

209TH ANNUAL REPORT

FISCAL YEAR 2002-2003

1998 - Magical Musical 4th



2000 - Movie Madness



1999 - Space,
the Final Frontier

2001 - Books,
Open Your Mind

1993 - World of Cartoons

1995 - Mythology



2002 - America the
Beautiful

1996 - Halloween

1994 - Memories



1992 - Circus, Circus

2003 - Fabulous 50s

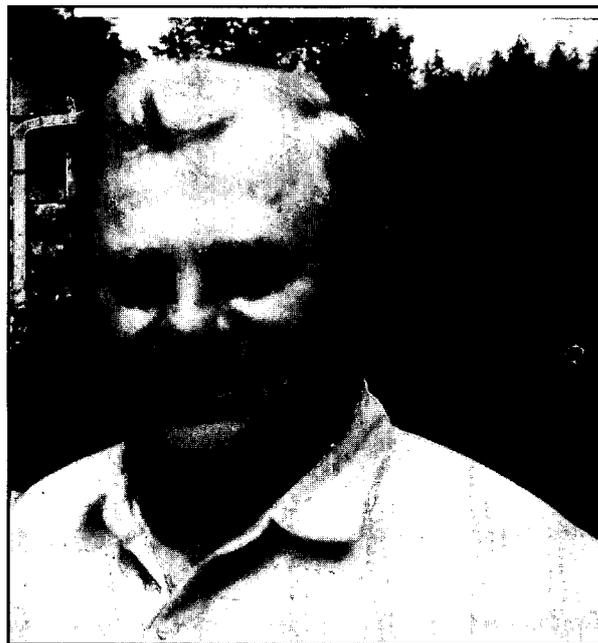
1997 -
Red, White & Blue

TOWN OF RICHMOND, VERMONT

We, the people of Richmond, proudly dedicate this annual report to:

B. George Gifford

George Gifford retired from Gifford Funeral Service in 1996, but his care of and service to Richmond families has not ceased. George has been "on call" since he moved to Richmond in 1955. He ran an ambulance service from 1955 until 1968, in addition to his duties with the Funeral Service. George has been a Commissioner for Richmond's cemeteries since 1977, which also requires him to be available on short notice. In addition to his care of Richmond's public cemeteries, he is the Superintendent of the two Catholic cemeteries in town. George can often be seen mowing and trimming in one of the cemeteries and has worked to plan for the future expansion of Riverview Cemetery. George served on the Planning Commission and was the Chair of the School Board when Mount Mansfield Union District was being formed. George served his country in the Army during the Korean War. He is an active member of his church and the Knights of Columbus. Presently, George is president of the Hale and Hearty Senior Citizens group.



Special Recognition: To Members of the Parade and Fireworks Committee, Past, Present and Future.

In 1998 the idea originated to get some people together to help the firemen with the 4th of July Parade. The firemen accepted the offer and the Parade Committee was formed. The next year the Committee decided to try to raise enough funds for fireworks and the Parade and Fireworks Committee was born. The Committee membership has changed over the years, but their purpose has not – to give the children and families of Richmond and surrounding towns a great family-friendly day. The Parade and Fireworks Committee is dedicated to providing the best holiday experience possible. The average visitor to Richmond on the 4th of July can hardly imagine that such a small group coordinates the entire event, or that they take nine months to do it! At the end of the day, after getting the parade lined up and serving over 800 pounds of French fries, 160 pounds of fried dough, and selling 800 glow lights, T Shirts and other novelties to fund the next year's fireworks, the Committee gets its reward in the satisfied Ooohs and Aahhs of the crowd as they watch the fireworks light up the night sky. As a town, we wish to acknowledge the great service the members of the Parade & Fireworks Committee provide and to thank all those who have served on the committee, some since the beginning, and recognize them as one of Richmond's greatest assets.

Past and present parade committee members.

<i>Mike Bevins</i>	<i>Jeremy Spence</i>	<i>Linda Andrews</i>	<i>Bruce Boardman</i>
<i>Reggie Mobbs</i>	<i>Justin Spence</i>	<i>Mary Lou Colburn</i>	<i>Kim Elmore</i>
<i>Linda Parent</i>	<i>Charlene Valyou</i>	<i>Tammy Brown</i>	<i>Vicky Bevins</i>
<i>Karen Dufresne</i>	<i>Brian Warren</i>	<i>Gaynor Sargent</i>	<i>Kim Mitchell</i>
<i>Sue Glennon</i>	<i>Shad Emerson</i>	<i>Jeff Brown</i>	<i>Steve Joslyn</i>
<i>Toni Goodroe</i>	<i>Marta Richardson</i>	<i>Jack Linn</i>	<i>Sue Joslyn</i>
<i>Paulita Irish</i>	<i>Marie Thomas</i>	<i>Steve Ruggles</i>	<i>Toni Goodroe</i>
<i>Barb LaPlant</i>	<i>Thomas Carpenter</i>	<i>Manny Fletcher</i>	

RECOGNITION OF OUR MILITARY PERSONNEL

The Town of Richmond would like to recognize all of the military personnel currently serving in the armed forces. May they all come home safely. We also want to recognize all those who have served our country in the past.

ANNUAL FISCAL REPORT

TOWN OF RICHMOND, VERMONT
2002 - 2003

Warning for the
Two Hundred and Ninth

ANNUAL TOWN MEETING
March 2, 2004



1795 - 2003

Chartered October 1794



Bring This Report to Annual Meeting.

Keep this report as a reference manual.

Lunch will be available in the cafeteria at noon during a recess at a nominal charge, courtesy of Beacon Light Grange and Camels Hump Cafeteria Staff.

Child care available in the Home Ec Room at a nominal charge, courtesy of The Nest (teens working to establish a Richmond Youth Center).

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ELECTED TOWN OFFICIALS

POSITION	NAME	TERM	TERM ENDS
Town Moderator	Howard R. Buxton	1 Year	2004
Town Clerk	Velma E. Plouffe	3 Year	2004
Town Treasurer	Velma E. Plouffe	3 Year	2004
Auditors	Dana J. VanHorn	3 Year	2004
	Vacancy(1 year remaining)	3 Year	2005
	Vacancy(2 years remaining)	3 Year	2006
Cemetery Trustees	Dennis Gile	5 Year	2004
	M. Eileen Buxton	5 Year	2005
	Douglas E. St. Amour	5 Year	2006
	Thomas A. O'Neil	5 Year	2007
	B. George Gifford	5 Year	2008
Constable	Michael J. Mack	1 Year	2004
Delinquent Tax Collector	Henry Moultroup	1 Year	2004
	Howard Buxton	1 Year	2004
Library Trustees	Jean Marie Campbell	5 Year	2004
	Laura Baker	5 Year	2005
	Martha Laing	5 Year	2006
	Janet Bonneau	5 Year	2007
	Mary Claire Carroll	5 Year	2008
Listers	Alexis J. Parent	3 Year	2004
	Ted Conant	3 Year	2005
	Linda M. Parent	3 Year	2006
Selectboard	Pete Parent	3 Year	2004
	Fran Thomas	2 Year	2004
	Tom Carpenter	3 Year	2005
	Jared Katz	2 Year	2005
	Erik Filkorn	3 Year	2006
	School Directors	Molly Dugan	2 Year
Lucinda M. Preston		3 Year	2004
Elizabeth S. Low		3 Year	2005
Bill Haddock		2 Year	2005
Jon Milazzo		3 Year	2006
State Representative	Curran (Spike) Robinson	2 Year	2005
	L. George Plouffe	1 Year	2004
Union School Directors	O. Wolcott (Tut) Parmly	3 Year	2004
	William Wintersteen	3 Year	2004
	Jane Donahue-Holt	3 Year	2005
	Jeffrey Forward	3 Year	2006
Justices of the Peace	All 2 Year terms ending		2005
	Denise Begins Barnard	Keith J. Kasper	
	Toby Buxton	Anne O'Brien	
	Marvin Carpenter	Marshall Paulsen	
	Deborah Conant	Sue Pochop	
	Terry Farr	Sally Singer	
	Jeffrey W. Forward	Becky Vigneault	

TOWN GOVERNMENT MEETINGS

ORGANIZATION	DAYS	TIME	LOCATION
Selectboard	1st & 3rd	6:30p.m.	Town Center
	Mondays of Each Month		
Planning Commission	1st & 3rd	7:00p.m.	Town Center
Development	Wednesday		
Review Board	2nd Wednesday & as needed	7:00p.m.	Town Center
Conservation Commission	2nd Tuesday of Each Month	7:30p.m.	Town Center
Recreation Committee	1st Tuesday of Each Month	7:00p.m.	Town Center
Economic Development Committee	as needed	7:00p.m.	Town Center
Police Advisory Committee	As Needed		Town Center
Library Trustees	1st Monday of Each Month	7:00p.m.	Library
Rec. Path Committee	3rd Tuesday of Each Month	7:00p.m.	Town Center
Richmond Elem. School Board	3rd Wednesday	7:00p.m.	Richmond Elem. School
Mt. Mansfield Union School Board	2nd & 4th Thursdays	7:30p.m.	alternate between CHMS, BRMS, & MMUHS
Town Clerk's Office Hours	Monday - 8 a.m. - 6 p.m. Tuesday - Thursday 8:00 a.m.- 4:00 p.m. Friday - 8:00 a.m. - 1:00 p.m. or by appointment 434-2221		
Town Administrator Office Hours	Monday - Thursday 9:00 a.m. - 5:00 p.m. or by Appointment 434-5170		
Zoning Administrator & Staff Planner Office Hours	Tuesday: 8 a.m. - 5 p.m. Wednesday: 2 p.m. - 5 p.m. Thursday: 8 a.m. - 5 p.m. or by Appointment 434-2430		

RABIES CLINIC

Saturday, March 27, 2004

10 A.M. to 12 NOON

to be held at the

BOLTON FIRE DEPARTMENT

ROUTE 2 BOLTON

Veterinarian: Anne Rubin

Town Clerks will be present to license dogs

Questions? Call 434-2221

Note: All animals must come on a leash or in a carrier. For a 2-year vaccination to be given, proof of previous vaccination (within 2 years) must be provided.

TOWN OF RICHMOND COMMITTEES & BOARDS

All terms expire in March unless noted otherwise

SELECTBOARD/WATER & SEWER COMMISSION

(5 members, 3, 3-year terms & 2, 2-year terms)
1st, 2nd and 3rd Monday 6:30 p.m.

Erik Filkorn	2006-3
Jared Katz, Chair	2005-2
Tom Carpenter	2005-3
Pete Parent	2004-3
Fran Thomas, Vice-Chair	2004-2

PLANNING COMMISSION: (7 members, 4 year terms)

Steve Bower	2007
Jack Linn	2007
Cathleen Gent, Chair	2006
Michael Marks	2005
Jack Northrup	2005
Roger Knakal	2004
Marcy Harding	2004

DEVELOPMENT REVIEW BOARD:

(7 members, 3 year terms)

Vacancy	2006
Marvin Carpenter	2006
Larry Copp	2006
Francis Churchill, Vice-Chair	2005
David Sunshine	2005
John Fletcher, Chair	2004
Marie Thomas	2004

DRB ALTERNATES (2 alternates, 3 year terms)

Vacancy	2007
Vacancy	2005

CONSERVATION COMMISSION:

(9 members, 4 year terms) 2nd Tuesday, 7:30 p.m.

Bob Low	2007
Matthew Welland	2007
George Wuerthner	2007
Dean Batt	2006
Peter Bestenbostel	2006
Vacancy	2005
Cindy Schaefer	2005
Bill Eschholz, Secretary	2004
Alison Lane Anand, Chair	2004

ECONOMIC DEVELOPMENT COMMITTEE:

(7 members, 3 year terms)

1st Tuesday at 7:30 a.m. Bridge St. Cafe.

Don Morin	2006
Grace Gilbert-Davis, Chair	2006
Dan Noyes	2005
Carl Parker	2005
David Sunshine	2005
Jim Feinson	2004
Vacancy	2004

POLICE ADVISORY COMMITTEE:

(7 members, 3 year terms) As needed

Neil Sherman	2006
Andrew Squires	2006
Mel Pritchett	2006
Sue Carpenter	2005
Jane Donahue-Holt	2005
Mary Jo Andrews	2005
Bill Parent	2004
Peter Thomas	2004
Vacancy	2004

RECREATION COMMITTEE:

(7 members, 3 year terms) 1st Tuesday at 7:00 p.m.

Duncan Wardwell	2006
Dana LaPlant	2006
Gail Meddaugh	2006
Jason Burachowski	2005
Harland Stockwell, Chair	2005
Vacancy	2004
Vacancy	2004

RECREATION PATH COMMITTEE:

(9 members, 3 year terms) 3rd Tuesday, 7:00 p.m.

Vacancy	2006
Andrew Powers	2006
Warren Beeken	2006
Art Herttua	2005
Vacancy	2005
Peter Gosselin	2005
John Hamerslough(Chair)	2004
Vacancy	2004
Vacancy	2004

Thanks to all the contributors for their timely submissions. Special thanks to all organizations who submitted reports and photos. Thanks to Velma Plouffe for the tireless hours she dedicates to this "Award Winning" report. Thanks to Winooski Press for their dedicated help.

ABSTRACT MINUTES OF TOWN OF RICHMOND

ANNUAL TOWN AND SCHOOL MEETING

March 4, 2003

The 208th Annual Town Meeting of the Town of Richmond was called to order at 9 a.m. by Moderator, Howard Buxton

Article 1: To hear and act upon the reports of the School Officers. Corrections: page 61, Col. 1, last paragraph should read 2.99% increase (not 2.95%), page 62 Subtotal, should read 1.88% (not 2.09%), and page 63, 2130, Health Services, should read -2.9% (not -4.94%). Bob Young was recognized for 28 years of service. Jodie Atherton was recognized posthumously for her dedication to educating our children. Article 1 approved with corrections

Article 2: To establish expenses for School Directors. Motion by Dave Thomas to move \$300 per director and \$500 for chair. So voted.

Article 3. To see if the Town School District will authorize the School Directors to borrow money when needed to meet the current expenses and indebtedness of said District. So voted.

Article 4. To vote a budget of \$2,976,852 to meet the expenses and liabilities of the Town School District. Liz Low gave a brief summary of the budget which is a 2.99% increase over last year. There is a slight decrease in students anticipated for next year. The budget will maintain programs and commitments. The main factors contributing to the \$86,416 increase are salary increases for instructional programs which average 5%, 7.48% increase in Special Education, 1.93% increase in Operation and Maintenance of Plant, due primarily to replacement of custodian, and a first year budget of \$6000 for financial support for Food Service.

A motion by Dave Thomas to amend budget to read \$2,935,852, which would increase the class size from an average of 18 students per class to 21, recommended by the State, was defeated by a vote of 89 for and 123 against. Article 4 approved by hand vote.

Article 5. To transact any other school business thought proper when met. So voted.

Article 6. To receive and act upon the reports of the Town Officers. So voted.

Article 7. To see if the Town will vote to pay its Real Estate and Personal Property Tax in installments. (V.S.A. 32, Section 4871). So voted.

Article 8. If the vote on Article 7 is in the affirmative, will the Town vote that all taxes shall be paid to the Town Treasurer in four (4) equal installments, with due dates being August 15, 2003, November 15, 2003, February 15, 2004 and May 15, 2004. (V.S.A. 32, Section 4872). So voted.

Article 9. To vote a budget of \$1,785,125 to meet the expenses and liabilities of the Town. Bob Marquis recognized Patricia Doyle for all of her years of service to the town as Village Trustee, Selectboard, and State Representative. In summarizing the budget, all departments have a 3% salary increase plus there is additional funding to bring the salary of the Town Administrator and police officers closer to local standard and an increase in Library staffing to accommodate the new use of the second floor. There is a 15% increase in health insurance and a 10% increase in general insurance which is due to capital equipment. Overall town budget is increased by \$9520 or .54%. When the budget is adjusted for grants, budget is up \$53,770 or 3.17% increase. Article 9 approved as written.

Article 10: To transact any town business that may come legally before this meeting. Denise Barnard made a resolution to post the delinquent report in the town report. Not approved.

RICHMOND SELECTBOARD 2003 ANNUAL REPORT

The Selectboard encourages all residents to participate in local government and to assist the many community organizations with donations of time and energy.

Personnel

Welcome to all new Town employees and appointees:

- Linda Parent was promoted to a 32-hour position in the town clerk's office.
- Joe Rheame was hired as a full-time police officer to replace Officer Jeffrey Still.
- Justin Woods left his zoning administrator position and Michael Hampton was hired to replace Woods.
- Carol Mader was hired to work in the zoning and town administrator's office as an office assistant.
- In response to increased volunteerism, the Selectboard increased the size of the DRB to 7 members from 5, and the Conservation Commission from 7 to 9 members.

This past year the Town of Richmond was fortunate to be selected by a Leadership Champlain project group as a study site local governance issues, focusing on analyzing volunteerism. The report, available at the Town Center and at www.richmondvt.com, will be helpful as we look to foster greater participation and recognition of our invaluable volunteers.

Planning and Land Use

- The Selectboard approved improvements to Church Street for a new 13-unit residential development.
- The Board met with the DRB and subsequently began reviewing the existing zoning ordinance with the Planning Commission which resulted in amendments being considered by the Selectboard

Legal:

The Board:

- Appealed two Richmond Development Review Board land use decisions with both cases being decided by the Environmental Court. The Rossi matter and the Curley matter were both variance approvals by the DRB and the court ruled that the approvals could not become effective as they were not in keeping with the variance procedures of the town.
- Granted with concerns for town resident's privacy and the commercialization of public records QueVT's request for a digital copy of the Grand List records
- Adopted the new 2002 State rules for on-site sewage disposal.
- Adopted new telecommunications facilities regulations within the zoning ordinance.
- Heard arguments for and against reclassifying or allowing improvements to class four Town Highways.
- Cowan Zoning Violation. The enforcement procedures to have a retaining wall removed are ongoing.

Current Projects and Recent Approvals

The Selectboard accomplished the following in 2003:

- Health Plan Options – added provisions for opting out of health insurance, increased deductibles and co-pays for current plans to offset the 20% increase in healthcare costs to the town. The savings allowed the addition of long-term disability insurance for town staff.
 - Ethics Policy – adopted and distributed to appointed and elected officers
 - Impact fees – hired consultant to review and recommend restructuring of various fees to be assessed on new projects
 - Recreation fees and facilities use ordinance – began review of new ordinance.
 - Budget format – worked on establishing new uniform format for budget presentation and cash-flow reporting
 - Completed repairs to the stairwell of the Town Center
 - Completed Town-wide reappraisal yielding an estimated adjusted Grand List of \$2,875,936.00, a 2.5% increase over last year's Grand List.
 - Supported a proposal by Intervale Compost Products to relocate their composting facility to Kenyon Road, as it would create local jobs, although the project was not constructed.
 - The Town was forced to find another dispatch method after UVM Rescue elected to discontinue service. The Town installed a new repeater to be placed on Williams Hill Road to begin fire dispatch services through the Shelburne Police Department. Richmond Rescue began dispatch service with Contact Communications of South Burlington.
 - Threw up TH 26 in exchange for an irrevocable offer of easement for a future trail through the same property near the Huntington Gorge.
 - Accepted the "10% Challenge" to reduce energy consumption in the Town 10% by 2010.
 - Worked with Town Clerk and Town Treasurer Velma Plouffe to organize and develop clearer formats for financial reporting.
 - Supported the Economic Development Committee in their on-going efforts to alleviate the parking problem in downtown
 - Advocated against Long Trail relocation due to the adverse impact such a move would have on local businesses.
- ### *Highway*
- Grants were utilized to complete the replacement of drainage structures on Cochran Road and for reconstruction of Hinesburg Road.
 - The Board determined that the Highway Department would continue to assume a portion of the maintenance obligations for Volunteer Green and discussed budget breakout methods of itemizing costs.
 - The department purchased a used excavator from CR Woods, which proved instrumental in completing the Hinesburg Road project.

Continued on page 7

Selectboard continued

Water Resources

- Substantial progress has been made on the WWTF upgrade. Penta Corporation, from Moultonboro, NH was awarded the construction contract for the project. Hoyle, Tanner & Associates, from Burlington, VT provides ongoing engineering and technical consultation and support. The estimated completion date is February 2005.

FY '05 Proposed Municipal Budget

The Board is proposing a 7.4% increase from the FY '04 municipal expense budget bringing the rate to \$0.54 per \$100 assessed value from \$0.53 in FY04. The Town saw a monumental increase in healthcare costs. We anticipated a 14% increase, but were met with a 20% increase.

This is the final year for the COPs grant to cover the School Resource Officer position. The current grant expires in late 2004 and is presently covering 100% of the costs for one officer's salary and benefits. The grant conditions include the requirement that the Town committing to continue the position for at least one subsequent year. The Board has discussed the position with CESU Superintendent Conley, and the school has agreed to assume 50% of the annual costs for the officer which equals the amount of time the Richmond officer will be in the school versus performing non-school enforcement duties.

Items requested in the '05 annual budget but not included:

- Staff Planner position \$15,000
- Additional \$500 to the CUSI line to bring the Town to full cost/incident level
- Painting of the exterior of the Richmond Free Library was proposed. The Board asked that the library trustees complete a technical study first to determine the best method to

insure long-lasting exterior paint.

- Increasing the Library capital reserve to \$10,000 was partially approved with an increase from \$3,000 to \$5,000.
- Increasing the Fire Reserve from \$2000 to \$7000 was only partially funded at \$5000.
- \$1,000 to Lake Iroquois for playground equipment was not included as the Board hoped to support the project through other sources or increased fees for park use.
- The FY05 projected tax rate is affected positively by a surplus of \$40,000 resulting from an error in the 2003 Grand List. Green Mountain Power Corp was not included in the 2004 grand list. The error was not caught until after the tax bills were mailed in July. GMP agreed to pay their taxes through a supplemental billing, generating \$40,000 in excess revenue once the GMP correction was made. This surplus and the one time increase in the Grand list will have a one-year effect.

Tentative Goals for calendar year '04

- Work with the Planning Commission to prioritize updates to Village Zoning Ordinance
- Direct PC to explore best practices for conserving some undeveloped open spaces while maintaining the integrity of our agricultural lands
- Committee to explore creation of a Department of Public Works
- Committee to explore Leadership Champlain recommendations including but not limited to: Reviewing Town Government (Town Manager type); Volunteer Coordinator position; policy updates.
- Improve Parking and business climate
- Improve energy efficiency of Town Center building
- Conduct Class Four Road Study

INDEPENDENT AUDITOR'S REPORT

FORTHERGILL SEGALE & VALLEY

Certified Public Accountants

Town of Richmond, Richmond, Vermont

We have audited the accompanying, general purpose financial statements of the Town of Richmond, Vermont as of and for the year ended June 30, 2003, as listed in the Table of Contents. These general purpose financial statements are the responsibility of the Town of Richmond, Vermont's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements

referred to above present fairly, in all material respects, the financial position of the Town as of June 30, 2003, and the results of its operations and the cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with U.S. generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. Supplementary Schedules 1 through 6, as listed in the Table of Contents, are presented for purposes of additional analysis and are not required parts of the general purpose financial statements of the Town of Richmond, Vermont. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Respectfully submitted,

Fothergill Segale & Valley, CPAs

FOTHERGILL SEGALE & VALLEY,
Vermont Public Accountancy License #110

GENERAL FUND STATEMENT OF RECEIPTS AND DISBURSEMENTS

July 1, 2002 - June 30, 2003

Cash Balance 07/01/03	\$	30,211
RECEIPTS		
Taxes Current		5,197,067
Delinquent Taxes & Int.		145,518
Licenses & Permits		
Liquor Licenses		950
Dog Licenses		5,881
Marriage/Civil Union Licenses		98
Access Permits		50
Overweigh Permits		690
Zoning Permits		14,245
Intergovernmental		
Highway State Aid		102,785
Railroad		1,070
Fish & Game Club		386
Current Use Program		22,758
Uniform Traffic Tickets		24,106
Act 60 Reappraisal Grant		1,600
Planning Grant		15,243
Police Grants		39,889
Special Grants		1,296
State Grant - Highway		41,623
Charges for Services		
Vault Time/Copies		6,308
Certified Copies		1,309
Clerk's Fees		60,394
Vehicle Registration Fees		846
Fines & Forfeitures		
Traffic Fines-Local		2,270
Miscellaneous Income		
Interest		2,892
Sale of Town Regulations		402
School District Payment		7,609
Water/Sewer Reimbursement-Adm.		6,000
Police Receipts		655
Tax Penalties		9,996
Other Miscellaneous Income		61,082
Note proceeds		76,158
Current Year Receipts		<u>5,851,176</u>
Total Funds Available		\$5,881,387
Disbursements		
General Expenditures		\$1,918,808
Reimburse Bridge & Culvert		95,000
School Expenditures		<u>3,868,402</u>
Total Disbursements		\$5,882,210
Balance 06/30/03		<u>(\$823)</u>

STATEMENT OF TAXES RAISED

July 1, 2002 - June 30, 2003

Property taxes levied for the year ended June 30, 2003, were accounted for as follows:

Grand List Value @ 1% (Town)	\$1,877,575	
Town Tax Rate 2002/2003	.078	\$1,464,509
Grand List Value @ 1% (School)	\$1,881,332	
School Tax Rate 2002/2003	<u>2.06</u>	<u>\$3,875,544</u>
Total Taxes Assessed		\$5,340,052
Rounding Difference		<u>\$1,684</u>
Total Taxes Billed		\$5,341,736
Adjustments Tax Appeals		(\$3,166)
Land Use		(\$980)
Adjusted Taxes billed		<u>\$5,337,590</u>
Total Taxes & Int. Collected		\$5,342,585
Less Del. Taxes & Int. Col.		\$145,518
Current Taxes Collected		\$5,197,067
Taxes Turned Over to Tax Col.		\$139,254
Adjustment/Abatements		<u>\$1,269</u>
Total Taxes Accounted For:		<u>\$5,337,590</u>

SUMMARY OF DELINQUENT TAXES

Delinquent Taxes at 07/01/02	\$131,154
Turned Over to Tax Collector	<u>\$139,254</u>
Collected by Tax Collector	(\$124,467)
Adjustment	<u>(\$1,256)</u>
Delinquent Taxes at 06/30/03	<u>\$ 144,685</u>

TAX RATE CALCULATION FOR FISCAL YEAR 02/03

Apporioned as follows:		
	Assessed	Rate
School	\$3,868,402	\$2.06
General fund	<u>\$1,471,055</u>	<u>\$0.78</u>
Total	<u>\$5,339,457</u>	<u>\$2.84</u>

2004 - 2005 Proposed Municipal Budget

General Fund Summary of Revenues, Expenditures and Proposed

Line Item	REVENUE	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
50000 -							
000.00	Current Real & Property Taxes	1,182,543	1,411,055	1,329,204	1,463,250	1,578,800	115,550
000.01	Delinquent Taxes and Interest	145,732	70,000	151,787	70,000	70,000	0
000.02	Delinquent Tax Penalty	14,950	11,000	9,996	11,000	11,000	0
51000 -							
000.00	Highway State Aid	97,627	100,000	102,785	100,000	100,000	0
000.01	Railroad Tax	1,070	800	1,070	1,100	1,200	100
000.02	Fish & Game	379	350	386	350	400	50
000.03	Uniform Traffic Tickets	19,589	15,000	23,440	15,000	18,000	3,000
000.04	Current Use	19,390	15,000	22,758	18,000	25,000	7,000
000.07	FEMA Grant	13,107	0	0	0	0	0
000.08	Special Grants	6,186	0	1,296	0	0	0
000.13	Act 60 Reappraisal Grant	11,095	10,000	1,600	1,600	1,600	0
000.11	Grants - Planning	0	0	16,743	0	0	0
000.15	Grants - Police	28,194	34,000	38,145	34,000	14,000	-20,000
000.16	Grants - Highway	123,077	44,250	59,926	0	0	0
000.17	West Main Street Grant	30,000	0	0	0	0	0
52000 -							
000.00	Beverage Licenses	700	750	950	700	700	0
000.01	Dog Licenses	6,382	6,000	5,881	6,000	6,000	0
53000 -							
000.00	Access Permits	50	400	50	400	0	-400
000.02	Overweight Permits	615	600	690	600	600	0
000.05	Permits & Hearing Fees	16,789	9,500	14,245	10,500	12,000	1,500
54000 -							
000.00	CESU Contribution - SRO program	0	0	0	0	25,000	25,000
000.03	Elementary School Payment	6,980	7,000	7,609	7,500	8,550	1,050
000.04	Insurance Claims/Refunds	155	200	7,075	200	200	0
000.05	Interest on Investments	11,482	8,000	2,892	4,000	4,000	0
000.06	Local Fines	1,645	1,200	2,270	1,200	1,750	550
000.07	Police Receipts	840	750	655	750	700	-50
000.11	Sale of Town Property	950	0	12,200	0	0	0
000.12	Sale of Town Rules & Regulations	317	100	402	200	200	0
000.15	Water/Sewer Administration	14,400	6,000	6,000	10,900	10,800	-100
000.98	Miscellaneous - Refunds	3,538	0	37,340	0	0	0
000.99	Miscellaneous - Income	35,133	0	10,090	0	0	0
100.03	Note Proceeds	205,000	0	0	0	0	0
55000 -							
000.00	Recording Fees	38,321	18,000	60,415	22,000	22,000	0
000.01	Vault Time/Copies	5,108	3,900	6,308	4,100	4,000	-100
000.02	Marriage / Civil Union Licenses	228	150	233	150	150	0
000.03	Certified Copies	1,105	1,000	1,309	1,000	1,000	0
000.05	Vehicle Registration Fees	588	600	846	600	600	0
000.06	Records Restoration Fees	6,051	0	0	0	0	0
	GRAND TOTAL - REVENUES	\$2,049,316	\$1,775,605	\$1,936,576	\$1,785,100	\$1,918,250	\$133,150

7.46%

Note Proceeds (Dump Truck Replacement) \$ 55,158

FY03 Adjusted Funds \$ 1,991,734

Note: Actuals are audited modified accrual amounts.

