

TOWN OF  
**NORTON, VERMONT**

*Annual*

*Town and School Report*

**Fiscal Year Ending  
June 30, 2017**



*Norton Pond 2017*

# *Annual Report*

*Of the Town Officers of the Town of*

## ***Norton, Vermont***



### **OATH OF ALLEGIANCE**

*I pledge allegiance to the Flag  
Of the United States of America  
And to the Republic for which it stands  
One nation under God, indivisible  
with liberty and justice for all.*

*For the Fiscal year ending*  
**June 30, 2017**

Including the report from the School Directors

The Town of Norton

Would like to Thank

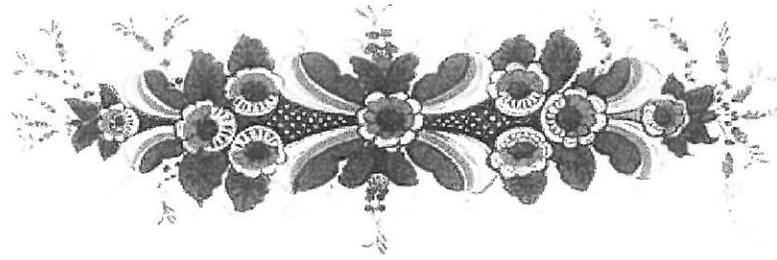
The Colebrook Copy Center

For doing such a great job on our

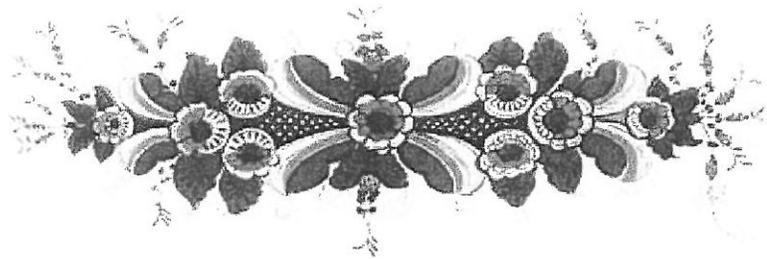
Town Reports

We would also like to thank you

For your donation last year.



**It is with great  
sadness that we the  
people of Norton  
express our Deepest  
Sympathy to the  
families who have lost  
loved ones throughout  
the past year.**



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## TOWN OFFICERS

<u>OFFICE</u>	<u>NAME</u>	<u>EXPIRES</u>
Moderator	Daniel Keenan	2018
Town Clerk	Gina Vigneault	2018
Town Treasurer	Gina Vigneault	2018
Select Board	Daniel Keenan	2018
	Franklin Henry	2019
	Christopher Fletcher	2020
Listers	Cynthia Lemay	2018
	Cheryl Shepherd	2019
	Julie Lavallee*	2020
Auditors	Cheryl Shepherd	2018
	Andre Gagnon	2019
	Vacant	2020
School Board	Stephane Thibault	2018
1 <sup>st</sup> Constable	Gerald Devost	2018
2 <sup>nd</sup> Constable	Roland Vigneault	2018
Town Agent to Prosecute and Defend Suits	Daniel Keenan	2018
Grand Juror	Gerald Devost	2018
Town Agent to Sell Real Estate	Daniel Keenan	2018
Service Officer	NECKA	2018
Delinquent Tax Collector	Gina Vigneault	2020
Road Commissioner	Arthur "Brad" Shepherd	2018
Emer. Management Officer	John Wood	2018

Justices of the Peace	Betsy Fontaine	2019
	Andre Gagnon	2019
	Franklin Henry	2019
	Kenn Stransky	2019

**APPOINTED BY SELECT BOARD**

Development Review Board	Tonilyn Fletcher	2018
	Patricia Whitney	2018
	Daniel Keenan	2019
	Cheryl Shepherd	2020
	Gina Vigneault	2020

Planning Commission	Tonilyn Fletcher	2018
	Suzanne Isabelle	2018
	Daniel Keenan	2019
	Gina Vigneault	2019
	Patricia Whitney	2020

Emergency Management Officer	John Wood	822-5116
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Town Health Officer	Carolyn Royce	266-0400
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Notary Public	Betsy Fontaine	822-5562
	Franklin Henry	822-5249
	Gina Vigneault	822-5205
	Kenn Stransky	822-9935

State Fire Warden	Roland Vigneault	822-5205
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Zoning Administrator	Jamie Goulet	723-4455
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E911 Coordinator	Albert Anderson	822-9912
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Resigned \*

## GENERAL INFORMATION

### **Town Clerk**

Gina Vigneault  
Betsy Fontaine, Assistant Town Clerk  
Telephone: 822-9935  
Fax: 822-9965  
Email: [townofnorton@myfairpoint.net](mailto:townofnorton@myfairpoint.net)

### **Office Hours**

Tuesday 10:00 AM – 4:00 PM  
Thursday 10:00 AM – Noon  
Friday 1:00 PM – 5:00 PM  
Last Saturday of each month 10:00 AM – Noon  
Or by appointment

### **Town Treasurer**

Gina Vigneault  
Betsy Fontaine, Assistant Town Treasurer  
Telephone: 822-9935  
Fax: 822-9965

### **Office Hours**

Same as above

### **Scheduled Meetings**

Select Board: Date and time of regular meetings will be determined at the organizational meeting which will be held after Town Meeting.

Development Review Board: No scheduled meeting, only as posted.

Planning Commission: No scheduled meeting, only as posted.

## NOTICE

### TOWN OF NORTON DOG LICENSE

Licenses for all dogs 4 months old and over, are due on or before April 1, 2018.

Rabies Certificates must be presented and also certificates for spayed females and altered males must be presented. **THIS IS THE LAW!**

After April 1, 2018 an increase will be added for late fees.

Vermont Statute 20 Section 4003 states that, "A person may not obtain a dog license for a dog four months of age or older, unless he delivers to the Town Clerk a certificate or a certified copy thereof signed by a duly licensed veterinarian stating that the dog has within thirty months been vaccinated against rabies with a vaccine approved by the Department of Agriculture, and unless the person certifies that the dog described in the certificate or copy is the dog to be licensed..."

#### **FEES**

Females/Males	\$13.00	After April 1st	\$17.00
Spayed Females	9.00		13.00
Altered Males	9.00		13.00

**If your dog is not licensed, your dog maybe destroyed and you may be fined up to \$500.00.**

## **TOWN MEETING WARNING**

The legal voters of the Town of Norton, Vermont are hereby notified and warned to meet at the Norton Town Office on Monday, the 5th day of March 2018 at the conclusion of the Norton School District Meeting, which begins at 7 p.m., to transact the following business.

### **Town Business**

**ARTICLE 1:**

To elect a moderator.

**ARTICLE 2:**

To hear the reports of the town officers for the past year, and to take action thereon.

**ARTICLE 3:**

To elect a Select Board Member for a term of three years to replace Daniel Keenan, whose term expires.

**ARTICLE 4:**

To elect a Town Clerk for a term of three years to replace Gina Vigneault, whose term expires.

**ARTICLE 5:**

To elect a Town Treasurer for a term of three years to replace Gina Vigneault, whose term expires.

**ARTICLE 6:**

To elect an Auditor for a term of three years to replace Cheryl Shepherd, whose term expires.

**ARTICLE 7:**

To elect a Lister for a term of three years to replace Cynthia Lemay, whose term expires.

**ARTICLE 8:**

To elect a Lister for a term of two years to replace Julie Lavallee, who resigned.

**ARTICLE 9:**

To elect a Road Commissioner to a term of one year to replace Arthur "Brad" Shepherd, whose term expires.

**ARTICLE 10:**

To elect a First Constable to a term of one year to replace Gerald Devost, whose term expires.

ARTICLE 11:

To elect a Second Constable to a term of one year to replace Roland Vigneault, whose term expires.

ARTICLE 12:

To elect an Agent to Prosecute and Defend suits in which the Town is interested to a term of one year to replace Roger Heilig, whose term expires.

ARTICLE 13:

To elect an Agent to Sell Real Estate belonging to the Town to a term of one year to replace Roger Heilig, whose term expires.

ARTICLE 14:

To elect a Grand Juror to a term of one year to replace Gerald Devost, whose term expires.

ARTICLE 15:

To vote if the taxpayers will pay their taxes in two equal installments to the Town Treasurer until September 29, 2018 no later than noon and March 30, 2019 no later than noon when they become delinquent.

ARTICLE 16:

Shall the voters of the Town of Norton raise and appropriate the sum of \$2,827.00 with revisions, if any, for the following agencies?

Northeast Kingdom Council on Aging	\$ 300.00
Orleans Essex Visiting Nurse Association & Hospice, Inc	\$1,500.00
Northeast Kingdom Human Services, Inc	\$ 177.00
Island Pond Public Library	\$ 100.00
Rural Community Transportation, Inc	\$ 300.00
Essex County Natural Resource Conservation District	\$ 250.00
Northeast Kingdom Learning Services, Inc	\$ 200.00

ARTICLE 17:

Shall the voters of the Town of Norton authorize the Select Board to move the \$22,471.43 from the Nelson Road Bridge Fund to the Highway Reserve Fund?

ARTICLE 18:

To vote if the Town will adopt the following budgets:

Subtotal Town Administration:	\$ 36,091.82
Subtotal General Government:	\$ 64,429.05
Subtotal Waste Mgmt Operation Only	\$ 29,554.70
Subtotal Waste Haul/Disposal Only	\$ 9,165.00
<b>Total General Fund:</b>	<b>\$139,240.57</b>
Total Highway Fund:	\$ 22,402.00
<b>TOTAL BUDGET</b>	<b>\$161,642.57</b>

ARTICLE 19:

To transact any other non-binding business proper to be brought before said meeting.

ARTICLE 20:

To adjourn

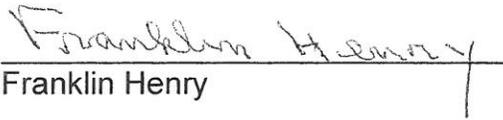
Dated at Norton, Vermont this 23rd day of January 2018.



Christopher Fletcher, Select Board Chair



Daniel Keenan



Franklin Henry

Select Board of Norton, VT.

## Select Board Letter

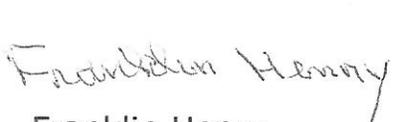
Hello everyone. It was nice to see many of you at the Norton Town dinner at the Norton Restaurant. Good food, great company and we hope to do it again in 2018.

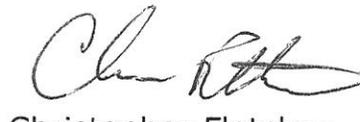
The roads held up very well in 2017. A grant provided by the state has upgraded the ditches along Gaudette Road. We will continue to upkeep the roads with gravel and grading but no grants will be applied for in 2018 with the new guidelines put forth by the state.

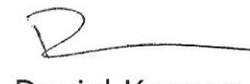
The town has been approached by a private cell tower company that has chosen Norton as a location that they would like to install a tower. This is in the initial stages and could be income for the town along with providing a service to towns' people and visitors.

The Recycling Center went well this year. During a risk/insurance audit from VLCT, they informed us that the concrete floor is in horrible shape and is a tripping hazard. They informed us that we need to repair it and you will see this fix in the budget for 2018. We also signed a 5 year contract for the UTG to continue using the Recycling Center.

We are hoping to fill all elected town officer positions listed in the town warrant, so please review it carefully and contact Gina if you are interested. We would like to thank all town officers and officials on their work this past year.

  
Franklin Henry

  
Christopher Fletcher

  
Daniel Keenan

## TYPICAL PROCEDURE USING ROBERT'S RULES OF ORDER

- a. The Moderator reads the article: **"Shall the Town give \$2,000 to the ice rink for their youth hockey program?"**
- b. A voter raises his or her hand to be **recognized** (called on). The Moderator recognizes the voter and the voter stands up and makes a motion to adopt the article: **"I move the article."**
- c. The Moderator asks if there is a "second to the motion" (another voter who wants to discuss and vote on the article): **"Do we have a second to the motion?"**
- d. A second voter "seconds" the motion: **"I second the motion."** If there is no second, the article is "passed over" (not discussed or voted on.)
- e. After the "second" the Moderator says, "It has been moved and seconded that we....." and restates the motion in order to place it before the assembly. The Moderator then asks for any discussion on the motion: **"Would anyone like to begin discussion on the motion?"**
- f. Voters raise their hands to be recognized by the Moderator. When a person is called on, he or she speaks to the Moderator. Voters may make statements in support of or against the proposal. This discussion is called **debating the motion**. At any time, a voter can move to close the debate. A motion to cut off debate needs a three-fourths majority to pass. The Moderator ensures that everyone who wants to speak has a turn before anyone is allowed to speak a second time. This prevents the debate from getting personal, and makes sure everyone has an equal opportunity to participate.
- g. A voter may move to amend the article: **"I move to amend the article by reducing the proposed amount to \$1,500."** An amendment can be rejected by the Moderator (ruled **out of order**) if it is not **germane** (relevant) or if it is **hostile to** (against) the article. For example, an amendment that proposes to take the \$2,000 for the ice rink and use it instead for repairs on the town pool would be rejected as hostile.
- h. After an amendment is made, the Moderator asks for a second, and if there is one, the Moderator will see if people want to discuss the amendment. At the end of discussion there will be a vote, first on the amendment, and then, if discussion is complete, there will be a vote on the original motion, as amended.

- i. Each article on the warning can only have one amendment at a time, and each amendment to the article can only have one amendment to the amendment at a time. The votes go in reverse order.
- j. There are three ways for the town meeting to vote on an article:
  1. For a **Voice vote** the Moderator will say, "**All in favor indicate by saying Yea,**" followed by, "**All against signify by saying Nay.**"
  2. If the Moderator cannot tell the outcome of the voice vote he or she can ask for a "**hand count**" (**All in favor of the motion, please raise your hand.**)
  3. If seven voters move to **divide the assembly**, the motion is voted by **paper ballot**: "**I move to divide the assembly.**" The Moderator asks "**Are there six more voters who 'second' this motion?**" If so, paper is passed out to all voters and they indicate their vote by writing yes or no. The votes are usually counted by the clerk and **board of civil authority** (local officials who help run the election) and are then reported to the Moderator.

No matter which voting method is used, a voter must be present to vote at town meeting. A person cannot go home early and ask a friend or family member to cast his vote for him.

k. After the vote is announced, the Moderator moves to the next article on the agenda by reading it to the assembly. If a voter interrupts this reading by moving to reconsider the prior vote, the Moderator must stop his reading and ask if there is a second to the motion to reconsider. The meeting may only reconsider a vote once before going to the next item on the agenda.

