
Rumney Memorial School
U-32 Middle and High School
Town Offices of Berlin, Calais, East
Montpelier, Middlesex and Worcester

Town of Calais
3120 Pekin Brook Road
East Calais, VT 05650