Line Item	EXPENDITURES	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
1000 -	GENERAL SERVICES						
120.05	Recording Equipment	0	4,500	3,985	0	1,600	1,600
145.01	Recording Restoration	1,174	0	0	0	0	0
145.02	Recording Books	2,120	2,000	1,306	2,000	1,200	-800
145.03	Recording Supplies	680	800	1,023	1,000	1,000	0
	Subtotal	\$3,974	\$7,300	\$6,314	\$3,000	\$3,800	800
1200 -	SPECIAL ACCOUNTS						
210.01	Cemetery Insurance	86	75	45	0	0	0
230.01	Cemetery	3,500	3,500	3,500	3,500	5,500	2,000
230.02	County Tax	6,049	13,400	16,135	18,300	16,050	-2,250
230.03	Champlain Valley Agency On Aging	0	1,700	1,700	1,700	1,700	0
230.04	Richmond Community Band	300	300	300	300	300	0
230.05	Flags	692	400	452	450	450	0
230.09	Richmond Rescue	25,195	23,810	22,444	19,200	19,050	-150
230.10	Transportation Services - SSTA	1,234	1,250	1,364	1,500	1,500	0
230.11	Hale and Hearty Senior Club	3,700	3,900	3,900	3,900	4,100	200
230.12	Visiting Nurses	5,625	5,750	5,750	5,900	6,900	1,000
230.13	Howard Center	0	100	0	100	100	0
230.14	VT Center for Independent Living	0	100	0	100	100	0
	Subtotal	\$46,381	\$54,285	\$55,590	\$54,950	\$55,750	800
1400 -	ELECTIONS						
100.01	Ballot Clerks	603	1,500	2,078	700	1,500	800
100.02	Justices	713	900	1,543	800	1,200	400
120.01	Office Supplies	808	900	173	900	800	-100
120.02	Postage	653	1,400	1,126	800	1,500	700
120.06	Office Equipment Repair	857	2,700	3,409	1,500	4,400	2,900
120.10	Town Reports	3,977	4,000	4,234	4,400	4,800	400
120.13	Contracted Services	180	600	180	600	600	0
210.01	Insurance	15	15	5	0	0	0
235.01	Advertising	249	350	372	350	350	0
	Subtotal	\$8,055	\$12,365	\$13,120	\$10,050	\$15,150	5,100
1500 -	DOG CONTROL						
115.04	Travel	165	0	23	0	0	0
120.01	Supplies	76	300	23	300	200	-100
120.02	Postage	45	100	40	100	100	0
120.08	Tags & Licenses	192	250	244	250	250	0
235.01	Advertising and Insurance	30	0	22	10	0	-10
235.12	Dog Control/Rabies Control	1,395	2,300	1,367	2,300	2,300	0
	Subtotal	\$1,903	\$2,950	\$1,719	\$2,960	\$2,850	-110
1600 -	PROFESSIONAL SERVICES						
210.01	General Town Insurance - VLCT	0	0	0	47,810	51,900	4,090
235.01	Advertising	967	0	778	0	0	0
235.03	Independent Auditors	5,500	5,500	6,000	6,300	9,000	2,700
235.04	Legal	20,516	14,000	12,279	14,000	14,000	0
235.05	Engineering Review	9,510	3,000	3,100	3,000	3,000	0
235.06	Reappraisal Reserve	0	5,000	5,000	5,000	5,000	0
235.07	Regional Planning Dues	2,096	2,100	2,202	2,200	2,250	50
235.09	Tax Map Update/Surveys	1,200	1,200	597	1,200	1,600	400
235.10	Unemployment	622	800	1,449	800	1,600	800
235.11	VT League of Cities & Towns - Dues	0	2,700	2,659	3,000	3,200	200
235.12	Miscellaneous	165	0	0	0	0	0
235.14	Metropolitan Planning Organization	2,013	1,650	1,448	1,700	1,800	100
235.15	Greater Burlington Industrial Corp.	500	200	200	200	200	0
235.16	Northern VT Resource Conservation	0	100	100	100	50	-50
	Subtotal	\$43,089	\$36,250	\$35,812	\$85,310	\$93,600	\$8,290
	DEPARTMENT TOTAL	\$103,402	\$113,150	\$112,555	\$156,270	\$171,150	\$14,880

9.52%

Note: Line 210.01: Total town general insurance costs have been moved to 1600-210.01 for FY04 and FY05. The approved FY04 budget was \$108,485.

Note: Line 235.03: FY05 expenses are increased to meet new requirements for a "single audit" related to federal funds and GASB 34 reporting.

Line Item	TOWN ADMINISTRATION	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
1700 -							
100.01	Regular Salaries	76,398	75,000	71,751	79,200	91,800	12,600
100.08	Selectboard	3,750	3,750	3,281	3,750	3,750	0
100.09	Listers	7,673	4,000	4,896	4,000	5,000	1,000
100.10	Town Auditors	198	250	108	250	250	0
100.11	Auxiliary	6,903	1,000	10,942	500	5,000	4,500
	Subtotal	\$94,922	\$84,000	\$90,978	\$87,700	\$105,800	18,100
	EMPLOYEE BENEFITS						
115.01	Social Security	7,392	6,450	7,550	6,700	8,100	1,400
115.02	Municipal Retirement	3,573	3,850	3,219	4,000	4,700	700
115.03	Health Insurance	9,600	12,500	11,418	15,000	12,700	-2,300
115.04	Travel Expense	47	100	73	600	600	0
115.05	Education	550	2,000	980	2,000	1,000	-1,000
115.06	Association Dues	125	250	322	250	200	-50
115.07	Contracted Flexible Spending Admin	0	0	0	0	1,500	1,500
115.08	Long Term Disability Benefit	0	0	0	0	4,400	4,400
115.09	Recognition/Awards	821	800	1,057	750	1,000	250
	Subtotal	\$22,108	\$25,950	\$24,619	\$29,300	\$34,200	4,900
	OFFICE EXPENSE						
120.01	Office Supplies	5,684	3,300	5,323	3,300	3,500	200
120.02	Postage	1,464	1,500	762	1,500	1,700	200
120.03	Telephone	3,388	2,500	2,937	2,750	3,000	250
120.05	Office Equipment	1,469	2,500	1,522	2,000	2,000	0
120.06	Office Equipment Repair	751	700	777	700	1,450	750
120.13	Contracted Services	49,646	0	15,000	0	7,500	7,500
	Subtotal	\$62,402	\$10,500	\$26,321	\$10,250	\$19,150	8,900
	BUILDING EXPENSE						
125.01	Heat	2,029	2,200	7,195	2,200	2,300	100
125.02	Electricity	6,447	6,300	6,989	6,300	6,300	0
125.03	Water and Sewer	2,417	2,500	2,683	2,500	2,600	100
125.04	Waste Removal	1,137	1,000	1,020	1,250	1,350	100
125.05	Building Maintenance	7,112	12,500	4,631	12,500	8,000	-4,500
125.06	Landscaping	2,139	1,000	387	1,000	1,200	200
125.07	Contracted Work	4,481	4,000	4,905	4,000	4,000	0
	Subtotal	\$25,762	\$29,500	\$27,810	\$29,750	\$25,750	-4,000
	CAPITAL PROJECTS						
126.01	Town Center/Library Bond 2012	4,500	4,500	4,500	4,500	4,500	0
127.01	Bond Interest	3,308	3,000	3,040	2,800	2,600	-200
127.02	Note Payable Interest	0	0	1,270	0	0	0
	Subtotal	\$7,808	\$7,500	\$8,810	\$7,300	\$7,100	-200
135.01	Gas	58	50	31	0	0	0
135.03	Chevy Celebrity Repair	369	500	363	0	0	0
210.01	General Insurance	7,195	9,900	9,458	0	0	0
235.01	Advertising	4,313	2,000	4,857	2,000	3,000	1,000
235.02	Computer Consultant	862	500	1,527	800	800	0
	Subtotal	\$12,797	\$12,950	\$16,236	\$2,800	\$3,800	1,000
	DEPARTMENT TOTAL	\$225,799	\$170,400	\$194,774	\$167,100	\$195,800	\$28,700

Note Line 126: The year noted is the fiscal year when the last principal payment will be made.

14.66%

Note: Line 210.01: General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 budget was \$176,300.

Line Item	DEPARTMENT TOTAL	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
1800 -	DELINQUENT TAX COLLECTOR						
100.01	Tax Penalty (8%)	15,747	11,000	9,992	11,000	11,000	0
115.01	Social Security	1,188	850	764	850	850	0
120.01	Office Supplies	686	200	0	200	200	0
120.02	Postage	585	700	643	700	700	0
210.01	Insurance (Bonding)	169	170	0	170	200	30
235.01	Advertising	177	100	133	100	100	0
235.02	Computer Consultant	27	500	135	500	200	-300
235.04	Legal	3,204	0	0	0	0	0
	DEPARTMENT TOTAL	\$21,783	\$13,520	\$11,667	\$13,520	\$13,250	-\$270

-2.00%

Line Item	POLICE DEPARTMENT	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
2000 -							
100.01	Regular Salaries	181,590	195,000	184,950	207,700	218,200	10,500
100.02	Auxiliary Officers	4,143	9,500	8,344	7,000	7,000	0
100.04	Overtime	10,200	12,000	13,767	12,000	12,000	0
	Subtotal	\$195,933	\$216,500	\$207,061	\$226,700	\$237,200	10,500
	EMPLOYEE BENEFITS						
115.01	Social Security	14,828	16,600	15,779	17,300	18,150	850
115.02	Municipal Retirement	6,544	7,980	6,373	7,700	8,300	600
115.03	Health Insurance	25,589	26,500	27,678	36,000	34,100	-1,900
115.04	Travel Expense	446	0	460	0	0	0
115.05	Training	887	2,500	3,497	2,500	2,500	0
115.08	Uniforms	4,270	3,000	4,626	3,000	3,000	0
	Subtotal	\$52,564	\$56,580	\$58,413	\$66,500	\$66,050	-450
	OFFICE EXPENSE						
120.01	Office Supplies	1,435	2,000	2,821	2,000	2,000	0
120.02	Postage	248	200	365	200	350	150
120.03	Telephone	2,359	4,000	3,605	4,000	4,000	0
120.04	Incident Reporting System -NCIC/CAD	12,262	9,000	8,094	4,500	4,500	0
120.05	Office Equipment	0	2,000	505	1,500	1,500	0
120.06	Office Equipment Repair	0	700	0	700	700	0
	Subtotal	\$16,304	\$17,900	\$15,390	\$12,900	\$13,050	150
	CAPITAL EQUIPMENT						
130.01	Police Cruiser Purchase	17,258	16,000	20,392	16,000	14,000	-2,000
	Subtotal	\$17,258	\$16,000	\$20,392	\$16,000	\$14,000	-2,000
	CAPITAL EQUIPMENT EXPENSES						
135.01	Gas and Diesel	5,647	8,000	7,238	8,000	8,000	0
135.03	Police Cruiser Repair	3,811	3,500	2,608	3,500	3,500	0
135.04	Police Cruiser Tires	1,304	2,000	2,198	2,000	2,000	0
135.05	Police Cruiser Equipment	3,791	3,000	2,562	2,000	1,200	-800
135.06	Chevy Blazer Repair	308	300	405	300	300	0
	Subtotal	\$14,861	\$16,800	\$15,011	\$15,800	\$15,000	-800
	EQUIPMENT						
140.01	Equipment Repair	167	500	310	500	500	0
140.02	Radio Purchase	3,144	600	0	600	600	0
140.03	Radio Repair	482	750	727	750	750	0
140.04	Police Supplies	6,685	1,500	4,128	1,500	1,500	0
140.05	Cellular Phone / Pager	692	500	1,067	500	1,800	1,300
	Subtotal	\$11,170	\$3,850	\$6,232	\$3,850	\$5,150	1,300
	PROGRAMS						
200.01	Community Relations	1,024	600	910	600	600	0
200.02	C.U.S.I. Domestic Task Force	1,000	2,000	2,000	3,000	3,500	500
210.01	General Insurance	10,990	12,250	12,991	0	0	0
235.01	Advertising	16	0	0	0	0	0
	Subtotal	\$13,030	\$14,850	\$15,901	\$3,600	\$4,100	500
	DEPARTMENT TOTAL	\$321,120	\$342,480	\$338,400	\$345,350	\$354,550	\$9,200

Note: Line 100.01: Final year of the 3-year COPS(SRO) grant ends 11/01/04. CESU contribution for SRO begins in FY05.

2.66%

Note: Line 130.01: Proposed FY05 - Line 130.01: Replace 2001 Cruiser

Note: Line 210.01: General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 budget was \$359,850.

FY05 Anticipated Off-setting Revenues

	FY03 Adjust	FY04 Adjust	FY05 Adjust	Change
Department of Justice - COPS Funding ends 11/04	-38,145	-34,000	-14,000	
CESU Contribution for School Resource Officer - Starts 12/04		\$0	-25,000	
	\$300,255	\$311,350	\$316,550	4,200
			Adjusted Increase	1.35%

Line Item	TOWN CLERK'S OFFICE	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
3000 -							
100.01	Salaries	70,505	77,500	79,718	80,800	88,700	7,900
	Subtotal	\$70,505	\$77,500	\$79,718	\$80,800	\$88,700	7,900
	EMPLOYEE BENEFITS						
115.01	Social Security	5,348	5,950	6,099	6,200	6,800	600
115.02	Municipal Retirement	2,859	3,100	3,328	3,400	3,750	350
115.03	Health Insurance	7,472	9,000	11,647	12,600	15,100	2,500
115.04	Travel Expense	250	200	486	200	300	100
115.05	Education	445	1,000	990	1,000	1,000	0
115.06	Association Dues	210	200	40	200	200	0
	Subtotal	\$16,582	\$19,450	\$22,590	\$23,600	\$27,150	3,550
	OFFICE EXPENSE						
120.01	Office Supplies	2,528	2,400	2,332	2,400	2,400	0
120.02	Postage	3,050	3,500	2,417	3,500	3,500	0
120.03	Telephone	1,121	2,000	1,293	2,000	1,300	-700
120.05	Office Equipment	2,135	8,800	7,954	3,000	1,000	-2,000
120.06	Office Equipment Repair	444	1,350	678	1,350	1,000	-350
120.07	Office Equipment Rental	461	500	456	600	600	0
210.01	Insurance (Bonding)	425	450	400	450	450	0
235.01	Advertising	45	0	0	0	0	0
235.02	Computer Consultant	2,336	1,700	4,165	1,700	1,700	0
	Subtotal	\$12,545	\$20,700	\$19,695	\$15,000	\$11,950	-3,050
	DEPARTMENT TOTAL	\$99,632	\$117,650	\$122,003	\$119,400	\$127,800	\$8,400

7.04%

Line Item	RICHMOND FREE LIBRARY	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
3500 -							
100.01	Salaries	53,131	64,000	61,702	72,300	74,700	2,400
	Subtotal	\$53,131	\$64,000	\$61,702	\$72,300	\$74,700	2,400
	EMPLOYEE BENEFITS						
115.01	Social Security	4,060	4,900	4,720	5,500	5,700	200
115.02	Municipal Retirement	1,412	1,500	1,745	1,600	2,400	800
115.03	Health Insurance	9,424	9,000	9,092	10,700	4,200	-6,500
115.04	Travel Expense	98	100	193	100	300	200
115.05	Education	148	300	286	300	300	0
	Subtotal	\$15,142	\$15,800	\$16,036	\$18,200	\$12,900	-5,300
	OFFICE EXPENSE						
120.01	Supplies	1,343	1,000	1,694	1,200	1,500	300
120.02	Postage	800	800	1,085	1,000	1,100	100
120.03	Telephone	2,187	2,200	1,908	1,800	1,800	0
120.04	Computer	1,593	2,200	818	2,200	2,200	0
120.05	Office Equipment	83	500	167	500	500	0
120.07	Automated System Maintenance	758	2,000	1,978	2,000	2,000	0
	Subtotal	\$6,764	\$8,700	\$7,650	\$8,700	\$9,100	400
	BUILDING EXPENSE						
125.01	Heat	500	1,400	2,344	1,600	2,350	750
125.02	Electricity	2,105	2,800	3,949	3,200	4,000	800
125.03	Water and Sewer	296	550	269	600	400	-200
125.05	Maintenance	3,847	7,600	8,556	7,600	7,600	0
	Subtotal	\$6,748	\$12,350	\$15,118	\$13,000	\$14,350	1,350
	PROJECTS AND PROGRAMS						
126.01	Town Center/Library Bond 2012	10,500	10,500	10,500	10,500	10,500	0
126.02	Automation Note 2002	3,500	0	0	0	0	0
127.01	Bond Interest	7,718	6,500	7,092	6,000	5,800	-200
127.02	Automation Note Interest	169	0	0	0	0	0
205.01	Books	10,389	14,000	12,057	14,000	14,000	0
205.02	Programs	525	500	280	500	500	0
210.01	General Insurance	1,641	2,250	2,570	0	0	0
235.01	Advertising	0	0	87	0	0	0
320.01	Capital Reserve	0	0	0	3,000	5,000	2,000
	Subtotal	\$34,442	\$33,750	\$32,586	\$34,000	\$35,800	1,800
	DEPARTMENT TOTAL	\$116,227	\$134,600	\$133,092	\$146,200	\$146,850	\$650

0.44%

Note: Lines 126: The year noted is the fiscal year when the last principal payment will be made.

Note: Line 210.01: General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 department budget was \$149,200.

Line Item	FIRE DEPARTMENT	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
4000 -							
100.01	Regular Salaries	16,333	12,500	15,180	16,000	16,000	0
115.01	Social Security	1,179	1,000	1,161	1,200	1,200	0
115.05	Education	320	750	125	750	500	-250
120.03	Telephone	4,068	4,750	3,039	2,500	2,000	-500
120.12	Medical	0	500	0	500	100	-400
	Subtotal	\$21,900	\$19,500	\$19,505	\$20,950	\$19,800	-1,150
	BUILDING EXPENSE						
125.01	Heat	843	800	1,683	850	1,700	850
125.02	Electricity	964	1,500	1,184	1,000	1,200	200
125.03	Water and Sewer	504	450	582	510	600	90
125.05	Maintenance	930	3,500	3,830	1,350	1,850	500
125.07	Contracted Services	1,980	0	0	0	0	0
	Subtotal	\$5,221	\$6,250	\$7,279	\$3,710	\$5,350	1,640
	CAPITAL EQUIPMENT						
130.03	2001 Engine Note 2012	213,868	25,000	25,000	25,000	20,000	-5,000
130.04	1994 Engine Note 2005	14,800	14,800	14,800	14,800	14,800	0
131.03	2001 Engine Interest	6,553	7,500	7,385	6,700	6,100	-600
131.04	1994 Engine Interest	3,099	2,700	2,399	1,700	1,000	-700
	Subtotal	\$238,320	\$50,000	\$49,584	\$48,200	\$41,900	-6,300
	MAINTENANCE						
135.01	Fuel and Oil	580	600	1,201	600	1,050	450
135.03	Diesel Fuel	603	550	662	650	700	50
135.05	Fleet Maintenance	3,036	6,500	3,855	8,100	8,100	0
	Subtotal	\$4,219	\$7,650	\$5,718	\$9,350	\$9,850	500
	MISCELLANEOUS EQUIPMENT						
140.01	Equipment Repair	888	1,000	1,570	1,000	1,500	500
140.02	Radio Rental / Dispatch	1,521	1,500	1,619	7,000	5,600	-1,400
140.03	Radio Repair / Purchase	3,542	2,000	1,047	1,000	1,500	500
140.04	Supplies	1,429	1,250	777	1,250	1,250	0
140.05	Equipment Purchase	11,126	8,500	26,017	8,500	8,500	0
	Subtotal	\$18,506	\$14,250	\$31,030	\$18,750	\$18,350	-400
	PROGRAMS						
200.01	Public Relations	0	250	153	250	250	0
210.01	General Insurance	3,701	3,250	3,949	0	0	0
320.01	Capital Reserve	0	2,000	2,000	2,000	5,000	3,000
	Subtotal	\$3,701	\$5,500	\$6,102	\$2,250	\$5,250	3,000
	DEPARTMENT TOTAL	\$291,867	\$103,150	\$119,218	\$103,210	\$100,500	-\$2,710

Note: Lines 130: The year noted is the fiscal year when the last principal payment will be made.

Note: Line 210.01: General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 department budget was \$108,130.

-2.63%

TOWN AUDITORS' REPORT

The general financial statements are the responsibility of the management of the Town of Richmond, Vermont. The enclosed financial statements are presented on a modified accrual basis as prepared by the accounting firm of Fothergill, Segale and Valley, CPA's.

I have reviewed and accept the enclosed financial statements as of June 30, 2003 as the financial position. A review consists principally of inquiries of the Town Treasurer and analytical procedures applied to the financial data. Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements.

The outside auditor's report is available in it's entirety at the Town Clerk's office and will also be available at the annual town meeting.

Dana E. Van Noy

Line Item	HIGHWAY DEPARTMENT	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
5000 -							
100.01	Regular Salaries	148,988	151,500	156,134	157,200	173,800	16,600
100.02	Winter Maintenance Overtime	12,690	20,000	21,659	20,600	21,500	900
100.03	Summer Maintenance Overtime	3,196	1,000	1,096	1,000	1,000	0
100.08	Auxiliary	0	2,000	0	2,000	2,000	0
	Subtotal	\$164,874	\$174,500	\$178,889	\$180,800	\$198,300	17,500
	EMPLOYEE BENEFITS						
115.01	Social Security	12,305	13,350	13,565	13,800	15,200	1,400
115.02	Municipal Retirement	8,138	8,800	9,001	9,100	10,000	900
115.03	Health Insurance	32,164	32,100	34,931	38,300	45,500	7,200
115.04	Travel Expense	0	100	20	100	100	0
115.05	Education / License	185	300	438	300	400	100
115.08	Uniforms	1,612	2,000	1,886	2,000	2,000	0
	Subtotal	\$54,404	\$56,650	\$59,841	\$63,600	\$73,200	9,600
	BUILDING EXPENSES						
120.01	Office Supplies	878	600	1,578	600	600	0
120.02	Postage	29	0	35	0	0	0
120.03	Telephone and Pagers	1,309	2,000	1,423	1,500	1,500	0
120.11	Safety Training & Equipment	516	1,100	1,591	500	1,000	500
125.01	Heat	1,713	3,000	3,817	2,500	3,500	1,000
125.02	Electricity	511	1,400	2,871	1,400	1,800	400
125.03	Water and Sewer	412	400	612	400	400	0
125.04	Waste Removal	994	750	804	800	800	0
125.05	Maintenance	781	1,000	555	1,000	1,000	0
	Subtotal	\$7,143	\$10,250	\$13,286	\$8,700	\$10,600	1,900
	CAPITAL EQUIPMENT						
130.02	1998 Dump Truck #1 2004	8,000	8,000	8,000	8,000	0	-8,000
130.03	1994 Grader 2004	9,375	9,375	9,375	9,375	0	-9,375
130.04	2000 Dump Truck #3 2006	7,833	7,850	7,833	7,850	7,850	0
130.05	2001 Kubota Tractor 2006	3,360	3,360	3,360	3,360	3,400	40
130.06	2003 Dump Truck #2 2009	0	0	0	10,000	13,200	3,200
130.07	2003 CAT Loader 2009	0	0	0	10,000	11,000	1,000
130.08	2001 Ford Pickup 2006	5,400	5,400	5,400	5,400	5,400	0
130.09	1996 Dump Truck #2 2002	9,000	0	0	0	0	0
130.09	2002 Dump Truck #4 2008	0	9,000	64,158	9,200	9,200	0
130.10	Town Garage Bond 2017	25,000	25,000	25,000	25,000	25,000	0
130.11	Huntington Road Bond 2010	25,000	30,000	25,000	25,000	25,000	0
	Subtotal	\$92,968	\$97,985	\$148,126	\$113,185	\$100,050	-13,135
131.02	1998 Dump Trk Interest #1	1,197	800	542	200	0	-200
131.03	1994 Grader Interest	1,358	900	505	200	0	-200
131.04	2000 Dump Trk Interest #3	1,953	1,570	1,031	600	350	-250
131.05	2001 Kubota Tractor Interest	828	670	490	240	150	-90
131.06	2003 Dump Trk Interest #2	0	0	0	0	2,200	2,200
131.07	2003 Bucket Loader Interest	0	0	0	0	900	900
131.08	2001 Pickup Interest	1,355	1,050	745	560	200	-360
131.09	1996 Dump Trk Interest	450	0	0	0	0	0
131.09	2001 Dump Trk Interest #4	0	0	0	1,330	1,100	-230
131.10	Town Garage Interest	19,818	18,730	18,730	17,620	16,500	-1,120
131.11	Huntington Rd Bond Interest	9,517	8,500	8,499	7,455	6,400	-1,055
	Subtotal	\$36,476	\$32,220	\$30,542	\$28,205	\$27,800	-405
	EQUIPMENT REPAIR						
135.01	Gas	619	900	1,155	300	350	50
135.02	Oil	704	700	0	700	850	150
135.03	Diesel Fuel	9,454	11,000	14,508	11,000	14,500	3,500
135.04	Dump Truck Fleet Repair	9,742	7,000	8,866	6,000	6,000	0
135.05	Excavator Repair	0	0	0	0	2,000	2,000
135.09	Gang Mowers	0	300	71	300	200	-100
135.10	Kabota Tractor -Sidewalk Plow/Mower	89	200	153	200	400	200
135.11	Grader	3,149	2,000	1,536	2,000	2,000	0
135.12	Loader	1,488	2,000	939	500	500	0
135.14	Pickup Truck	30	250	154	250	500	250
135.15	Tires	2,064	2,500	2,467	2,500	2,500	0
135.16	Tractor	543	500	475	500	500	0
135.17	Roadside Mower	444	500	447	500	500	0
135.18	Park Mower	575	250	535	250	250	0
135.19	Utility Vehicles	1,235	750	733	750	750	0
	Subtotal	\$30,136	\$28,850	\$32,039	\$25,750	\$31,800	6,050

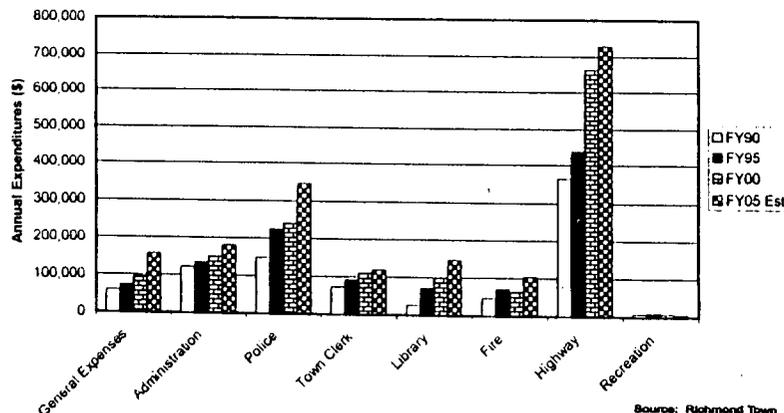
Note Lines 130: The year noted is the fiscal year when the last principal payment will be made.

Line Item	HIGHWAY DEPARTMENT	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
5000 -	MISCELLANEOUS EQUIPMENT						
140.01	Small Equipment Repair	1,093	1,000	1,125	1,000	1,000	0
140.02	Radio Purchase	479	500	476	500	500	0
140.03	Radio Repair	143	500	21	250	250	0
140.04	Cutting Edges	3,749	3,750	3,869	3,750	3,750	0
140.05	Equipment Purchase	4,501	3,000	2,937	3,000	3,000	0
140.06	Equipment Rental	19,261	11,000	9,479	11,000	15,000	4,000
140.07	Miscellaneous Parts	8,172	1,500	1,824	1,500	1,500	0
140.08	Welding and Cutting Supplies	477	500	554	500	500	0
140.09	Equipment Rental - Wood Chipper	1,200	1,200	1,200	1,200	1,200	0
140.10	Tire Chains	538	500	451	500	500	0
	Subtotal	\$39,613	\$23,450	\$21,936	\$23,200	\$27,200	4,000
	ROAD MAINTENANCE						
150.02	Line Striping	998	1,000	512	1,000	1,000	0
150.03	Chloride	8,225	9,500	8,310	9,500	9,500	0
150.04	Culverts	6,945	4,500	6,143	4,500	4,500	0
150.05	Gravel	24,890	30,000	30,463	30,000	70,000	40,000
150.06	Guardrails	3,931	3,500	3,950	3,500	3,500	0
150.07	Miscellaneous Supplies	3,869	1,750	2,207	1,750	1,750	0
150.08	Patching / Crack Sealing	1,221	4,000	3,279	4,000	2,000	-2,000
150.09	Retreatment	207,437	115,000	110,671	115,000	115,000	0
150.10	Salt	33,682	32,000	38,016	32,000	34,000	2,000
150.11	Sand	18,405	18,500	18,497	18,500	20,000	1,500
150.12	Sidewalk Maintenance/Rental	993	250	3,747	250	250	0
150.13	Sidewalk Repair	21,197	10,000	8,000	10,000	13,000	3,000
150.14	Signs	1,543	1,500	1,191	1,500	1,500	0
150.15	Storm Drains	0	750	132	750	750	0
150.16	Sweeping/Recycling	3,000	3,000	3,000	3,000	3,000	0
150.17	Tree Removal	1,400	1,500	0	1,500	1,500	0
150.18	Engineering and Consultants	1,617	1,500	1,536	1,500	1,500	0
	Subtotal	\$339,353	\$238,250	\$239,654	\$238,250	\$282,750	44,500
155.01	Bridge Match/Reserve Fund	9,580	25,000	35,725	25,000	25,000	0
155.02	Engineering and Consultants	1,256	0	275	1,000	1,000	0
155.03	Bridge/Culvert Repair	65,002	59,250	76,607	5,000	5,000	0
	Subtotal	\$75,838	\$84,250	\$112,607	\$31,000	\$31,000	0
210.01	General Insurance	14,554	14,300	14,513	0	0	0
235.01	Advertising	471	250	0	250	0	-250
320.01	Capital Reserve	1,983	2,000	2,000	3,000	3,000	0
	Subtotal	\$17,008	\$16,550	\$16,513	\$3,250	\$3,000	-250
5001-	STREET LIGHTS						
125.02	Street Lights	12,496	11,000	10,640	12,500	12,500	0
	Subtotal	12,496	11,000	10,640	12,500	12,500	0
	DEPARTMENT TOTAL	\$870,309	\$773,955	\$864,073	\$728,440	\$798,200	\$69,760

9.58%

Note: Lines 150.13: The West Main Street Enhancement Project grant match money (20%) from this line in FY's 04, 05 and 06.
 Note: Line 210.01: General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 budget was \$744,240.
 Note: Line 155.01: Bridge match funds are moved to bridge reserve if not utilized for current expenses.
 Note: Approximately \$24,000 in FY05 is proposed to be spent under several line items (Salaries, equipment, etc.) to maintain municipal properties, such as Volunteers Green, the Town Center, the Round Church Green, Richmond Free Library, Browns Court, US2/Bridge Street roadsides, and the fire station.