## Auditor's Report

We have performed a thorough examination of all of the Municipal reports and ledgers of the town officers for the Town of Norton in accordance with 24 V.S.A. § 1681, 24 V.S.A. § 1682(a) & 24 V.S.A. § 1683, 24 V.S.A. § 1684 & 24 V.S.A. § 1686(a). *Statutory Requirement, according to the Vermont Statutes, the auditors must examine and adjust the accounts of all town and all other persons authorized by law to draw orders on the town treasurer," and the auditors must report their findings in writing and cause the same to be mailed or otherwise distributed to the legal voters of the town at least ten days before the annual.*

Our Objectives are to: (1) Validate the accuracy of the treasurer's reports for the town. (2) Detect fraud or errors in math, classification and placement within the individual town funds. (3) Verify the financial condition and results of operations within the town that was authorized by the town's people as of June 30, 2017

The scope and method of our audit is shown in our auditor's report. As required by Vermont statutes, in accordance with 24 V.S.A. § 1683 & 24 V.S.A. § 1684. *Statutory Requirement, After completing a complete review of the town's book and financial statements, the auditor's must prepare and publish an audit report that reviews the accounts of the town's treasurer, select board, tax collector, and other municipal Officials who submit bills for expenses to the town for payment on a monthly or annual basis. This report provides taxpayers with detailed information about the town's financial status. This report shall show a detailed statement of the financial condition of such town. The statutes specifically require the report to contain the following: 1. Detailed statements of financial condition (Balance Sheet). 2. Summary of receipts & expenditures classified by budget category. 3. List of all outstanding payables. 4. Report of Deficit. 5. Statement of condition for all trust funds including a list of assets, receipts & expenditures for each fund. 6. Statement of condition for any interest bearing accounts.*

Also, we performed an Appropriations Audit in accordance with 24 V.S.A. § 2642.

This comprehensive report has been completed. A copy has been issued to the Treasurer, Select Board, and a copy is available for your inspection, if you wish. This report is available during regular business hours at the town office.

We have performed reconciliations on the taxes billed, tax payments, penalties and interest billed and collected. We have reconciled the check books, all Bank Accounts and ledgers on a monthly and quarterly basis. We have reconciled The Grand List.

To the best of our knowledge the reports found here in this Annual Town Report are accurate. The accounts show a difference between the totals of the checking account and the ledger accounts of \$.46. The payroll portion of these reports represents a difference of plus \$.41. These differences are the results of the employee withholding figures collected vs. the withholding figures paid, to the State of Vermont and the US Treasury. Both require you to round up/down the figures, for every quarter, that you are submitting payments for.

The Delinquent Tax Collector's report and the Statement of Taxes Raised report, produced by the Treasurer have different delinquent tax amounts collected than the reports compiled by the Auditor's. The Treasurer states that April 1<sup>st</sup> is the date used for the above mentioned reports. The date used by the Auditor's starting date is September 30<sup>th</sup> through June 30, 2017. The Delinquent taxes collected for one (1) whole quarter in the fiscal year is not being reported in the treasurer's reports.

Differences in the Treasurer's General Fund Reports and the Auditor's Expense Budget Reports are due to classification and placement issues.

In order for us to accomplish these objectives, we obtained an understanding of the how and why's of the operations within the Town of Norton's government. We interviewed town officials so that we may gain an understanding of the segregation of duties with respect to cash handling and cash procedures.

We performed reconciliations on the taxes billed, on tax payments, penalties and interest billed and collected. There are minor differences in the calculation of interest to be collected at times. The tax pay pays to amount calculated by the Nemrc System always.

It is our opinion, that the financial statements referred to above and the financial statements in this 2017 annual report presents a fair representation, in all material respects, of the financial position of the Town of Norton as of June 30, 2017 and the results of its operations for the Fiscal Year 2016/2017

Cheryl Shepherd - Chair

Andre Gagnon

**TOWN OF NORTON GENERAL FUND  
2016-2017 EXPENSES AND  
2018 - 2019 PROPOSED BUDGET**

	<u>2016/17 Budget</u>	<u>2016/17 Actual Expenditures</u>	<u>2018/19 Proposed Budget</u>
<b>TOWN ADMINISTRATION</b>			
Town Treasurer	6,000.00	4,710.00	6,000.00
Town Clerk	6,000.00	5,490.00	7,000.00
Assistant Town Clerk/Asst. Treasurer	6,000.00	7,552.50	7,000.00
Select Board	2,400.00	2,344.45	2,400.00
Select Board Clerical	500.00	500.00	500.00
Listers	2,250.00	803.14	2,000.00
Reappraisal	0.00	134.38	1,000.00
Lister Education	0.00	0.00	750.00
Auditors	2,750.00	1,737.53	2,500.00
Auditors Education	0.00	0.00	250.00
Health Officer	50.00	50.00	50.00
Zoning Administrator	1,200.00	1,200.00	1,200.00
Election Workers	1,850.00	1,520.30	1,102.00
Janitor	525.00	220.00	525.00
Animal Control Officer	150.00	60.00	150.00
Planning Commission	50.00	0.00	50.00
Zoning Board	50.00	0.00	50.00
Emergency Management Officer	50.00	0.00	50.00
Forest Fire Warden	0.00	0.00	50.00
Road Commissioner	0.00	0.00	400.00
Tax Collector's Fees	1,500.00	1,682.27	500.00
FICA/MEDI Expenses	2,396.36	2,142.54	2,564.82
<b>Total Town Administration</b>	<b>\$33,721.36</b>	<b>\$30,147.11</b>	<b>\$36,091.82</b>
<b>GENERAL GOVERNMENT</b>			
Insurance	6,600.00	4,883.50	4,300.00
Workmen's Comp.	1,000.00	152.06	225.00
Voted Contributions	2,627.00	2,627.00	2,827.00
UCVH Emergency Services	550.00	550.00	550.00
Lyndon Rescue	3,907.33	5,950.00	10,328.05
Beecher Falls Fire Dept.	5,775.00	5,775.00	5,775.00
Police Protection	300.00	0.00	300.00
County Tax	10,327.26	9,964.65	10,100.00
VLCT Dues/VMCTA Dues	1,061.00	1,111.00	1,224.00
Town Officer's Conferences	600.00	50.00	600.00
Town Officer's Mileage	250.00	212.52	250.00
NVDA	500.00	500.00	500.00
Town Reports	700.00	635.00	700.00
Street Lights	2,550.00	2,658.71	2,700.00
Telephone	1,600.00	1,280.74	1,500.00
Postage	800.00	735.63	800.00
Office Supplies, Repairs Equipment	1,600.00	1,268.92	2,400.00
Auditors Expense	0.00	40.99	200.00
Land Record Supplies	200.00	0.00	200.00
Land Records Microfilm	250.00	0.00	250.00
Legal Notices & Fees	150.00	15.00	150.00
Lister's Expenses & Education	850.00	66.45	850.00
Dog Licenses	240.00	250.00	350.00

**TOWN OF NORTON GENERAL FUND  
2016-2017 EXPENSES AND  
2018 - 2019 PROPOSED BUDGET**

	<u>2016/17</u> <u>Budget</u>	<u>2016/17Actual</u> <u>Expenditures</u>	<u>2018/19 Proposed</u> <u>Budget</u>
Animal Control	0.00	71.68	100.00
Marriage Licenses	100.00	50.00	100.00
Town Office Heat	2,800.00	2,170.22	2,800.00
Town Office Electricity	750.00	721.45	750.00
Grounds Maintenance & Supplies	1,500.00	1,183.06	1,500.00
Snow Removal	1,000.00	900.00	1,200.00
Green Up Vermont	50.00	50.00	50.00
Certified Public Audit	0.00	0.00	250.00
Lawyer/Attorney	1,000.00	0.00	1,000.00
911 Expenses-Street Signs	200.00	0.00	0.00
NEMRC	1,300.00	1,376.96	1,450.00
Lister Map Updates	0.00	0.00	1,000.00
Overpayment of Taxes	0.00	2,888.06	0.00
Building Maintenance	500.00	1,065.95	1,000.00
Town Garage	100.00	0.00	100.00
Town Garage Electricity	350.00	640.45	350.00
Generator	270.00	238.72	350.00
Misc. errors & omissions	0.00	229.86	100.00
Cemetery Restoration	0.00	0.00	250.00
Rainy Day Fund	5,000.00	0.00	5,000.00
<b>Total General Government</b>	<b>\$57,357.59</b>	<b>\$50,313.58</b>	<b>\$64,429.05</b>
 <b>WASTE MANAGEMENT</b>			
Recycling Labor	7,800.00	6,580.00	7,800.00
Building Maintenance Labor	0.00	0.00	0.00
Grounds Maintenance Labor	0.00	0.00	0.00
FICA / Medi Expenses	596.70	503.41	596.70
Insurance & Workmen's Comp	0.00	912.94	1,248.00
Bulky Items Removal	800.00	2,006.95	2,010.00
Building Repair Maintenance	150.00	0.00	150.00
Grounds Maintenance	0.00	0.00	100.00
Recycling Supplies	50.00	171.99	200.00
Electricity	330.00	680.46	700.00
Snow Removal	1,135.00	945.00	1,250.00
Dump Closure Escrow	50.00	0.00	50.00
Equipment & Supplies	200.00	1,249.37	450.00
Recycling Ctr Bldg Emer. Foundation R	0.00	0.00	15,000.00
<b>Total Waste Management</b>	<b>\$11,111.70</b>	<b>\$13,050.12</b>	<b>\$29,554.70</b>
Rubbish Removal	3,510.00	2,320.00	3,480.00
Tipping Fees	2,500.00	1,616.85	2,500.00
Franchise Tax	500.00	312.79	500.00
NEKWMD Surcharge	1,369.00	871.30	1369.00
NEKWMD Surcharge-E waste, Haz, etc	0.00	0.00	200.00
Trash Bags	0.00	1,797.50	0.00
Coos County Dues	1,851.00	1,851.00	1116.00
<b>Total Hauling Expenses</b>	<b>\$9,730.00</b>	<b>\$8,769.44</b>	<b>\$9,165.00</b>
<b>TOTAL GENERAL FUND</b>	<b>\$111,920.65</b>	<b>\$102,280.25</b>	<b>\$139,240.57</b>

**TOWN OF NORTON GENERAL FUND  
2016-2017 EXPENSES AND  
2018 - 2019 PROPOSED BUDGET**

	<u>2016/17 Budget</u>	<u>2016/17 Actual Expenditures</u>	<u>2018/19 Proposed Budget</u>
<b>APPROPRIATIONS</b>			
Council on Aging	300.00	300.00	300.00
VNA & Hospice	1500.00	1,500.00	1500.00
Northeast Kingdom Human Services, Inc.	177.00	177.00	177.00
Island Pond Public Library	100.00	100.00	100.00
Rural Community Transportation	300.00	300.00	300.00
Northwoods Stewartship Center	250.00	250.00	0.00
Northeast Kingdom Learning Services.	0.00	0.00	200.00
Essex County Nat'l Resources Cons. District	<u>0.00</u>	<u>0.00</u>	<u>250.00</u>
<b>Total Appropriations</b>	<b>\$2,627.00</b>	<b>\$2,627.00</b>	<b>\$2,827.00</b>

**NON BUDGET ITEMS**

School Allocation	\$224,139.00
State of VT Treasurer-School	<u>\$234,325.19</u>
<b>Total Non Budget Items</b>	<b>\$458,464.19</b>

**GRAND TOTAL 2016/2017 EXPENSES**

Gina M. Vigneault  
Town of Norton, Treasurer

TOWN OF NORTON - HIGHWAY FUND  
2016/2017 EXPENSES AND  
2018/2019 PROPOSED BUDGET

	2016/17 Budget	2016/17 Actual Expenditures	2018/19 Proposed Budget
Summer Maintenance	0.00	735.00	0.00
Insurance & Workmen's Comp	0.00	0.00	542.00
Mowing	1,200.00	980.00	1,200.00
Emergency Road Repair	2,000.00	0.00	2,000.00
Winter Maintenance	400.00	0.00	400.00
Road Signs	100.00	104.36	200.00
Contracted Winter Maintenance	4,520.00	3,955.00	5,000.00
Grading-Gravel & Trucking	7,000.00	6,610.00	8,000.00
Better Roads	2,000.00	20,858.34	2,500.00
Municipal Road Permit application	0.00	0.00	2,560.00
Grant-Structures	0.00	175,271.57	0.00
Supplies	0.00	103.81	0.00
<b>TOTAL</b>	<u><b>\$17,220.00</b></u>	<u><b>\$208,618.08</b></u>	<u><b>\$22,402.00</b></u>

**TREASURER'S REPORT  
HIGHWAY FUND**

Cash Balance 07/01/2016	\$	<b>5,898.54</b>
<b>Receipts</b>		
Allocation of Taxes		13,927.49
State Aid		1,490.98
Overweight Permits		80.00
Better Back Roads		17,159.76
Grant-Structures		157,743.00
<b>Total Receipts</b>	<b>\$</b>	<b>190,401.23</b>
<b>Reserve Funds Nelson Bridge Used</b>		<u>\$ 17,528.57</u>
		<b>\$ 207,929.80</b>
<b>Expenses</b>		
Orders Paid		<u>208,618.08</u>
<b>Total Expenses</b>		<b>208,618.08</b>
<b>Balance 06/30/2017</b>	<b>\$</b>	<b>5,210.26</b>

**Cash Balance 06/30/2017**

Gina M. Vigneault, Treasurer



**RESERVE FUND ACCOUNTS 2016/2017**

**AUDIT RESERVE FUND**

Starting Balance 07/01/2016	\$5,000.00
Account Expenditures	<u>0.00</u>
<b>Account Balance as of 06/30/2017</b>	<b>\$ 5,000.00</b>

**BUILDING MAINTENANCE RESERVE FUND**

Starting Balance 07/01/2016	\$ 4,193.21
Account Expenditures	<u>733.00</u>
<b>Account Balance as of 06/30/2017</b>	<b>\$ 3,460.22</b>

**LISTER EDUCATION RESERVE FUND**

Account Balance as of 07/01/2016	\$ 3,138.45
State Reimbursement	\$ 250.00
Account Expenditures (2) Listers attending 1 seminar	<u>\$ 250.00</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 3,138.45</b>

**GENERAL RESERVE FUND**

Account Balance as of 07/01/2016	\$ 40,095.59
Account Expenditures	<u>0.00</u>
<b>Account Balance as of 06/30/16</b>	<b>\$ 40,095.59</b>

**HISTORICAL SOCIETY RESERVE FUND**

Starting Balance 11/02/2016	\$ 280.00
Donations	<u>\$ 400.00</u>
<b>Account Balance as of 06/30/2017</b>	<b>\$ 680.00</b>

**HIGHWAY EMERGENCY REPAIRS**

Account Balance as of Special Town Meeting 07/01/16	\$ 7,676.00
Account Expenditures	<u>0.00</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 7,676.00</b>

**REAPPRAISAL RESERVE FUND**

Account Balance as of 07/01/2016	\$ 35,186.71
State Payments	<u>\$ 2,746.00</u>
<b>TOTAL</b>	<b>\$ 37,932.71</b>
Account Expenditures	<u>\$ 162.10</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 37,770.61</b>

**NELSON ROAD BRIDGE RESERVE FUND**

Account Balance as of 07/01/2016	\$ 40,000.00
VT State Grant Payments	<u>\$157,743.00</u>
<b>TOTAL</b>	<b>\$197,743.00</b>
Total Expenditures	<u>\$ 175,271.57</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 22,471.43</b>