FY90, FY95, FY00 and Proposed FY05
 General Fund Expenditures
 (Non-School, Non-Water Resources)



Source: Richmond Town Annual Reports

Line Item	RECREATION	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	BUDGET 2003-2004	PROPOSED 2004-2005	FY05 CHANGE
6000 -							
115.06	VT State Parks Association - Dues	0	75	20	0	75	75
120.01	Office Supplies	13	50	0	35	25	-10
120.02	Postage	34	50	10	50	50	0
125.02	Electricity	687	650	732	725	800	75
125.03	Water and Sewer	750	450	538	525	600	75
125.04	Waste Removal	1,059	450	195	500	500	0
125.05	Building Maintenance	627	525	909	525	1,200	675
130.01	Capital Improvements	146	1,500	0	0	3,000	3,000
132.02	Park Maintenance	1,485	850	2,712	2,100	2,000	-100
132.03	Recreation Path Maintenance	150	250	0	250	1,000	750
200.01	Burlington International Games	0	100	0	0	0	0
200.02	Concert Series	1,150	900	75	900	900	0
200.05	Youth League	700	700	0	0	0	0
210.01	General Insurance	162	150	255	0	0	0
DEPARTMENT TOTAL		\$6,963	\$6,700	\$5,446	\$5,610	\$10,150	\$4,540

80.93%

Note: Line 210.01, General Insurance has been moved to 1600-210.01 for FY04 and FY05. The approved FY04 department budget was \$6,000.

MUNICIPAL EXPENSES - GRAND TOTAL	\$2,057,102	\$1,775,605	\$1,901,228	\$1,785,100	\$1,918,250	\$133,150
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7.46%

FY03 GF Transfer - Refund Bridge & Culvert Reserve	\$95,000			
FY04 Anticipated Police Grants		-\$34,000		
FY05 Anticipated Police Grants			-\$39,000	
Adjusted GRAND TOTAL	\$1,996,228	\$1,751,100	\$1,879,250	\$128,150

7.32%

TOWN OF RICHMOND / DELINQUENT TAX REPORT - JUNE 30, 2003

<u>Tax Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Penalty</u>	<u>Other</u>	<u>Total</u>
88-89	77	126	6	40	249
89-90	81	129	6		216
90-91	96	143	7		246
91-92	436	410	34		881
92-93	287	358	23		669
93-94	348	389	27	40	805
94-95	391	394	31		817
95-96	229	202	18		449
96-97	360	328	28		717
97-98	425	339	34		798
98-99	1763	1153	141		3057
99-00	2183	1159	175		3517
00-01	11712	4519	937		17168
01-02	28283	5486	2263		36032
02-03	98010	5537	7839		111386
	\$144,685	\$20,672	\$11,574	\$80	\$177,011

COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS

For the Year Ended June 30, 2003

	Governmental Fund Types		Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Water and Sewer	Agency and Trust Funds	General Fixed Assets	Long-Term Debt	General		
ASSETS										
Cash and investments Receivables	\$ 37,408	\$ 112,874	\$ 8,924	\$ 309,514	\$ 223,413	\$ 0	\$ 0	\$ 0	\$ 692,133	
Taxes	144,685	0	0	0	0	0	0	0	144,685	
Interest	20,672	0	0	0	0	0	0	0	20,672	
Accounts	30,002	0	0	73,212	0	0	0	0	103,214	
State of Vermont	0	0	138,476	170,400	0	0	0	0	308,876	
Due from IRS	4,374	0	0	0	0	0	0	0	4,374	
Due from Other Funds	36,577	0	0	0	0	0	0	0	36,577	
Note Receivable	0	332,319	0	0	0	0	0	0	332,319	
Fixed assets (net)	0	0	0	597,298	0	1,973,069	0	0	2,570,367	
Retirement of General Long-Term Debt	0	0	0	0	0	0	1,401,259	0	1,401,259	
Total Assets	\$ 273,718	\$ 445,193	\$ 147,400	\$ 1,150,424	\$ 223,413	\$ 1,973,069	\$ 1,401,259	\$ 1,401,259	\$ 5,614,476	
LIABILITIES & FUND BALANCES										
Liabilities										
Accounts Payable	\$ 8,029	\$ 0	\$ 1,891	\$ 288	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,208	
Due to School District	42,605	0	0	0	0	0	0	0	42,605	
Payroll Taxes Payable	7,613	0	0	0	0	0	0	0	7,613	
Accrued Vacation/Compensation	0	0	0	0	0	0	0	0	0	
Benefits Payable	7,950	0	0	6,535	0	0	15,645	0	30,130	
Accrued Interest	0	0	0	389	0	0	0	0	389	
Impact Fees	0	0	0	0	69,204	0	0	0	69,204	
Engineering Fees	0	0	0	0	80,816	0	0	0	80,816	
Benfits	0	0	0	0	665	0	0	0	665	
Due to Other Funds	0	0	32,300	4,277	0	0	0	0	36,577	
Deferred Revenue	0	332,319	0	0	0	0	0	0	332,319	
Deferred Tax Revenue	114,870	0	0	0	0	0	0	0	114,870	
Deferred Interest Revenue	17,744	0	0	0	0	0	0	0	17,744	
General Obligation Bonds/Debits Payable	21,000	0	143,292	192,000	0	0	1,385,614	0	1,741,906	
Total Liabilities	\$ 219,811	\$ 332,319	\$ 177,483	\$ 203,489	\$ 150,685	\$ 0	\$ 1,401,259	\$ 1,401,259	\$ 2,485,046	
Fund Equity										
Contributed Capital	0	0	0	71,061	0	0	0	0	71,061	
Retained Earnings	0	0	0	541,637	0	0	0	0	541,637	
Investment in fixed Assets	0	0	0	334,237	0	1,973,069	0	0	2,307,306	
Fund Balances										
Reserved	0	112,874	(30,083)	0	72,728	0	0	0	155,519	
Unreserved	53,907	0	0	0	0	0	0	0	53,907	
Total Fund Equity	\$ 53,907	\$ 112,874	\$ (30,083)	\$ 946,935	\$ 72,728	\$ 1,973,069	\$ 0	\$ 0	\$ 3,129,430	
Total Liabilities and fund equity	\$ 273,718	\$ 445,193	\$ 147,400	\$ 1,150,424	\$ 223,413	\$ 1,973,069	\$ 1,401,259	\$ 1,401,259	\$ 5,614,476	

TOWN OF RICHMOND, VERMONT
COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES
IN FUND BALANCES
ALL SPECIAL REVENUE FUNDS / YEAR ENDED JUNE 30, 2003

	Bridge & Culvert	Recreation Path	Records Restoration	Reappraisal	Railroad Street Planning	Library Reserve	Highway Reserve	Library Edmunds Interest	Flood Account	Fire Reserve	Richmond Frec Library	Town Center	Old Round Church	Cemetery Fund	Totals (Memorandum only)
REVENUE															
Investment income	\$ 666	\$ 1	\$ 78	\$ 92	\$ 182	\$ 42	\$ 361	\$ 242	\$ 20	\$ 239	\$ 65	\$ 575	\$ 13	\$	\$ 2,581
State of Vermont	0	0	0	9,600	0	0	0	0	0	0	0	0	0	0	9,600
Rents	0	0	0	0	0	0	0	0	0	0	0	77,600	0	0	77,600
Miscellaneous	100	0	9,815	0	0	0	0	0	0	0	3,386	0	0	0	13,301
Lot sales	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
Total revenue	766	1	9,893	9,692	182	42	361	242	20	239	3,451	78,175	13	1,005	\$ 104,082
EXPENDITURES															
Debt service	0	0	0	0	0	0	0	0	0	0	0	54,091	0	0	54,091
Fuel and maintenance	0	0	0	0	0	0	0	0	0	0	0	17,316	0	5,930	23,246
Program expenditures	154,245	0	2,037	53,054	0	0	25,000	0	0	0	1,744	0	0	0	236,080
Total expenditures	154,245	0	2,037	53,054	0	0	25,000	0	0	0	1,744	71,407	0	5,930	313,417
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(153,479)	1	7,856	(43,362)	182	42	(24,639)	242	20	239	1,707	6,768	13	(4,925)	(209,335)
OTHER FINANCING SOURCES (USES)															
Proceeds from note payable	0	0	0	21,900	0	0	0	0	0	0	0	0	0	0	21,900
Transfers in	0	0	0	5,000	0	0	2,000	0	0	2,000	0	0	0	3,500	12,500
Transfers out	0	0	0	0	0	0	0	0	(2,647)	(12,665)	0	0	0	0	(15,312)
Total other financing sources (uses)	0	0	0	26,900	0	0	2,000	0	(2,647)	(10,665)	0	0	0	3,500	19,088
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(153,479)	1	7,856	(16,462)	182	42	(22,639)	242	(2,627)	(10,426)	1,707	6,768	13	(1,425)	(190,247)
FUND BALANCES - July 1, 2002	0	0	0	0	0	0	0	0	0	0	0	30,959	1,847	2,517	35,323
PRIOR PERIOD ADJUSTMENTS	154,948	287	10,368	23,710	20,413	5,000	25,587	3,293	2,627	12,650	8,915	0	0	0	267,798
FUND BALANCES - July 1, 2002 (RESTATED)	154,948	287	10,368	23,710	20,413	5,000	25,587	3,293	2,627	12,650	8,915	30,959	1,847	2,517	303,121
FUND BALANCES - June 30, 2003	\$ 1,469	\$ 288	\$ 18,224	\$ 7,248	\$ 20,595	\$ 5,042	\$ 2,948	\$ 3,535	\$ 0	\$ 2,224	\$ 10,622	\$ 37,727	\$ 1,860	\$ 1,092	\$ 112,874

TOWN OF RICHMOND, VERMONT
COMBINING STATEMENT OF REVENUE, EXPENDITURES,
& CHANGES IN FUND DEFICITS
ALL CAPITAL PROJECT FUNDS / YEAR ENDED JUNE 30, 2003

	Hinesburg <u>Road Upgrade</u>	West Main <u>Street Enhancement</u>	Totals <u>(Memorandum only)</u>
REVENUE			
Intergovernmental	\$ 0	\$ 241,636	\$241,636
Investment income	0	83	83
Total revenue	<u>0</u>	<u>241,719</u>	<u>241,719</u>
EXPENDITURES			
Capital projects	1,891	348,972	350,863
EXCESS REVENUE(EXPENDITURES)	(1,891)	(107,253)	(109,144)
OTHER FINANCING SOURCES (USES):			
Transfer from General fund	0	8,000	8,000
Transfer from Enterprise Fund	0	71,061	71,061
Total other financing sources(uses)	<u>0</u>	<u>79,061</u>	<u>79,061</u>
EXCESS OF REVENUE AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	(1,891)	(28,192)	(30,083)
FUND BALANCE-JULY 1, 2002	<u>0</u>	<u>0</u>	<u>0</u>
FUND DEFICITS-JUNE 30, 2003	<u>\$ (1,891)</u>	<u>\$ (28,192)</u>	<u>\$ (30,083)</u>

COMPARATIVE GENERAL FUND - INDEBTEDNESS LONG TERM NOTES PAYABLE

	7/1/02			6/30/03	
	Principal <u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	Principal <u>Balance</u>	Interest <u>Paid</u>
1998 Dump Truck - Highway	16,000	0	8,000	8,000	542
1994 Grader - Highway	18,750	0	9,375	9,375	505
Mun. Bond Bank - 1994 Fire Truck	56,200	0	14,800	41,400	2,399
Mun. Bond Bank - Lib./Town Center	165,000	0	15,000	150,000	10,132
Mun. Bond Bank - Town Ctr./P.O.	370,000	0	35,000	335,000	19,091
Mun. Bond Bank - New Highway Garage	385,000	0	25,000	360,000	18,730
Mun. Bond Bank - 2002 Fire Truck	205,000	0	25,000	180,000	7,385
2000 Dump Truck Highway	31,334	0	7,833	23,501	1,031
Mun. Bond Bank Huntington Road	200,000	0	25,000	175,000	8,500
2001 Kubota Tractor	13,440	0	3,360	10,080	490
2001 Ford Pickup	21,600	0	5,400	16,200	745
2003 Dump Truck	0	55,158	0	55,158	0
Bridge & Culvert	0	95,000	95,000	0	1,291
Reappraisal	0	10,000	0	10,000	0
Reappraisal - Tax Anticipation	0	11,900	0	11,900	0
TOTAL	<u>\$1,482,324</u>	<u>\$172,058</u>	<u>\$ 268,768</u>	<u>\$1,385,614</u>	<u>\$ 70,841</u>

SHORT TERM NOTES PAYABLE

West Main St. - LOC \$300,000	0	143,292	0	143,292	0
Hwy/Adm/Cops - Grant Anticipation	0	21,000	0	21,000	0
TOTAL	<u>\$ 0</u>	<u>\$ 164,292</u>	<u>\$ 0</u>	<u>\$ 164,292</u>	<u>\$ 0</u>
TOTAL INDEBTEDNESS	<u>\$1,482,324</u>	<u>\$ 336,350</u>	<u>\$ 268,768</u>	<u>\$1,549,906</u>	<u>\$ 70,841</u>

NOTE 3 - NOTE RECEIVABLE

Note receivable consists of a \$300,000 mortgage loan made to the Richmond Village Housing Limited Partnership on March 9, 1999. The proceeds originated from a Grant Agreement dated January 9, 1998 between the Town of Richmond and the Vermont Agency of Commerce and Community Development. The note bears interest of 2.5% with principal and interest payments deferred until March 31, 2014. Monthly payments of principal and accrued interest of \$2,625 begin April 30, 2014 and continue through March 31, 2029. The loan is secured by a mortgage deed on the real property. The note receivable balance with accrued interest at June 30, 2003 was \$332,319.

NOTE 4 - INTERFUND RECEIVABLE AND PAYABLE BALANCES

The following is a summary of interfund receivable and payable balances as of June 30, 2003:

	Interfund Receivables	Interfund Payables
General Fund	\$ 36,577	\$ 0
Capital Projects funds		
West Main Street	0	32,300
Enterprise Funds		
Water and Sewer	<u>0</u>	<u>4,277</u>
	<u>\$ 36,577</u>	<u>\$ 36,577</u>

Note 8

RESERVED FUND BALANCES

JUNE 30, 2003

Fund Balances for General Fund are

reserved as follows:

Bridge and Culvert	\$ 1,469
Recreation path	288
Records restoration	18,224
Reappraisal	7,248
Railroad Street Planning Grant	20,595
Library Reserve	5,042
Highway Reserve	2,948
Library - Edmunds Interest	3,535
Fire Department Reserve	2,224
Richmond Free Library	10,622
Town Center	37,727
Old Round Church	1,860
Cemetery Fund	<u>1,092</u>
Total	<u>\$112,874</u>

NOTE 5 - FIXED ASSETS

General fixed Assets

The summary of fixed assets as of June 30, 2003 is follows:

	Vehicles Furniture & Equipment	Land Building and Improvements	Accum. Depreciation	Total
Book Value				
June 30, 2002	\$1,408,500	\$1,086,000	\$ (891,470)	\$1,603,030
Additions	104,033	400,000	0	504,030
Deletions	(205,000)	0	189,625	(15,375)
Depreciation	<u>0</u>	<u>0</u>	<u>(118,616)</u>	<u>(118,616)</u>
Book Value				
June 30, 2003	<u>\$1,307,530</u>	<u>\$1,486,000</u>	<u>\$ (820,461)</u>	<u>\$1,973,069</u>

Vehicles, furniture and equipment are depreciated over 5 to 20 years by the straight-line method. Building and improvements are depreciated over 20 to 50 years by the straight-line method.

Proprietary Fund

The following is a summary of the changes in property, plant and equipment of the Water Fund and Sewer Fund for the year:

	Balance June 30, 2002	Additions	Depreciation	Balance June 30, 2003
Water and Sewer Fund				
Property, plant and equipment	\$1,339,415	\$ 26,299	\$ 0	\$1,365,714
Construction in progress	0	71,061	0	71,061
Accumulated depreciation	<u>(819,531)</u>	<u>0</u>	<u>(19,946)</u>	<u>(839,477)</u>
	<u>\$ 519,884</u>	<u>\$ 97,360</u>	<u>\$ (19,946)</u>	<u>\$ 597,298</u>

Capital Project Funds

Hinesburg Road Upgrade	\$ (1,891)
West Main Street Enhancement	<u>(28,192)</u>
	<u>\$ (30,083)</u>

Trust Fund

Cemetery Trust Funds	\$ 43,800
Edmunds Trust	23,510
Shonyon	<u>5,418</u>
	<u>\$ 72,728</u>

The Capital Projects Fund Deficit will be eliminated with local share revenue in FY 04.

WATER RESOURCES 2003 REPORT

Fiscal 2002 - 2003 looked like the year the long-awaited upgrade would finally start, but it was not to be. The bids on the project came in about 33% over expected, leaving everybody scrambling in search of additional funding from grants. As the fiscal year ended, final plans were in the works to award the project at a final price of 4 million to Penta, a construction firm out of New Hampshire. Funding will come from a 2.8 million Vermont phosphorus grant, 1.16 million EPA grant, and the remaining 0.4 million from user fees. This award happened in late August 2003, and the project is currently underway, on budget, with a finish date of February, 2005.

Septage receiving showed its' potential as a viable revenue source this year. Our new procedures turned out to be very profitable, with enough revenue made over-budget to replace the 1988 GMC - finally. This truck plowed the village for many years, and was easily recognizable to all town residents. We replaced it with a Ford priced through the state bid. A vendor quoted a price well below wholesale, making it a deal not likely to be repeated, or missed.. The State of Vermont bought a lot of these trucks! WWTF staff intend to rotate this piece of equipment on a much more frequent schedule to provide more reliable service. This truck joins the rehabilitated army ambulance which will take over plowing of our facilities. The last piece of equipment to be replaced will be the Backhoe, purchased from the Town for \$ 11,000 in the 90's. The new facility will require a smaller unit capable of some specialized operations. Water Resources staff is researching options for a purchase in 2004.

Residents saw the water rate level off this year. It is expected some small reductions will take place now that

the water upgrade is paid off. The water portion of our budget is a model for where we should be overall, with reserves fully funded, reliable equipment, and long-term capital planning and improvements in place. Unfortunately, the wastewater portion is still recovering from the loss of the creamery revenue. Septage has helped tremendously, but we are still struggling to meet all the requirements of a modern facility. When the new plant is on-line, serious budgeting can begin long-term, but until then, we are in a holding pattern.

The West Main Street waterline was installed to completion in early spring. These hydrants are now the best in town, and the freezing problems on the end of the street were eliminated. Plans are underway to upgrade the line on East Main down to the fire station. This may take priority over the Jericho Road portions slated to happen concurrently with the highway project.

The Water Resources staff endured a very difficult year as the aging facility required more and more maintenance. At times, the list of items needing repair exceeded the operating ones! Working in this environment leads to frustration, burnout and lots of conflict. The delay has enabled the Town to secure major funding sources for the project, a very good thing. The real cost of the wait has been born silently by my staff, Erik and Kevin. Please take a moment, when you turn on that faucet first thing in the morning, to thank these men for the many hours spent away from their families.

The Operations Team
Kendall, Erik and Kevin



**2004-2005 Proposed Water Resources Operating and Capital Budget
Summary of Revenues and Expenditures**

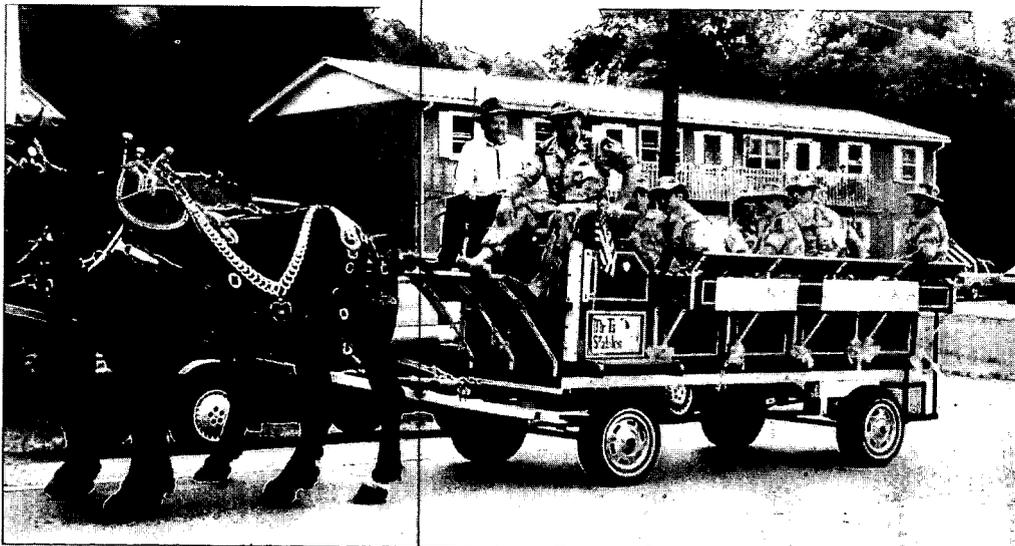
NOTE: Due to the on-going WWTF upgrade project, the wastewater portions of the FY05 budget are subject to change.

Line Item	REVENUE	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	Current 2003-2004	PROPOSED 2004-2005	CHANGE
50000-000.00	Water and Sewer Receipts	272,579	319,040	267,143	307,790	\$316,435	8,645
000.01	Sale of Water from Hydrants	3,121	500	1,613	500	500	0
51000-000.00	Sale of Materials	1,104	0	0	0	0	0
000.01	Sale of Meters	0	300	0	300	300	0
000.03	Connection Fees	50	0	4,389	0	0	0
000.04	Miscellaneous	986	0	5,982	0	0	0
000.05	Notes	0	0	0	0	0	0
000.06	Septage Receipts	84,409	45,000	127,213	45,000	45,000	0
000.08	State of Vermont Grants	5,830	0	1,599	0	0	0
	GRAND TOTAL - REVENUES	\$368,079	\$364,840	\$407,939	\$353,590	\$362,235	\$8,645

2.44%

Line Item	EXPENSES Water and Sewer Administrative	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	Current 2003-2004	PROPOSED 2004-2005	CHANGE
100 -	SALARIES						
100.01	Salaries	97,880	101,000	100,676	104,400	111,100	6,700
100.03	Overtime	4,487	5,000	3,515	5,000	5,000	0
	Subtotal	\$102,367	\$106,000	\$104,191	\$109,400	\$116,100	\$6,700
	EMPLOYEE BENEFITS						
115.01	Social Security	7,772	8,100	8,029	8,400	8,882	482
115.02	Municipal Retirement	5,094	6,000	5,137	5,600	5,921	321
115.03	Health Insurance	22,809	23,700	20,905	23,300	27,800	4,500
115.04	Travel	0	100	1,184	100	100	0
115.05	Education	455	900	1,383	900	900	0
115.06	Association Dues	246	300	346	300	300	0
115.08	Uniforms	986	900	791	900	900	0
	Subtotal	\$37,362	\$40,000	\$37,775	\$39,500	\$44,803	\$5,303
	OFFICE EXPENSE						
120.01	Office Supplies	630	200	512	200	400	200
120.03	Telephone	1,706	1,000	1,775	2,000	2,000	0
120.04	Computer	45	100	0	100	100	0
120.05	Office Equipment	0	100	0	100	100	0
120.06	Office Equipment Repair	0	250	0	250	250	0
120.07	Administrative Expense	14,400	6,000	6,000	10,900	10,800	-100
120.11	Safety Training	0	300	0	300	300	0
210.11	General Insurance	9,459	9,000	10,584	10,400	11,232	832
235.01	Advertising	1,788	200	66	200	200	0
235.04	Legal	0	250	0	250	250	0
	Subtotal	\$28,028	\$17,400	\$18,937	\$24,700	\$25,632	\$932
	Administration Total	\$167,757	\$163,400	\$160,903	\$173,600	\$186,535	\$12,935

7.45%



Line Item	WASTEWATER TREATMENT EXPENDITURES	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	Current 2003-2004	PROPOSED 2004-2005	CHANGE
300 -	COLLECTION SYSTEMS						
125.02	Pump Station Electric	875	1,000	1,003	1,000	1,000	0
125.05	Pump Station Maintenance	415	500	792	500	500	0
	Subtotal	\$1,290	\$1,500	\$1,795	\$1,500	\$1,500	\$0
400 -	TREATMENT FACILITY						
125.01	Heat	2,134	3,000	4,784	3,000	5,000	2,000
125.02	Electricity	20,618	25,000	21,656	27,000	27,000	0
125.04	Waste Removal	780	800	736	800	800	0
	Subtotal	\$23,532	\$28,800	\$27,176	\$30,800	\$32,800	\$2,000
	CAPITAL EQUIPMENT						
135.01	1988 GMC / 2003 Ford Maintenance	1,201	0	49	0	500	500
135.02	1984 International Maintenance	33	500	190	500	0	-500
135.03	Gas	536	600	542	600	600	0
135.04	Oil	173	50	101	50	50	0
135.05	Diesel Fuel	0	50	173	50	50	0
135.06	1985 GMC Maintenance	348	500	535	500	500	0
135.07	1987 Backhoe Maintenance	0	500	511	500	500	0
	Subtotal	\$2,291	\$2,200	\$2,101	\$2,200	\$2,200	\$0
	OUTSIDE LABOR/CHEMICALS						
300.01	Contract Labor / Lab Services	2,835	3,500	3,128	3,500	3,500	0
300.02	Biosolids Lab Services	6,236	5,000	1,573	5,000	5,000	0
300.03	Engineering	0	1,000	495	1,000	1,000	0
305.01	Wastewater Chemicals	3,938	5,000	3,936	5,000	5,000	0
305.02	Biosolids Processing Chemicals	15,688	19,000	14,706	19,000	20,000	1,000
	Subtotal	\$28,697	\$33,500	\$23,838	\$33,500	\$34,500	\$1,000
	MAINTENANCE						
310.01	Collection System	2,100	4,000	1,275	4,000	4,000	0
310.02	Treatment Facility	6,315	2,000	5,117	2,000	2,000	0
310.03	Biosolids Facility	6,987	1,000	3,125	1,000	1,000	0
310.04	Supplies	1,165	1,500	1,251	1,500	1,500	0
310.07	Personal Protective Equipment	682	600	591	600	600	0
310.08	Equipment Rental	1,893	3,000	1,970	3,000	2,000	-1,000
310.09	Miscellaneous	6,264	300	4,568	300	300	0
310.10	Phosphorus Upgrade	174,824	0	0	0	0	0
	Subtotal	\$200,230	\$12,400	\$17,897	\$12,400	\$11,400	-\$1,000
	WASTEWATER FEES						
315.01	Permits/Certifications/License	382	500	742	500	500	0
315.03	Biosolids Reuse/Landowner	10,788	0	0	0	0	0
315.04	Biosolids Reuse/CSWD Fees	21,027	25,000	34,127	25,000	25,000	0
	Subtotal	\$32,197	\$25,500	\$34,869	\$25,500	\$25,500	\$0
	CAPITAL RESERVE						
320.01	Sewer Capital Reserve	0	4,800	4,800	8,950	15,000	6,050
	Operations Subtotal	\$288,237	\$108,700	\$112,476	\$114,850	\$122,900	\$8,050
							7.01%
400 -	SEWER CAPITAL PROJECTS						
126.01	1970 WWTF Bond 2002	8,000	0	60,000	0	0	0
126.02	1994 Dewatering Bond 1 2008	10,000	10,000	10,000	10,000	0	-10,000
126.03	1994 Dewatering Bond 2 2005	5,200	5,200	5,200	5,200	5,200	0
126.05	1998 Cochran Rd Sewer 2002	13,000	0	0	0	0	0
127.01	WWTF Bond Interest	400	0	0	0	0	0
127.02	\$150K Dewatering Bond 1 Interest	3,891	3,400	2,954	2,900	0	-2,900
127.03	\$50K Dewatering Bond 2 Interest	1,089	1,090	843	590	300	-290
127.05	\$36K Cochran Rd Sewer Interest	652	0	0	0	0	0
	Capital Subtotal	\$42,232	\$19,690	\$78,997	\$18,690	\$5,500	-\$13,190
							-70.67%
	Wastewater Total	\$330,469	\$128,390	\$191,473	\$133,540	\$128,400	-\$5,140
							-3.85%

Line Item	WATER SUPPLY SYSTEM EXPENDITURES	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	Current 2003-2004	PROPOSED 2004-2005	CHANGE
500 -	WATER HOUSE						
125.01	Heat	135	300	263	300	300	0
125.02	Electricity	7,895	7,000	7,739	8,000	8,000	0
125.04	Waste Removal	344	500	356	500	500	0
	Subtotal	\$8,374	\$7,800	\$8,358	\$8,800	\$8,800	\$0
	CAPITAL EQUIPMENT						
135.01	Pickup Repair	138	0	0	500	500	0
135.02	1984 International Maintenance	0	500	50	500	0	-500
135.03	Gas	523	600	540	600	600	0
135.04	Oil/Fluids	111	50	0	50	50	0
135.05	Diesel Fuel	0	50	173	50	50	0
135.06	1985 GMC / 2003 Ford Maintenance	4	500	852	500	500	0
135.07	1987 Backhoe Maintenance	125	500	0	500	0	-500
135.08	2003 West Main Street Water Main	0	0	0	0	0	0
	Subtotal	\$901	\$2,200	\$1,615	\$2,700	\$1,700	-\$1,000
	OUTSIDE LABOR/CHEMICALS						
300.01	Outside Labor/Lab Services	480	2,000	269	2,000	2,000	0
300.03	Engineering	0	500	0	500	500	0
305.01	Water Treatment Chemicals	3,068	2,000	2,267	2,000	2,500	500
	Subtotal	\$3,548	\$4,500	\$2,536	\$4,500	\$5,000	\$500
	MAINTENANCE						
310.01	Waterlines	235	10,000	11,822	10,000	10,000	0
310.02	Pumps/Tanks	8,112	2,000	0	2,000	2,000	0
310.03	Asphalt Repairs	0	1,000	301	1,000	2,000	1,000
310.04	Equipment Purchase	1,411	500	297	500	500	0
310.05	Supplies	245	500	544	500	500	0
310.06	Meters	1,106	2,800	0	2,800	2,800	0
310.07	Personal Protective Equipment	0	500	0	500	500	0
310.08	Equipment Rental	100	500	0	500	500	0
310.09	Miscellaneous	0	500	153	500	500	0
315.01	Permits and Fees	923	2,000	1,136	2,000	1,500	-500
	Subtotal	\$12,132	\$20,300	\$14,253	\$20,300	\$20,800	\$500
	CAPITAL FUNDS AND EXPENSES						
320.01	Water Capital Reserve	0	1,600	1,600	10,150	11,000	850
	Subtotal	\$0	\$1,600	\$1,600	\$10,150	\$11,000	\$850
	Operations Subtotal	\$24,955	\$36,400	\$28,362	\$46,450	\$47,300	\$850

1.83%

500 -	WATER CAPITAL PROJECTS						
126.02	1997 Water Upgrade Bond 2003	20,000	20,000	20,000	0	0	0
126.03	1998 Water Upgrade Note 2003	15,750	15,750	15,750	0	0	0
127.02	Upgrade Bond Interest	1,981	500	499	0	0	0
127.03	Upgrade Note Interest	1,567	400	404	0	0	0
	Capital Subtotal	\$39,298	\$36,650	\$36,653	\$0	\$0	\$0

0.00%

Water Total	\$64,253	\$73,050	\$65,015	\$46,450	\$47,300	\$850	\$850
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1.83%

GRAND TOTAL - EXPENSES	\$562,479	\$364,840	\$417,391	\$353,590	\$362,235	\$8,645	\$8,645
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2.44%

Non-Operating Revenues and Expenses	ACTUAL 2001-2002	BUDGET 2002-2003	ACTUAL 2002-2003	Current 2003-2004	PROPOSED 2004-2005	CHANGE
Interest Income	22,228	20,000	3,968	6,000	2,000	(4,000)
Interest Expense	(7,489)	(12,000)	(4,700)	(6,000)	(300)	5,700
Non-operating Revenues	14,739	10,000	0	0	0	0

Capital Reserve Amounts	As Of	6/30/01	6/30/02	6/30/03
Water Capital Reserve	Goal = \$300,000	\$106,547	\$101,337	\$33,976
Sewer Capital Reserve	Goal = \$1,000,000	\$341,715	\$182,279	\$102,507

Other Activity	ACTUAL 2002-2003
West Main Street Enhancement Project Transfer to General Fund	\$71,061
Purchase of Fixed Asset WWTF Upgrade Project	\$26,299

DEWATERING PROJECT

\$223,000 Bond Approved

Principal Balance - July 1, 2002 \$88,800
 Deletions \$75,200

Principal Balance - June 30, 2003 \$13,600

Accounted for as follows:
 Municipal Bond Bank 13,600

WATER UPGRADE NOTE

\$100,000 Note Approved

Principal Balance - July 1, 2002 \$20,000
 Additions \$0
 Deletions (\$20,000)

Principal Balance - June 30, 2003 \$0

PHOSPHORUS

REMOVAL/UPGRADE PROJECT

Pollution Control Revolving fund
 Vermont Municipal Bond Bank

\$178,400 Revolving fund Approved

Matures December 1, 2016
 Principal payments of \$ 17,840 for ten years due
 December 1 annually.
 (Deferred until FY 2007)

WATER UPGRADE

\$63,000 Note Approved

Principal Balance - July 1, 2002 \$15,750
 Additons 0
 Principal Balance June 30, 2003 \$ 0

WATER AND SEWER CASH ACCOUNTS

June 30, 2003

Checking \$ 90,850
 Sewer Bond Cap. \$17,233
 Smith Barney Water Reserve \$33,976
 Smith Barney Sewer Reserve \$102,507
 Smith Barney Sewer Contingency Money Funds \$59,611
 Smith Barney Water Contingency Money Funds \$5,337

Total \$309,514

NOTE 7 - GENERAL LONG-TERM DEBT

Enterprise Fund

Vermont Municipal bond Bank, interest at 4.8%, maturing
 December 1, 2005, interest due June 1 and December 1,
 Principal payments of \$5,200 for three years and \$3,200
 for one year due December 1. \$13,600

Vermont Municipal Bond Bank, interest at 0%, maturing
 December 1, 2016. Principal payments of \$17,840 for ten
 years due December 1. (Deferred until FY 2007)
\$178,400

Total Enterprise Fund \$192,000

Maturities of these long-term debts will be as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2004	\$ 5,200	\$ 1,250	\$ 6,450
2005	5,200	600	5,800
2006	3,200	400	3,600
2007	17,840	0	17,840
2008	17,840	0	17,840
Thereafter	<u>142,720</u>	<u>0</u>	<u>142,720</u>
	<u>\$192,000</u>	<u>\$ 2,250</u>	<u>\$194,250</u>

Changes in General Long-Term Debt

Changes in general long-term debt were as follows:

	Balance June 30, 2002	Additions	Payments	Balance June 30, 2003
General Long-Term Debt				
Notes payable	\$ 101,124	\$77,058	\$ (33,968)	\$ 144,214
bonds payable	1,381,200	0	(139,800)	1,241,400
Accrued compensated absences	12,439	3,206	0	15,645
Totals	<u>\$1,494,763</u>	<u>\$80,264</u>	<u>\$(173,768)</u>	<u>\$1,401,259</u>
Enterprise Fund	<u>\$ 302,950</u>	<u>\$ 0</u>	<u>\$(110,950)</u>	<u>\$ 192,000</u>

TOWN CLERK'S REPORT - 2003

First and foremost, I want to recognize my two employees, Sharon Riggs and Linda Parent for the exemplary work they did this past year in keeping the workload current. Without their skills and attentiveness, we could not have accomplished the demands of the office this past year. Not only were there five elections, Primary, General, Town Meeting, and two revotes for the MMU budget, but there were two recounts as well. In November Curran (Spike) Robinson narrowly beat Virginia Clarke in his run for State Representative from Richmond. A recount was requested by Virginia and was held at the County Court House in Burlington with the County Clerk in charge. Again, Spike narrowly beat Virginia (868 to 866) to serve a two-year term in Montpelier. A special election was also held during the General Election to fill a vacancy on the Selectboard. Pete Parent was elected to serve the town, defeating Bob Dulude by a vote of 1058 to 599. At the March Town Meeting election Erik Filkorn narrowly beat Bob Dulude for the three-year term for Selectboard. (Both ran as write-in candidates.) Again a recount was requested, with Erik winning the election by a vote of 333 to 298. After two revotes on the MMU budget, a budget of \$17,658,206 was passed in June.

Adding to the already heavy demands of my office was the tremendous increase in recording documents for the re-financing and sale of homes. About 10,000 pages of recording document, filling 14 books, were copied, indexed and returned to the senders. As a result of this, the town was paid \$66,702 in recording and vault time fees, \$44,802 more than budgeted. In addition to the \$66,702, \$9815 was also received and deposited in the Records Restoration Fund. One dollar for every page recorded goes to this fund. With these monies, the town is able to restore old records without any cost to the taxpayer. Due to the unanticipated volume of recordings, additional roller shelving will have to be purchased one year earlier than anticipated. Again, I want to recognize and thank Sharon and Linda for their devotion in keeping the recordings current. High volumes of recordings were received at every clerk's office throughout the state. Richmond was one of only a few towns in Vermont to keep recordings current.

We attended many education classes throughout the year, but the highlight of the year was the New England Clerks' and Treasurers' Association annual conference in October. Each year a New England state takes their turn at sponsoring the three-day event. This year it was Vermont's turn. In addition to attending education classes at the conference, we also helped to set up and attend the President's Reception held at Shelburne Farms and spent part of one day working at the Sheraton Inn and Conference Center as guides for our visitors. Thursday evening was highlighted by a banquet at the Sheraton with fine dining, dancing, and a short presentation by Governor Douglas.

I am now in my fifth year as a representative on the Town Clerks Advisory Committee to Secretary of State Deb

Markowitz. Being on this committee has enabled me to learn first hand about the new federal mandates for elections, HAVA (Help America Vote Act). There are many new mandates, but the most noticeable to the voter will be the new AccuVote voting machine. Through federal grant funds, the state researched and purchased new AccuVote voting machines and ballot boxes to replace all outdated equipment for machine ballot towns or a first time purchase for some towns. There will be a state-wide voter checklist in place on the internet by January 1, 2006. Clerks will do all updating and reporting through the internet, with the ability to 'read only' any checklist in the state. Also, by January 1, 2006, every polling place in the state must have in place in each polling place a voting system that would allow the blind and visually impaired voters to vote privately and independently. The Secretary of States office is still in the process of researching machines for this mandate.

The town-wide reappraisal was completed in April of 2003. Approximately 180 property owners attended informal hearings with the outside appraisers. With the outcome of these hearings, about 75 owners grieved in a formal hearing to the Listers. Only seven property owners appealed to the Board of Civil Authority. Two of these were appealed to the state, resulting in one parcel remaining the same as appraised and the other being reduced in value by \$12,600.

Again the Town Report won an Award of Excellence. I want to give special thanks to Marie Thomas, Janet Bonneau and Winooski Press, for the time they spend collecting reports, proofreading, editing, and coming up with ideas for the reports. Also, I want to thank all contributors. We have a town report to be proud of. We couldn't accomplish this without all the dedicated help from all of you.

Velma E. Plouffe, CVC/CVT
Town Clerk and Treasurer

DOG LICENSE REPORT

The following is a breakdown of the dog licenses issued for the 2003 annual year.

Neutered	Spayed	Male	Female	Total
258	307	49	37	651
Monies collected:				
\$2498	\$2898	\$ 655	\$ 427	\$6478

REMINDER: All dogs must be licensed on or before April 1st of each year. A 50% late penalty is added to the license after this date. A copy of the rabies certificate must be on file at the Clerk's office. Fees are as follows:

	By April 1	After April 1
Male and Female	\$13.00	\$17.00
Spayed and Neutered	\$ 9.00	\$11.00

Vital Statistics / TOWN OF RICHMOND - JULY 1, 2002- JUNE 30, 2003

	95/96	96/97	97/98	98/99	99/00	00/01	01/02	02/03	Vital Records are public documents that are recorded in the Town Clerk's office. Certified copies are available upon request at a cost of \$7.00 per copy. Genealogy research can be done during regular office hours.
Births	48	52	62	51	49	44	44	49	
Deaths	15	14	20	21	20	14	21	24	
Marriages	28	33	33	29	33	25	23	25	
Civil Unions						9	2	4	

Marriages

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

GROOM	BRIDE	MARRIAGE DATE
Birchmore, Tony Reed	Wolff, Barbara Jean	May 1, 2003
Bogges, Luke Ramsey	Diamond, Lee	August 26, 2002
Breton, Ronald Richard	Somers, Janine Michelle	August 24, 2002
Burnell, Clifton Francis Jr.	Austin, Ivana Lyn	August 31, 2002
Campbell, Richard Colin	Parker, Candice Joy	May 24, 2003
Casavant, Thomas Dale	Wood, Tanya Marie	May 16, 2003
Clarke, Jeffrey Morrison	Blom, Deborah Eileen	June 25, 2003
Dransfield, Matthew Douglas	Conant, Hannah Page	September 14, 2002
Dwire, Steven Wendall	Hales, Jennifer Ann	April 19, 2003
Gillies, Lee Paul	Stoddard, Marion Elaine	January 25, 2003
Glasstetter, Glenn Webb	Keeler, Ave' Maria Bernadette	September 14, 2002
Gonsalves, Mark Anthony	Sdao, Regina Marie	August 2, 2002
Gray, Timothy Lawrence	Maceachern, Kimberley Lise	September 28, 2002
Helander, John Robert	Elkind, Laura Beth	September 14, 2002
Holcomb, George Ronald	Sacca, Daria Ann	September 7, 2002
Holston, Joshua Joe	Gottsche, Emily Jane	June 21, 2003
Martell, Jeffrey Charles	Barton, Melissa Alayna	October 12, 2002
Olds, Daniel James Jr.	Wintersteen, Christine Ruffner	July 20, 2002
O'Neill, James Mark	Cassi, Kathryn Frances	September 1, 2002
Saltus, Urban Edward III	Reinholm, Carol Louise	October 12, 2002
Urban, Joshua Michael	Allen, Rebecca Rachael	July 10, 2002
Valyou, Jamie Lee	Ritchie, Lisa Ann	July 26, 2002
Weber, Gregory William	Howard, Jeanette Carol	June 7, 2003
Wheeler, Jonathan Richard Ryan	Demag, Lyndsay Jordan	November 1, 2002
Wooden, John Allen	Bella, Anna Liza Dizon	August 3, 2002

Deaths

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

NAME OF DECEASED	DATE OF DEATH	PLACE OF DEATH
Alix, Donald George	November 18, 2002	Burlington
Barber, William V.	November 14, 2002	Burlington
Berliner, Leo Carl	March 12, 2003	Burlington
Bombardier, Mary	June 18, 2003	Burlington
Brown, David Martin	March 5, 2003	Burlington
Burnett, Allan Burton	December 25, 2002	Richmond
Buxton, Roy C.	November 27, 2002	Williston
Charland, Genevieve M.	January 2, 2003	Burlington
Colompos, Sherry F.	November 3, 2002	Burlington
Gadapee, Mildred Hazel	March 19, 2003	Richmond
Galvin, Philip Richard III	November 16, 2002	Richmond
Gulfield, Lucille A.	October 18, 2002	Richmond
Halporn, Douglas Alexander	June 23, 2003	Williston
Howard, Maryann E.	September 29, 2002	Richmond
LaFlamme, Wilfred Edward	August 11, 2002	Williston
LaPlant, Ralph H.	January 1, 2003	Burlington
Layman, Kathleen M.	April 20, 2003	Burlington
Levine, Jennifer Ann	July 8, 2003	Richmond
Moccio, Erna L.	October 29, 2002	Williston
Roberts, Henry E.	August 17, 2002	Burlington
Rosen, Dorothy	January 21, 2003	Williston
Shea, Diane A.	October 4, 2002	Burlington
Stachnik, Monica Carol	February 25, 2003	Burlington
Wagner, Norma H.	January 18, 2003	Richmond

Births

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

CHILD'S NAME	DATE OF BIRTH	PARENT'S NAME
Asaro, Bishop Caden	August 24, 2002	Asaro, James & Barry, Courtney
Bhave, Eric Anant	June 6, 2003	Bhave, Anant & Maya
Billings, Jaden Alexander	December 14, 2002	Smith, Katrina
Bond, Annabella Marie	October 26, 2002	Bond, Craig & Jennifer
Brosseau, Emma Nicole	January 26, 2003	Brosseau, Robert & Amanda
Browning, Mae Mary	October 14, 2002	Browning, Brian & Tamela
Brownsword, Ava Pollvogt	October 16, 2002	Brownsword, Walter III & Alice
Cardinal, Blake Aron	August 27, 2002	Cardinal, Eric & Ashley
Carpenter, Aiden James	April 12, 2003	Carpenter, Wesley & Holcomb, Kristen
Chapman-Renaud, William James	May 24, 2003	Renaud, Daniel & Chapman-Renaud, Heidi
Danks, Sarah Marie Kofler	March 26, 2003	Kofler, Rafael & Danks, Cecilia
DeBay, James Philip III	December 29, 2002	DeBay, James Jr. & Donnelly-DeBay, Mary
Fabiani, Dominick James	September 8, 2002	Fabiani, Paul & Cherie
Farr, Alexis Elizabeth	November 5, 2002	Farr, Ashley & Melanie
Fowler, Delaney Ann	March 29, 2003	Fowler, Sean & Joanna
Gautsch, Eleanor Driscoll	June 12, 2003	Gautsch, Michael & Webster, Elizabeth
Gillies, Max Ryan	April 11, 2003	Gillies, Lee & Marion
Hall, Luna Rose	February 24, 2003	Hall, Ezra & Blais-Hall, Danielle
Hauf, William August	October 13, 2002	Hauf, Paul & Amy
Hetzel, Elizabeth Sally	October 30, 2002	Hetzel, Gunther Jr. & Kristina
Hevrin, Makeda Alomsen	June 23, 2002	Hevrin, Jackson & Purinton, Pamela
Kittell, Morgan Decato	October 18, 2002	Kittell, Philip & Juanita
Krahl, Catherine Susan	July 5, 2002	Krahl, Troy & Augusta
Kuroda, Alexandra Irene	June 23, 2003	Kuroda, Christopher & Rhiannon
Lanphere, Malcolm Scott	July 2, 2002	Lanphere, Lars & Heather
Lavanway, Kate Elizabeth	October 3, 2002	Lavanway, James & Jane
Low, Colin Burnham	April 18, 2003	Low, Jonathan & Rogers-Low, Susan
Martin, Jackson Peter	November 6, 2002	Martin, Matthew & Kathleen
Miclette, Samuel Adam	January 3, 2003	Miclette, Marc & Bryant, Holly
Monroe, Makela Yvonne	November 18, 2002	Monroe, Anthony & Michelle
Morrisette, Logan Ronald	March 26, 2003	Morrisette, James & Jennifer
Moultroupe, Ethan Patrick	January 23, 2003	Moultroupe, Matthew & Heather
Myregaard, Ronan Lane	April 20, 2003	Myregaard, William & Long, Katherine
Oblak, Anna Grace	May 21, 2003	Oblak, Brock & Sylvia
Ogden, Oliver Dean	June 30, 2003	Ogden, Jarrod & Laine
O'Neil, Sophie Rehr	August 30, 2002	O'Neil, Scott & Abigail
Palmer, Joshua William	May 22, 2003	Palmer, Terrell & Cynthia
Parker, Olivia Ann	August 18, 2002	Parker, Dennis & Ann
Philbrick, Elana LeeAnn	June 10, 2003	Philbrick, Douglas & Errica
Provost, Sara Renée	December 4, 2002	Provost, Christopher & Renée
Ramos-Kastner, Eric	April 2, 2003	Ramos, Julio & Kastner, Cecilia
Rodjenski, Robyn Nicole	October 28, 2002	Rodjenski, Ronald Jr. & Amy
Roy, Carmen Kristine	July 26, 2002	Roy, John & Kristine
Sanborn, Olivia Marie	December 23, 2002	Sanborn, Mark & Laurel
Sargent, Nathan Paul	July 4, 2002	Sargent, Andrew & Laura
Strandberg, Justin Scott	August 12, 2002	Strandberg, Scott & Amy
Urban, Dominic Damien	October 16, 2002	Urban, Joshua & Rebecca
Wardwell, Quinn Robinson	May 11, 2003	Wardwell, Duncan & Amy
Warren, Molly Anne	November 28, 2002	Warren, Brian & Kimberley

TOWN OF RICHMOND CIVIL UNIONS

FOR THE PERIOD JULY 1, 2002 - JUNE 30, 2003

PARTY A	PARTY B	CIVIL UNION DATE
McCormick, Amy Denise	Bennett, Crystal Emily	September 12, 2002
Medeiros, Lillian Caroline	Bornet, Melanie Sue	October 6, 2002
O'Callaghan, Finbarr Michael	Christopoulos, James Thomas	July 10, 2002
Sherman, Scott	Rouse, Martin Edward II	May 24, 2003

TOWN OF RICHMOND PROPERTY SALES

01/01/2002 - 12/31/2003

SELLER

Alberts, Gary & Patricia
 Bachman, Stephen T. & Weldon, Wendy J.
 Barber, Andre G., Jr. & Rosemary Jane
 Barron, Thomas R. & Kathleen
 Bennett, Crystal & McCormick, Amy
 Benoit, Maureen
 Berlin, Linda S.
 Bessette, Paul & Lorraine
 Boutin, Lucille
 Boutin, Pamela
 Brady, James F. & Debra A.
 Brown, Barrett C. & Rebecca W.
 Bryant, Holly R.
 Burnett, Marie, Estate of
 Catella, Scott & Jennifer
 Cavallari, Victoria A.
 Cech, Martin J. & Sandra
 Ceffalo, Julie
 Cole, Timothy A.
 Commo, George W. Sr
 Cote, J. Robert
 Cote, Phillippe
 Davis, Teresa L.
 DePaul, Bradley M. & Aubrey L.
 Doyle, Patricia Raycher
 Doyon, Robert G. & Pauline D.
 Dudley, Jane T.
 Engler, Virginia F.
 Eschholz, William E. & Julie D.
 Fisher, David & Sophie Hade
 Fitzgerald Godbout Custom Homes Inc.
 Fountaine, Albert, Estate of
 Frazier, Charles L. Jr.

 Glover, Jeffrey R. & Monica H.
 Gyllensward, Emily T. Revocable Trust

 Harrison, Constance R.
 Hart, Zoe & Woodworth, Robyn
 Hatin, David & Laura
 Hawkes, Monica A.
 Hebert, Michael E.
 Henry, Alain & Elizabeth
 Hinsdale, Clark W. Jr.
 Holcomb, Daria
 Homecomings Financial Network, Inc.
 Hosking, David A. & Donna L.
 Howland, William G. & Anne E.B.
 Hunt, Alan C. & Jennifer L.
 Jacob, Donald T., & Sandra C.
 Jericho Underhill Land Trust, Inc.
 Kardell, Brian M.
 Knox, Katherine B. & Thompson, James B.
 LaFountain, Scott A. & Laurie Ann
 Latham Homes, Inc.
 Latham Homes, Inc.
 Le, Hung & Truong
 LeClair, David L. & Nancy J.

BUYER

Alberts, Joanna & Brennan, Shawn
 Fleischer, Mitchell & Kim, Trustees
 Holcomb, George & Daria
 Ceffalo, Julie & Schmid, Stevan
 Compagna, Renee S.
 Rocque, James W. & Sandra L.
 Dorney, Jane E. & Fisher, Lawrence
 Brouchu, Michael R. & Sheree A.
 DeGraff, Richard & Kim
 Germaine, Karen & Johnson, John
 Parisi, Anthony R.
 Hartsfield, Kyle & Stefani
 Wells Fargo Bank of Minnesota
 CBB Enterprises LLC
 Rosovsky, Judith
 Gray, Timothy & Kimberly
 Charron, Elfriede E.
 Bessett, Kevin L.
 Falcon Management Co., Inc.
 Levesque, Gerald D.
 LaBounty, Cara J.C. & Bruce
 Cote, Angela M.
 Durant, John F., Jr. & Pamela A.
 Kogut, Carol A.
 Morris, Janet & Tucker, Greg
 Austin, Phyllis A.
 Brown, Logan Hampton
 Fellows, Sarah C.
 Sullivan, Timothy
 Karp, Laura B. & Kaufman, John J.
 Alstott, David F. & Tanya F.
 Hamilton, Benjamin J. & Tamara M.
 Bevis, George M. & Kathryn D.
 Love, Andrew F. & Susan C.
 Malone, Jeanette S. & Wolfson, Daniel L.
 Benoit, Maureen
 Johnson, Lewis R. & Marilynne, &
 Frazier Charles L., Jr.
 Barnes, Robert & Christine C.
 Linn, Audrey A. Trust, Audrey Linn, Trustee &
 Linn, Joseph L. & Lori MD
 Harrison, Constance R. & Leavitt, Susan
 McClary, Richard A. & Darilynn R.
 Garrapy, Bruce & Wendy
 Carscadden, Janet L.
 Scherk, David A.
 Fischer, Bradford & Deanna
 Fletcher, John G. Jr. & Marylin
 Trujillo, Ysabel
 Beckwith, Gary & Amy E.
 Pesci, Robert M. & Robin A.
 Prentiss, Arnita L.
 Rock-Wardwell, Amy & Wardwell, Duncan
 Cote, Phillippe
 Vermont Land Trust, Inc.
 Weintraub, Richard & Zachary
 Heney, Stephen J. & Jennifer P.
 Berteau, Audrey B.
 Miller, Megan
 Raymond, Danny & Chris
 Levesque, Steven F. & Susan R.
 Warner, Walter John, III

LOCATION

East Main Street
 Dugway Road
 Westall Drive
 Huntington Road
 Farr Road
 Summers Street
 Hinesburg Road
 Cote Road
 Hill Top Circle
 Field Lane
 Robbins Mountain Road
 Esplanade
 Old Farm Road
 North Road
 North Road
 O'Neill Drive
 Ladensack Lane
 Hillside Lane
 Field Lane
 Dugway Road
 Christmas Hill Road
 East Main Street
 East Main Street
 Hill Top Circle
 Browns Court
 Hillview Road
 East Main Street
 Hinesburg Road
 Huntington Road
 Grandview Drive
 Southview Drive
 Southview Drive
 Southview Drive
 Southview Drive
 Southview Drive
 Summers Street

 Hinesburg Road
 Hillview Road

 Williams Hill Road
 Lawrence Road
 East Hill Road
 Field Lane
 Jericho Road
 East Main Street
 Cochran Road
 Snipe Ireland Road
 Lords View Terrace
 Orchard Lane
 Stage Road
 Johnnie Brook Road
 Cochran Road
 Hapgood Lane
 ?
 East Hill Road
 Old County Lane
 East Hill Road
 Meadow Lane
 Hilltop Circle
 Summers Street
 Hilltop Circle

TOWN OF RICHMOND PROPERTY SALES CONTINUED

Martell, Leonard, C. & Elizabeth H.	Whitman, Lars M. & Susan	Johnnie Brook Road
McCormack, Amy, & Bennett, Crystal	Compagna, Renee S.	Farr Road
Merrill Lynch Credit Corporation	Lockwood, William M., Jr. & Connor, Alison	Hinesburg Road
Minard, William R. & Susan M.	Ward, Ellen F.	Durand Road
Moultrou, David L.	LaRose, Ron	Dugway Road
Myers, Allen & Deborah	WMC Mortgage Corporation	Orchard Lane
Nolan, Craig F. & Waterhouse, Barbara A.	Cote, Phillippe	Hapgood Lane
Palmer, Terrell & Cynthia D.	Quinn, Kevin	Hinesburg Road
Paquette, Gundrun	Smith, Tracy & Zitta, Allan	Dugway Road
Parent, Alexis & Palma M.	Brown, Louise B.	North Road
Parizo, Homer J., Jr. & Cynthia M.	McEvoy, Susan K.	East Main Street
Parker, Carl & Esther	Cabrera, Andy & Elizabeth O'Neill	Cochran Road
Parker, Carl & Esther	McNabb, Brian & Shireen	Greystone Drive
Parker, Carl & Esther	P.G. Builders, Inc.	Greystone Drive
Parker, Dennis & Anne	Marciel, Michael & Yaggy, Martha A.	Dugway Road
Peck, John W. & Jean E.	Perry, George E., Jr. & Tammy	Tilden Avenue
Perkins, Jay & Francine	Crawford, Robert & Marianne	Westall Drive
P.G. Builders, Inc.	Duda, Anthony Jon & Kennedy, Kevin M.	Greystone Drive
Prentiss, Armita	Streeter, Mary & Robert H. III	Stonefence Road
Preston, Betty & William	Bressor, Gary T. & Jean H.	Cochran Road
Preston, Betty & William	Trailsend Properties, LLC	Cochran Road
Reynolds, Vernon E. & Maureen R.	Reynolds, Cynthia A.	Huntington Road
Richardson, John G. & Cecelia H.	Westall, Larry G. & Joan A.	Southview Drive
Roberti, Richard & Priscilla K.	Ford, Karin L. & Thomas P.	Hidden Pines Circle
Rodjenski, Ronald W., Jr. & Amy	Trailsend Properties, LLC	Cochran Road
Roesel, Ronald A. & Victoria M.	Pelissier, Mary	Jericho Road
Rouleau, Alfred III & Darlene A.	Cote, Phillippe	Hapgood Lane
Rowley, Patricia A. & Centerbar, Kerry	Centerbar, Kerry & Riley, Stephen	Lower Circle
Safford, George, Jr., Estate of	Meyer, Jennie A.B. & Safford, John E.	Cochran Road
Saputo Cheese USA, Inc.	Little Real Estate Holdings, LLC	Railroad Street
Schick, Loren J. & Elizabeth	Miodownick, Derek & Smith, Tamara S.	Valley View Extension
Segale, Joseph F. & Jeanette	Dressor, Donald & Winters, Barbara	Browns Court
Shattuck, Marc Ewing	Perkins, Elizabeth W. & Shattuck, Marc	Dugway Road
Shea, Michael T. Trustee of Diane Shea	Lowell, Brian	East Hill Road
Smart, Joan M.	Berteau, Kimberly & Smart, Joan M.	Hill Top Circle
	Charland, Robert E.	
St. Amour, Douglas & Linda	Kauk, David M. & Butterfield, Rebecca	Hillview Road
Stearns, Raymond E., Estate	LaBounty, Donna Stearns	North Road
Steinmetz, Gregory & Carolyn	Kelley, Michael & Jennifer	Hillview Road
Sunshine, Kenneth P.	Jordan, Carol B. & Sunshine, David M.	Bridge Street
Thompson, James Brian & Knox, Katherine B.	Heney, Stephen J. & Jennifer P.	Old County Lane
Todd, Barbara A.	Riverside Property Reclamation, LLP	Governor Peck Highway
Tomlinson, Eleanor P.	Tomlinson, Kim	Huntington Road
Torrey, Raymond J. & Janet C.	Torrey, Raymond J. & Janet C. & Stevens, Shirley L. & Torrey, Charles A.	Hillview Road
USA Dept. of Housing & Urban Development	Deforge, Lisa	Jericho Road
Vermont Residential Nominee Services LLC	Cronin, Timothy J., Jr. & Garrett-Cronin, Marie	Hillview Road
Walker, Michael C. & Tina L.	Brace, Erwin R. & Judith T.	Hillview Road
Walker, Michael C. & Tina L.	Vermont Residential Nominee Services	Hillview Road
Warren, Michael D. & Jennifer M.	Roose, Shem & Rebecca	Stage Road
Waterhouse, Barbara A. & Nolan, Craig F.	Cote, Phillippe	Hapgood Lane
Weaver, James C.	Frascoia, Paul	Johnnie Brook Road
Wells, Diana	Parizo, Homer J., Jr. & Cynthia M.	East Main Street
West Bolton Golf Club, Inc.	Jericho Underhill Land Trust, Inc.	?
Westall, Larry G. & Joan A.	Worthen, Bradford J.	Southview Drive
Wetter, Rebecca	Bartlett, Arthur H. & Antonia V.	Phoenix Circle
Wieck, Christopher M. & Kim	Guevara, Maria E. & Lareau, Joshua P.	Farr Road
William J. Lorenz	Pashby, Kimberly A. & Rock, Douglas A.	Jericho Road
Wilson, Christopher C. & Jani R.	McDonald, Kathy	Hinesburg Road
WMC Mortgage Corporation	Homecoming Financial Network, Inc.	Orchard Lane
Wortheim, Stanley & Virginia	Murray, Glenn W. & Karen J.	Wortheim Lane
Yarbenet, Mathew J.	Yarbenet, George & Marilyn	Hinesburg Road
Yeagle, Glenn	Brault Mobile Homes, Inc.	North Road

RICHMOND POLICE DEPARTMENT

Annual Report

As of January 1, 2004 I have served eight years as the Richmond Police Chief. Prior to my current position, I served twenty five years with the Vermont State Police. It gives me great pride and satisfaction to serve as your police chief. The Richmond Police Officers and administrative staff have a great sense of community pride and strive to make our town safe for everyone. I want to recognize and thank my staff for the outstanding service they provide every day. In addition, I would also like to thank the Richmond citizens for all the support you have given to the members of the Police department during this past year.