**OLD TOWN CEMETERY RESERVE FUND**

Account Balance as of 07/01/2016	\$ 355.00
Account Deposits (closed CD 02/27/17 and put into reserve)	<u>\$ 2,236.41</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 2,591.41</b>

**RAINY DAY FUND**

Account Balance as of 07/01/16	\$10,000.00
Account Deposits per Town Meeting 3/06/17	<u>5,000.00</u>
<b>Account Balance as of 06/30/16</b>	<b>\$15,000.00</b>

**LAND RECORDS MICROFILM**

Budgeted 2016/17 for big expenses coming up	\$ 250.00
<b>Account Balance as of 06/30/17</b>	<b>\$ 250.00</b>

**LAND RECORDS SUPPLY**

Budgeted 2016/17 for big expenses coming up	\$ 200.00
<b>Account Balance as of 06/30/17</b>	<b>\$ 200.00</b>

**GRANT ACCOUNTS**

**PRESERVATION TRUST GRANT**

Preservation Trust Grant as of 07/01/16	\$ 1,993.38
Account Expenditures	<u>0.00</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ 1,993.38</b>

**NELSON ROAD BRIDGE (STRUCTURES) GRANT**

We received a Structures Grant up to \$175,000.00	
Received from State	\$157,743.00
Town's Share 10%	<u>\$ 17,528.57</u>
<b>TOTAL</b>	<b>\$175,271.57</b>
Account Expenses	<u>\$175,271.57</u>
<b>Account Balance as of 06/30/17</b>	<b>\$ .00</b>

**BETTER BACK ROADS**

We received a Better Roads Grant up to \$24,760.00for Church Hill Road	
Received from State	\$ 17,159.76
Town Share of Grant	<u>\$ 4,298.58</u>
<b>TOTAL</b>	<b>\$ 21,458.34</b>
Total Expenditures	\$ 21,458.34
<b>Account Balance as of 06/30/2017</b>	<b>\$ .00</b>

SAVINGS AND CD'S 2016/2017

**DUMP CLOSURER SAVINGS**

**CD# 3107000502**

Starting Balance: 07/01/16	\$734.80
Interest	<u>2.94</u>

**Ending Balance: 06/30/17** **\$737.74**

**DUMP CLOSURER SAVINGS**

**Savings # 1107601156**

Starting Balance: 07/01/16	\$850.83
Interest	<u>0.84</u>

**Ending Balance: 06/30/17** **\$851.67**

**OLD TOWN CEMETERY FUND**

**CD# 3106000503**

Starting Balance: 07/01/16	\$2,230.52
Interest	<u>5.89</u>

Account Balance **\$2,236.41**

Withdrawal 02/27/17 and funds put into checking account **(\$2,236.41)**

Account Balance as of 06/30/17 **\$ 0.00**

**TOWN OF NORTON  
STATEMENT OF TAXES RAISED  
From the 2016 Grand List**

**Tax Rate:**

Non-Residential	1.6230
Residential	1.5419

Non-Residential Education	237,237.00 x 1.6230	385,035.78
Homestead Education	72,249.00 x 1.5419	111,400.71
Recycling	309,486.00 x 0.0380	11,760.45
Municipal Highway	309,486.00 x 0.0450	13,927.49
Municipal General	309,486.00 x 0.2500	77,370.06
Late HS-122 Penalty		<u>187.15</u>

Note: The Non- Resident figure is different by + \$0.13 due to miscalculation within the NEMRC System.

The Resident figure is different by - \$0.02 due to miscalculation within the NEMRC System.

The Recycling figure is different by - \$0.02 due to miscalculations within the NEMRC System.

The Highway figure is different by + \$0.62 due to a miscalculation within the NEMRC System.

The Municipal figure is off by - \$1.44 due to a miscalculation within the NEMRC System.

**TOTAL TAX BILL** **\$ 599,681.64**

**Taxes Assessed and Billed**

**COLLECTIONS**

Property Tax	521,552.32
HS-122 State Payments	39,710.57
Delinquent Taxes to Collector	34,549.10
Refunds	2,888.06
Credits	981.59

**Total Taxes Accounted For:** **\$ 599,681.64**

## Tax Collector's Report 2016

<b>2014 Delinquent Taxes Collected or Abated</b>	<b>\$ 2,238.13</b>
<b>2015 Delinquent Taxes Collected or Abated</b>	<b>\$ 15,062.79</b>
<b>2016 Delinquent Taxes Collected</b>	<b>\$ 24,287.44</b>

**Uncollected 2016 Delinquent Taxes**

Dembinski, James & Joan

Demore, James & Susan

\*

\*

\*

Lienau, Mark & Frances

\*

Roy, Jenny & Chantal

\*

Warner, Scott & Joan

\*

**\$ 10,261.66**

\* Paid before January 18, 2018

<b>BALANCE OF TOTAL COLLECTED TAXES</b>	<b>\$ 41,588.36</b>	
<b>BALANCE OF TOTAL UNCOLLECTED TAXES</b>		<b>\$ 10,261.66</b>

Gina M. Vigneault, Delinquent Tax Collector

Town of Norton, VT

January 19, 2018

## Lister's Report

The lister's are continually updating and verifying the town parcel records. This project is a.) An ongoing process of data collection and verification b.) It is a process that is slow in some respects, due to the amount of information that needs to be collected and/or researched.

Annually, we check on the progress of the Building Permits that were issued during that year. We revisited the properties that had permits that had not been completed 100%, in prior years.

In order to keep accurate data in our files and to arrive at accurate values, we will need your continued assistance. If you have not submitted or your current contact information has changed, please contact us with the following information (Current Mailing Address, Phone Number we can best reach you at and current Email Address). Please send this information to [nortonlisters@gmail.com](mailto:nortonlisters@gmail.com) or call the Town Office at 822-9935. We may be visiting your property this year or have questions for you. So it is imperative that this information be current.

Please remember, if you have questions or concerns it is always best to submit them in writing. The quickest way would be via email, as it is checked daily. Otherwise, you can submit it by postal mail to Norton Listers, P.O. Box 33, Norton, Vt 05907.

We would like to thank you for your continued cooperation.

Respectfully submitted by

Cindy Lemay  
Cheryl Shepherd

## Vital Statistics

2016-2017

Traditionally, Vital Statistics (Births, Deaths, Burials, Marriages, and Civil Unions) were printed in our Town Report each year. New Federal regulations (Intelligence Reform Law and the Real ID Act) are expected to be issued this year and one of the areas that will be particularly affected is accessibility of vital records. These regulations will result in a centralized vital records system, more stringent protocols for obtaining certified copies and a tracking system for those who request certified copies. States will also be required to implement new security standards regarding accessibility to birth and death certificates.

The Vermont Department of Health began phasing in new regulations for acquisition of birth and death certificates beginning in 2007. However, with fraud and identity theft on the increase and for the protection of the public, we have changed our traditional report this year. We are including statistical information only. This information will only be marriages, births, deaths, and burials that actually took place in Norton.

If you have any questions regarding these changes, please feel free to call the Town Office.

Gina Vigneault, Town Clerk

### Norton Vital Statistics

2016-2017

Marriages	1
Births	0
Deaths	4
Burials	2

## NORTON SCHOOL DISTRICT WARNING

The legal voters of Norton School District are hereby duly notified and warned to meet at the Norton Town Office in said town on Monday, March 5, 2018 at 7:00pm to transact the following business.

- Article 1.** To elect a Moderator for the ensuing year.
- Article 2.** To elect School District Officers, as required by law.
- Article 3.** Shall the voters of the Norton School District authorize the Board of School Directors to borrow money in anticipation of taxes?
- Article 4.** Shall the voters of the Norton School District authorize the School Board to transfer to a Reserve Account for unanticipated tuition, any surplus accumulated in the school year ending June 30, 2018, if any?
- Article 5.** To transact any other business that may legally come before said meeting.

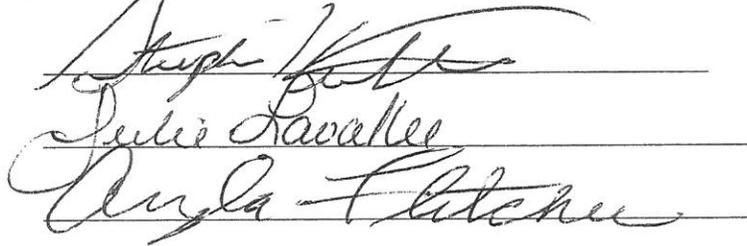
Given unto our hands at Norton this 10<sup>th</sup> of January, 2018.

### SCHOOL DIRECTORS OF NORTON

Stephane Thibault, Chairperson

Julie Lavallee

Angela Fletcher



The image shows three handwritten signatures in cursive script, each written over a horizontal line. The signatures correspond to the names listed to the left: Stephane Thibault, Julie Lavallee, and Angela Fletcher.

## NORTON'S 2017/2018 STUDENTS

(12 students enrolled in Canaan Schools as of August 31, 2017)

Kindergarten	1
Grade 02	2
Grade 06	1
Grade 07	1
Grade 08	2
Grade 09	3
Grade 10	2
Grade 11	1
Grade 12	1
<b>TOTAL</b>	<b>14</b>

For 2017-2018, Canaan tuition is billed at the annual rate of \$16,000.00 for grades K thru 6, \$17,500.00 for grades 7 thru 12.

**NEK Choice School District  
2018-2019 Budget**

Approved 01/18/2018

<b>SUPERINTENDENT'S OFFICE</b>	<b>Proposed Budget (FY19)</b>
Supervisory Union Assessment	\$175,299
<b>Total Superintendent's Office:</b>	<b>\$175,299</b>

<b>SCHOOL BOARD</b>	
Board Members Salary	\$6,600
NEK Choice Clerk	\$50
NEK Choice Moderator	\$50
Payroll Taxes	\$513
Audit Services	\$45,000
Legal Services	\$2,000
Errors & Omissions/Liability Ins.	\$8,000
Advertising	\$1,700
Dues & Fees-VSBA Data/Dues/New Member Trainings	\$3,323
Travel	\$550
Supplies	\$200
<b>Total School Board:</b>	<b>\$67,986</b>

<b>TREASURER</b>	
Treasurer Salary	\$513
Payroll Taxes	\$39
General Supplies	\$100
<b>Total Treasurer:</b>	<b>\$652</b>

<b>REGULAR EDUCATION: PreK Tuition</b>	
Tuition-Location TBD PreK (57)	\$186,219
<b>Total PreK Tuition:</b>	<b>\$186,219</b>

<b>REGULAR EDUCATION: Elementary Tuition</b>	
Tuition-Location TBD New Kindergarteners (15)	\$217,079
Tuition-Burke Town K-6 (10)	\$154,844
Tuition-Canaan K-6 (16)	\$256,000
Tuition-Clonlara K-6 (2)	\$31,731
Tuition-Colebrook Elementary K-6 (4)	\$64,996
Tuition-Concord K-6 (4)	\$56,700
Tuition-Groveton Elementary K-6 (2)	\$30,186
Tuition-Lancaster Elementary K-6 (10)	\$167,180
Tuition-Lunenburg Elementary (1)	\$15,225
Tuition-Lyndon Town K-6 (6)	\$92,906
Tuition-Newark K-6 (4)	\$61,937
Tuition-St. Johnsbury K-6 (2)	\$21,053
Tuition-Stark Elementary K-6 (1)	\$15,093
Tuition-Stratford K-6 (7)	\$111,286
Tuition-Thad Stevens K-6 (15)	\$212,562
Tuition-Riverside K-6 (37)	\$524,320
Tuition-Waterford K-6 (6)	\$78,750
<b>Total Elementary Tuition:</b>	<b>\$2,111,847</b>

**NEK Choice School District  
2018-2019 Budget**

<b>REGULAR EDUCATION: Secondary Tuition</b>	<b>Proposed Budget (FY19)</b>
Tuition-Burke Town 7-8 (2)	\$30,969
Tuition-Canaan 7-8 (6)	\$108,000
Tuition-Colebrook Elementary 7-8 (1)	\$16,249
Tuition-Groveton Middle 7-8 (2)	\$30,186
Tuition-Lancaster Elementary 7-8 (8)	\$133,744
Tuition-Lyndon Town School 7-8 (3)	\$46,453
Tuition-Millers Run 7-8 (1)	\$15,484
Tuition-Newark 7-8 (4)	\$61,937
Tuition-Riverside 7-8 (22)	\$349,503
Tuition-St. Johnsbury 7-8 (4)	\$42,105
Tuition-Stratford Public 7-8 (2)	\$31,796
Tuition-Thad Stevens School 7-8 (10)	\$158,865
Tuition-Waterford 7-8 (1)	\$13,125
Tuition-Canaan 9-12 (9)	\$162,000
Tuition-Clonlara 9-12 (2)	\$31,731
Tuition-Colebrook Academy 9-12 (6)	\$118,500
Tuition-East Burke 9-12 (2)	\$31,773
Tuition-Groveton High 9-12 (12)	\$175,500
Tuition-Lyndon Institute 9-12 (17)	\$303,361
Tuition-St. Johnsbury Academy 9-12 (20)	\$354,585
Tuition-White Mountain Regional 9-12 (11)	\$182,446
Extra Cost-St. Johnsbury Academy 9-12 Guided Studies (2)	\$17,640
<b>Total Secondary Tuition:</b>	<b>\$2,415,952</b>
<b>Total Regular Education Tuition:</b>	<b>\$4,714,018</b>
<b>REGULAR EDUCATION: Services</b>	
Contracted Services PreK & 504 Services	\$119,164
<b>Total Regular Education Services:</b>	<b>\$119,164</b>
<b>SPECIAL EDUCATION SERVICES</b>	
Special Education Assessment	\$346,680
<b>Total Special Education Services:</b>	<b>\$346,680</b>
<b>Grand Total of NEK Choice School District Expenditures:</b>	<b>\$5,423,799</b>

District: <b>Northeast Kingdom Choice USD</b>		<b>U065</b>		Property dollar equivalent yield	Homestead tax rate per \$9,842 of spending per equalized pupil
County: <b>Essex</b>		<b>Essex North</b>		9,842	1.00
				11,862	Income dollar equivalent yield per 2.0% of household income
Expenditures		FY2016	FY2017	FY2018	FY2019
1.	<b>Adopted or warned union district budget</b> (including special programs and full technical center expenditures)	-	-	-	\$5,423,799
2.	<i>plus</i> Sum of separately warned articles passed at union district meeting	-	-	-	-
3.	<b>Adopted or warned union district budget plus articles</b>	-	-	-	\$5,423,799
4.	<i>plus</i> Obligation to a Regional Technical Center School District if any	-	-	-	-
5.	<i>plus</i> Prior year deficit repayment of deficit	-	-	-	-
6.	<b>Total Union Budget</b>	-	-	-	\$5,423,799
7.	S.U. assessment (included in union budget) - informational data	-	-	-	-
8.	Prior year deficit reduction (if included in union expenditure budget) - informational data	-	-	-	-
Revenues					
9.	Union revenues (categorical grants, donations, tuitions, surplus, federal, etc.)	-	-	-	-
10.	<b>Total offsetting union revenues</b>	-	-	-	-
11.	<b>Education Spending</b>	-	-	-	\$5,423,799
12.	Northeast Kingdom Choice USD equalized pupils	-	-	-	286.79
Education Spending per Equalized Pupil					
13.		-	-	-	\$18,912.09
14.	<i>minus</i> Less net eligible construction costs (or P&I) per equalized pupil	-	-	-	-
15.	<i>minus</i> Less share of SpEd costs in excess of \$50,000 for an individual (per eqpup)	-	-	-	-
16.	<i>minus</i> Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per eqpup)	-	-	-	-
17.	<i>minus</i> Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per eqpup)	-	-	-	-
18.	<i>minus</i> Estimated costs of new students after census period (per eqpup)	-	-	-	-
19.	<i>minus</i> Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per eqpup)	-	-	-	-
20.	<i>minus</i> Less planning costs for merger of small schools (per eqpup)	-	-	-	-
21.	<i>minus</i> Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per eqpup)	-	-	-	-
22.	Excess spending threshold	threshold = \$17,103	Allowable growth	threshold = \$17,386	threshold = \$17,816
23.	<i>plus</i> Excess Spending per Equalized Pupil over threshold (if any)	\$17,103.00	-	\$17,386.00	\$17,816.00
24.	Per pupil figure used for calculating District Equalized Tax Rate	-	-	-	\$18,912.09
25.	Union spending adjustment (minimum of 100%)	based on \$9,285	based on \$9,701	based on yield \$10,160	192.157% based on yield \$10,076
26.	Anticipated equalized union homestead tax rate to be prorated [\$18,912.09 + (\$9,842.00 / \$1,000)] Less ACT153 8 cents First Year of Operation Incentive	based on \$0.98	based on \$1.00	based on \$1.00	\$1.9216 based on \$1.00
<b>Prorated homestead union tax rates for members of Northeast Kingdom Choice USD</b>		Equalized Rate	CLA	Rate on tax bill	
		FY2016	FY2019	FY2019	
T021	Bloomfield	1.4690	1.5425	108.96%	1.4157 100.00%
T035	Brunswick	1.1032	1.1584	95.86%	1.2110 100.00%
T064	East Haven	1.6607	1.7437	106.64%	1.6351 100.00%
T083	Granby	1.0000	1.0500	102.29%	1.0265 100.00%
T088	Guildhall	1.0000	1.0500	120.72%	0.8698 100.00%
T108	Kirby	1.5607	1.6387	104.17%	1.5731 100.00%
T111	Lemington	2.0811	1.4615	102.18%	1.4303 100.00%
T118	Maidstone	1.0000	1.0500	111.91%	0.9383 100.00%
T144	Norton	1.7674	1.8416	94.29%	1.9531 100.00%
T216	Victory	2.1876	2.0782	104.77%	1.9836 100.00%
27.	Anticipated income cap percent to be prorated from Northeast Kingdom Choice USD [((\$18,912.09 + \$11,862) x 2.00%)]	based on 1.80%	based on 2.00%	based on 2.00%	3.19% based on 2.00%
<b>Prorated union income cap percentage for members of Northeast Kingdom Choice USD</b>		FY2016	FY2017	FY2018	FY2019
T021	Bloomfield	-	-	-	2.74% 100.00%
T035	Brunswick	-	-	-	2.06% 100.00%
T064	East Haven	-	-	-	3.05% 100.00%
T083	Granby	-	-	-	1.87% 100.00%
T088	Guildhall	-	-	-	1.87% 100.00%
T108	Kirby	-	-	-	2.92% 100.00%
T111	Lemington	-	-	-	2.55% 100.00%
T118	Maidstone	-	-	-	1.87% 100.00%
T144	Norton	-	-	-	3.05% 100.00%
T216	Victory	-	-	-	3.52% 100.00%

- Following current statute, the Tax Commissioner recommended a property yield of \$9,842 for every \$1.00 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$11,862 for a base income percent of 2.0% and a non-residential tax rate of \$1.629. New and updated data will likely change the proposed property and income yields and perhaps the non-residential rate.  
 - Final figures will be set by the Legislature during the legislative session and approved by the Governor.  
 - The base income percentage cap is 2.0%.

**Superintendent of Schools  
Karen E. Conroy**

As I reach my mid-year tenure as the Superintendent of Schools of Essex North Supervisory Union (ENSU), I am full of energy, enthusiasm, and optimism. According to author Michael Fullan, in his book entitled, *Leading in a Culture of Change*, “Energetic-enthusiastic-hopeful leaders cause greater moral purpose in themselves, bury themselves in change, naturally build relations and knowledge and seek coherence to consolidate a greater moral purpose.” There is no greater moral purpose than the task of educating our children and it is an honor to expand the supervisory union services to support the children of the newly created unified school district, Northeast Kingdom (NEK) Choice.

On August 30, 2017, the State Board of Education adjusted the boundaries of the current supervisory union to include the towns of East Haven, Granby, Guildhall, Kirby, Maidstone, and Victory, merging with the existing towns of Bloomfield, Brunswick, Lemington, and Norton to create the new NEK Choice School District. I would like to personally welcome these new communities and assure you that I am committed to providing the resources and educational opportunities available to each of the students in these communities for them to learn and thrive.

Act 46 encouraged governance to create cost efficiencies, but more importantly to create opportunities for students by providing NEK Choice residents with the option to choose the learning environment that best meets the needs of their child. The NEK Choice School District will provide educational services by paying tuition for its students to attend the public or approved independent school of their choice as allowed under Vermont law.

In the past several months, I have been working with the NEK Choice School District board members and the newly appointed ENSU Transitional Supervisory Union Board to prepare for full operation beginning on July 1<sup>st</sup>, 2018. These activities include a range of items from the development of policies on tuition and residency, to upgrades to improve the efficiency of the ENSU central office operations, to website changes to provide a means of communication to our parents and the community members. All of these transformational efforts are designed to ensure that systems and procedures are in place for a smooth shift for towns, school district officials and students.

I am looking forward to working with the communities of NEK Choice to communicate the education opportunities available for their youth. Please feel free to visit our office in the Canaan Community Office Building or contact us by phone if you have any questions.

Thank you for all you do to support our students.



Essex North Supervisory Union  
Superintendent of Schools

**Report of the Director of Special Education  
ENSU & NEK Choice  
2018**

The Essex North Supervisory Union Special Education department currently, consists of three full time proficient special education teachers, and thirteen dedicated time para-educators. Each staff member professionally and enthusiastically provides the special education Individualized Education Plan (IEP) services to students in grades Pre-K to twelve to forty-four different students. The Director of Special Education case manages eleven school choice and alternative placement students outside of the Canaan Schools.

With the exciting addition of including the NEK Choice towns to ENSU's current special education program, there will be additional Special Services Case Manager who will oversee all NEK Choice students with Individualized Education and 504 Plans in about 25 differing schools.

Each special education student has an identified disability which adversely effects their educational performance, and is in need for supports, above what can be provided through the traditional educational support system available to all students within the school according to the Vermont Special Education Rules.

The special education staff provides a variety of services both within the student's classroom and throughout the Canaan Schools. While working in any setting, the students are accessing their grade level common core content areas with their peers, and working toward mastery of their IEP goals. Both the special educators, and the paraprofessionals support the IEP accommodations, modification implementation, and learning opportunities to enhance the student's basic skill areas of weakness to support access to their grade level classrooms.

There are also contracted related services for the special education IEP students from outside resources to best support student's needs in the areas of Speech and Language, Autism Specialist, Occupational Therapy and Physical Therapy.

The Canaan Schools high school IEP students work closely with their IEP teams to generate individualized transition plans that are an integrated part of their IEP. Each plan includes long term and short term goals in areas of education and training, employment, and at times independent living. This transition plan assists the students to start thinking about what direction they want to take after high school. To support the IEP student's in this exploration process, the Vermont Department of Vocational Rehabilitation (VR) and the Youth Employment Specialist (YES), are available weekly to meet and discuss any part of the student's transition plan individually or in small groups. These two resources are able to assist student's to explore a wide variety of career options such as college searches, job shadowing, unpaid work experiences, career and interest inventories are just to name a few.

I would like to conclude with the well-deserved recognition for all the exceptional special education staff I am so fortunate to work with. Every single one of them is dedicated to doing an excellent job, and I want to thank all of you for what each does on behalf of our students.

Respectfully submitted,  
*Heather Cole*  
*Director of Special Education*

## Northeast Kingdom Choice School District Summary

A year ago an unprecedented Vermont development occurred in the Northeast Kingdom. Pressures on Vermont's educational delivery has strained taxpayers throughout the state. With State Board of Education approval, voters from central Caledonia to northern Essex counties representing 10 towns: Bloomfield, Brunswick, East Haven, Granby, Guildhall, Kirby, Lemington, Maidstone, Norton, and Victory, determined to merge their belief and commitment that school choice offered their children the best opportunities for educational development, by forming the Northeast Kingdom Choice School District (NEK). NEK Choice will continue to support tuitioning students with the belief that the ability of parents to choose the educational settings that best fits their child's need will lead to the best outcomes for these students.

NEK Choice School District was given approval and assigned to Essex North Supervisory Union (ENSU, Canaan School District), as a Unified Union School District. This union shares administrative and other traditional services. A significant piece of this approval waived the statute for representation for a Unified Union School District. (Normally operating districts have three representatives while tuition districts have one.) They approved a new configuration, which Canaan heartily supported, that there be three representatives from Canaan and three from NEK Choice. The spirit of cooperation between the two districts has begun strongly and both realize student needs are better supported by working together. Our new Superintendent, Karen Conroy, has worked hard to support this new and unique merger. The efforts have focused on solidifying a good office staff with technology improvements to enhance and increase efficiency, quality, and productivity.

The NEK Choice Board has diligently pursued the challenges of meeting the needs of 287 students in our new district. Establishing policies regarding Tuition, Residency, and Voucher are keys to ensuring integrity for our taxpayers as well as providing the best options for successful education. Communication is another vital component that the board is challenged with. We are in the process of building and launching a website for NEK Choice that will be part of the ENSU website. We feel that the area NEK Choice encompasses presents a great challenge to successful communication. A quality website is a key piece to meeting this need. Another resource tool that is coming together is a Parent/Guardian Resource Guide. Mission, history, policies and process will accompany a large collection of information about schools throughout our Northeast area. We intend to print this and have it available at the Town Clerk's office of each town in NEK Choice. This will also be available on our website. The daunting task of putting together a first-ever budget for this type of district has required a great deal of time with the state and the need to become educated to understand a budget that is new to us all. In a tough state-wide fiscal year, the one piece that appears reassuring is that our merger has given us some control over spending, in particular the 5% throttle for increase and decrease. As you can see, there is work being done and work to do to ensure a successful first year beginning July 1, 2018 our first official day of operation.

I would like to thank you all for having the courage to move forward with a view that expands our communities to a broader involvement for the benefit of our children. A larger voice will help us to maintain our educational desires for our children. We thank you and welcome your participation and support. Thanks on behalf of our Board!



Miles Etter      Chair of NEK Choice School Board

**Essex North Supervisory Union**

**2018 - 2019 Budget**

Approved 01/08/2018

<b>Expenditures SUPERINTENDENT'S OFFICE</b>	<b>Approved Budget (FY18)</b>	<b>Proposed Budget (FY19)</b>	<b>Increase (Decrease)</b>	<b>NEK Choice</b>	<b>Canaan</b>
<b>GENERAL COSTS</b>					
<b>SUPERINTENDENTS OFFICE:</b>					
Superintendent Salary	\$95,000	\$96,820	\$1,820	\$48,410	\$48,410
Treasurer	\$1,522	\$1,522	\$0	\$761	\$761
Business Admin Salary	\$46,350	\$51,500	\$5,150	\$25,750	\$25,750
Admin Asst Salary-FY 18 Under Sped/Medicaid	\$9,984	\$34,320	\$24,336	\$17,160	\$17,160
Group Ins-Health/Dental/Life/STD/LTD	\$50,575	\$43,229	-\$7,346	\$21,615	\$21,615
VT Teacher Health Assessment-New Hires (KC)	\$0	\$1,253	\$1,253	\$627	\$627
FICA	\$11,694	\$15,895	\$4,201	\$7,947	\$7,947
Payroll Ins-WC/Unemp	\$1,547	\$1,923	\$376	\$962	\$962
Legal Services	\$1,000	\$3,000	\$2,000	\$1,500	\$1,500
Audit Services	\$9,000	\$11,000	\$2,000	\$5,500	\$5,500
Repairs/Maintenance-Copier Contract	\$1,500	\$2,500	\$1,000	\$1,250	\$1,250
Prof/OLT Liab. Ins-Errors & Omissions/Liability Ins.	\$4,000	\$5,000	\$1,000	\$2,500	\$2,500
Telephone/Internet	\$1,000	\$7,800	\$6,800	\$3,900	\$3,900
Postage	\$1,100	\$1,500	\$400	\$750	\$750
Travel Expenses	\$3,000	\$7,000	\$4,000	\$3,500	\$3,500
General Supplies	\$2,500	\$3,000	\$500	\$1,500	\$1,500
Heat	\$3,500	\$3,500	\$0	\$1,750	\$1,750
Equipment Replacement	\$4,000	\$500	-\$3,500	\$250	\$250
Dues & Fees	\$4,500	\$6,000	\$1,500	\$3,000	\$3,000
Contracted Services Erate/BAMentor/Shred/Imaging	\$0	\$11,200	\$11,200	\$5,600	\$5,600
Advertising	\$0	\$1,700	\$1,700	\$850	\$850
Tuition Reimbursement	\$0	\$4,000	\$4,000	\$2,000	\$2,000
Software-WebHost/Infinite Visions/3 Users	\$0	\$23,411	\$23,411	\$11,706	\$11,706
HRA	\$0	\$12,900	\$12,900	\$6,450	\$6,450
HRA-Admin Fees	\$0	\$125	\$125	\$63	\$63
<b>Will be Billed as SUPERVISORY Assessment</b>	<b>\$251,772</b>	<b>\$350,598</b>	<b>\$98,826</b>	<b>\$175,299</b>	<b>\$175,299</b>

<b>Revenue Statement SUPERINTENDENT'S OFFICE</b>	<b>Revised 2017-2018</b>	<b>Estimated 2018-2019</b>	<b>Increase (Decrease)</b>
Prior Year Carry-Over	\$21,604	\$0	(\$21,604)
Indirect Costs	\$3,500	\$0	(\$3,500)
Misc. Income	\$1,500	\$0	(\$1,500)
Assessments-NEK	\$47,000	\$175,299	\$128,299
Assessments-Canaan	\$190,227	\$175,299	(\$14,928)
<b>Total Revenue Superintendent's Office</b>	<b>\$263,831</b>	<b>\$350,598</b>	<b>\$86,767</b>