This past year Officer Robert Hall, a six year veteran of the department was promoted to the rank of Corporal. As of February 2004, Officer Mark Redmond, a five year veteran was promoted also to the rank of Corporal. Officer Redmond is the school resource officer serving both the Richmond Elementary School and the Camels Hump Middle School. The department also has two additional full time patrol officers, Michael Kamerling and Joseph Rheaume. Our administrative assistant, Ms. Dianne Corbett has served in that position for over two years. In addition, the department has two part-time patrol officer positions. The part-time officers are Ms. Deborah Davis and Ms. Sarah Messier. I would like to give special recognition to the Richmond first constable "Mike" Mack for the outstanding service he provides to our community. Mike is a special friend to the members of the Richmond Police Department. He serves as the constable and also the animal control officer for the town. Mike spends a great deal of his time responding to issues that concern domestic animal complaints. His compassion and kindness are reflected upon the care he gives to each individual case. Thank you Mike for a job always well done.

The department purchased a new police cruiser in 2003, a 2004 Chevrolet Impala. This vehicle replaced a 2000 Crown Victoria that was sold on a bid process. The department acquired a free 1984 Chevrolet Blazer from the United States Army, and that primarily will be used as needed in the winter months by the officers. I would like to thank all the members of the Richmond Highway Department for the outstanding service they provided getting this vehicle ready for police services and also for the constant support they give to the Richmond Police Department.

This past year, Officer Mark Redmond received extensive training on the subject, Child Safety Seat Installation and Education. He is a national certified child safety seat technician. Officer Redmond's service is available on the proper installation procedures for Child Safety seats. If interested, please call the police department administrative number 434-2156 and leave a message for Officer Redmond. In addition, officer Redmond is the control officer for the distribution of free gun locks that are available to community members. Anyone interested in receiving free gun locks, should also contact Officer Redmond.

I would like to remind Richmond residents that the

Police Department offers and encourages vacant property checks. An officer will periodically check your business or home if you are absent for an extended period of time. To request a vacant property check, call 434-2153. You will be asked to provide limited information such as departure and return dates and who to notify in case of an emergency. This service is free and one we encourage residents to use.

During the past year citizen involvement with the Police Department has increased. If you see something or someone that appears suspicious, please call the Police Department. The eyes and ears of the community are needed to enhance the public safety of the community and prevent criminal activity in our town. The combined efforts of citizens and Police Officers are successful contributors in maintaining the secure environment of the community of Richmond.

A reminder that the Enhanced 911 phone system is fully operational and services our community. There are several locations within Richmond that do not have 911 markers. It will be much easier for emergency responders to locate your home in time of need with the appropriate markings.

The following is a statistical report the police department activities in the year 2003. Please refer in the town report to the page containing the General Summary of Revenues for the statement on police department fines and fees collected.

POLICE STATS

911 Hang Ups	28
Property Watch	70
Accidents	74
Suspicious	94
Agency Assists	195
Theft	62
Animal Problems	15
Vandalism	29
Burglary Alarms	51
Welfare Check	12
Citizen Assist	17
Miscellaneous	02
Citizen Dispute	12
DLS	26
Total Law	
Drugs	7
Incidents 2003	912
DUI	12
Family Fight	21
VT Traffic Tickets	500
Juvenile Problems	14
VT Traffic Warnings	1344
MV Complaints	62
Phone Problems	21

RICHMOND HIGHWAY DEPARTMENT

ANNUAL REPORT 2002/2003

I would like to thank my highway crew for their outstanding performance and dedication to the Town. Our crew consists of four full-time employees: myself, Peter Gosselin, foreman; Wayne Ring, assistant foreman; Troy Liberty, operator/mechanic; and Dennis Gile, operator. The two part-time employees are: Rod Andrews, operator and chief of grounds maintenance; Bill Wixson, operator and grounds maintenance. Winter 2002-2003 was a fairly normal one with the exception of the extreme cold.

The amount of road maintenance needed for the winter months evened out with the budget. The subzero cold snap did cause a lot of problems for our dirt roads in the spring. We had a very deep frost line in our road network which resulted in a long mud season. Kenyon, Wes White and Stage Roads were the worst and most prolonged. I proposed a plan to the Selectboard which will repair our dirt road network road problem areas along with resurfacing the roads all within a seven-year cycle, which will cost a substantial amount of money.

This past summer again was a very busy one. We were awarded three state grants: Two Class 2 roadway structure grants for culvert replacements on Cochran Road and one Class 2 roadway grant for rehabilitation work on Hinesburg Road. All three projects were engineered by our town engineer, Mike Wiesel, and completed this past summer. The state match money for the culvert projects were 80 percent of the project cost or a maximum of \$34,000 each. J. Hutchins, Inc., of Richmond was awarded both culvert bids. Both culvert projects were done professionally and in a timely fashion. I would like to thank Mark Dwyer and his crew for a job well done.

The timing of the Hinesburg Road project couldn't have happened any better than it did. The eight-tenths of a mile segment of road between Huntington Road and Cemetery Road was in such poor shape that the town had no choice but to at least resurface the road to make it safe to drive on. The town did not have the funds to properly repair the base of the road. On this third request to the state for aid on this portion of the road, we were not only approved but we were given the maximum allowable grant of \$150,000 or 70 percent of the project cost. The project was immediately engineered by Mike Wiesel and assisted by Justin Willis. Without their dedication to this project, it would not have made the summer construction time frame. Again,

J. Hutchins, Inc., was the selected contractor. This was a very time sensitive project due to the detour of traffic. The project was done on schedule with no punch list. Again, I would like to thank the J. Hutchins, Inc., crew: Vern Hutchins, Al Canfield, Steve Towers, Dustin Newell, and Eric Ladensack for an excellent job repairing this historically problematic area.

The season's paving was awarded to Pike Industries. They again performed a high-quality job for the town on the Hinesburg Road. The final course of blacktop will be placed this summer to complete this road.

We purchased a used rubber-tired excavator this summer. We were able to purchase it with our reserved funds and avoid the capital equipment note for FY05. Also, by purchasing this machine this summer, we saved the cost of renting such machine. We've also completed many ditching and culvert projects this summer with this piece of equipment: ditching and culvert replacement on Kenyon Road, ditching on Cemetery Road, ditching on Christmas Hill Road, ditching and culvert replacement on Wes White Hill Road, embankment stabilization on Hinesburg Road, under drain installation on Stage Road, and various small jobs throughout the town, and by owning our own machine, we will be able to catch up with other much needed ditching and culvert projects town wide. This machine was greatly needed and has already proven to be very cost effective.

The Highway Department purchased two new pieces of equipment: A new bucket loader from Southworth Milton and a new International truck from Clark's Truck Center with the plow and body package purchased from HP Fairfield, Inc. It is important to know it is most cost effective to replace equipment on a schedule. The town not only benefits from good, reliable equipment but we can maintain a much tighter maintenance budget. The crew and myself greatly appreciate this new equipment.

We appreciate your continued support of your highway crew. The crew and myself take great pride in our work. If you have any questions concerning roads or bridges, please don't hesitate to call me at 434-2631 or e-mail at richmondhgw@peoplepc.com.

Respectfully submitted,
Peter J. Gosselin
Richmond Road Foreman

7 - Year Gravel Cycle

January 2004

GOAL: Upgrade all gravel roads with proper ditching, fabric and gravel depth within a seven-year period then repeat the cycle.

Note: Although the cycle has been listed below, the order of road resurfacing may change based on certain variables. The priority is to resurface all gravel roads within 7 years. The timing of the resurfacing for a road in the below cycle was based on current road conditions, amount of traffic, and funding limits.

FISCAL YEAR	Gravel & Fabric Amount (\$)	Miles to be worked on during fiscal year	Road and Mileage to receive gravel resurfacing
FY04 — 1	30,000	2.55	Kenyon Road (2.25 miles of 2.25 miles), Grandview Drive (0.30 miles of 0.30 miles)
FY05 — 2	70,000	3.85	Dugway Road (3.35 miles of 3.35) and Wes White Hill (0.50 miles of 2.10)
FY06 — 3	70,000	3.70	Wes White Hill (final 1.60 miles of 2.10), Christmas Hill Road (0.50 miles of 0.50) and Stage Road (1.60 miles of 2.80)
FY07 — 4	70,000	3.00	Stage Road (final 1.20 of 2.80), Johnnie Brook Road (1.40 miles of 1.40), Lawrence Road (0.30 miles of 0.30) and Besaw Road (0.10 miles of 0.10)
FY08 — 5	75,000	4.00	Hillview Road (2.30 miles of 2.30), Williams Hill Road (1.40 miles of 1.40), and Worthem Lane (0.30 miles of 0.30)
FY09 — 6	75,000	3.80	Snipe Ireland Road (2.55 miles of 2.55), Rogers Lane (0.45 miles of 0.45), and Cemetery Road (0.80 miles of 0.80)
FY10 — 7	75,000	1.55	Mayo Road (0.15 miles of 0.15), Swamp Road (0.10 miles of 0.10), Palmer Lane (0.10 miles of 0.10), Jones Mill Road (0.20 miles of 0.20), Old County Lane (0.10 miles of 0.10), Volunteers Green Park Road (0.20 miles of 0.20) and Durand Road (0.70 miles of 0.70)
FY11 — Cycle Starts Again	465,000	22.45	Total mileage

22.45 Miles of Town Maintained Gravel Roads

Variables to order of above cycle:

Budgetary: Annual reductions or increases in town funding; Grant awards and availability

Weather: Extended mud season, severe weather — primarily flooding events

Emergencies: Re-allocation of resources (labor, materials and equipment) that might slow progress in any one year

RICHMOND TOWN HEALTH OFFICER'S REPORT 2003

The past year showed a marked decrease for activity for the Health Officer. The majority of complaints have been around dog bites and tenant-landlord complaints. A couple of water quality issues were addressed. Water samples were taken and delivered for testing and both samples came back negative.

I missed the annual State Health Officers seminar this year due to schedule conflict, but I *did* attend a training session on animal cruelty sponsored by the Human Society and held at the state Police Training Academy. This was a very interesting (and important) conference. Any reports of, or concerns about, animal abuse or neglect can be addressed to the local Health Officer. If you are not sure about what constitutes abuse or neglect but only have a concern, please contact the Health Officer.

One of the tasks assigned the Health Officer is to attend to tenant health and safety concerns. It is my responsibility to assure decent living conditions, as described in the Vermont Rental Housing Health Code, are maintained. I ask you not to call me in on marginal complaints that are intended to gain leverage in a tenant/landlord dispute. This has happened in the past and it only serves to minimize my credibility by seeming to "take sides". If you have a dispute with your landlord (or tenant) there are proper channels to follow. I can in many instances direct you to them.

In the course of my regular work (in rental housing) I have had considerable training and experience around environmental issues in rental housing. I have accumulated a lot of knowledge and information about such issues as lead paint and mold. I am more than happy to forward any information on these issues to anyone who has concerns. Also feel free to contact me for a visit/inspection of your home. The Health Officer does have authority to enforce code issues concerning environmental problems in rental housing. If you have question about your own house, please feel free to contact me on remedies you can effect on your own or for guidance to the proper authority or agency.

Respectfully submitted

Mel Pritchett

Richmond Town Health Officer

VERMONT LEAGUE OF CITIES AND TOWNS



Annual Report for Town Reports

The Vermont League of Cities and Towns mission is to serve and strengthen Vermont local government. Most government services used by Vermonters on a daily basis are those provided by its cities and towns. These include highways, police, fire, recreation, sewer and water. Vermont municipal officials are responsible for raising and expending nearly one-half of the non-federal taxes raised in the state.

In large part, volunteer elected and appointed municipal officials lead these governments. VLCT provides the following services to its member cities and towns, to strengthen the ability of the these officials to provide quality services at affordable levels of taxation:

Advocacy representation before the State Legislature, administration and judiciary, ensuring that municipalities have the resources and authority to serve their citizens. VLCT is a leader in the education finance debate and in securing revenues for town highway and bridge maintenance programs.

Training, technical assistance and publications to strengthen the ability of municipal officials to serve their communities. In the past year, we have responded to almost 50,000 telephone calls, 21,200 of them from local officials on the toll-free telephone line available to them. Our Municipal Assistance Center and Group Services staffs provided over 750 workshops and small group training sessions attended by over 4,000 municipal officials and answered over 2,300 legal questions posed by municipal officials. VLCT distributed over 575 copies of local government publications and distributed over 3,200 hard copies or electronic mail versions of VLCT's Weekly Legislative Report to municipal officials each week during the legislative session.

Purchasing opportunities to provide needed services at the lowest cost. These include an array of municipal insurance programs, among many others. Examples of how this saves local taxpayers dollars are the securing of municipal employee health insurance and liability coverage for town operations. The VLCT Health Trust represents the most affordable option available to provide health insurance to municipal employees. The value of VLCT PACIF to all our members was made painfully clear last year when the major re-insurer for the largest private sector option available for municipal property and casualty insurance was declared insolvent by the State of Pennsylvania, threatening the payment of claims made under those policies.

All 246 Vermont cities and towns are members of VLCT, along with 140 other municipal entities including villages and fire districts. Membership dues are \$.72 per capita plus a \$250 service fee per year. VLCT maintains its offices in Montpelier and employs 42 staff members. It has an annual operating budget of approximately \$3.0 million.

Individuals interested in finding out more about Vermont League of Cities and Towns, including reviewing its audited financial statements can visit its Web site at www.vlct.org.

PLANNING & ZONING OFFICE**Calendar Year 2003 Annual Report**

The Richmond Planning and Zoning Office is currently staffed with a part-time Zoning Administrator and a shared, part-time office assistant. The office is tasked with the implementation and enforcement of Richmond Zoning Regulations relative to land use and land development within the Town of Richmond. In addition to the administrative review of local Zoning permits, the Zoning Administrator manages the Richmond Development Review Board public hearing docket and serves as the Town of Richmond Septic Compliance Officer.

During the past calendar year, the Planning and Zoning Office has made several efforts to improved our management of Town Zoning records. First, a searchable digital archive index has been created for historic tax maps, orthophotos, municipal project drawings, and other current and historic maps and drawings. A total of 841 individual sheets have been archived for efficient identification and retrieval. Second, with the help of Betty Preston, the Office has nearly completed the incorporation of historic Zoning and building permits into our parcel-code filing system. When this ongoing project is finished, each parcel file will contain a complete history of that parcel's use and development since the 1969 inception of local Zoning. Third, a Zoning Permit Database is being created with the assistance of United Way Volunteer, Nathalie Lascelles. Nathalie's systematic data entry work has allowed us to use the new database for the first time to generate the annual summary tables for inclusion in this Town Report.

Respectfully Submitted,

Michael Hampton, Richmond Zoning Administrator

mhampton@gmavt.net

434.2430

Zoning and Construction Permit Type	Number of Permits	Permit Fees	Recording Fees	Total Fees
New Single Family Homes	13	3,346.60	91.00	3,437.60
Multifamily Homes	2	199.60	14.00	213.60
Mobile Homes	5	265.00	35.00	300.00
Additions/renovations	113	4,767.73	791.00	5,558.73
Signs	4	60.00	28.00	88.00
Home Occupations	3	45.00	21.00	66.00
Septic Permits	16	600.00	112.00	712.00
Administrative Lot Subdivisions	3	25.00	42.00	267.00
Boundary Line Adjustments	5	75.00	35.00	110.00
Certificates of Occupancy	24	0.00	7.00	7.00
Change in Use	1	15.00	7.00	22.00
Site Alteration	13	180.00	84.00	264.00
Access Permits	14	700.00	98.00	798.00
Fences	2	30.00	14.00	44.00
Pools	6	127.00	42.00	169.00
<u>Impact fee payments</u>	<u>14</u>	<u>24,247.00</u>	<u>0.00</u>	<u>24,247.00</u>
Zoning Permit Total	238	\$34,882.93	\$1,421.00	\$36,303.93

Town Service Allocations	Requests Approved	Allocation Fees	Recording Fees	Total Fees
Water Allocation	2	1,473.00	-	1,473.00
<u>Sewer Allocation</u>	<u>2</u>	<u>3,342.78</u>	<u>-</u>	<u>3,342.78</u>
Town Services Total	4	\$4,815.78	\$0.00	\$4,815.78

Development Review Board Hearing Type	Number of Hearings	Hearing Fees	Recording Fees	Total Fees
Appeals of ZA Decisions	6	450.00	84.00	534.00
Conditional Use Review	7	375.00	70.00	445.00
Flood Hazard Overlay Review	5	225.00	42.00	267.00
PRD/PUD Review	2	150.00	28.00	178.00
Shoreline Protection Review	1	75.00	14.00	89.00
Site Plan Review	10	675.00	126.00	801.00
Subdivision Review	7	1,455.00	98.00	1,553.00
<u>Review of Variance Request</u>	<u>2</u>	<u>143.00</u>	<u>28.00</u>	<u>171.00</u>
DRB Total	40	\$3,548.00	\$490.00	\$4,038.00

DEVELOPMENT REVIEW BOARD / 2003 Annual Report

The Town of Richmond Development Review Board (DRB) conducts public hearings for the review of land development including applications for Conditional Use, Site Plan review, and subdivision of land. The DRB also considers appeals of decisions of the Administrative Officer (Zoning Administrator) and variance requests. During calendar year 2003, the DRB reviewed 47 projects and appeals. The DRB approved 36 applications, denied 6 applications and has 2 applications pending. Two applications were withdrawn prior to decision and one application was deemed unnecessary by the DRB.

<u>Application Number</u>	<u>Parcel Code</u>	<u>Applicant Name</u>	<u>Application Type</u>	<u>Decision</u>
02-251	CS0092	Peet/Church Street Properties	Conditional Use	approved
02-252	CS0092	Peet/Church Street Properties	Flood Hazard Overlay Review	approved
02-267	BR0401 (west)	Gary and Jean Bressor	Shoreline Overlay Review	approved
02-268	BR0401 (west)	Gary and Jean Bressor	Site Plan Review	approved
02-269	BR0401 (west)	Gary and Jean Bressor	Flood Hazard Overlay Review	approved
02-270	TR0135	Patricia Dee and Victor Rossi	Appeal of Zoning Administrator	approved
02-271	CO0044	Edmund and Susan Wells	Appeal of Zoning Administrator	withdrawn
03-007	CS0092	Peet/Church Street Properties	Subdivision Review	approved
03-008	CS0092	Peet/Church Street Properties	Master Plan (Site Plan) Review	approved
03-009	CS0092	Peet/Church Street Properties	PRD Review	approved
03-010	WM1108	Tammy Schey/Crate Escape	Conditional Use	approved
03-011	WM1108	Tammy Schey/Crate Escape	Site Plan Review	approved
03-012	HV1700	Michael and Tina Walker	Subdivision Review	approved
03-013	BR0401 (east)	Gary and Jean Bressor	Shoreline Overlay Review	approved
03-014	BR0401 (east)	Gary and Jean Bressor	Site Plan Review	approved
03-015	BR0401 (east)	Gary and Jean Bressor	Flood Hazard Overlay Review	approved
03-016	HU0072	James and Denise Curley	Variance Request	approved
03-024	BR0401 (west)	Gary and Jean Bressor	Variance Request	unnecessary
03-025	BR0401(h)	Gary and Jean Bressor	Appeal of Zoning Administrator	denied
03-026	EM2830	Phillipe Cote	Subdivision Review	approved
03-026A	ES0218	Town of Richmond	Conditional Use	approved
03-027	ES0218	Town of Richmond	Site Plan Review	approved
03-028	ES0218	Town of Richmond	Flood Hazard Overlay Review	approved
03-030	TR0276	Town of Richmond	Conditional Use	approved
03-031	RR0015	Barry and Jacqueline Washburn	Conditional Use	approved
03-032	RR0015	Barry and Jacqueline Washburn	Site Plan Review	approved
03-033	JM0098	Isaac Cowan	Conditional Use	approved
03-034	JM0098	Isaac Cowan	Site Plan Review	approved
03-035	JM0098	Isaac Cowan	Flood Hazard Overlay Review	approved
03-036	SW0131	S. Alan Nyhan and Jerrilyn Miller	Conditional Use	approved
03-037	SW0131	S. Alan Nyhan and Jerrilyn Miller	Site Plan Review	approved
03-038	SV0431	John and Cecilia Richardson	Master Plan (Site Plan) Review	approved
03-039	SV0431	John and Cecilia Richardson	Subdivision Review	approved
03-040	SV0431	John and Cecilia Richardson	Conditional Use	approved
03-059	WM2250	David and Deborah Conant	Flood Hazard Overlay Review	withdrawn
03-105	WW1397	William Smith and Robert Low	Appeal of Zoning Administrator	approved
03-151	BR0125	CasIng Development	Conditional Use	approved
03-152	BR0125	CasIng Development	Site Plan Review	denied
03-153	EM2830	Phillipe Cote/Cara LaBounty	Subdivision Review (reapproval)	approved
03-155	SI0420	Isaac Cowan	Flood Hazard Overlay Review	denied
03-156	SR0693	Isaac Cowan	Subdivision Review	approved
03-163	SI0420	Ned Gaston/Erica Ell	Appeal of Zoning Administrator	denied
03-180	HU0083	Barry and Jacqueline Washburn	Site Plan Review	approved
03-187	HI1285	M.W. "Bud" Perrine	Appeal of Zoning Administrator	denied
03-225	HU0071	Barry and Jacqueline Washburn	Appeal of Zoning Administrator	denied
03-226	HI3725	Arthur Robert	Subdivision Review	pending
unassigned	HI1285	M. W. "Bud" Perrine	Preliminary Subdivision Review	pending

The Development Review meets on the 2nd Wednesday of each month and on the 4th Wednesday of each month (as needed) at 7:00 p.m. in the Richmond Town Center Meeting Room. Interested parties are encouraged to participate in public hearings.

Respectfully submitted, John Fletcher, Chair; Francis Churchill, Vice-Chair; Marie Thomas, Secretary; Larry Copp; David Sunshine; Marvin Carpenter

RICHMOND FIRE DEPARTMENT

2002-2003

The members of the Richmond Fire Department as of June 30, 2003 were; Chief Thomas Levesque, Asst. Chief Dennis Gile, 2nd Asst Chief Chris Siple, Captains Gerald Levesque, Eli Myers and Harland Stockwell, Lieutenant Kathleen Barron, Firefighters Michael Carter, Richard Dana, Scott Funk, James Hering, James Kilpeck, Eliot Lothrop, Michael Mack, Mark Marland, Michael Mashia, B.J. Millard, Michael Parent, Thomas Plantier, Adam Weaver and Gary Weaver.

In 2002-2003 the Fire Department responded to 194 alarms. The break down is; 11 Structure Fires, 7 Car/Truck Fires, 10 Rescue Assists, 14 Grass/Brush Fires, 16 Hazardous Materials Incidents, 5 Carbon Monoxide Alarms, 18 Mutual Aid Calls, 1 Service Call, 4 Power Line Problems, 17 Fire Alarms, 11 False Alarms and 80 Motor Vehicle Accidents.

We continue to serve the Town with 5 pieces of firefighting equipment: 1989 Engine One, 1994 Engine Two, 2001 Engine Three, 1975 Utility Truck and a 1954 Brush Truck. The 1932 Maxim is used only as a parade piece. The total pumping capability of the 3 engines is 3750 gallons per minute and the total water capacity is 4000 gallons. This exceeds the Insurance Service Office guidelines for Richmond by a small margin.

In April of 2003 UVM Rescue gave up dispatching for Richmond. The Volunteers of UVM Rescue were dedicated and served Richmond in an excellent professional manner. We are very grateful for their many years of service to Richmond.

The task of finding and setting up a new dispatch service proved to be very challenging. Shelburne Police were willing to take us on for a per call charge. It was necessary to install a radio repeater system in order to get the signal from Shelburne to Richmond. Phone lines were changed to call forward all calls from Richmond to Shelburne PD. 911 contacts Shelburne PD direct when the 911 service is used. In addition a radio was installed at Banknorth on Pleasant Street. Banknorth provides backup dispatch in the event of radio problems between Richmond and Shelburne and also provides additional services during the day as needed. We are very pleased with the service Shelburne PD and Banknorth are giving us.

The repeater was installed on Williams Hill Road. Donations helped make this possible. Waitsfield Champlain Valley Telecom donated a telephone pole to place the antenna and radio equipment on. Joe, Lori, Audrey and Jack Linn allowed us to have an easement across their property and put the equipment in front of their home. Their donations are appreciated - Thank You!

This past summer the Fire Department did not sponsor the 4th of July Festivities. Congratulations on an excellent job to the Parade Committee and the many Volunteers that made this event happen. Our plan is to continue to organize the Emergency Vehicle portion of the parade and to be a Vendor at Volunteers Green afterward.

Our other fund raiser was our annual coin drop. The support was once again fantastic. We use those funds for equipment and supplies above what the Town budget provides.

We continue to participate in a Federal smoke detector program and do have free smoke detectors to give to anyone who cannot afford to purchase one. Contact any Firefighter or call our business line at 434-2002 to arrange to get a smoke detector.

Richmond continues to need Volunteers to serve on its Fire Department. The requirements are; 18 years of age, good medical condition and a desire to help people in trouble. To get an application contact any Firefighter or call our business line at 434-2002. All training is provided at no cost.

REMEMBER OUR ORGANIZATION WOULD BE BETTER WITH YOU IN IT!