Expenditures SPECIAL EDUCATION /SERVICES	Approved Budget (FY18)	Proposed Budget (FY19)	Increase (Decrease)	NEK Choice	Canaan
<b>Special Services (Special Ed)</b>					
Salaries-Director (.10 to 504 Services)	\$63,124	\$61,297	-\$1,827	\$30,649	\$30,649
Salaries-Admin Asst. (75 FTE FY 19) (.50 FTE FY 18)	\$16,640	\$30,888	\$14,248	\$15,444	\$15,444
Para Educators-Canaan Only (Includes EEE)	\$165,091	\$259,982	\$94,891	\$0	\$259,982
Special Ed Teachers-Resource Room	\$133,639	\$164,277	\$30,638	\$45,000	\$119,277
Substitutes	\$500	\$6,300	\$5,800	\$0	\$6,300
FICA	\$28,954	\$42,301	\$13,347	\$9,686	\$32,615
Payroll Ins-Worker's Compensation/Unemployment	\$8,654	\$12,372	\$3,718	\$2,949	\$9,423
Group Ins-Health/Dental/Life/LTD/STD	\$119,219	\$171,507	\$52,288	\$38,175	\$133,332
Travel-Director/NEK Teacher	\$4,000	\$6,500	\$2,500	\$2,500	\$4,000
Advertising	\$0	\$1,000	\$1,000	\$200	\$800
General Supplies-Special Ed	\$10,000	\$7,500	-\$2,500	\$0	\$7,500
Contracted Services-PT/OT/Speech/Mainstream/RR	\$312,645	\$513,392	\$200,747	\$336,208	\$177,184
Equipment Maintenance	\$1,000	\$1,000	\$0	\$0	\$1,000
Telephone	\$2,000	\$3,500	\$1,500	\$0	\$3,500
Tuition-Extraordinary Canaan Students	\$209,700	\$268,950	\$59,250	\$0	\$268,950
Equipment -Special Ed Canaan Only	\$5,000	\$10,000	\$5,000	\$0	\$10,000
Instructional Support Services	\$3,000	\$8,000	\$5,000	\$0	\$8,000
Transportation-Extraordinary Canaan Students	\$0	\$23,100	\$23,100	\$0	\$23,100
Dues & Registrations	\$0	\$1,500	\$1,500	\$0	\$1,500
Postage	\$0	\$800	\$800	\$0	\$800
HRA	\$0	\$44,140	\$44,140	\$7,095	\$37,045
HRA-Admin Fee	\$0	\$470	\$470	\$83	\$387
Contracted Services-Paras in Canaan School (NEK)	\$0	\$30,209	\$30,209	\$30,209	\$0
<b>Will be billed as Special Education Assessment</b>	<b>\$1,083,166</b>	<b>\$1,668,984</b>	<b>\$585,818</b>	<b>\$518,197</b>	<b>\$1,150,787</b>
<b>Above will be reimbursed at 56%</b>					

<b>Budget Sub-Totals (Superintendent/Special Education):</b>	<b>\$1,334,938</b>	<b>\$2,019,582</b>	<b>\$684,644</b>	<b>\$693,496</b>	<b>\$1,326,086</b>
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Expenditures OTHER SERVICES (Non-Reimbursable)	Approved Budget (FY18)	Proposed Budget (FY19)	Increase (Decrease)	NEK Choice	Canaan
Salaries-Director/Admin Asst for 504 Services (.10)	\$0	\$10,243	\$10,243	\$5,122	\$5,122
FICA/Health/HRA/Dental/Life/Dis/Long/Short/WC	\$0	\$5,363	\$5,363	\$2,682	\$2,682
Pre-K Salary (Para Salary Above)	\$70,375	\$26,262	-\$44,113	\$0	\$26,262
Pre-K Subs	\$575	\$600	\$25	\$0	\$600
Pre-K FICA/Health/HRA/Dental/Life/Dis/LTD/STD/WC	\$42,727	\$18,546	-\$24,181	\$0	\$18,546
Pre-K General Supplies/Books	\$700	\$766	\$66	\$0	\$766
Pre-K Contracted Services (EEE)	\$25,729	\$34,308	\$8,579	\$27,688	\$6,620
Pre-K Equipment (EEE)	\$2,000	\$2,000	\$0	\$0	\$2,000
VT Teacher Retire Health Assess (JL + New NEK)	\$0	\$2,506	\$2,506	\$1,253	\$1,253
Tuition Reimbursement-Para Educators	\$0	\$2,000	\$2,000	\$500	\$1,500
Contracted Services-504 Only Speech/PT/OT/PARAS NEK(Riverside/Lancaster)/Evaluations- Canaan Only	\$0	\$83,720	\$83,720	\$72,720	\$11,000
General Supplies-504 Students (Canaan Only)	\$0	\$1,000	\$1,000	\$0	\$1,000
Equipment-504 Students NEK Only	\$0	\$9,200	\$9,200	\$9,200	\$0
<b>Will be billed as invoiced for the above services:</b>	<b>\$142,106</b>	<b>\$196,514</b>	<b>\$54,408</b>	<b>\$119,164</b>	<b>\$77,350</b>

<b>Grand Total of Special Ed &amp; Other Services:</b>	<b>\$1,225,272</b>	<b>\$1,865,498</b>	<b>\$640,226</b>	<b>\$637,361</b>	<b>\$1,228,137</b>
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<b>Budget Sub-Totals (Super, Special Ed &amp; Other):</b>	<b>\$1,477,044</b>	<b>\$2,216,096</b>	<b>\$739,052</b>	<b>\$812,659</b>	<b>\$1,403,436</b>
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Revenue Statement SPECIAL ED SERVICES/OTHER	Approved /Revised 2017-2018	Estimated 2018-2019	Increase (Decrease)
Pre-School	\$69,726	\$49,005	(\$20,721)
EEE Grant -Canaan	\$17,085	\$29,062	\$11,977
Mainstream Block Grant-NEK	\$0	\$32,292	\$32,292
Mainstream Block Grant-Canaan	\$122,849	\$158,933	\$36,084
IDEA-Canaan	\$78,173	\$109,087	\$30,914
Special Ed Reimbursement-NEK	\$0	\$139,225	\$139,225
Special Ed Reimbursement-Canaan	\$679,769	\$556,961	(\$122,808)
Special Ed Assessments-NEK	\$0	\$346,680	\$346,680
Special Ed Assessments-Canaan	\$257,670	\$296,744	\$39,074
Contracted Services-NEK	\$0	\$119,164	\$119,164
Contracted Services-Canaan	\$0	\$28,345	\$28,345
<b>Total Revenue Special Ed Services/Other:</b>	<b>\$1,225,272</b>	<b>\$1,865,498</b>	<b>\$640,226</b>

Expenditures I, IIA, IV, REAP Grants	Title	Approved Budget (FY 18)	Proposed Budget (FY19)	Increase (Decrease)
Pre-School		\$0	\$0	\$0
Contracted Services		\$108,159	\$61,232	-\$46,927
Academic Enrichment-Online VHS		\$5,000	\$5,000	\$0
Summer Programming		\$22,435	\$22,435	\$0
After School Program		\$0	\$0	\$0
Literacy Interventionist		\$6,000	\$25,728	\$19,728
Academic Enrichment-Experiential		\$10,000	\$10,000	\$0
PBGR/MTSS		\$20,000	\$20,000	\$0
Mentoring		\$0	\$10,000	\$10,000
Supplies-Homeless Supports		\$1,000	\$1,000	\$0
Equipment		\$0	\$0	\$0
Retirement Contribution		\$1,400	\$6,541	\$5,141
Indirect Cost		\$0	\$0	\$0
<b>Grant Funds will Pay for these Costs:</b>		<b>\$173,994</b>	<b>\$161,936</b>	<b>-\$12,058</b>

Revenue Statement TITLE I, IIA, IV, REAP Grants	Revised 2017-2018	Estimated 2018-2019	Increase (Decrease)
Anticipated Federal Funding	\$161,936	\$161,936	\$0
FY 17 Carry-Over	\$12,058	\$0	-\$12,058
<b>Total</b>	<b>\$173,994</b>	<b>\$161,936</b>	<b>-\$12,058</b>

	2017-2018	2018-2019	Increase	NEK	Canaan
<b>Grand Total of All Expenditures:</b>	<b>\$1,651,038</b>	<b>\$2,378,032</b>	<b>\$726,994</b>	<b>\$812,659</b>	<b>\$1,403,436</b>

## NEK CHOICE SCHOOL DISTRICT WARNING

The legal voters of NEK Choice School District are hereby duly notified and warned to meet at their respective individual voting locations below, to vote for Articles One (1) through Four (4) by Australian Ballot on Tuesday, March 6, 2018, with the polls open from 10:00 AM to 7:00 PM.

Town of Brunswick: Brunswick Community Office Building  
Town of Bloomfield: Bloomfield Town Hall  
Town of East Haven: East Haven Community Building  
Town of Granby: Granby Town Office  
Town of Guildhall: Guildhall Town Office  
Town of Kirby: Kirby Town Office  
Town of Lemington: Lemington Town House  
Town of Maidstone: Maidstone Town Office  
Town of Norton: Norton Town Office  
Town of Victory: Victory Town Office

- ARTICLE 1. Shall the voters of NEK Choice School District authorize the Board of School Directors to borrow money in anticipation of taxes? (Australian Ballot)
- ARTICLE 2. Shall the voters of the NEK Choice School District authorize the Board of School Directors to withdraw from the Unanticipated Tuition Reserve Fund in order to pay unanticipated tuition expenses in FY2019? (Australian Ballot)
- ARTICLE 3. Shall the voters of the NEK Choice School District approve the Board of Directors to expend \$5,423,799, which is the amount the School Board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$18,912 per equalized pupil. This is the first year of operation. There is no prior year for comparison. (Australian Ballot)
- ARTICLE 4. Shall the action taken at the meeting of the School District held on March 7, 2017 to elect eleven (11) school directors to serve on the NEK Choice School District, in spite of the fact that the warning listed the incorrect term dates under the Articles of Agreement, and any act or action of the municipal officers or agents pursuant thereto, be readopted, ratified and confirmed, pursuant to 17 V.S.A. § 2662? (Australian Ballot)

Given unto our hands this 18<sup>th</sup> day of January, 2018.

NEK Choice School District Board Chair

  
Miles Etter

# NEK School Choice District

Bloomfield, Brunswick, East Haven, Granby, Guildhall, Kirby, Lemington, Maidstone, Norton, Victory  
The newly formed NEK School Choice District, as mandated by Act 46, begins operation July 1<sup>st</sup>, 2018

## All residents are invited to attend one of the following **INFORMATIONAL SESSIONS**

February 20<sup>th</sup> Tuesday 6 PM - Essex North Supervisory Union Office  
(318 Christian Hill Road, Canaan, VT 05903)

February 21<sup>st</sup> Wednesday 6 PM - Guildhall Town Office  
(13 Courthouse Drive, Guildhall, VT 05905)

February 22<sup>nd</sup> Thursday 6 PM - Kirby Town Hall  
(346 Town Hall Road, Kirby, VT 05851)

February 26<sup>th</sup> Monday 6 PM - Brunswick Town Hall  
(994 VT-102, Brunswick, VT 05905)

## TOPICS TO BE ADDRESSED

- Budget of \$5,423,799  
*(to be voted on by Australian Ballot on Tuesday, March 6<sup>th</sup> from 10 AM - 7 PM in each town)*
- Transition of New NEK Choice School District Board
- Relationship with Essex North Supervisory Union (ENSU)
  - School Resource Guide
- NEK Choice School District Website
- Question & Answer Session

The NEK Choice School District **Annual School Board Meeting** will be held on:  
**Sunday, March 4 at 4 PM** at the **Guildhall Town Office** - 13 Courthouse Drive, Guildhall

# WARNING

## NEK WASTE MANAGEMENT DISTRICT BUDGET VOTE

### MARCH 6, 2018

The legal voters of the Northeast Kingdom Waste Management District are hereby notified and warned to vote, by Australian Ballot, at the polling place and between the hours specified by their municipality on Tuesday, March 6, 2018 to act on the following article.

**ARTICLE 1:** Shall the voters authorize the Northeast Kingdom Waste Management District to appropriate and expend a budget of \$760,519?

Joyl Cynn	Pauline Routhage
Steve Perry	Gene A. Perkins
Jack Sumberg	Preston Smith
Nimal Sivas	
David Arlon	
Kiwi Flanders	
Gene Keene	
Kraig	
John B. Burt	
Valerius	
Kenneth W. Johnson	
David Emdin	
Allyn Dargh	
Edwin Poirin	
Nearsh Burt	

2018 PROPOSED BUDGET

BUDGET ITEM	2017 BUDGET	2017 ACTUAL as of 12/31/17	2018 PROPOSED BUDGET
<b>ADMINISTRATION EXPENSES</b>			
Advertising	\$600.00	\$246.25	\$400.00
Audit -- Financial	\$6,200.00	\$6,500.00	\$7,595.00
Audit -- Waste Haulers	\$6,000.00	\$1,147.50	\$2,500.00
Bank Charges	\$0.00	\$10.00	\$0.00
Books & Subscriptions	\$100.00	\$0.00	\$100.00
Cleaning	\$2,100.00	\$1,765.04	\$1,600.00
Copier	\$1,900.00	\$2,021.36	\$2,000.00
Dues/Permits/Fees/Penalties	\$3,000.00	\$6,081.58	\$5,000.00
Heating Fuel	\$1,000.00	\$1,438.51	\$1,500.00
Interest Expense	\$0.00	\$303.52	\$0.00
Liability & Casualty & Emp. Prac.	\$16,000.00	\$16,143.36	\$16,000.00
Planning	\$2,000.00	\$0.00	\$1,000.00
Legal Fees	\$2,500.00	\$1,050.00	\$2,000.00
Postage	\$3,000.00	\$2,868.61	\$3,000.00
Office Supplies	\$3,600.00	\$4,934.77	\$3,600.00
Telephone - Office	\$3,200.00	\$3,213.47	\$3,200.00
Water/Sewer	\$1,000.00	\$865.10	\$1,100.00
<b>TOTAL ADMINISTRATION</b>	<b>\$52,200.00</b>	<b>\$48,589.07</b>	<b>\$50,595.00</b>
Gross Wages	\$376,570.00	\$371,320.86	\$379,193.00
Overtime Wages-- Warehouse	\$5,000.00	\$3,078.81	\$5,000.00
Fica (Employer Match)	\$23,347.00	\$23,055.60	\$23,820.00
Medi (Employer Match)	\$5,460.00	\$5,392.10	\$5,571.00
State Unemployment Insurance	\$13,500.00	\$12,017.27	\$13,500.00
VMERS (Retirement)	\$19,200.00	\$18,045.39	\$19,990.00
Workman's Compensation Insurance	\$32,000.00	\$39,846.64	\$34,000.00
Mileage - Employee	\$7,000.00	\$6,687.17	\$7,000.00
Mileage- Supervisor's	\$5,000.00	\$5,074.43	\$5,000.00
Supervisor Secretary Payments	\$500.00	\$750.00	\$500.00
Personnel Equipment	\$1,300.00	\$283.99	\$1,000.00
Training	\$1,500.00	\$795.00	\$1,500.00
Travel	\$100.00	\$0.00	\$100.00
<b>TOTAL PERSONNEL</b>	<b>\$490,477.00</b>	<b>\$486,347.26</b>	<b>\$496,174.00</b>
<b>BUILDING EXPENSES</b>			
Improvements	\$1,000.00	\$505.92	\$1,000.00
Electricity	\$8,900.00	\$8,520.90	\$9,800.00
Maintenance	\$1,500.00	\$902.78	\$1,000.00
Misc. Supplies	\$500.00	\$2,706.51	\$1,000.00
Trash Removal	\$3,600.00	\$3,032.16	\$3,000.00
<b>TOTAL BUILDING</b>	<b>\$15,500.00</b>	<b>\$15,668.27</b>	<b>\$15,800.00</b>