Thomas A. Levesque
Fire Chief

Richmond, Vermont Annual Report FY 2002/2003
RICHMOND FIRE DEPARTMENT 7/1/01-6/30/02

Category Description	TOTAL
INCOME	
10% fee	201.75
4th of July 2002	2,907.25
911 signs	20.00
Coats	82.00
Coin Drop Income	3,055.47
Donations Received	2,350.00
Food 1	139.00
Interest Earned	48.52
Miscellaneous	273.04
Soda	21.50
T-shirts 1	47.00
Water Delivery	<u>94.00</u>
TOTAL INCOME	9,192.53

EXPENSES	
911 signs Ex.	13.90
BanquetE	776.16
Cash Withdrawal	1000.05
Donations Paid	125.00
Dues	265.00
Equipment	4,110.50
Food	27.67
Food E	758.22
Gifts	411.90
JulyE	476.30
Maintenance Fee	42.00
Miscellaneous	147.34
Postage	14.80
soda ex.	402.00
Training	<u>60.00</u>
TOTAL EXPENSES	8,630.84

ACCOUNT BALANCES AS OF 6/30/03

Bank Accounts	
Howard Bank	1,634.64
savings account	5,391.89
TOTAL BANK ACCOUNTS	<u>7,026.53</u>
OVERALL TOTAL	7,026.53

Balance Sheet As of 6/30/03

Cash and Bank Accounts	
ASSETS	
Howard Bank	1,634.64
savings account	5,391.89
TOTAL Cash and Bank Accounts	<u>7,026.53</u>
TOTAL ASSETS	7,026.53

LIABILITIES & EQUITY

LIABILITIES	0.00
EQUITY	<u>7,026.53</u>
TOTAL LIABILITIES & EQUITY	7,026.53

RICHMOND RESCUE, INC.**2003 Annual Report
CALL 911**

Richmond Rescue is a volunteer, nonprofit organization now in its thirty-second year of service. The number of responses to emergency calls this year was slightly above last year, which was a significant increase from previous years. Our primary response area includes Richmond, Huntington, Bolton, and South Jericho and I-89 from Exit 12 south to the Washington County line (mile marker 68). We also respond to surrounding communities, when requested, as part of the emergency medical services mutual aid system.

The number of calls between July 1 and June 30 by year were:

1998-1999	=	400
1999-2000	=	495
2000-2001	=	481
2001-2002	=	547
2002-2003	=	553

We expect the annual response rate to increase over the next few years. Even the number of responses for the calendar year 2003 was up significantly. This is a result of increased population within our response area which affects number of medical calls and increased vehicle travel through the area which affects, for the most part, trauma (injury) calls.

More responses increase expenses for supplies and equipment. Further, in the past we often responded with two person crews especially during the days. In many cases, the emergency was difficult for personnel to provide the best service. We now respond with three person crews to provide necessary personnel for even the most difficult emergencies. This allows for a driver and two medical personnel in the back providing patient care. To ensure quality service 24/7 we have hired part-time emergency medical technicians (EMTs) to cover three or four 12-hour shifts per week. We hope to minimize this expense by continuing to attract new members. However, history shows that membership has always been cyclic so we need to be prepared to hire a few more part-time EMTs at various times.

To help pay for increased expenses we began billing patients in May 2001. Most of this cost is covered by insurance or Medicare/Medicaid. However, we have found that deductibles, co-payments and other insurance charges often exceed \$300. As an alternative to billing, we offer a subscription program. For one annual fee of \$50, each member of a household is covered for emergency medical transport services even if he or she does not have insurance. Call Richmond Rescue for details (434-2394 or 434-3361). Both programs have been beneficial. Two years ago we decreased our request for financial support from each of the towns by 10% and last year by another 20%. This year we are asking for level funding. This will allow us to further evaluate our operating financial situation after experiencing numerous changes in our income and expense sources that have occurred over the past year.

In late 2002 we were informed that our dispatch service would close in early 2003. UVM Rescue (DELTA for those of you in scanner land) dispatched Richmond Rescue for many years at a cost of \$1,000 per year, which did not begin to cover their expenses even with volunteer dispatchers. A survey of numerous dispatch units around the northern part of Vermont indicates

continued on page 38

RICHMOND RESCUE BUDGET FOR JUNE 01 THROUGH MAY 02

	FY 02 BUDGET	FY 02 Actual	FY 03 Budget
RECEIPTS:			
Billing	75,000	90,437	90,000
Donations	2,000	6,812	4,000
Fund Drive	9,000	14,885	16,000
Interest-Checking	150	394	150
Memorials	6,000	8,185	3,000
Miscellaneous	100	5,004	2,100
Rental	1,500	1,506	1,500
Special Fund Drives	850	745	500
Subscriptions	10,000	2,670	16,000
Town Contributions	51,555	51,555	46,900
TOTAL INCOME	156,155	182,192	180,150
EXPENSES:			
Insurance	10,000	8,532	12,000
Utilities:			
Heat	2,200	1,650	1,500
Electric	1,550	1,478	1,600
Telephone	4,000	3,900	4,000
Water/Sewer	375	379	375
Utilities Total	8,125	7,406	7,475
Communications:			
Radio/Pager-Maint	1,350	1,565	2,000
Radio/Pagers-New	5,000	7,606	10,000
Pager Rental	0	1,178	0
Rent Tower	1,680	1,680	1,680
Dispatch Service	1,000	1,000	1,000
Comm. Total	9,030	13,028	14,680
Ambulance:			
Fuel/Oil	1,500	1,260	2,000
Equipment - New	0	5,283	0
Maintenance & Supplies	5,000	10,552	6,750
Reserve-New	20,000	19,267	20,000
Amb Total	26,500	36,361	28,750
Medical:			
Supplies	7,500	11,281	13,500
Equipment-New	2,755	3,962	5,000
Equipment-Maint	500	0	1,000
Heart Monitor Maint	600	811	800
Medical Total	11,355	16,054	20,300
Building & Grounds:			
Mortgage-Princ & Int	20,000	20,277	20,275
Taxes	1,265	1,265	1,370
Maintenance/Supplies	2,500	2,906	2,750
Bldg/Gr Total	23,765	24,449	24,395
Training:			
Conference/Seminars	1,810	1,435	2,225
EMS Courses	1,800	2,280	4,500
Supplies & Equip	950	332	900
Training Total	4,560	4,047	7,625
Miscellaneous:			
Awards Banquet/Summer Picnic	1,500	1,844	2,000
Billing/Subscriptions	6,500	7,443	7,700
Charity	0	600	100
Child Care	0	539	2,500
Fund Raising	2,400	1,651	2,400
General Items/Misc	1,500	2,088	2,000
Office Supplies	3,200	3,552	3,350
Payroll & Payroll Taxes	42,000	33,532	38,430
Personal Gear & Protection	5,500	8,646	6,250
Vt Amb & District Dues	220	315	195
Misc Total	62,820	60,210	64,925
TOTAL EXPENSES	156,155	170,087	180,150

charges exceeding \$36.00 per call (response). We are now being dispatched by a new service provided by CONTACT. We are pleased with the service after start-up problems were corrected and we became comfortable with new the procedures. Our dispatch expense increased by more than \$20,000 per year, but benefits are numerous and alternatives few.

We have applied for numerous grant monies and have received \$49,100 from federal Homeland Security funds. This has helped us improve our communications, an important part of our service and one that has always been a problem. Radio and cell phone operation is not guaranteed in the hills of our service area. New portable and mobile VHF radios and repeaters and satellite phones assure that we can communicate with other emergency responders and medical control at the hospital from any place in our service area.. We can also now communicate with police with our two new mobile UHF radios. Other equipment purchases have provided us with safer and more efficient equipment.

We have a new Cadet program for students to learn about emergency medical care. At this time, we have four excellent young people who participate in our training and go on calls with the ambulance. They help with equipment and lifting even though they do not do actual patient care. All four are now taking the Emergency Care Attendant (ECA) course and will be able to do patient care when they complete the course and pass the certification test. Their participation and efforts have been a real benefit for the squad.

Some of our Intermediate Emergency Medical Technicians (EMT-I) have taken the new EMT-I course that provides advanced skills for improved patient care. This year we expect most, if not all, of our EMT-I members will gain these skills so that we can provide the best service possible to all of our patients.

We are always in need of new members. If we can increase our membership by six to ten members over the next year, we should be able to substantially decrease our need to hire part-time EMTs. If you have an interest in becoming a member, and that includes those who may only want to learn to drive the ambulance, please call 434-2394 or 434-3361. We will pay for your training and necessary supplies and equipment. New members immediately become active as MITs and part of an energetic and dedicated emergency medical service.

We again extend our sincere appreciation to the Friends of Richmond Rescue for all of their efforts. They put on various fund raising events throughout the year, such as the Fourth of July Raffle and the Memory Tree. The added income of more than \$3,500 this year allows us to benefit our members by providing personal clothing and equipment that would not be possible otherwise. The Friends welcome members including those who would like to simply "help out". If you're interested, please call 434-3361.

To everyone, thank you for your continued support and interest in Richmond Rescue. Remember the importance of CPR. Watch your local paper for CPR classes or call 434-2394 or 434-3361 to arrange a CPR class for your group or organization. Respectfully submitted, Ed Wildman, President

IF WE CAN'T FIND YOU, WE CAN'T HELP YOU! Place your house number where it can be seen from the road.

RICHMOND COMMUNITY BAND

The Richmond Community Band has just finished their sixth season. This band is open to any musician who is dedicated to creating music. We are blessed with folks of all ages and abilities; we are a community united by the joy of playing music together. This past season our group played several engagements at the Richmond Volunteer Green and performed in the Richmond 4th of July Parade.

Barbara Heath, our director, generously provides her services at no charge to our community. THANK YOU BARB! Lee Butler handles publicity if you have a booking contact her at LEEBUTLERPHOTO@MSN.COM.

We would also like to Thank Bob Goudreau, Terry Rainey and the wonderful staff at Camels Hump Middle School for allowing us the use of their building for weekly practices. A special Thank You to Marc Heath for transporting the music stands and chairs.

Beginning in May we will start our summer practice, we meet at CHMS on Monday from 7:00-9:00. If you are interested in joining

The Richmond Community Band contact Cindy at 434-2789 or snipe@pshift.com

Thank You for supporting the Richmond Community Band

RICHMOND WOMEN'S GROUP

The Richmond Women's Group is a service group for Richmond as well as a social and learning group. Yearly we fund the Christmas wreaths for our main streets, scholarships for camps and afternoon enrichment activities; help Odyssey of the Mind groups and other children's needs. We fund and plant flowers in Richmond's public areas. We bought park benches for the Round Church Green, equipment for Volunteers Green Park, and the welcome signs at either end of town. The group will consider other projects to benefit Richmond. Our big money raiser has been our Annual Craft Fair, but we are entertaining new fund raising ideas this year and in future years.

The group meets the third Thursday of the month, September to May, except in December when we meet earlier for a special celebration, with a potluck dinner and the exchange of small handmade gifts. The meetings are held at Camels Hump Middle School, in the Home Economics room at 7:00 pm. The general format is a speaker/craft/demonstration, followed by refreshments and a business meeting. Annual dues are \$10 and membership is open to all.

Future programs will be : armchair travel, basket making, braided rugs, cake decorating, cut lamp shades, decoupage, ethnic meals, faux painting, minimizing clutter, planting to attract wildlife, rug hooking, stenciling and water gardens.

You are invited to join us and to meet many wonderful new friends and neighbors. For more information call: 879-7751.

RICHMOND FREE LIBRARY REPORT

The library has had another busy year and we are very proud of the new space that was completed the second half of the year. The construction added over 2500 square feet which permitted creation of two youth libraries, lesson rooms for music and tutoring, space for large and small gatherings as well as two new restrooms! The downstairs level has become less cramped and we are now able to offer space to read and relax with the newspaper, magazines and books, as well as an additional work area for staff. The project was also recognized by the Chittenden County Historical Society in receiving the 2003 Preservation Award for best renovation of a building for public use.

With the additional space, we have been able to offer programming to larger audiences. Library sponsored programming (particularly summer reading program activities) increased by 97%. Our small rooms on the mezzanine level are being utilized for music lessons and tutoring. Additionally, our large community room has made large gatherings possible, not the least was the fantastically attended Grand Opening party in February! The library space has been used for public presentations offered by the Richmond Historical Society, Richmond Conservation Commission and Richmond Land Trust; Richmond Business Association meetings; private celebrations; a yoga workshop; fencing lessons; Farmers' Market planning meetings, and many other community wide functions.

We also wish to thank the many loyal volunteers who

have contributed their time week after week, and year after year, at the library. There is much that would never be accomplished in a timely manner without the many helping hands.

The library continues to develop as an important resource in the community. The library offers experiences, such as toddler time or story time, that promote future literacy. It offers a venue for area artists and collectors to share through exhibits. It offers educational, reference and recreational reading materials, as well as an expanding audio book collection on cassette and CD, video, and music CDs. The library also offers basic Internet access.

We are currently helping a group of local citizens in raising money to acquire a grand piano for the large room. The project is in the "home stretch" and we hope to have soon a lovely instrument to be used for special music programs such as concerts, master classes, dances, and student recitals.

As beautiful as the new community room looks, with the high ceilings, walls and hardwood floors, we have discovered that it sounds much too "echo-y." So, we are also raising funds to address the need for sound baffling in this room. Once that need is met, we will address the need for additional (and comfortable!) seating and equipment.

With these various expenses, not included as part of the annual operating expenses budget, we are in a state of fundraising. Help us work toward completing these goals and send a tax deductible contribution anytime to:

Richmond Free Library Development, Inc. (RFLDI)
201 Bridge Street
Richmond VT 05477

It is truly a labor of love.....



Library Statistics:

Items in the Collection:	18,256
Annual Circulation:	48,869
Removed from circulation:	351
Adult books purchased:	558
Youth books purchased:	500
Materials donated and added to the collection:	
Adult:	290
Youth:	145
Magazine Titles:	77
Videos:	186
Adult Audio Titles:	728
(books or and music)	
Youth Audio Titles:	157
(books or music)	
Program Attendance:	1615
Interlibrary Loan Requests:	447

By Janet Bonneau, Chair, Board of Trustees and Rebecca Mueller, Director

RICHMOND FREE LIBRARY

General Fund

Beginning Balance July 1, 2002	<u>\$5,133.24</u>
Add:	
Gifts, grants, fundraising	\$1,482.25
Payments for lost/damaged books	\$ 160.25
Interest	\$ 64.65
Bolton patron fees	\$ 210.00
Space rental fees	<u>\$ 675.00</u>
Total Receipts	<u>\$2,592.35</u>
Expenses:	
Programs	\$ 153.00
Supplies, volunteer recognition, misc.	<u>\$ 319.72</u>
Total Expenses	<u>\$ 472.72</u>
Ending balance June 30, 2003	<u>\$7,252.87</u>
Accounted for as follows:	
Money Market account	<u>\$6,703.86</u>
Checking account	<u>\$ 549.01</u>
	<u>\$7,252.87</u>

Copier Replacement & Maintenance Fund

Beginning balance July 1, 2002	\$3,782.09
Deposits	\$ 858.34
Debits	<u>\$1271.30</u>
Ending balance June 30, 2003	<u>\$3,369.13</u>

PARADE & FIREWORKS

Tuesday, October 1, 2002 at 6:30 pm, planning started for the 2003 July 4th celebration in Richmond. We welcomed Reggie Mobbs, Tony Goodroe, and Charlene Valyou. New members mean fresh ideas and new energy for the committee. It also brings extra hands and extra family members, the essential pieces for a successful event.

Sue had already reserved inflatable games. We resolved to actively look for an interested group to staff the games as a fundraiser. We reserve the games each year to be assured that the kids always have fun on the fourth.

Ideas were tossed around for a parade theme. We searched for just the right challenge for our excellent float makers that we proudly seem to grow in Richmond. Could we find a person to coordinate the antique car part of the parade? All it takes is a someone to get in touch with car owners, maybe have a little show in the park, and hound out some crowd favorite awards.

On Nov. 12th the theme was chosen: "THE FABULOUS FIFTY'S." We were confident both the float makers and the spectators would revel in this one! Actually, we wondered how many hula-hoops and poodle skirts we could get into town, and decided the more, the merrier. We began talking about a 2003 Grand Marshall.

By January 7th the fireworks contract was signed and mailed. We put out feelers in the paper for people to help with setting up tents, putting up signs on the roads, picking up chairs and tables and also tearing down. These are our small projects, but important ones to help take the stress off already overworked committee members. We have an absolutely wonderful committee and we have a lot of fun with this, but the more we do the more help we need.

We adopted a new motto this year, and we'll probably never change it! We are going to WORK SMARTER—NOT HARDER, like setting up tents in the evening not at 10:00 am on a 95^o day. At the February 4th meeting we wrote a new by law to stave off losing one of our most valued members. We wrote "anyone wishing to get off the committee has to submit it in writing and be approved... giving a 2-year notice!" ...but when the committee is put up against a cute new baby girl... there is no contest... we didn't have a chance! Brian Warren will be retiring after this season. We wish he, Kim and Molly the best and he promises not to go too far away.

Plans were started for the July 4th Auction and the St. Andrews Pipe Band were contacted for the sponsors, THE CORNER STORE and BLUE FLAME GAS. The very capable COMMUNITY BAND and the PIPE BAND would be our music this year.

At Town Meeting, we had a sign up table, T-shirt sale, 50-50 raffle, videos, and photos. The town meeting day was very successful, and many contacts were made for the fourth. Sue Pochop expressed an interest in the game for the Teen Center fund. The giant firecracker attracted donations, the shirts sold, and at 7pm, Debbie Roderer was called to come collect her half of the raffle, \$136. Thanks to all the wannabee winners, there's always next year!

By March, we learned that we would be lining up the park for the afternoons' activities. We tentatively began mapping out our ideas; we especially wanted to keep it limited to non-profits. We want to be both participant and vendor friendly, to increase the size of the flea market, and to lure in more non-profits with a flat fee for space.

The fireworks contract was confirmed and the rain date for fireworks was set for July 6th. Mike Bevins found a new addition for the day, Stowells Guns, a reenactment group that would be willing to march in the parade and shoot off the antique cannon in the park.

In April, Sue coordinated the government paperwork for the coin drop. The date was for June 28th. Latham Trailer Sales donated a jack that was needed for the food trailer.

The Committee asked Barb LaPlant to allow them to dedicate the 2003 parade to Ralph. He had been an honorary member of the committee for 15 years and always had prefaced his suggestions with "I know I'm not on the committee, but....." On July 3rd, in they presented Barb with such a plaque. The LaPlant family was very honored.

By May first the food trailer was brought to a spot of easy access. We began working to upgrade the trailer. The fryolators were serviced by Blue Flame Gas and brought up to code. A friend of the committee from New Hampshire built an electric board. Another friend put together the cord to allow us to run electricity to games in the field.

June was here and the frenzy of last minute ideas abounded. Arrangements were made for the "Hot Line," an informational number residents could call to get details of the day's events and who to call for what. Parade entry forms went in the stores and auction items were gathered. A T-shirt design of a '58 Thunderbird coming out of a huge circle was voted on and ordered.

Communications with Richmond PD assured us the handicap-parking problem would be taken care of. All in all, our weekly meetings were paying off and things were shaping up.

In our efforts to promote the July 4th Flea Market, we circulated flyers wherever we could. Our aim was to have them be a part of the big park picture and not a separate entity. We really feel we had a good start as we had nine flea market vendors, who were all very happy with their day's activities and the response of their shoppers. There should be more '04, as some have asked already to return and the word is spreading. June continues, Trophies, Medals and ribbons are ordered. Novelities were ordered and received, along with 800 light sticks for the evening's merriment, two bands were secured to round out



WORKS COMMITTEE

the evening and lead us to FIREWORKS!!

June 28th and "Coin Drop Day" arrived, sunny and nice. Reggie Mobbs rolled "Coin Central" into place. LaPlant's motor home became the work center for the day, counting, eating, cooling, and everything else involved on a coin drop day. Four workers stood in the road at a time, thank you cards were passed out with the parade theme on them. Runners kept the money moving between the buckets and the counters. Thanks to everyone's generosity, the financial start to July 4th was assured. And Barb LaPlant got her first driving lesson on "Rambling Rose." ..aka. 'Coin Central.'

The food trailer was moved down on Monday and the gas was hooked up. Spence Excavating again set up a big water tank to use at our food concession. We were still adjusting our layout of the park. Our goal was the best advantage for everyone, keeping in mind electricity needs. We spent several nights walking the park, picturing how to lay it out, butting a few heads now and then. Every piece of paper with notes on the fourth had a rim around the outside edge of park layout! About this time, we realized we needed two key people, and as we were all busy with other tasks, we had to go outside the committee. We needed a director to oversee the placements in the park, and someone else to do the same thing for the flea market. Again, a family member took the park directors job and friend agreed to oversee the flea market, both turning out to be excellent choices.

July 4th was perfect; it was crazy down in back of Harrington's, as it always is. One float pulled in with a broken axle but moveable. (that's why nobody was dancing on that beautiful black and white squared floor!) Believe it or not some floats are completed right there in the parking lot. Bands are practicing at both ends of the lot, horses are whinnying in the back of the lot, and everyone wants to be first! But nobody knows about the chaos when they step out onto Route 2. Color guards, Grand Marshall wagon, 2 bands, 15 antique vehicles, 10 floats, 8 horses, National Guard and vehicles, walkers, countless little mini-

groups of scouts, brownies, school groups, politicians, and sparkling fire and rescue vehicles wound down the parade route to an appreciative crowd. Let us not forget to thank the "the end" man who is always there... (do you always recognize him??) Over the river and by the park the parade winds down, then everyone comes back to the park.... Watch out food tents, here they come!!

The community band plays and the flag is raised, signaling time for everything to start. The crowd in the park seems to enjoy everything; the games, the pony rides, the booths, bingo, the auction, and the flea market. Certainly the chicken, fries, dough, deserts and all the other eatables. No one looked hungry! In the evening they came back and did it all over again.

We always meet right after the fourth for our strawberry shortcake and to discuss complaints and voice ideas for the next year. As a committee we felt pretty good because the complaints were minor. Our idea of the flat rate for space was readily accepted and we came out nearly even for our expenses.

I know I write this report like all this work is done by twelve people. In reality, all 12 of us reel in as many family members and friends as we can. And even then it is just a drop in the bucketfull of people power it takes to run a day like the Fourth of July! To those countless volunteers who do one job or several jobs, for a couple of hours or for a day, you have the HEART-FELT THANKS of a size 12 committee and the whole Town of Richmond.

Parade & Fireworks Committee.. 2003:

Brian Warren, Michael Bevins, Susan Glennon, Barb LaPlant, Karen Dufresne, Jeremy Spence, Justin Spence, Pete Irish, Reggie Mobbs, Tony Goodroe, Linda Parent, Charlene Valyou.



Float Awards:

- \$100 - 1st Prize: Richmond Drive In - Buxton, Colburn, Boyden, Gifford, Bormann
- \$ 50 - 2nd Prize: Dick Clark's American Bandstand & the Joyful E's
- \$ 25 - 3rd Prize: Johnny Rocket's Malt Shop - Bevins, Begins, Colburn, LaPlant

Walking Awards:

- \$ 25 - Ads of the 50's - Richmond Elementary School Students

Judges Medals:

- Walking float - Pink Ladies - Judy Harvey
- Jailhouse Rock - Huntington Cub Scouts
- Rosewood Derby - Richmond Cub Scouts

Honorary Ribbons:

- Pink Cadillac - Girl Scout Troop 4
- Allison Annad Aquatic School
- Rod West

Monetary Awards for the floats were sponsored by SHAWS SUPERMARKET

Horse Awards:

- Riding Horse Trophys: Nikkita, ridden by Chris Ross
- Breeze, ridden by Abbott Lovett
- Cody, ridden by Leon Ross
- Border, ridden by Brittany Mobbs,

Judges Medals:

- Blade, ridden by Emily Mobbs
- Samantha, ridden by Latta Rosen
- Princess, ridden by Kelly Rollins

Honorable Mention Ribbons:

- Cody, ridden by Rick Rollins

Draft Team Trophy: Kane & Spanky driven by Jim Kilpeck

In Hand Trophy: Kayla led by Scott Brown

Horse Awards sponsored by Wortheim Family Pony Rides and Guy's Farm & Yard

VERMONT ENHANCED 9-1-1 BOARD REPORT

Statewide System Operations - Jan 1 2003 to Nov 30 2003

Total Calls Handled System-wide
 Wire-Line 113,763 Wireless 60,374
 Total Abandoned Calls System-wide
 Wire-Line 15,464 Wireless 3,656
 Average Call Answer Time System-wide
 5 Seconds
 Average Call Duration System-wide
 1 Minute 54 Seconds

The Vermont E-911 system continues to perform within established benchmarks.

The Enhanced 911 Board operates ten 911 call answering points, known as Public Safety Answering Points (PSAP). They are located at the Springfield Police Department, the Hartford Police Department, the Montpelier Police Department, the Lamoille County Sheriff's Office, the Saint Albans Police Department, the Shelburne Police Department, and the State Police Barracks at Williston, Rutland, Rockingham and Derby to be operational by Jan 2004.

E 9-1-1 Address Confidentiality

In 1996, the General Assembly passed a law requiring Towns that created new street addresses for enhanced 9-1-1 to provide a confidentiality option to residents. This option allows residents to prevent their names from being linked with their new street addresses in municipal public records, such as the Grand List. If you choose to exercise this option, you are required by law to provide the Town Clerk with an alternate mailing address, such as a Post Office box. Copies of the "Confidentiality Option Form" and instructions are available at your Town Office or on the internet @ www.state.vt.gov/e911. Your Confidentiality Option Form is not a public record and is exempt from disclosure under the Public Records Law. Town officials are required to preserve your privacy.

STATE OF VERMONT ENHANCED 9-1-1 BOARD
94 STATE STREET, DRAWER 20, MONTPELIER, VT
05620-6501

TEL: (802)828-4911 FAX: (802)828-4109 TTY
(802)828-5779 / TOLL FREE: 1-800-342-4911

Send E-Mail to: State of Vermont E-911
Web Site Designed By: Iron Desk Consulting

CHITTENDEN UNIT FOR SPECIAL INVESTIGATIONS (CUSI)

The Chittenden Unit for Special Investigations (CUSI) is a multi-agency task force created to investigate reports of sexual assaults, sexual abuse, other sexually related offenses and serious child abuse within the Chittenden County of Vermont. The county covers 539 square miles and is four times more densely populated than the state average. The Unit serves a population of approximately 147,500 residents. Since CUSI began in 1990, the County population has increased by 11.2 percent.

The unit investigated 417 cases in 2002. This represents a 4.25 percent increase in caseload from 2000. As with years past, children were the victims in approximately 70 percent of the cases.

CUSI is the result of a grass root, inter-governmental effort to create an investigative unit with specialized skills that is able to provide improved investigative and victim services for sexual offense crimes and serious cases of child abuse. The fundamental goal of the Unit is to generate the highest quality criminal investigation for sexual assault and abuse related offenses by providing a program of community training about these crimes that is conducted by CUSI staff. The mission statement for the Unit reflects its commitment to the investigation of crimes of a sexual nature and physical abuse of young children using resources that cross-traditional lines of police jurisdiction. Such cases require special expertise in order to better protect victims and to enable successful prosecutions by the Office of the Chittenden County State's Attorney.

Investigations generally are limited to reports and referrals of such cases within the borders of Chittenden County. The operations of the Unit promote cooperative efforts between municipalities, police agencies, prosecutors, Social and Rehabilitative Services, Women's Rape Crisis Center and Women Helping Battered Women among other victim advocacy groups. The Unit performs its mission lawfully with intelligence, dedication, fairness, compassion and competence while providing special sensitivity to the needs of victims.

For more information on CUSI, please call 652-6800.

Riverview Cemetery Report

Riverview Cemetery is located on North Main Street as you leave Richmond Village. This past summer, due to wetter than normal weather, lawn mowing was a constant chore and it was a challenge to keep up with. Green Mountain Power finally removed the old power line that crossed a part of the cemetery. This will give us an opportunity to develop new grave sites in the future. Hopefully the fencing we had planned will be completed this coming summer.

We have been very busy with families tracing their ancestors. We have been fortunate to help many who have called looking for information. Most of the early cemetery records were lost in fires at the end of the nineteenth century. We would like to record all the names on the monuments if time and patience allows.

We will be considering using some of the Sylvia Brown Road Trust Fund for roadway improvements.

Riverview Cemetery Commissioners

B. George Gifford, Mary Eileen Buxton, Thomas O'Neil, Douglas St. Amour, Dennis Gile

RICHMOND LAND TRUST

Founded in 1987, the Richmond Land Trust is an all-volunteer, grassroots organization that conserves open space, working farms and forests, historic buildings, recreational land and natural resources throughout our town.

Thanks to the support of our members, funding agencies and the community at large we've helped conserve 666 acres in town, about three percent of Richmond's total area. Of this, we own and pay taxes on 360 acres while also managing them as preserves, active farmland and public recreational space. The other 306 acres, although conserved, remain owned by and in use by their original owners. We also advise other landowners on options for conserving their land, often finding funds that enable them to keep their properties intact, productive and in family hands through voluntary conservation agreements.

In 2003 we continued to focus on the Monitor Barns Project, which was launched in 1997 to preserve three historic Richmond farmsteads, including two unique "monitor" barns and 1,000 acres of prime agricultural and forest lands. Exterior work on the West Monitor Barn is nearing completion and in 2004 we hope to finish the interior so that the Vermont Youth Conservation Corps (VYCC) can use the barn as its statewide headquarters and training center. The VYCC sees Richmond and the barn as perfect locations from which to fulfill its mission of teaching young adults valuable lessons about personal

responsibility by completing conservation projects throughout Vermont.

None of our accomplishments would be possible without the support of our members and the commitment to conservation shown by the landowners with whom we work. A huge amount of credit also goes to the members of the many other organizations that have helped us, including the VYCC, Vermont Land Trust, Vermont Farm Bureau, the Richmond Conservation Commission and the Richmond Recreation Path Committee. All of these connections show us that our community's best assets extend far beyond the landscape.

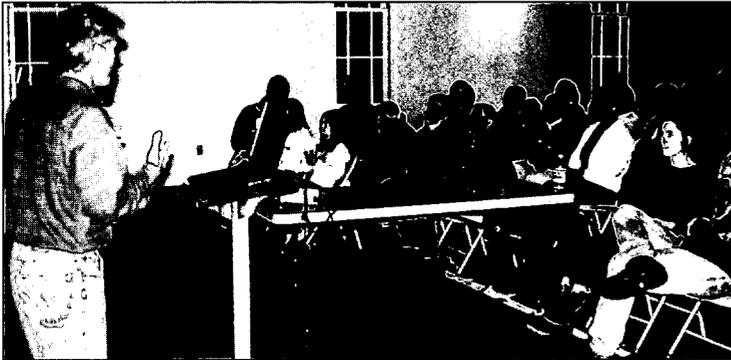
If you'd like to learn more about our work and the many ways you could help us, please visit our website at www.richmondlandtrust.org, or call our chair, Wright Preston, at 434-2789.



The Governor Lays the Barn Cornerstone

On a beautiful August afternoon, Governor Jim Douglas laid the cornerstone for the West Monitor Barn and joined other state officials and legislators in celebrating the plans of the Vermont Youth Conservation Corps (VYCC) to use the site as its statewide headquarters and conservation training center.

Fritz Martin



Co-sponsoring "Talks & Walks"

Bob Low

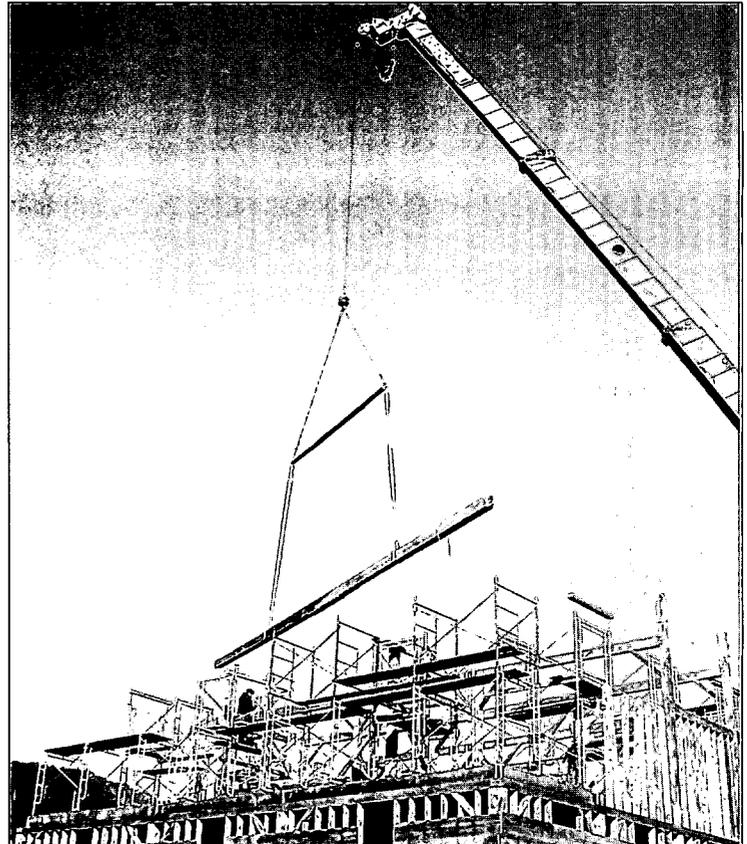
During 2003, the Richmond Land Trust joined the Richmond Conservation Commission in launching "Talks & Walks," a highly popular speaker series focusing on local history and natural resources conservation.



Hands on the Land

Throughout Richmond, properties conserved and maintained by the Richmond Land Trust not only support diverse natural communities but also recreation and educational programs. Here, students from Camels Hump Middle School work on a community mapping project at the Rivershore Preserve.

Lou Borje



Timber Framing Complete

By year-end, reconstruction of the West Monitor Barn timber frame was finished. During the previous summer, VYCC crews helped rebuild the stone foundation and install flooring. Each night the crews camped at a primitive site in the hills above the barn.

RICHMOND RECREATION PATH COMMITTEE ANNUAL REPORT 2003-2004

The Richmond Recreation Path Committee was organized in 1992 as an ad hoc group and in April 1994 the Select Board created it as a 6 member appointed town committee and in 1999 it added three more positions. Its goals are to establish foot and bicycle paths in Richmond for muscle powered transportation and recreation; to maintain these paths and link them with the other towns when feasible; and to promote safe citizen use of these paths.

The Recreation Path Committee creates these paths working with the Richmond Land Trust and with land owners who give us easements through their property. We improve these trails with volunteer labor and grants from local transportation and regional planning organizations.

This year we are in the process of extending the Cross Vermont Trail. This trail stretches from Wells River on the eastern side of the state to Burlington to the west. The portion through Richmond goes along Cochran Road and we are continuing through to the northwestern part of town using the old Johnnie Brook Road. We received a grant in July 2003 from the Lake Champlain Basin Project for this part of the trail. This grant of \$2,552.00 is for the construction of a bridge over Johnnie Brook. The road is a class 4 road paralleling the Farr property and the bridge washed out many years ago. The work will be done by committee and community members donating their time and equipment as well as help from the Highway Department. We also received a grant of \$840.00 in September 2003 from the Vermont Department of Buildings and General Services to supplement the LCBP grant.

Once the bridge is finished and the path cleared it will help residents reach the northwestern side of town by bike or on foot without having to use Route 2. To finish this trail we will eventually connect with a path to the Williston town line.

Currently trails that have been developed and maintained by the Richmond Recreation Path Committee are the River Shore Trail, the Old Jericho Rd Trail and the trail around Volunteers Green. We hope everyone will utilize these paths and in the future we will have these paths and other recreational areas accessible around Richmond on maps found at the town clerks office and on the town website. We are currently developing a long range plan for trails in Richmond.

We have four positions open on our committee. We are always looking for volunteers to keep the trails open year around and to help us plan future trails around town. Please feel free to join us at our meetings any time. We meet on the third Tuesday of the month at 7 PM in the town center.

Recreation Path Committee:

John Hamerslough Chair	Warren Beeken
Peter Gosselin Sec.	Andrew Powers
Art Herttua	

Richmond, Vermont Annual Report FY 2002/2003

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION REPORT TOWN REPORT, FY2004

The Chittenden County Regional Planning Commission (CCRPC) was founded by an act of the Vermont legislature in 1966. CCRPC is a 24-member board consisting of one delegate from each of Chittenden County's 19 municipalities and five at-large members representing the interests of agriculture, conservation/environmental, industrial/business, socio-economic/housing and transportation. CCRPC provides planning leadership in both policy guidance and technical analysis. Member communities benefit from the expertise of staff through its professional and technical assistance services.

In 2003, several CCRPC projects benefited all member communities:

- ⊙ Pre-disaster Mitigation Planning (required by Federal Emergency Management Agency),
- ⊙ Open Space Inventory,
- ⊙ Chittenden County Housing Supply Goals Task Force,
- ⊙ Sewage Capacity Study;
- ⊙ Regional Build-Out Analysis (provides an understanding of development potential).

CCRPC also provided a wide variety of technical support to its member communities, especially the application of Geographic Information Systems (GIS) and modeling services such as:

- ⊙ Cartographic Services,
- ⊙ Data Development,
- ⊙ Decision Support System (DSS) development (used to examine the relationship between transportation and land use).

In addition, **Richmond** also has benefited from the following special CCRPC projects:

- ⊙ Provided various mapping services,
- ⊙ Pilot project for the Regional Build-out Analysis.

CCRPC reviews municipal plans as part of the statutory requirement to confirm municipal planning processes. In addition, the CCRPC regularly reviewed development applications governed by *Act 250* for compliance with the *2001 Chittenden County Regional Plan*.

Maintaining a balanced built and natural environment involves continued cooperation. CCRPC appreciates the opportunity to work with its members to plan appropriately for the region's future to protect the special quality of life that is shared throughout Chittenden County.

CHITTENDEN SOLID WASTE DISTRICT

July 2002 - June 2003

ADMINISTRATION:

CSWD owns and oversees 12 solid waste or recycling facilities in Chittenden County for its 17 member municipalities. A Board of Commissioners, who sets policy and oversees financial matters, governs CSWD. One Commissioner is appointed by each member community. Monthly meetings are held on the 4th Wednesday of each month, typically at the South Burlington City Hall. The audited FY '03 General Fund expenses were \$5,926,456 which is an 8% increase from the FY '02 General Fund expenditures.

SIGNIFICANT CHANGES/EVENTS:

All-In-One Recycling started in July 2003 allowing people to recycle bottles and cans together with mixed paper. CSWD invested about \$2 million in equipment and renovations at the MRF aimed at making recycling easier, more convenient, and more economical.

A new Drop-Off Center opened in March at 339 Pine Street in Burlington. Trash fees are based on weight (11 cents/pound).

In June, the Environmental Depot (formerly the Hazardous Waste Depot) closed its Burlington location and moved to 1011 Airport Parkway in South Burlington.

ONGOING OPERATIONS:

THE BOARD OF COMMISSIONERS OFFICERS include: Chairman, William Leach of Westford; Vice Chair, Bert Lindholm of Jericho, and Secretary/Treasurer, George Gerecke of Williston. EXECUTIVE BOARD MEMBERS include: Leach, Lindholm, Ken Nolan of Milton, Paul Stabler of South Burlington, and Steve Goodkind of Burlington. CSWD GENERAL MANAGER is Thomas Moreau.

DROP-OFF CENTERS located in Burlington, Essex, South Burlington, Milton, Williston, Richmond, Colchester and Hinesburg are available to District members who prefer to self-haul their trash and recyclables. Drop-Off Centers collected 3,099 tons of recyclables, an increase of 1% from FY '02, and 6,580 tons of household trash during FY '03, a 3% increase from FY '02.

The MATERIALS RECOVERY FACILITY in Williston is owned by CSWD and is privately operated by Casella Waste Management, Inc. In FY '03, 20,956 tons of commingled recyclables were collected, sorted, baled and shipped to markets. This represents a 9.5% decrease from the previous year. The average sale price for materials was \$70, a 69% increase from the previous year's average.

The WOOD & YARD WASTE Program, processed 6,088 tons of clean wood waste and brush in FY '03. This amount is up 25% from the previous year. Wood chips are sold to the McNeil Generating Station, and other facilities, where the chips are used to generate electricity. Chips are also sold for use in wood kilns and in creating a colored mulch product.

Member participation increased at the HAZARDOUS WASTE DEPOT and THE ROVER. These facilities, which collect household and small business-generated hazardous waste, received 9,268 visits with 185 tons of hazardous waste from residents, a 2% decrease from FY '02, and 386 visits with 65 tons from businesses in FY '03, which is a 3% decrease from FY '02.

CSWD brokered 14,492 wet tons of BIOSOLIDS for our member communities in FY '03, down 5% from the previous year.

The focus of CSWD's MARKETING CAMPAIGN in FY '03 was informing people of the changes in CSWD facilities, including the new Burlington Drop-Off Center, the new location of the Environmental Depot, and new hours at Drop-Off Centers.

A variety of EDUCATIONAL PROGRAMS are available to assist residents and businesses to reduce and properly manage their wastes. The CSWD HOTLINE (872-8111), WEBSITE: (www.cswd.net), school programs, workshops, informational pamphlets, and waste assessments for businesses are part of this positive community outreach.

Two hundred twenty-four businesses and institutions representing 3,966 employees, approximately 1,685 residents of residential complexes, and over 7,320 students, volunteers, and parishioners were impacted by the BUSINESS OUTREACH PROGRAM. Compared to FY '02, contacts in FY '03 increased by 13%. Eighty school presentations, equipment loans, facility tours, and waste assessments reached over 3,800 students in the 2002-2003 school year through the SCHOOL OUTREACH PROGRAM.

RESEARCH AND DEVELOPMENT efforts, which have dual goals of reducing the amount of waste generated and landfilled along with making programs more convenient and cost-effective, focused in FY '03 on drop-off food composting, construction and demolition waste reduction, and computer reuse and recycling.

CSWD provides funding and staff time to support GREEN UP DAY efforts in Chittenden County. In May 2003, 56 tons of litter were collected, including 1,421 tires and 62 cubic yards of scrap metal. CSWD also contributed \$3,650 to Green Up Vermont on behalf of its member municipalities.

The fall and spring TIRE AND APPLIANCE ROUND UPS brought in 969 major appliances and 4,792 tires at no charge from 1,724 households.

The COMMUNITY CLEAN UP FUND helps members keep their communities clean and litter free throughout the year. In

FY '03, over \$8,400 was distributed to 12 of our 17 member municipalities through this program.

RICHMOND FARMERS' MARKET

If you are looking for fresh produce, meats, prepared foods, flowers, plants, crafts and entertainment for the whole family, come to the Richmond Farmers' Market! The Market is a great place to support local farmers, food vendors and crafters.

The summer of 2004 will mark the 11th season for the Richmond Farmers' Market. The Market takes place every Friday afternoon from 3:00 to 6:30 beginning in June, through mid-October. You will find us on Volunteers Green in Richmond Village, near the bandstand and among the trees overlooking the Winooski River.

The Market is committed to the community and to providing an experience worth remembering. Last year we introduced more special events and entertainment that encouraged friends and families to mingle longer and enjoy the wonderful ambiance of Market. Both revenues and attendance increased and we hope to continue this trend. Girl Scouts from Troop 729, Huntington Cadet/Senior Scouts were often on-hand to paint colorful, whimsical faces. The Market participates in the Farm to Family Program, that enables low-income families and senior citizens to use coupons for fresh vegetables and fruits. Local non-profit groups are also invited to use a complimentary space to display their services, or perhaps, sell raffle tickets.

The 2004 season will have many of your favorite vendors, among some new faces. The Board is already busy planning for the summer to ensure that the Market has a good mix of vendors, products and entertainment. If you are interested in becoming involved with the Market, know potential vendors or if you have some good ideas to share, please contact Carol Mader at 434-5273. In the meantime, spread the word and we will see you this summer.

Carol Mader
RFM Manager



Richmond, Vermont Annual Report FY 2002/2003 RICHMOND CONSERVATION COMMISSION

Annual Report 2003

Members: Alison Anand, Chair; Bill Escholz, Secretary; Dean Batt; Peter Bestenbostel; Bob Low; Cindy Schaefer; Matthew Welland; George Weurthner.

The Richmond Conservation Commission meets on the second Tuesday of each month at 7:30 p.m. in the Town Center. This year has seen a change in some of the membership of the board. Fran Thomas resigned to focus on being a Selectman. Wright Preston resigned to concentrate on his role as Chairman of the Richmond Land Trust. Duncan Martin, who had been our student representative, was appointed to the commission upon his graduation, but had to resign after leaving for college. Brad Elliott, who had served as Chair for several years, came to the end of his term. Brad continues to assist in providing information and doing publicity for the Walks and Talks. Thank you to all of these people for their contributions. Appointed to the commission this year were Peter Bestenbostel, Bob Low, Cindy Schaefer, Matt Welland, and George Weurthner.

The Conservation Commission concerned itself with four main issues this past year: the annual Green-up Day, the Riparian buffer zone proposal, Chittenden County Regional Planning Commission's Build-out analysis, and the educational Walks and Talks.

Green-up Day continues to grow in support and success. An effort was made to let people work in their own neighborhoods as that seems to bring the most participation. Barry Washburn generously donated his time and equipment to collect junk cars; Rodney West picked up large items such as appliances abandoned in inappropriate places. The Richmond Highway employees distributed green bags and picked up trash all over town. 500 green bags were given by the Solid Waste District, and still we ran out. Alison Anand was coordinator. In all we gathered 2.14 tons of trash, 75 tires, and an unknown volume of scrap metal.

The Conservation Commission worked with the Planning Commission and participated in public hearings to develop a proposal to protect Riparian buffer zones. The matter remains in progress but not settled. In October, Michele Maresca from the Chittenden County Regional Planning Commission came to discuss the Build-out analysis. She expressed the Regional Planning Commission's growing concern about the need to update Richmond's zoning regulations to protect Richmond from sprawl development.

The Walks and Talks series has begun in cooperation with the Richmond Library for the use of their space. On November 17, Walter Pohlman and Lou Borie gave a slide show presentation "Celebrating the Richmond Landscape". On December 8, Robert Long and Paula MacKay gave a presentation about tracking carnivorous animals—"Animal Detectives". Both were well attended. The Conservation Commission looks forward to a continuation of this series in the community interest.

Respectfully, Alison Anand, Chair

RICHMOND HISTORICAL SOCIETY

2003 Annual Report

The Richmond Historical Society is dedicated to the preservation of the Round Church and the collection and sharing of Richmond's history. To that end, many of your neighbors have donated their time and energy to maintain and improve the Round Church and the service RHS provides to our community. Through the energy and guidance of board member Martha Turner, RHS has been able to continue to support the Vermont Historical Society's initiative to create a statewide Community History project and web site. Martha continued to work closely with the staff at RES and students in 2003 to scan, record and collect Richmond artifacts, photographs (some photo samples below) and memorabilia. Most of the items were borrowed briefly then returned. The RHS Board thanks everyone involved in this excellent program and encourages all keepers of our local history to consider adding your item or your memories to this new and growing collection at RES. Visit: <http://www.vermonthistory.org/community/index.htm> for more information on the community history project.

Accomplishments and Goals for 2004:

- In conjunction with MMCTV - Adelpia Channel 15, Martha & Dean Turner produced a history walking tour of Richmond, hosted by Heath Riggs.
- RHS received display cases funded in part by a donation from the Riggs family for historic items that will soon be installed at the Richmond Free Library.
- The annual summer Pilgrimage was held which includes a short church service in recognition of the original purpose of the church followed by a guest speaker.
- Worked with neighbors to the church to reduce traffic/pedestrian concerns that occur from time to time after a wedding. Began to design new signage at and around the

church and modified the church use agreement.

- Much appreciated assistance was provided to Harriet Riggs from local residents in the research and writing of the forthcoming Richmond Town History book.

- With the help of over 50 volunteers we were able to offer guide service from June through Columbus Day and host over 40 weddings. Our continued thanks to our volunteers for their time and commitment. A special thanks to Sally Singer for managing the wedding bookings and Martha Turner for the guide service scheduling (Monica Glover is taking over guide service in 2004). Thank you also goes to the Richmond Highway Department for maintaining the lawns around the church and placing the stones along Round Church Road. Finally, welcome to Martha Turner, who has been nominated to begin her term as President of the society in 2004.

2004

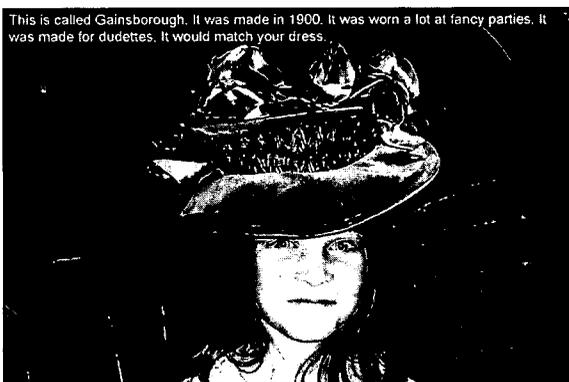
- The existing roof is failing and to replace the cedar shingles is expected to cost in excess of \$20,000. A subcommittee has been formed to work on fundraising so that the recent renovations on the interior are not placed at risk.

- A State Historic Marker should be installed near the church soon once final wording is approved by the State.

- Continue the board's interest in inspiring community spirit through the sponsorship and involvement in Richmond community events such as an anticipated 2004 music series at the Round Church and the annual December Carol Sing. RHS will also present an exhibit at the 2004 History EXPO in June in Tunbridge, VT.

Thank you for your continued support and participation in our efforts to enhance and preserve Richmond's history.

Ron Rodjenski
President, Richmond Historical Society



This is called Gainsborough. It was made in 1900. It was worn a lot at fancy parties. It was made for dudettes. It would match your dress.

The object I closely looked at was like a top. It was probably made of metal, in 1925.



CHITTENDEN COUNTY METROPOLITAN PLANNING ORGANIZATION

TOWN REPORT MARCH 2004

The CCMPO, or Chittenden County Metropolitan Planning Organization, is a board that plans for the expenditure of all federal transportation dollars that flow into the county. The board is made up of one representative from each of the county's 18 municipalities, plus some related entities such as the state transportation department (VTrans). Meetings are held on the 3rd Wednesday of each month at 7 PM at the CCMPO offices, 30 Kimball Ave., South Burlington, and all are welcome.

As Richmond's representative, I was appointed by the town Selectboard for a 2-year term ending in 2005, with Roger Schoenbeck appointed as my alternate. In June of 2003 I was elected as one of five Board members to serve on the Executive Committee, a group that meets frequently with the Executive Director to discuss policy issues and establish the agenda for the monthly meetings. The director, Bill Knight, oversees a staff of six transportation planners and an administrative assistant.

In addition to our annual planning program (the UPWP) plus our annual list of funded projects (the TIP), a significant amount of time has been spent this year on updating our 25-year, long-range transportation plan (now called the MTP). Citizen participation sessions informed work on this document, which is currently in draft form. Early in 2004 a second draft will be circulated to the member towns for more public comment.

Promoting a multi-modal approach to transportation is an important part of the CCMPO's mission. To this end a Bike/Pedestrian Plan was finalized, as well as a Park and Ride Report, and a CCTA (public transit) Short-Range Plan. One of our major goals for 2004 is to work with the Legislature and VTrans to create the institutional structures for a regional Transit Authority and to develop a non-property-tax funding source. We are beginning to understand how crucial public transit will be to our ability to maintain and afford our transportation system, and control congestion into the future.

Significant progress was made on a modeling project known as DSS (Decision Support System) which will allow policy makers to examine and predict the relationships between land use and transportation more closely. Improvements were made to the efficiency of our transportation system by the application of telecommunications and computing technology -- a program known as Intelligent Transportation System (ITS). On the local level, technical assistance was provided to Richmond in assessing the traffic impacts of a proposed subdivision.

CCMPO recognized the important relationship between air quality and transportation by supporting the 10% Challenge Program, the No-Idling Initiative, and Curb Your Car Day in 2003. Much work remains to be done in the area of reducing single-occupancy vehicle (SOV) usage, which will also help to control congestion and reduce the need for future expensive capacity-increasing road construction projects.

Other programs that will be ongoing into 2004 include: Chittenden Traffic Alert Program; Route 15 Corridor Development Plan -- an ambitious inter-municipal approach to transportation planning; Transit Demand Management (TDM) and traffic signal optimization programs; planning assistance and coordination for member communities, and further efforts to consolidate and coordinate the efforts and objectives of the CCMPO and the Chittenden County Regional Planning Commission (CCRPC), a project which saw the co-location of offices of the two boards in 2003.

There are two Richmond projects currently on the 2003 - 2006 TIP: the US 2/VT 117/ I-89 Intersection, scheduled for construction in 2006; and the US Route 2 Bridge (Chequer House Bridge) with construction scheduled for sometime beyond 2006. Many other projects, however, which are regional in nature, will be of benefit to Richmond citizens as we move about the County. Projects that have been in the news include: the Burlington/Colchester Bike/Pedestrian Bridge (funded in '03); Shelburne Road reconstruction (funded '03 - '06 and beyond); Kennedy Drive reconstruction (funded in '03 - '05), and the Circumferential Highway, which has ongoing environmental legal challenges but is currently slated for construction starting in '04.

The CCMPO encourages public participation in transportation planning through several different public involvement committees; through frequent media reports and public forums; and through its informative website: www.ccmpto.org. I would also welcome any questions or comments about specific projects or about transportation strategies in general. As it is becoming more and more evident that how we deal with our evolving mobility needs will have an enormous effect on our future quality of life and ability to create a sustainable society, it is important that we are all involved in these decisions. Please contact me at vclarke@gmavt.net or 434-4415.

Virginia Clarke



WOMEN HELPING BATTERED WOMEN

At Women Helping Battered Women (WHBW), we strongly believe that a community that considers itself "just" cannot tolerate violence in the home. Our efforts to end domestic violence through education, safety and healing promote justice for everyone in Richmond and the greater community. By giving individuals who have experienced domestic violence the support and safety they need to flee violent relationships, we save lives, end child abuse and reintegrate victims back into society where they contribute to their community again. By holding batterers accountable for their actions, instead of blaming the victims for their plight, we deter future acts of violence and promote safer communities for all residents of Richmond. Thank you so much for being part of the work that needs to be done in this endeavor.

This past year, Women Helping Battered Women (WHBW) provided service to 23 children and 24 women from Richmond. Through our formal outcomes evaluation process, we know we are making a difference in the lives of families throughout Chittenden County. For example, we celebrate our success when:

- ➔ Women gain knowledge and awareness of their options and are empowered to make choices.
- ➔ The social isolation of battered women decreases.
- ➔ Hotline callers know that crisis support and on-going emotional support is available and use it when needed.
- ➔ The physical and emotional safety of survivors and their children increases.
- ➔ Survivors experience greater social and economic stability in the aftermath of the crime (e.g. more protection orders allow the abused women to remain in their own housing, rather than becoming homeless).
- ➔ Children who are in the shelter for at least 4 weeks begin to improve their communication and non-violent conflict resolution skills.

WHBW offers the following confidential services free of charge:

- 24-Hour Hotline
- Emergency Shelter and Housing Advocacy
- Support Groups
- Legal Advocacy
- Children's Playgroups
- Community Education

For more information about WHBW and domestic violence, visit our website at www.whbw.org.

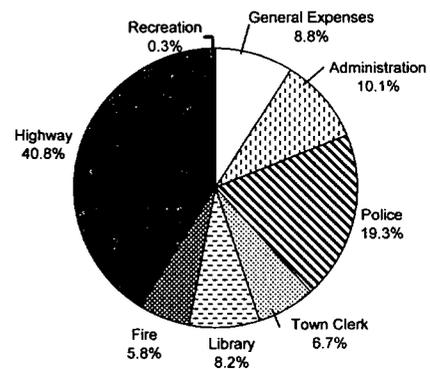
24-hour Domestic Violence Hotline: (802) 658-1996
or
1-800-ABUSE95 (in VT)



This was the Spring Past Perfect Enrichment group with one of it's favorite objects, a bus stop sign.

See page 49 & 58 for information about these historical photos.

**Proposed FY05
Richmond Municipal Departments (Non-Water Resources)
Expenditures as a Percentage of Total Expenses**



Source: Proposed FY05
Richmond
Municipal Budget

LAKE IROQUOIS RECREATION DISTRICT**ANNUAL REPORT**

The Lake Iroquois Recreation District beach area, along with its 150 acres of open land, continues to serve the residents of the district towns Williston, Richmond, Hinesburg and St. George, as well as non-residents. The district lands provide access to swimming, picnicking, playground equipment and walking trails. The beach continues to host the Red Cross summer swim lessons, birthday parties and other individual and group functions. Costs for septic maintenance and summer staff represent the bulk of our annual operating expense.

The Beach continues to be an affordable and beautiful recreation area for residents and non-residents alike. The Beach will be open for the 2004 season beginning Memorial Day and closing Labor Day. If you have comments or suggestions, feel free to contact one of us.

Neil Boyden, Chair-Richmond

Susan Bishop, Treasurer – Williston

Phil Gingrow, Vice Chair – St. George

Carlie Greer, Secretary - Hinesburg

LAKE IROQUOIS RECREATION DISTRICT BUDGET

Budget vs. Actual Report for the Fiscal Year ending June 30, 2003

Budget Request for the Fiscal Year ending June 30, 2005

	FY 2003 Approved Budget	FY 2004 Actual	FY 2004 Approved Budget	FY 2005 Proposed Budget
Revenue				
Town Allocations	\$ 1,325.00	\$ 1,350.00	\$ 1,325.00	\$ 1,325.00
Permit Sales	17,800.00	20,273.00	18,000.00	18,000.00
Other Income	600.00	1,018.60	600.00	600.00
Contribution from Fund Balance	4,850.00	0.00	6,000.00	5,250.00
Grant Income	0.00	0.00	0.00	10,000.00
Total Revenue	\$24,575.00	\$22,641.60	\$25,925.00	\$35,175.00
Expenditures				
Insurance	\$ 1,200.00	\$ 1,095.00	\$ 1,200.00	\$ 1,150.00
Electricity	1,300.00	1,458.66	1,250.00	1,500.00
Telephone	600.00	218.95	500.00	300.00
Maintenance Supplies	1,400.00	1,844.02	800.00	800.00
Equipment Maintenance	200.00	22.55	300.00	300.00
Building Maintenance	500.00	55.00	500.00	750.00
Water Quality Testing	350.00	150.00	250.00	250.00
Septic System Maintenance	4,200.00	3,748.50	5,000.00	4,500.00
Seasonal Labor	13,700.00	9,053.55	16,000.00	15,500.00
Beach Upgrade/Misc.	1,000.00	95.34	0.00	10,000.00
Audit	125.00	0.00	125.00	125.00
Total Expenditures	\$24,575.00	\$17,741.57	\$25,925.00	\$35,175.00

*A Hale & Hearty Meal at
the Holy Rosary Church.*



HALE AND HEARTY CLUB

"The Hale and Hearty Club gives me a sense of community—a network of caring people and the chance to know or reacquaint myself with former friends. Vermont in the true sense—" (A Member)

The Hale and Hearty Senior Club meets at 6:00 p.m. on the second Wednesday of the month from September through May at the Holy Rosary Church Hall. A potluck dinner is served and a special program or entertainment usually follows. Membership is open to all Richmond residents who have reached the age of 60 or whose spouse or partner has reached the age of 60. New members are always welcome and encouraged to attend at any time.