2018 PROPOSED BUDGET

BUDGET ITEM	2017 BUDGET	2017 ACTUAL as of 12/31/2017	2018 PROPOSED BUDGET
<b>EQUIPMENT EXPENSES</b>			
Purchases	\$500.00	\$18.18	\$500.00
Baler Repairs	\$5,000.00	\$8,176.59	\$6,000.00
Baler Supplies	\$8,000.00	\$5,530.94	\$6,000.00
Forklift Fuel	\$2,900.00	\$2,412.68	\$2,200.00
Forklift Repairs	\$5,000.00	\$13,511.62	\$4,000.00
Misc. Equipment Repairs	\$1,000.00	\$2,533.89	\$2,000.00
Skidsteer Fuel	\$600.00	\$624.78	\$500.00
Skidsteer Repairs	\$3,000.00	\$5,742.78	\$3,000.00
Warehouse Supplies	\$1,500.00	\$4,171.99	\$1,500.00
Trucks--Diesel	\$18,000.00	\$17,863.63	\$18,000.00
Trucks--Repairs	\$10,000.00	\$17,076.94	\$10,000.00
<b>TOTAL EQUIPMENT</b>	<b>\$55,500.00</b>	<b>\$77,664.02</b>	<b>\$53,700.00</b>
<b>PROGRAMS EXPENSES</b>			
Advertising	\$2,000.00	\$720.25	\$1,000.00
Permits & Fees	\$450.00	\$235.00	\$450.00
Composting	\$18,500.00	\$16,125.68	\$22,000.00
Composter/Bin	\$4,000.00	\$2,447.14	\$3,000.00
Dues & Subscription	\$0.00	\$0.00	\$0.00
Education Outreach	\$14,000.00	\$18,022.46	\$15,000.00
Hazmat Disposal	\$27,000.00	\$28,095.62	\$24,000.00
Hazmat Supplies	\$4,000.00	\$4,547.60	\$4,000.00
Sale of Recyclables--Processing	\$26,000.00	\$41,203.15	\$30,000.00
Special Collections	\$300.00	\$22.60	\$300.00
Supplies	\$600.00	\$913.90	\$500.00
Tire Disposal	\$9,000.00	\$15,612.00	\$9,000.00
<b>TOTAL PROGRAMS</b>	<b>\$105,850.00</b>	<b>\$127,945.40</b>	<b>\$109,250.00</b>
<b>SUB-TOTAL</b>	<b>\$719,527.00</b>	<b>\$756,214.02</b>	<b>\$725,519.00</b>
<b>DEBT REDUCTION PAYMENTS</b>			
Interest			
Principal			
<b>TOTAL DEBT REDUCTION</b>			
<b>CAPITAL FUND</b>			
Capital Improvement Fund	\$36,000.00	\$34,470.00	\$35,000.00
<b>TOTAL CAPITAL FUND</b>	<b>\$36,000.00</b>	<b>\$34,470.00</b>	<b>\$35,000.00</b>
<b>TOTAL NEK EXPENSES</b>	<b>\$755,527.00</b>	<b>\$790,684.02</b>	<b>\$760,519.00</b>
Grants--St of VT	\$59,000.00	\$62,499.00	\$59,000.00
Hauling--Recycling Pick-ups	\$40,000.00	\$35,565.00	\$35,000.00
Haz Mat/Paint Care (CEG Fees)	\$2,000.00	\$6,410.60	\$3,200.00
Interest Income	\$25.00	\$7.48	\$25.00
Miscellaneous Income	\$500.00	\$122.00	\$500.00
Program Sales--Composter/Bins	\$1,000.00	\$504.00	\$500.00
Programs- Oil Filter Program	\$150.00	\$125.00	\$150.00
Sale of Recyclables	\$150,000.00	\$204,913.65	\$179,394.00
Compost Income	\$6,000.00	\$15,087.41	\$13,000.00
Electronics Income	\$21,352.00	\$27,446.52	\$22,000.00
Scrap Metal Income	\$4,000.00	\$16,202.25	\$10,000.00
Battery Income	\$3,500.00	\$6,143.75	\$3,750.00
Tire Income	\$8,000.00	\$14,302.60	\$9,000.00
Surcharge--Waste Haulers	\$460,000.00	\$457,110.58	\$425,000.00
<b>TOTAL NEK REVENUES</b>	<b>\$755,527.00</b>	<b>\$846,439.84</b>	<b>\$760,519.00</b>

## **RECYCLING IN THE NEK\***

**\* Not all materials are accepted in every Town \***

Items not on this list are not accepted for recycling.

### **NEWSPAPERS, MAGAZINES & OFFICE PAPER (JUNK MAIL):**

Mix together - catalogs, telephone books, glossy inserts, paperback books, colored paper, white paper, wrapping paper and junk mail. Any color or type of paper can be in this category. *NO coffee cups, ice cream cartons, brown Kraft bags, boxboard, or metallic wrapping paper.*

### **CORRUGATED CARDBOARD, BROWN KRAFT BAGS & BOXBOARD:**

Remove excess tape. Staples are OK. *NO wax-coated cardboard, cardboard soiled with food waste, coffee cups, ice cream cartons, or Styrofoam. NO strings, handles, or boxes with plastic layers.*

**TIN CANS:** Please rinse. Flattening & removing labels is not required. *Separate from aluminum cans (a magnet will stick to tin but not to aluminum).*

**ALUMINUM CANS, FOIL, AND FOOD TRAYS:** Please rinse. Flattening & removing labels is not required. *Snack bags and candy wrappers are not aluminum foil.*

**GLASS (ALL COLORS):** Please rinse. Any color bottle or jar. Window glass, mirror, ceramic, Pyrex and drinking glasses also accepted. *NO crystal, lids, metal or wood. NO light bulbs.*

### **#1 - #4 PLASTIC CONTAINERS & #5 FOOD-GRADE CONTAINERS:**

Locate # of plastic in recycling symbol on container. *2-gal capacity or less.* Labels are OK, please crush larger containers. Please rinse. #5 accepted if it's a food container. *NO black plastic containers of any kind. NO automotive fluid bottles. NO vinyl siding, toys, CD cases, VHS tapes, Styrofoam, syringes, or medical devices – these items are trash.*

**PLASTIC BAGS:** Plastic bags must be labeled #2, #4, or #5. Any color accepted. Includes Bubble Wrap. *NO Zip Locks or nylon woven bags.*

**ELECTRONICS:** Computers & Peripherals, Computer Monitors, Cathode Ray Tubes, TVs, Printers, Personal Electronics such as Personal Digital Assistants and Music Players, Electronic Game Consoles, Fax Machines, Wireless Telephones, Telephones, Answering Machines, Videocassette Recorders, Digital Versatile Disc Players, Digital Converter Boxes, Stereo Equipment, and power supply cords (as used to charge electronic devices). *NO coffee makers, irons, or vacuum cleaners.*

**FOOD WASTE** – *Food Scraps Only.* Meat, seafood, dairy products, fruits, and vegetables. Please keep liquids, oils, and grease separate. *NO PLU stickers, milk or juice cartons, compostable bags, utensils, plates or cups, store bought floral products.*

**\* Not all materials are accepted in every Town**

# Acceptable HHW Materials

## HOUSEHOLD ITEMS

- AEROSOLS
- AIR FRESHENERS
- AMMONIA
- ARTS AND CRAFTS SUPPLIES
- BLEACH
- CLEANERS (INCLUDES: DRAIN, OVEN, FLOOR, WINDOW, TOILET, RUG, ETC.)
- DISINFECTANTS
- METAL & FURNITURE POLISH
- MOTHBALLS
- MERCURY THERMOMETERS
- NAIL POLISH & REMOVER
- NI-CD, LITHIUM, MI-MH, AND BUTTON CELL BATTERIES
- SPOT & STAIN REMOVERS
- ALKALINE BATTERIES (A, AA, AAA, C, D, 9 VOLT)\*

## GARDEN SUPPLIES

- CREOSOTE
- DIOXINS
- FERTILIZERS
- FLEA KILLERS
- FUNGICIDES
- HERBICIDES
- INSECT SPRAYS
- MURIATIC ACID
- NO-PEST STRIPS
- PESTICIDES
- RODENT KILLERS

## GARAGE

- ANTIFREEZE
- BRAKE FLUID\*
- CORROSIVES
- CAR WAXES AND CLEANERS
- ENGINE DEGREASERS
- FLUORESCENT LIGHT BULBS\*
- GASOLINE/DRY GAS
- KEROSENE
- LEAD-ACID CAR BATTERIES \*
- LIGHTER FLUID
- OIL-BASED PAINT
- LATEX BASED PAINT
- PAINT THINNER
- PROPANE CYLINDERS
- SEALANTS
- STAINS/STRIPPERS
- SWIMMING POOL CHEMICALS
- TRANSMISSION FLUID \*
- WOOD PRESERVATIVES
- USED MOTOR OIL AND FILTERS \*

\* ALSO ACCEPTED AT OIL AND BATTERY STATIONS YEAR ROUND

### PLEASE DO NOT BRING:

- ASBESTOS
- EXPLOSIVES, INCLUDING GUN POWDER, AMMUNITION
- FLARES
- INFECTIOUS WASTE
- PRESCRIPTION MEDICATION
- RADIOACTIVE WASTE, INCLUDING SMOKE DETECTORS
- UNKNOWN GAS CYLINDERS
- EMPTY CONTAINERS

**CALL THE NEKWMD IF YOU HAVE ITEMS YOU CANNOT IDENTIFY OR HAVE ITEMS NOT ON THIS LIST**

**802-626-3532 OR 800-734-4602 OR [www.nekwmd.org](http://www.nekwmd.org)**

The NEKWMD hazardous waste collection program is made possible in part by a grant from the Vermont Agency of Natural Resources. This year's grant totaled \$55,279.85

3/22/2017

**Additional Recyclable Materials:**

- Aerosol Cans
- Agricultural Bale Wrap
- Alkaline Batteries, Automotive Batteries, Rechargeable Batteries
- Cellular Phones
- Fluorescent Bulbs, CFL's
- Hard and Soft Covered Books (Soft Cover with mixed paper)
- Lead Fishing Sinkers
- Leaf and Yard Waste
- Liquid Cooking Oils
- Mercury Containing Devices (Thermostats, Thermometers, Etc.),
- Oil, Oil Filters
- Printer Cartridges
- Propane Tanks- Small
- Scrap Metal
- Tires - Fees apply. Check with your local facility for availability and pricing.

**HOUSHOLD HAZARDOUS WASTE – BY APPOINTMENT ONLY**

Monday – Friday, May to the end of September in Lyndonville  
Special remote events throughout the District; May 1 – October 1.  
Fees apply for business wastes. Call for details.

**Lyndonville walk-in is open to residents of all NEKWMD towns  
Wednesday 8am – 4pm & Saturday 8am – 3pm**

IF YOU HAVE ANY QUESTIONS – PLEASE CONTACT  
THE NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT AT  
(802) 626-3532 or (800) 734-4602  
On the web at [www.nekwmd.org](http://www.nekwmd.org), e-mail [outreach@nekwmd.org](mailto:outreach@nekwmd.org)

**\* Not all materials are accepted in every Town**

## Executive Committee Report

The NEKWMD finished 2017 by processing slightly more recycling compared to 2016 – 2981 tons in 2017 compared to 2962 tons in 2016. While tonnage for paper and cardboard were down, almost every other category saw increases compared to 2016. Tonnages for scrap metal, e-waste, and glass were all up significantly compared to 2016. Recycling markets remained steady throughout most of 2017 and were generally on the high side. Some policy changes in China sent ripples throughout some markets, but so far we have been isolated from those actions. The District ended 2017 with a surplus of \$55,755.82. This is good news considering 2016 ended with a deficit of \$53,459. Revenues in 2017 were 12% above projections. While budgeted expenses were 4.7% above projections. Sale of recyclables, including scrap metal, was responsible for most of the increase in revenues.

There were no additions or subtractions to the District membership in 2017. We continue to serve the largest geographical area and largest number of towns (49) in the State. Our population served is 3<sup>rd</sup> in the state behind only Chittenden Solid Waste District and the Central Vermont Solid Waste Management District.

Vermont's Universal Recycling Law (Act 148) guided most of our activities in 2017 and will continue to do so for the next several years. 2018 will see more of the same in helping our member communities comply with Act 148. The NEKWMD assisted 10 Towns with establishing food scrap collection at their transfer stations by the July 1, 2017 deadline.

The NEKWMD is entering 2018 with a proposed budget of \$760, 519 – an increase of less than 1% compared to 2017. The surcharge rate of \$24.25 will remain the same for 2018. Our surcharge on trash remains below the State average of \$26.19.

The NEKWMD was staffed by nine full-time and four part-time employees in 2017. Each of the member Towns is entitled to representation by at least one Supervisor. The Board of Supervisors is the principal authority over the NEKWMD and the primary means of contact with the member towns. The Board of Supervisors meets monthly with the District's Executive Director to set the direction of NEKWMD policy. The member Towns are also represented through their ability to vote on the NEKWMD budget at their Town Meeting in March.

Since the surcharge on trash is based on the amount of waste produced, members have a clear opportunity to control their waste management costs. Costs can decrease as waste generation rates decrease and recycling rates increase.

We would like to express our appreciation to our able staff for their continuing commitment to our mission. The nearly 50,000 residents of 49 Towns throughout the Northeast Kingdom can be assured that the NEKWMD will continue to address their waste management concerns in a timely and environmentally sound fashion.

***NEKWMD Executive Committee***

November 30, 2017

Dear Selectboard,

On behalf of the Northeast Kingdom Council on Aging, we are writing to ask for an appropriation from the town of Norton to support our work with older Vermonters living in your community. The challenges we face that result from a lack of increased funding and an increasing aging population make for trying times. Your support is vitally important.

The Council on Aging is the go-to place for older Vermonters to gain assistance in their communities. We offer a Senior Helpline, Medicare counseling, staff specially trained to help people develop long range planning as they age, caregiver support programs and grants, case management for those who need a bit more support in aging in place, as well as support to apply for fuel, food, and pharmacy programs. Our nutrition programs partially fund meal sites and home delivered meals under the guidance of our registered dietitian. Working with RCT and Legal aid we provide for the complex challenges people face while living in a rural community. In addition, our work is supplemented by 300 volunteers who are Meals on Wheels drivers, lead wellness program and support people in their homes.

As a private, 501c (3) non-profit corporation, we have been serving older Vermonters for over 35 years to follow their journey for living well in our communities. This year we are requesting the amount of \$300.00 from the residents of the town of Norton. We have enclosed a brief letter in support of the request for inclusion in your town report.

Suggested wording for the warning article for town meeting follows: *"Shall the town vote to appropriate the sum of \$300.00 to assist the Northeast Kingdom Council on Aging in providing services to senior citizens in the ensuing year."*

Please feel free to contact me should you have questions or need additional information.

Warm regards on behalf of the staff and board of the Council on Aging,



Meg Burmeister  
Executive Director

Skilled Nursing  
Occupational Therapy  
Physical Therapy  
Speech Therapy  
Licensed Nurses Aides  
Nutrition  
Social Services



Hospice  
Maternal Child Health  
Special Services  
Long Term Care  
Personal Care Attendants  
Homemakers

Phone: (802) 334-5213

Fax: (802) 334-8822

46 Lakemont Road Newport, Vermont 05855

Lyne B. Limoges, MSN, RN, Executive Director

## SERVICE REPORT FY 2017 ORLEANS ESSEX V.N.A. and HOSPICE, INC.

Orleans Essex Visiting Nurse Association (VNA) and Hospice, Inc. provides professional quality home health services to the residents of the 24 communities in Orleans and northern Essex counties. We serve the elderly, homebound and chronically ill through the VNA and homemaker programs and the terminally ill through our Hospice program. Special programs include a variety of clinics available to the public. As the only not-for-profit agency serving the area, our services are available to anyone in need regardless of their ability to pay and all clients are charged the same fee for the same service. We are locally controlled by a volunteer Board of Directors representing the towns we serve. We adhere to strict regulations, which prohibit the practice of charging more to a client who can afford services to compensate for those who cannot. All revenue, by law, goes back into the Agency to provide, maintain, and improve services and programs.

### SUMMARY OF SERVICES:

Total Agency Visits FY 2017.....	40,964
Total Visits FY 2017 - Town of Norton.....	63

During Fiscal Year 2017, home based services were provided to 6 individuals in Norton for a total of 63 multi-disciplinary visits. 1 resident received services through Agency-sponsored wellness programs.

Appropriation Request for 2017 .....\$1,500.00

Members of your community are in need of services daily and they receive them from the dedicated staff of the Orleans Essex VNA and Hospice, seven days a week, 24-hours a day. The funds your community appropriates to our Agency allow us to continue providing much needed care to individuals without third party insurance and those unable to pay, and provide special programs open to all community members. The Orleans Essex VNA & Hospice is supported by donations, service fees, and the generosity of communities who realize that in order to continue providing high quality home health services to their family members, friends, and neighbors, appropriations are desperately needed.

Respectfully submitted,  
Lyne B. Limoges, MSN, RN  
Executive Director

181 Crawford Road - Derby  
PO Box 724 Newport VT 05855  
Phone 802-334-6744 Fax 802-334-7455  
Toll free 800-696-4979

2225 Portland Street  
PO Box 368 St. Johnsbury VT 05819  
Phone 802-748-3181 Fax 802-748-0704  
Toll free 800-649-0118

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



January 18, 2018

Town of Norton  
12 VT ROUTE 114E PO BOX 33  
NORTON, VT 05907

Dear Select Board Members and Town Clerk:

Northeast Kingdom Human Services (NKHS) is asking for your support at the 2018 Town Meeting. Please accept the petition signatures delivered to your Post Office box by the Norton Postmaster today in order to be included in the Warning. We are asking for the same amount as last year: \$177. If you have questions, please contact Ruth Marquette, Administrative Assistant, at 334-6744 ext. 2325 or [RMarquette@nkhs.net](mailto:RMarquette@nkhs.net).

We strive to provide comprehensive intellectual/developmental disability, mental health, and/or addictions services to individuals living in your community through outreach at schools, homes, NKHS offices, and at other community locations. The financial support we receive from local town appropriations in Orleans, Essex, and Caledonia counties will be directed toward supporting our Emergency Crisis Intervention Services Program to help address the 24/7 demand for emergency crisis services that are not funded through our current funding streams.

The NKHS volunteer Board of Directors provides oversight for the leadership team, and Program Standing Committee members oversee and review program information, quality, responsiveness, and utilization of the services we provide. Board members, individuals we serve, family members, and community members, along with staff, work together on these committees. A summary of what NKHS provided to your community in FY2017 was sent to you November 27, 2017.

NKHS Programs include: Emergency Crisis Intervention Services year round, 24 hours a day, 7 days a week, Mental Health and Addiction Services, Child, Youth and Family Services, Community Rehabilitation and Treatment, and Intellectual/Developmental Disability Services. Services are provided regardless of an individual's ability to pay.

Thank you very much considering this request.

Sincerely,

Carol Boucher, Interim Executive Director

/rm

# Rural Community Transportation, Inc.

1677 Industrial Parkway  
Lyndonville, VT 05851  
Phone: 802-748-8170, Fax 802-751-8349

Town of Norton  
12 VT Route 114  
E Norton, VT 05907

Date: October 18, 2017

Re: Town Appropriation

Ladies and Gentlemen:

Rural Community Transportation, Inc. ("RCT") is requesting to be placed on the Town Warning for March 2018 for an appropriation in the amount of \$300.00. This is the same amount that was requested and appropriated last year.

RCT has been providing service in your community for over twenty five years and must reach out again for community support in order to maintain the quality of service that is needed for the members of our community.

RCT is a nonprofit corporation providing transportation to the elderly and disabled, Medicaid and general public through a van/bus and volunteer service.

RCT transports people to, adult-day service facilities, senior meal sites and necessary medical treatments such as, dialysis, radiation therapy, chemotherapy, physical therapy, special medical needs and other appointments. Last year RCT provided 266,776 rides throughout our service area.

We hope you will be able to assist us with this request and we look forward to continuing our service that is needed by the members in your community.

Thank you for your time and consideration.

Respectfully,

*Mary Grant*

Mary Grant  
Executive Director

## Librarian's Report 2017

This year has been very successful in the two areas we were most focused on, Early Literacy and up to date Digital Services.

Our Birth to Five and K thru 5<sup>th</sup> grade literacy programming was so effective that the number of participating children continued to grow. The increased number of parents involved in our Summer Read Program was shown by the fact that we "awarded" more T-shirts to them and their kids than ever before.

With help from the Turrell Fund and Random House/Penguin Publishers, we gave more books to families for building Home Libraries. The results and statistics of our efforts were so good that Turrell decided, on their own, to increase our funding for this coming year by 50%.

We added 3 new computers with upgraded systems so that we can keep pace with the Digital Services we are now providing. These include: IPPPUBLIB Automated Catalog On-Line, ListenUp Vermont, World Book On-Line Encyclopedia, Vermont On-Line Library, Universal Class for On-Line Studies and Heritage Quest for Genealogical Research.

This year's Summer Read Program titled "Libraries Rock!" will start in June. Follow us on Facebook to see what's happening and remember that your suggestions for materials and programs are always welcomed.

Thanks to our Patrons, Friends and Local Banks for their donations and the surrounding Towns (Charleston, Morgan, Norton and the UTGs) for their appropriations.

Respectfully submitted,  
John Zuppa – Library Director

Assistant Librarian: Michelle Wilcox  
Assistant: Gloria Gaboriault  
Cleaning Services: Jane Moulton  
Volunteer: Roland Yandow

Board of Trustees: Jocelyne Gervais (Chair), Janet Osborne (Secretary), Jim Cross, Rebecca Lefebvre, Krystyna Kurzej

January 24, 2018

## Island Pond Public Library 2018 – Five Year Plan

- **Early Literacy – Birth to Five**

This project has been working so well that our Funding for Birth to Five has been increased 50% this year by the Turrell Fund. This will allow us to increase the services and the number of children we can reach. It will also facilitate our efforts to help all the families involved to build their Home Libraries along with learning to use all the services provided by their Public Library.

- **K thru 5<sup>th</sup> Grade**

Because of the success of our Early Literacy programs, the number of participants in library services and programs on this level has gone up and proves that by reaching them early the children get more involved and keep coming back. We plan to expand our programs and activities to reach out to this group. We also will be providing more books for them to continue building Home Libraries in part due to donations coming to us through Random House/Penguin Children’s Literature Dept.

- **Young Adult Readers**

As the children we have reached become YA’s they continue their connection to and involvement with the Library. This is shown by the increasing numbers of “tweens” and teens in our year-round and Summer Reading Programs. We will be staying focused on the Book for all our levels of readers but will be expanding the technological services we are able to provide to the older children and Young adults, such as downloadable E-books, Audio books, access to our Automated Catalog on-line, an advanced Inter-Library Loan system, World Book On-Line Encyclopedia and Vermont On-Line Library.

- **Older Readers**

We are endeavoring to provide the best in popular fiction and up-to-date non-fiction books and other sources through our up-graded technology. Our very well-read staff has been key to providing guidance for our patrons and we listen to the requests and suggestions of all users to expand our services.

- **Technology**

The rapid increase in and expansion of Digital services from “smart phones” to Public Libraries has necessitated that we keep up with the current and up-coming trends, so we have up-graded our devices (computers, printers and scanners) to the highest level we can afford. This will be the “never-ending” project to keep pace with the technological advances that are almost always one-step ahead of us.

# Northeast Kingdom Learning Services, Inc.

55 Seymour Lane, Suite 11  
Newport, VT 05855

1-844-GO NEKLS(466 3557) / toll free  
(802) 334-6532 / phone  
(802) 334-6555 / fax

info@neklsvt.org  
www.NEKLSVT.org



December 7, 2017

Town of Norton  
12 VT RTE 114 E  
Norton VT 05907

Northeast Kingdom Learning Services, Inc. (NEKLS) has served the residents of Caledonia, Essex, and Orleans counties for almost 50 years by providing free services through five Community Learning Centers, a mobile computer lab, and various on-site and in-home educational programs. The residents of these counties that have utilized NEKLS services have worked on and received a high school diploma or GED, gained job skills, prepared for college courses, received family and child support services of various kinds and much more. NEKLS has also provided prevention programming aimed at reducing underage alcohol and tobacco use.

State and federal budget challenges continue to impact funding of community nonprofits such as NEKLS. Town appropriations are vital in keeping services free for the hundreds of community members we work with each year, helping to make their goals a reality. Funding helps to maintain high quality services as they are and to introduce new programs as well. NEKLS is requesting a town appropriation of \$200 to help support programs that we deliver in your area.

Enclosed is our NEKLS appropriations flyer to include in your town report; it is a detailed summary of our services for taxpayers' information.

We hope you will continue to support NEKLS as we look forward to another year of being an important partner in your community. Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink that reads "Michelle Tarryk". The signature is written in a cursive, flowing style.

Michelle Tarryk  
Executive Director

Enclosure: NEKLS Appropriations Flyer

*Our mission is to inspire and empower learners, birth and beyond.*

## Northeast Kingdom Learning Services

NEKLS began with one woman, Eva Warner, teaching area residents to read at their kitchen table. It is *so much more* almost 50 years later.

*It is our mission to inspire and empower learners, birth and beyond.*

- **The High School Completion Program (HSCP)** collaborates with local schools to provide a path to a high school diploma for anyone 16 or older. Program participants may have left school or may still be enrolled in their partnering high school. **In FY 2017, NEKLS in collaboration with partnering high schools awarded 74 high school diplomas** in the tri-county region.
- **The General Educational Development Program (GED)** leads to a high school diploma equivalency. **In FY 2017, NEKLS awarded 21 GED's** in the tri-county region.
- **Adult Education and Literacy Programs** served **293 students for more than 9,649 hours in FY 2017 in the tri-county region.** In addition to HSCP and GED services, our teachers provided math, reading and writing skill development, job skills development, computer literacy and support in students' transition to work or college.
- NEKLS teaches English as a second or other language (**English for Speakers of Other Languages**) to students from around the world who have come to settle in our beautiful Northeast Kingdom. **In FY 2017, NEKLS served 8 ESOL students in the tri-county region.**
- NEKLS Community Learning Centers offer **group and individual computer training.** In addition to computer classes, an average of **81 community members a month** access email, search the web, perform job searches, complete online job applications, or apply for unemployment benefits at the **five Community Learning Centers in the tri-county region.**
- **Children's Integrated Services (CIS)** is Vermont's comprehensive approach to provide child development and family support services. In FY 2017, Northeast Kingdom Learning Services **Early Intervention and Family Support Specialists** received over **300 referrals to EI and Family Support services.**
- **The Tutorial Program** provides one-on-one and group instruction to K-12 students at any number of locations including area libraries and town halls. **In FY 2017, NEKLS served 65 K-12 students in the tri-county region.**
- NEKLS also provides **prevention programming** aimed at reducing underage alcohol and tobacco use. **In FY 2017, NEKLS worked closely with the Newport Rotary Club and other community partners, along with grassroots organizations NEK End Addiction and NEK Stand Strong to address the area's opioid epidemic. These efforts resulted in a presentation by Brandon Novak at North Country Union High School, the Conversations of Hope panel discussion, and the Opioid Overdose Awareness & Memorial Walk.**

*NEKLS has a staff of 57 dedicated professionals committed to serving the needs of the Northeast Kingdom. Please contact us at 1-844-GO NEKLS (466-3557) if you or someone you know has need of our services or at [info@neklsvt.org](mailto:info@neklsvt.org).*

*Thank you for your generous support!*

Essex County Natural Resources Conservation District  
5396 State Route 105, Brunswick, VT 05905

Board of Selectmen  
Town of Norton  
PO Box 33  
Norton, Vermont 05907

November 1<sup>st</sup>, 2017

Dear Norton Selectboard,

On behalf of Essex County Natural Resources Conservation District, I kindly ask you to consider us when voting for appropriations in the upcoming 2018 year. I am asking you to vote to support us with funding in the amount of \$250.00 at the next town budget meeting. The funds will be used to travel to assist with the Municipal General Roads Permit Projects.

The Essex County NRCD is administered by a locally elected Board of Supervisors including Bill Manning (Island Pond), Dan Kilborn (Island Pond), Ursula Johnson (Canaan). We receive a small grant from the Vermont Department of Agriculture each year (\$7,000 in 2017), but must raise the remaining funds for our services and projects from grants, fees and donations.

Thank you very much for your consideration and for your support. Please feel free to contact me by email if you have any questions. I look forward to hearing from you and working with you in the coming year.

Sincerely,



Heather Robinson

**NGH** | **Upper Connecticut  
Valley Hospital**

November 14, 2017

Town of Norton, Vermont  
Town Clerk  
PO Box 148  
Norton, Vermont 05907

Dear Selectmen:

UCVH has attached an article which we request be placed on your town meeting warrant. The request is on behalf of UCVH Emergency Services. The nature of the operation and the reason for the request is outlined below:

**UCVH Emergency Services**

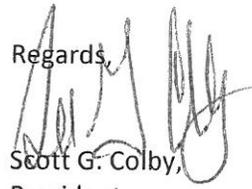
The Emergency Department (ED) at UCVH is open 24 hours a day, 365 days per year. There is either an ED Physician or ED Physician Assistant assigned daily to the duties of the ED and Urgent Care Clinic.

The department is equipped with expensive life-saving equipment and staffed by well-trained patient care personnel. During fiscal year ending September 30, 2017, the ED department cared for 3,618 ED patients and saw an additional 757 urgent care patients. This department annually operates at a deficit, and because of its essential nature, it is a service the hospital must provide. Each year the hospital requests that area communities help support the continuance of this vital service. This request is for the time period of January 01, 2018 to December 31, 2018.

Upper Connecticut Valley Hospital appreciates the support and assistance given by your community over the years for these important services. Your efforts help make the North Country a healthier, safer place to live.

I would welcome the opportunity to meet with you should you wish to discuss these items. Please feel free to contact me at (603) 388-4299.

Regards,



Scott G. Colby,  
President

sc/jo  
Enclosure

**Lyndon****Rescue**

**\* We Still Make House Calls \*  
2009 Vermont Ambulance Service of the Year  
114 Vail Drive, PO Box 401 Lyndonville, VT 05851**

To the Citizens We Serve:

The Crewmembers, Administration and Board of Lyndon Rescue Inc. wish to once again thank our member towns for their support and the opportunity to serve you.

Lyndon Rescue Inc. works hard to provide you with the most cost effective, yet efficient and high-quality service we can. As an essential service to your community, we strive to provide you with coverage 24 hours per day, 365 days per year. To provide the best service possible we have put forth a budget that is both comprehensive and cost effective, so we may continue to come when you call. We have focused any budget increases in the areas that are most important for stability, such as staff. We remain challenged funding areas such as training, vehicle and equipment replacement, and service enhancement. However, we are working through strategies to raise funds to do this without more significant changes to the community rates.

This year has met us with some significant change as well as challenges, which includes new leadership in both the operations and the Board of Directors. With these changes, we have undergone a full evaluation of the organization and made some tough decisions. We have found that running a deficit budget at the end of each year, while keeping rates at or near past levels, has caused financial issues that we are correcting. We have made a plan and instituted some significant spending programs to assist with cost control, but we cannot continue to keep costs flat and continue to offer emergency service to you. This is why our assessment have increased this year. We believe we are now on a good, corrected path.

We continued with our CPR, AED and First Aid training in 2017 and our Nationally Certified Child Passenger Safety Technicians continue to inspect car seats by appointment. Additionally, we continued our ambulance billing service.

Calls for service were up slightly in 2017 at 1486 as compared to 2016 at 1430 and 2015 at 1519. This includes our contractual coverage areas of Brighton, Charleston, Morgan, Norton and the Unified Towns and Gores.

In the coming year we will be working diligently on implementing a comprehensive quality management plan as well as developing a strong business and strategic plan. We will work hard to assure that your communities are provided with the best staff and provided the most compassionate, professional, and efficient pre-hospital medical care possible!

If you have any questions or suggestions, we are always happy to hear from you.

Be well, be safe, and know we will be there when you need us!

Sincerely,

Jon R. Bouffard, MBA, NRP, FP-C, CCP-C, TP-C, I/C

Director of Operations

**A Non-Profit Ambulance Company serving the communities of: Brighton, Burke, Charleston, East Haven, Granby, Kirby, Lyndon, Morgan, Newark, Norton, Sheffield, Sutton, Victory, Wheelock and The UTGs**

**BEECHER FALLS VOLUNTEER FIRE DEPARTMENT, INC.  
REPORT FOR YEAR ENDING 2017**

Current members

Wilman Allen	Bernard Charest	Zackery Wallace	Justin Warden
John Charest	Steve Young	Brian Bissonnette	Paul Cote
Steve Noyes	Norman Flanagan	Kezler Lyons	Matt Riendeau
Bob Couture	Robert Brousseau	Harland Crawford	Roland Roy
Doug Burns	Vernon Crawford	Chris Tanerillo	Todd Nichols
Chris Bissonnette	Phillip Pariseau	Chris Ricker	Jamie Fogg
Keenan Carney	Scott Degray	Dillon Begin	Dan Lepine
Pete Bunnell	Phillip Rondeau	Nick Goudreau	Zak Degray
Mike Chappell	Jeremy Crawford	Rob Darling	Nathan Degray
Christian Anderson	Marc Inkel		

We lost 4 members this past year due to not having enough time to participate. We hope that some day this will change for them and they will be able to re-apply for membership. We were able to add three new members. Kesler Lyons completed the fire tech program through the Canaan Schools, taught by Todd Nichols. Kesler has successfully passed his Vermont level one certification for fire fighting, and is a Nationally Registered EMT. Matt Riendeau has joined and is currently enrolled in the Canaan program. We have also selected Nathan Degray to be a member. Nate just recently turned 18 and was able to join. Nate is very familiar with the fire department, as he is the son of Scott Degray who has been a member with us for a number of years.

The Beecher Falls Volunteer Fire department answered a total of 246 emergency calls in the fiscal year December 1, 2016 to November 30, 2017.

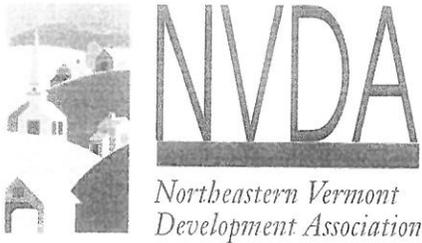
Last year in the report we had talked about the purchase of a new truck to replace our 1989 attack truck. This new truck was purchased for a final cost of \$401,000. Engine 3 went into service in July of 2017. Lakes Region Fire Apparatus of Tamworth NH was chosen as the dealer for the purchase. The new truck was built in Michigan. The fire department received a \$50,000.00 dollar grant from USDA and a \$150,000 low interest loan also from USDA. The remaining \$200,000.00, came from other loans and the department's capital reserve fund. We would like to thank all the towns in our jurisdiction for their support in the purchase of this new truck. The department has already started making long range plans to replace our small rescue, which is the work horse of the department responding on nearly every call. The rescue has answered over 3,000 calls since being put into service in 2005.

With the support of Diana Rancourt the fire department recieved a \$2,000.00 dollar grant from Trans Canada for the purchase of winter clothing for our snowmobile and ATV accidents. The clothing has been ordered and is expected in mid February. We also are replacing our 1998 snow-machine with a brand new Bombardier. The old one will still be used, just in a different capacity. We are responding to more winter rescues every year. Hereford Mountain in East Hereford has opened three new glades on the mountain, which are very remote ski areas. These areas will be a challenge for us and the new snow-machine with more power and ability to go in the deep snow will be a big help for us. The snow-machine should go into service the 3<sup>rd</sup> week of January 2018.

The fire department is always looking for new members whether it is for fighting fires or answering EMS calls. It does take dedication to be involved and put in the time needed. Once you get hooked though it becomes easier and is rewarding being a volunteer firefighter helping people. If you would like to visit the station there is usually someone at the station on Wednesday evenings.

Don't forget our annual cornhole tournament at the Time Out Tavern. Watch for the exact date towards the end of March or early April.

Chief Steve Young,  
Beecher Falls Volunteer Fire Department, Inc.



## Request for 2018 Town Dues

Greetings:

The Northeastern Vermont Development Association (NVDA) is now making its annual Request for Town Dues. In past years, we have used the term “appropriations” rather than “dues”, but “dues” more accurately reflects the Town’s status as a member community of NVDA, which your Town has been since 1950. We greatly appreciate your continued support.

### **Town of Norton**

Amount Requested:           \$500.00

Possible funding methods\*\*:

1.     As a line item in the operating budget
2.     As an article on the warning

Example:

*“Shall the town vote to appropriate a sum of money not to exceed \$500.00 to the Northeastern Vermont Development Association, for planning, development, promoting and publicizing the resources of Caledonia, Essex and Orleans counties with other towns in the three counties?”*

\*\*Many of NVDA’s member Towns are also members of the Vermont League of Cities & Towns (VLCT) and have those dues included as a line item in the Town budget, rather than as an article in the Town report. Please consider including the Town’s membership with NVDA as a line item as well.



To the Voters of Norton:

Since 1950, the Northeastern Vermont Development Association (NVDA) has been the regional advocate for stronger communities and vibrant local economies. We are the only combined regional planning and economic development organization in Vermont, serving the largest geographic region of the state – the beautiful Northeast Kingdom.

Each year we request dues from our member communities. These funds are vital to us as they help defray the costs of providing direct assistance to the 50+ municipalities and scores of businesses in our region.

Local governance has become increasingly complex. NVDA has steadily expanded our service offerings, which now include, but are not limited to:

- Land use planning at the local and regional level – including town plans, zoning bylaws, and on-call technical assistance for local officials;
- Transportation studies, infrastructure inventories, and project planning;
- Digital mapping and GIS data services;
- Grant writing and administration for community and regional projects;
- Direct business support and referral services to employers in our region.
- Energy planning and water quality planning and implementation to help communities meet new statutory requirements;
- Emergency planning and assistance with flood hazard plans and regulations;
- Economic development planning to grow and strengthen businesses in our communities;
- Benchmarking and reporting for investments made in the region's USDA Rural Economic Area Partnership (REAP) Zone – a program that has brought millions of dollars to the region;
- Maintaining a federal Foreign Trade Zone designation to improve the competitiveness of companies that import in our region;
- Municipal education and training opportunities for local officials.

How is this relevant to Norton? In 2017, NVDA staff provided the following services in your community: Local Emergency Operations Plan was adopted, Town Highway Short Structure Inventory completed, Granite State Power Link outreach.

NVDA's municipal dues are based on a very affordable \$0.75 per capita rate, with a maximum of \$3,500 and a minimum of \$250. We take great pride in providing cost-effective professional services to the communities and businesses of the Northeast Kingdom.

At our annual meeting, Norton was "confirmed" as a planning community by the NVDA board, which allows your community to benefit from a number of planning initiatives. We look forward to pursuing these opportunities with you in the coming year.

Sincerely,  
David Snedeker  
Executive Director



**GREEN UP VERMONT**  
P.O. Box 1191  
Montpelier, Vermont 05601-1191  
(802)229-4586, or 1-800-974-3259  
[greenup@greenupvermont.org](mailto:greenup@greenupvermont.org)  
[www.greenupvermont.org](http://www.greenupvermont.org)

Dear Select Board/Town Clerk:

October 2017

Please consider Green Up Vermont's request for your community's financial support. We respectfully ask you to include the appropriate amount from the guide below in your budget for next year. This guide remains the same as in previous years:

For towns under 1,000 population . . . . . \$ 50  
For towns over 1,000 and under 2000 . . . \$100  
For towns over 2,000 and under 3000 . . . \$150  
For towns over 3,000 and under 4000 . . . \$200  
For towns over 4,000 population . . . . . \$300

Sincerely,  
Melinda Vieux  
*President, Green Up Vermont*

**Town report information for Green Up Day, May 6, 2017**  
(This is available for download at [www.greenupvermont.org](http://www.greenupvermont.org) under "About Us.")

Green Up Day marked its 47th Anniversary, with over 22,000 volunteers participating! Green Up Vermont, a nonprofit 501(c)(3) organization, continues to proudly carry on this tradition of Green Up Day. **Green Up Vermont is not a State Agency.** Seventy-five percent of Green Up Vermont's budget comes from corporate and individual donations. People can now choose to donate to Green Up Vermont by entering a gift amount on Line 29 of the Vermont State Income Tax Form. As a result, Green Up Vermont has been able to significantly increase the percentage of individuals giving, thus making Green Up Day more stable for the long-term.

With your town's help, we can continue Vermont's unique annual tradition of taking care of our state's lovely landscape and promoting civic pride with our children growing up with Green Up. Our East Montpelier coordinator reports "Green Up Day is an excellent teachable moment for our children." Green Up Day is a day each year when people come together in their communities to give Vermont a spring cleaning! Green Up Vermont also focuses on education for grades K-2 by providing two free activity booklets to schools and hosts its annual student poster design and writing contests for grades K-12. To learn more please visit [www.greenupvermont.org](http://www.greenupvermont.org).

Support from cities and towns continues to be an essential part of our operating budget. It enables us to cover sixteen percent of the operating budget. All town residents benefit from clean roadsides! Funds help pay for supplies, including over 50,000 Green Up trash bags, promotion, education, and the services of two part-time employees.

**Mark your calendar: May 5, 2018 Green Up Day, 48 years of tradition!**

**Join with people in your community to clean up for Green Up Day,  
Always the first Saturday in May.**

# VACCINATE TO ELIMINATE RABIES

## WHAT IS RABIES?



Rabies is a viral infection passed from animals to other animals or humans, usually through a bite. The virus affects the brain, and is nearly always fatal (causes death). Here's how we control rabies in animals and reduce transmission to people.



## 1. VACCINATE DOGS

Rabies shots protect dogs and people. Because dog vaccination is common in the United States, people don't get rabies from dogs like they do in countries where dogs are not vaccinated.

## 2. VACCINATE CATS

In the last 25 years, most of the rabid domestic animals in the US have been cats. Cats are almost 5 times as likely as dogs to get rabies - but you can prevent this by vaccinating them.



## 3. VACCINATE WILDLIFE

Many Vermont wildlife are vaccinated with an edible vaccine through a bait drop. Do not touch or feed wildlife.

## 4. PREVENTION IN PEOPLE

If you are bitten or scratched by an animal or find a bat in a room where you were sleeping, wash any wound thoroughly. Call your doctor and the health department. 1-800-4-RABIES. You may need to get post-exposure prophylaxis (PEP), a series of shots that keep the virus from making people sick.



# ONE HEALTH VERMONT

VERMONT VETERINARY MEDICAL ASSOCIATION

For more information: [www.vtvets.org](http://www.vtvets.org) 802-878-6888

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## VSAC's College and Careers Pathways information for town meeting

From: Sabina Haskell <Haskell@VSAC.org>

Date: 01/19/2018 10:53AM

To: undisclosed-recipients;

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Dear Town Clerks,

I am writing again this year to see if you would be willing to share this flier about VSAC's College *and* Career Pathways events with voters at Town Meeting. I've attached it for you to copy, but we can also make the copies and send them to you, whichever you prefer. Just let me know how many you would like!

Now in its 16<sup>th</sup> year, we've added **career pathways** to VSAC's perennially popular College Pathways events at Saint Michael's, Northern Vermont University-Johnson and Castleton University.

New workshop paths allow high school families to focus on the topics that matter most to them. All Vermonters must continue their education and training after high school – it just doesn't mean it's a 2- or 4-year degree. Internships, apprenticeships, certificate programs also lead to good careers and life opportunities.

College and Career Pathways will be held in three locations:

- Saturday, March 17, at Saint Michael's College in Colchester
- Saturday, March 24, at Northern Vermont University at Johnson
- Saturday, April 7, at Castleton State College

This is a wonderful opportunity for students and their families in your community to get a jump on the college and career-planning process. If you would like more information or have questions, please contact me by calling 802-542-2240 or email me, [Haskell@vsac.org](mailto:Haskell@vsac.org).

Many thanks, in advance, for your consideration during this very busy time. I appreciate it.

Sabina

**Sabina Haskell**

Director of Public Affairs

802-542-2240

[haskell@vsac.org](mailto:haskell@vsac.org)



***Helping Vermonters pay for education and training:***

FAFSA

Vermont State Grant

Scholarships