This year's report for the Hale and Hearty Senior Club reflects the comments of our members as to their feelings about our group. We have divided the comments into sections that align with the goals of the group. At the end of each section you will find listed the programs and projects that occurred during the past year to help us meet these goals. We are indeed grateful for the funds which the Town of Richmond contributes.

Civic Responsibility - "As our growing community reflects the needs of youth, so it should reflect the needs of our older citizens. By providing funds for places to meet and purposes for gathering, we instill a civic awareness that promotes participation of all our town's members."

"A great percentage of our members have served the Town of Richmond in many capacities over the past several decades. Most of these citizens still are very active in various community projects."

"The Hale and Hearty Senior Group offers us a chance to come together, share food and conversation and maintain a sense of fraternity with others."

"I like older people and visiting with them."

"I enjoy the people and the get-together—enjoy meeting and welcoming new people."

"We are members because it keeps us in touch with the community and makes us realize that getting older is not necessarily bad."

November meeting—Hale and Hearty volunteers at Old Round Church were recognized.

December meeting—Brought canned goods for donation to Miscellany Mart food shelf.

Ongoing—Donations are made in memory of members who have passed away during the year to Richmond Fire Department or Richmond Rescue.

Social Opportunities - "Funding meeting times for Seniors allows for social interactions that might not otherwise happen. Schedules are built around these meetings, building community, strengthening relationships, providing check-ins, and fostering independence. Without this funding, many Seniors would be less likely to seek outside social opportunities on their own."

"I thoroughly enjoy our once a month meetings with the Hale and Hearty Senior members. I look forward to each other's company and the very good meals we share. I also enjoy our bus trips—one in June and in October. They are so well planned and we vote on the trips we are interested in."

"We enjoy the Richmond Seniors because it motivates us to get out of the house and meet all our friends for a chat and have a good feed. The Knights did a swell job on the ham dinner at our December meeting."

"The Hale and Hearty Senior Citizen Club is a great way for Seniors to get out and mingle with people for companionship, great food, and lots of laughs. The senior trips are great for people who would have no other chance to get out and go."

"A great way for newcomers to Richmond to get acquainted." "I enjoy coming together with the good people of Richmond."

"Making friends."

"Enjoy seeing people I rarely meet and the food is really delicious. Thanks."

December meeting—Ham dinner cooked and served by Knights of Columbus. Sing-along followed to enrich holiday festivities.

Safety and Convenience - "Senior trips provide safe passage to location or destinations which individuals or couples may choose not to visit because of the drive alone. A chartered bus not only promotes

environmental awareness, but safe, worry-free transportation for many who may feel less confident behind the wheel."

February program—Rev. Barbara Purinton spoke on safety in the home, particularly on the importance of radon, carbon monoxide and smoke detectors.

Lifelong Learning and the Arts - "Hale and Hearty provides programs to help seniors by providing a chance for fellowship with others. The bus trips give us a chance to see not only scenic places, they also provide educational opportunities."

"The Hale and Hearty Seniors are always friendly and fun-loving. It has been a special time to meet and enjoy the delicious cooking at the potluck dinners. Sharing information which is of special interest to Seniors is part of the agenda."

"...a great group to get together with, whether it is at a meeting or on a trip which we all enjoy. The trips are an opportunity to go places that are new to us and to be able to go with others. We always have fun together."

"... the entertainment is usually very good. Also, look forward to the trips."

"...the trips I went on were great. Entertainment is always great. Super..."

"Some of the best cooks live in Richmond and the gourmet food is one of the reasons to attend the Hale and Hearty Senior group..."

March program—A musical group from Jericho and Richmond composed of violin students of Ann Gnagey and a cello student of Alan Barbour played for us.

April program—"Ten Ways Seniors Screw Up Their Finances"—a description of the many changes one could make with savings and in retirement to save money.

May program—Theresa Paquette of Paquette Full of Posies—shared her expertise and generously donated many beautiful plants which were donated to lucky members.

June Bus Trip—Bill Foster's Lobster Fest in York, Maine.

October Bus Trip—Visit to Echo Museum on Burlington Waterfront and afternoon foliage cruise on Spirit of Ethan Allen II.

Health Issues - "Besides sharing the good food prepared by our members, it is a time for fellowship and our spirits are lifted by being together."

"Seeing people and friends remembering the days of the past really helps to keep things beautiful."

"You can't eat any better than when women bring food for other women to eat."

"Sharing problems and concerns of getting older."

November program—Dr. Edwin Guilfooy spoke on caring for the eyes and diseases of the eyes.

Ongoing—Distribution of current and relative information re. health issues and concerns.

Respectfully submitted, B. George Gifford, President
Sally Singer, Vice President
Judy Kenyon, Secretary
Mary O'Neill, Treasurer

Receipts:	
Dues	\$ 6.00
Supper Receipts	243.75
Town of Richmond	3,900.00
Deposits—October trip	<u>360.00</u>
Total Receipts	\$4,509.75
Expenses:	
Rent	\$ 180.00
Check Printing	20.05
Supplies	10.00
Sunshine Fund	9.00
Memorial Donations	
Richmond Rescue	50.00
Richmond Fire Dept.	50.00
Bus Trip—Echo Museum/ Spirit of Ethan Allen II	1,974.00
Copying	12.83
Postage	<u>14.80</u>
Total Expenses	\$2,320.68

Mary O'Neill, Treasurer

VERMONT DEPARTMENT OF HEALTH - Annual Report - Town of Richmond

The Vermont Department of Health works to protect and promote the health of all citizens. The following are some of the essential services available to residents of Richmond.

- **Bioterrorism – Emergency Preparedness:** The Vermont Department of Health is actively working with local, state and federal agencies to assure a rapid and effective response to bioterrorism and other public health threats or emergencies. Local health department response may include identifying disease and investigating the source; providing information to the general public and to health professionals; collaborating with other agencies during biological, environmental or weather events; planning local and regional responses with hospitals and other partners; and participation in joint exercises. The Burlington District Office has been actively involved in community-wide planning efforts through its representation on Chittenden County's Local Emergency Planning Commission (LEPC), as well as other local, regional and statewide planning groups.

- **Vaccine-Preventable Diseases:** Proper vaccination protects children and adults against many diseases, saves health care dollars and minimizes sick leave from school or work. Immunization has reduced reportable cases of preventable diseases in Vermont to record low levels. Still, total annual hospital charges from vaccine-preventable disease in Vermont are \$2.6 million, and each year 150 to 200 Vermonters die of pneumonia and influenza. During 2002, the Vermont Department of Health distributed 45,815 doses of vaccine to health care providers in Chittenden County. This represents a value of \$566,763 to these communities, including Richmond.

- **West Nile Virus Surveillance:** West Nile Virus (WNV) first appeared in the United States in New York City in 1999 and has since become well established throughout the United States. Birds, mammals and humans can get WNV from the bite of an infected mosquito. The Departments of Health and Agriculture conduct surveillance for WNV each year from June until cold weather limits mosquito activity in the fall. In 2003, 5 Town Health Officers throughout the state also participated in this program, assisting primarily with mosquito trapping. In Chittenden County, from June 1 through September 19, 2003, 417 dead

birds were reported, 140 were tested, and 9 were found to be infected with WNV. There were no reported human or equine cases reported during this period.

- **Reportable Disease Case Investigations:** Infectious diseases continue to be a major source of illness, disability and death in the U.S. and in Vermont, and account for 25% of all doctor visits each year. The Health Department investigates all cases of disease such as meningitis, hepatitis, pertussis (whooping cough), and infectious diarrhea to determine their source, to recommend control measures and to prevent further spread of the disease. In 2002, the Department of Health investigated 529 cases of infectious disease in Chittenden County.

- **The Special Supplemental Nutrition Program for Women, Infants and Children (WIC):** One of the most effective ways to improve the health of the overall population is to improve nutrition and physical activity. WIC improves the health of pregnant and postpartum women, infants and young children by assuring access to health care, teaching families about good nutritional practices, and providing an individually designed package of nutritious food to eligible individuals. During 2002, 3,710 women, infants and children in Chittenden County, including 93 living in Richmond, received foods as well as health screening and individualized nutrition education through WIC. The average value of foods provided is \$35.00 per person per month.

New public health issues emerge every year. Some challenges being addressed by the Vermont Department of Health include emergency preparedness and response to disease threats like SARS or potential acts of bioterrorism; expansion of substance abuse prevention and treatment; and improving health care for people with chronic conditions like diabetes, asthma and cardiovascular disease.

If you would like more information about these efforts, or if you have a public health concern, please call the Vermont Department of Health Burlington District Office, which serves all of Chittenden County, at (802) 863-7323. Please visit our website at <http://www.vermont.gov> for information on health topics, public health emergency preparedness and response, news releases, publications, reports and general public health information.



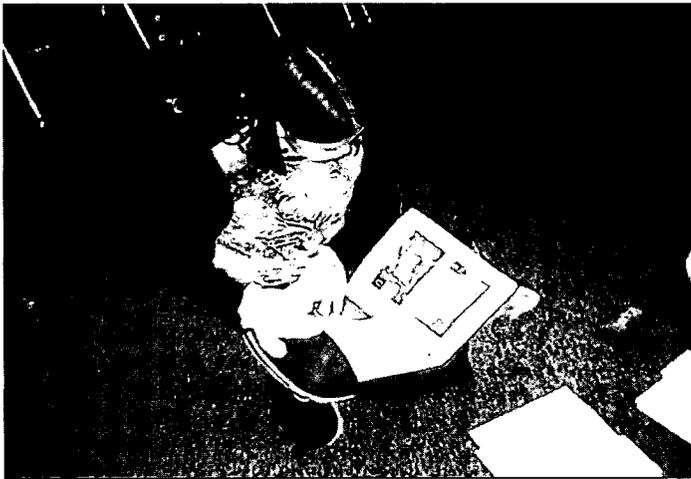
VERMONT STATE REPRESENTATIVE Curran A "Spike" Robinson



It has been an honor to represent the people of Richmond in the Vermont Legislature this past year. We made progress in the last year on important issues. We enacted a restructuring of Act 60, which reduces school property taxes, simplifies education funding, and reconnects local spending decisions with school tax rates. We passed the governor's jobs plan, which made \$100 million available for investment in Vermont businesses through the Vermont Economic Development Authority. My General, Housing, and Military Affairs Committee succeeded in getting a bill passed raising the minimum wage this January to \$6.75 and then raising it again in January of 2005 to \$7.00.

There is still much more to do during this current legislative session. We need to do more to encourage job growth in Vermont and to improve the permit process. We must continue to work to see that our people can find meaningful, well paying jobs here in Vermont and that affordable housing will be also be available to meet their needs. Making health care and prescription drugs more affordable and more accessible for all Vermonters certainly will be one of our major challenges.

I look forward to continuing to work in Montpelier striving for what is best for the people of Richmond as well as all Vermonters.



This book is about the Vermont flood in November, 1927. It shows pictures, and stories. It is in black and white.

See page 49 & 58 for information about these historical photos.

LISTERS REPORT

The Richmond Board of Listers is responsible for maintaining the integrity of the Grand List. The Listers inspect new and changed property, compile and analyze sales data, provide the public with assessment information, supply reports to the state and perform other miscellaneous duties.

The last year has focused on the completion of a town-wide reappraisal. That work has been completed. The appraisals in the town of Richmond are now considered to be at 100% of fair market value.

All homeowners have received a request for the reporting of their School Property Account Number (SPAN). It is the eleven digit number printed on your tax bill. It will be used to identify your property as a homestead and to apply the correct school property tax. It is important that you return your HS-131 form to the State Department of Taxes before April 15, 2004. Do not mail this form with your income tax returns.

Please post your 911 number visibly on your building or roadside. This helps with locating properties for assessments and will help emergency personnel locate people in need.

The Richmond Board of Listers continues to strive for accuracy and equality in assessments and as always, welcome all inquiries from property owners.

Respectfully submitted,

Linda M. Parent, Alexis J. Parent and Theodore W. Conant

NEWS FROM THE RICHMOND PTO

Parent-Teacher Organization 2002-2003 Annual Report

Here is a brief synopsis of some of the work that has been done by the PTO committees:

Landscape Committee: As most of you will notice when walking or driving up to the school, the Landscape Committee has been very busy this past year. During a few family planting/gardening days, the shrubs in front of the building were rearranged and new shrubs were added. There were more gardens created and many new bulbs planted. The bulbs were made possible through donations from families during our annual bulb sale and a generous donation of 250 bulbs, the shrubs were donated as well. Come check out the school grounds in the spring! There are additional plans in the works for raised beds under each classroom window and possibly outdoor classroom space.

RIF/Author Visits/Birthday Books: Reading is Fundamental (RIF) is funded partially by the Federal government and partially by RES PTO. This motivational reading program provides every student with three free books each year. The themes this past year were, Take a Book to Bed, A Visit from Franklin and Peer Amid (Pyramid) Books, an Egyptian theme. The PTO also sponsors the author visits. This past year Natalie Kinsey-Warnock spent a few days sharing her writing strategies and her quilts with the students. There is also a Birthday Book program, where each child receives a book on his or her birthday.

Multicultural Committee: This past year the Multicultural Committee coordinated a visit from Africa Aya. They visited the school and taught each grade a dance and at the end of the week the students performed their dances at an assembly. It was terrific!

Math Carts/Kids Kits/Literacy Cart: The PTO also finances the supplies needed for the Math Carts and Literacy Cart which contain games that challenge the children at their individual levels. These carts are used by the teachers to enhance their curriculum activities. The Kids Kits are used in the same manner. Boxes containing artifacts on different subjects (Thailand and space for example), supplement the classroom curriculum or children can examine them on their own in the library.

Staff Appreciation Week: All of us appreciate our children's teachers every day. The PTO sets aside one week during the school year for special events showing this appreciation to all the staff at RES. We brought in food for them every day, either breakfast, lunch or dessert! There were fun games with prizes and special music played in the morning. We gathered flowers and gave every staff member a small vase and bouquet at the end of the week. Many students created "Thank you" books to present their teachers at the end of the week.

Playground Committee: For the last year the Playground Committee has been researching how to improve the playground. After learning what could be refurbished and what needs to be replaced they discovered bringing the playground up to safety standards would cost \$19,000. The PTO has given \$4000.00 toward that number. With donations from the community and grants from Ben and Jerry's, Champlain Valley Telecom and Waitsfield Telecom we are up to \$12,000. The Playground Committee hopes to get the new equipment installed this spring. Donations are welcome at any time to help make this possible.

Bulb Sale/Fun Fair: We have two major fund-raisers each year. The Bulb Sale, held every fall, this year it made \$2690.00. Our other fund-raiser is the Fun Fair. In March 2003 the Fun Fair made \$4745.43, which was higher than average. The following school year we decided to move the Fun Fair to the fall and planned it for November 14, 2003, early snow and ice caused us to postpone the Fun Fair by one week. It was lots of fun and we earned \$3901.03, a little lower than we hoped but all in all the change was good. Next year we'll plan on having the Fun Fair earlier in November!

Other Fund-raisers: In December, the PTO hosted a Parents' Day Off. For a nominal fee, families could drop off their children to play, eat and create things allowing parents some time off to relax, shop, or whatever. We had a good turnout (23 children) considering it was yet another event where we got severe weather. This time it was a major snowstorm!

There are small ways that all the members of the community can help the school earn money. All area grocery stores have programs that earn money for local schools. Hannafords program is only in the fall but the other stores have it through the spring. All you have to do is register your store's card with the school's number code, at the service desk of either Shaw's or Price Chopper then every time you shop at the store they donate a percentage of your purchase to the schools you have designated to receive it. Another way to help out the school is by collecting Campbell's soup labels and General Mills "Box Tops for Education." If you collect these items all you have to do is send them to the school. We'd love your help. These are ways to make money for the school without spending any extra.

Meeting Dates and Times: We encourage all community members to attend our PTO meetings which are held on the second Tuesday of every month from 7-8 PM in the Linda Hanlon Learning Center of RES. We encourage all our community members to be involved in the education of our youth, and the continuing growth of a terrific educational environment.

Respectfully submitted,

Jennifer Arnott and Jill Danilich

RICHMOND ELEMENTARY SCHOOL

School Board Report

Year in Review: 2002-2003

RES KINDERGARTEN PROGRAM EXPANSION

The RES Principal and School Board have been working on an alternative to the existing 13.5-hour/week Kindergarten program at Richmond Elementary School. The following program was created from the town discussion at the 2002 Town Meeting (where a proposal for full-day Kindergarten was turned down) and the subsequent Kindergarten survey conducted town-wide in March 2003.

The proposal, to be voted on this year, is to increase the existing program from 13.5 hours per week to 18 hours per week. The program would maintain its schedule of one full 6-hour day, three half days and one day off per week. The half-days, however, would increase from 2.5 hours/day to 4 hours/day. The morning Kindergarten would run from 7:50 to 11:50 and the afternoon program would run from 10:30 to 2:30. The overlapping time would be covered mostly with instructions such as art, music and physical education.

This measure is presented as a bridge between the parties who feel the current program is not enough time to meet the needs in the classroom and those that feel full-day is too long for children of Kindergarten age and/or too expensive for the community. This particular proposal was chosen out of a number of options because it maintains the current kindergarten teaching positions at full-time, does not necessitate increasing the number of teaching positions and comes at a minimal cost to the community.

The budget of \$4000. will provide teaching assistants for the overlapping period and some additional supplies for kindergarten.

The Board is submitting this expense for approval as a separate article because the kindergarten program has been an important topic of discussion in town for the last several years. The vote will be made by those present at Town Meeting on March 2, 2004.

The Richmond Elementary School Board strives to provide the highest quality educational experience to all of our children. Our teachers, support staff and administrators at RES are an exceptionally dedicated group of professionals. They care deeply about ensuring that every child is successful at school. Throughout the year the faculty seeks to improve their skills by participating in professional development workshops, mentoring programs, collaborative assessment forums and higher education classes. Mark Andrews, as principal, continues to 'captain the ship' with an unbounded commitment to support all learners.

The year began on a sad note as the Richmond school community paid their final tributes to Ms. Jodi Atherton who succumbed to cancer in early December. Jodi was truly a dedicated educator who cared deeply about her students and their families. A memorial tree was planted on school grounds in her honor. We wish to thank Maureen Williams for teaching Jodi's second grade class for the remainder of the school year; it was a difficult time for the students and she handled this task with warmth and grace.

After 27 years of unwavering commitment to the Richmond School system, Bob Young, our benevolent custodian, decided to retire. The students, faculty, school board and parents, organized several memorable activities throughout the year to acknowledge Bob's dedicated service in keeping our building clean, safe and in good repair. Thank you Bob Young for your devoted care; we will miss seeing your face at Richmond Elementary. The new Bob is Bob Durant, a warm welcome to our school. We also said farewell to Celeste Wells. She taught at the Richmond Elementary School for 31 years!! WOW Thank you for your many years of faithful service and enjoy your retirement. We welcome Alison Sylvester to the 3-4 teaching team.

The Richmond Elementary School Board is comprised of five members who are elected by Richmond Town voters on Town Meeting Day via Australian ballot. The Chittenden East Supervisory Union has several shared supervisory committees, board members from all towns in the union meet to plan and discuss shared programs. Liz Low, vice chair of the RES board, serves on the Special Education Committee and is Vice Chair of the Executive Board. The Executive Board is comprised of all district board chairs plus the CESU elected officers. Jon Milazzo fills the position of clerk for RES and he also attends the Policy Committee and RES PTO meetings. Bill Haddock sits on the Long-Range Planning and Transportation Committees. Molly Dugan represents Richmond on the Curriculum Committee. Cindy Preston is the RES board chair plus serves on the Executive Board and the Negotiations Committee.

We took pictures every week of objects that community members brought in.



See page 49 & 58 for information about these historical photos.

continued on page 58

The RES' Action Plan was revised this past year with a focus on three important areas including- Increasing Developmental Assets in children, Improving Math performance and Improving Writing performance. The RES Action Plan is revised every two years by the Principal, teachers, board members and parents based on the review of student performance data and best educational practices. A copy of the Action Plan can be viewed on the school's website, www.richmond.k12.vt.us, or by visiting the school. On April 10, RES hosted a School Report Night. The topic of this event was a curriculum presentation given by Jim Massingham and Mark Andrews. School Report Night is open to the public and is designed to offer citizens an opportunity to ask questions and gain knowledge regarding school procedures. Please look for notices this spring regarding the next School Report Night.

The school theme this past year was World Cultures. In keeping with this theme, children at RES organized a fund raising drive to help a very remote and desolate village, called Yakhshi, in Northern Afghanistan. Through the help of parent volunteers and a teacher from Essex Junction, Jonathan Hoffman, who has visited Afghanistan on several occasions, the students raised over \$200.00. This money, along with a student-made quilt, was hand delivered to the community leaders of Yakhshi in June. This project helped RES students understand the severe inequity that exists in our world and how much a dollar will buy for children in less developed countries.

The PTO had a fabulous year led by Heidi Bormann. She worked extremely hard to lead this dynamic group. The PTO raises funds and sponsors activities that enrich the educational experience of each student at RES. There are several very active sub-committees including the Landscape Committee chaired by Pat Straughan. Pat brings a great deal of expertise and vision to this group; she has volunteered many hours to care for and nurture the new gardens flanking our exterior spaces. The results are spectacular and the visual beauty inspires great pride for these shared surroundings. Many thanks to Pat and her dedicated committee of gardeners. The Playground Committee is working very hard to raise money for new safer playground equipment. If you are interested in contributing to this fund please contact Sue Carpenter 434-5143. One of the literacy events sponsored by the PTO is Reading Is Fundamental (RIF). Last year RIF initiated a contest challenging young readers to log their reading hours and reach or exceed a set hour goal. Richmond Elementary School proudly accepted Vermont's first place honors, for the second year in a row!! Great Reading!! Governor Douglas stopped by for a visit to commend students on this distinguished honor and to reinforce the importance of early reading and working hard in school. RES is blessed with scores of devoted volunteers; to show our appreciation the PTO hosts a Volunteer Tea. The afternoon event is a celebratory gathering to honor the special volunteers who give so much time to the RES community. This past June, Heidi Bormann stepped down from her post as the PTO president. Heidi has lead with

great enthusiasm, thank you for committed service. Taking over for Heidi are co-presidents Jill Danilich and Jennifer Arnott.

Teachers from across the Supervisory Union in grades K-4 redesigned and piloted a new report card for elementary school aged students. Teachers at RES played a very active role throughout this arduous process, producing a document that was aligned with Supervisory Union standards and formatted in such a way that parents could readily understand how their child was performing relative to academic and social standards. The final version of the report card will be administered in 2003.

In an effort to ease the traffic congestion in the school parking lot and make it safer for student and adult pedestrians, cement barriers were purchased and strategically placed to provide a safe corridor from the parking lot to the school building. Although it took several weeks for school visitors to get used to the new parking and "drop off" system, the design worked well and as a result, the parking lot is a more functional and much safer. Along the lines of school safety the Aim Group conducted an air quality investigation in late January 2003. Data obtained through visual observations and sampling methods suggests that the indoor air quality in the Richmond Elementary School falls within normal parameters.

Thanks to the leadership of the Richmond Historical Society, a two-year grant was procured, enabling students at RES to learn more about Richmond's history through the use of technology and the sharing of local artifacts by many Richmond citizens. Small groups of third and fourth grade students categorized these artifacts using a sophisticated database managed by Historical Society members and school personnel.

The Richmond Elementary School Kindergarten Committee comprised of board members, RES Principal and teachers, parents and community members, worked extremely hard over the course of the year, researching ways to enhance the RES Kindergarten program by adding more time to the student day. Our goal is to strike a balance between the present two and a half hour day and the full day model. The school board was kept apprised of the committee's work throughout the year and received a clear and viable plan in the fall of 2003. The committee recommends, supported by the RES board, a four-day week, as we currently have, with three four hour days plus one full day. This new schedule will add four and half-hours of learning time per week. The board would like to thank the members of this committee for their volunteerism and dedication to the education of young children.

The community continues to support the school and it's budget; we are very grateful for your trust and confidence in our efforts. Each year building a budget becomes

2004 BUDGET REPORTING CHANGES

an increasingly difficult challenge given the demands for our limited resources. After careful review of our expenses we are proposing a budget of \$3,103,385. for school year 2004-2005, that will maintain the current programs; representing 4.25% increase over last year's budget. A separate warned article proposing an expenditure of \$4000. to cover the cost of changing the existing kindergarten program would bring the percentage increase to 4.38%. Please see the following description of the expanded kindergarten program.

We invite you to attend the Richmond Elementary School Board meetings held in the RES Linda Hanlon Learning Center on the third Wednesday of the month at 7:00pm.

The Regional Technical Academy proposal will be discussed a forum in Richmond, Wednesday February 25 at 7:00pm at the Richmond Elementary School. This meeting will provide information about what this academy means to our school district. The MMU board and MMU administrators are not in favor of the proposal to develop a Regional Technical Academy for high school juniors and seniors. On town meeting day citizens will be asked to vote on continuing of this venture. The vote is by Australian ballot so this issue cannot be discussed at the meeting.

Please attend our Town Meeting on Tuesday March 2, beginning at 9:00am. Ask questions, give this budget your serious consideration and cast your vote. Thank you for your continued support and concern in educating our youth.

Respectfully,

The Richmond School Directors

Molly Dugan
Bill Haddock
Jon Milazzo, clerk
Elizabeth Low, vice chairperson
Lucinda Preston, chairperson
Mark Andrews, principal

Throughout this annual report there are several format changes, new reports and/or new procedures. Most of these changes are required by Act 68. Act 68 is the new law that improves and/or replaces Act 60.

Historical Budget Data

The Vermont Department of Education created a three-year budget comparison by "translating" previous budget information into the new language of Act 68. This analysis is presented in this report following the district budget.

Tax Rate Estimates

Act 68 has changed the property tax procedures. At the end of the 2004-05 budget analysis, this new tax rate data is reported. The local and state tax rates have been eliminated as categories. There is one education property tax rate for residential property in this new format and there is one education tax rate for non-residential property. These new tax rates provide the property taxes that are necessary for the Education Fund to provide resources for all of our K-12 schools.

Governor Douglas has reported a surplus in the Education Fund and is recommending a drop in our tax rates. This proposal is included for your information.

Transportation Budget

A budget accounting change has transferred the CESU transportation budget from the Mt. Mansfield Union School District budget to the CESU shared programs budget. In previous years, the cost of transportation for our elementary schools was included in the MMUSD budget. This accounting change to CESU was made to eliminate the duplication of the budget information. There was no duplication of costs in previous years but there was a budget reporting duplication. This accounting change has no financial costs or increases. With this change, the Mt. Mansfield Union School District budget reflects only the expenses associated with MMU students.

Technical Education

When Act 60 was passed, one mandated change required the state block grant to be sent directly to the technical education centers. These funds were paid by the state for our MMU students who were enrolled in these programs. These funds did not appear in our budget. Act 68 has changed this procedure and now requires the MMU budget to report these expenses. This accounting change continues to be cost neutral to our local budget. The 2004-05 MMU budget reflects this increase in expenses for technical education and the state will continue to make these direct payments to the technical centers.

Budget Revenue Estimates

The new language for revenue in our budgets includes the term "Education Spending Revenue". This category of Education Spending Revenue replaces the previous categories of Education Fund Grant, General State Support Grant and the Amount to be Raised in Local Taxes.

**Richmond School District
Budget Report**

Code	Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change
1100 INSTRUCTIONAL PROGRAMS						
This section of the budget contains all of the line items for general instruction. Teacher salaries and benefits are the major items. Classroom supplies, equipment, and books are also in this section.						
Subtotal		1,371,762	1,427,044	1,453,830	1,449,111	0.32%
Salaries/Benefits Subtotal		1,054,922	1,097,795	1,105,230	1,065,464	-3.60%
110.00	Teacher Salaries	950,022	1,001,759	974,309	928,582	-4.69%
110.04	Instructional Assistants	84,760	77,436	111,577	117,538	5.34%
110.08	Teacher Mentoring	2,404	0	0	0	0.00%
120.00	Substitutes (120)	17,736	18,600	19,344	19,344	0.00%
Health & Life Insurances		147,480	148,391	173,336	210,438	21.40%
210.00	Medical Insurance	114,277	120,133	140,684	174,703	24.18%
210.01	Dental Insurance	22,726	19,614	22,084	27,099	22.71%
210.02	Employee Assistance Prog.	593	910	783	783	0.00%
210.03	Group Life Insurance	2,005	1,710	1,760	1,828	3.86%
210.06	Benefits Administration	96	24	25	25	0.00%
210.07	Health Ins.-Decline Pymt	7,783	6,000	8,000	6,000	-25.00%
Social Security		80,291	83,981	84,550	81,508	-3.60%
220.00	Social Security - Teacher	72,430	76,635	74,535	71,036	-4.69%
220.04	Social Security Inst.Asst	6,503	5,924	8,536	8,992	5.35%
220.05	Social Security - Subs	1,357	1,423	1,480	1,480	0.00%
Benefits - Other		23,442	23,962	19,094	21,981	15.12%
240.00	Inst. Asst. Retirement	2,192	1,787	3,319	4,281	28.98%
250.00	Workman's Compensation	4,053	2,784	2,874	3,414	18.79%
260.00	Unemployment Compensation	406	790	409	774	89.24%
270.00	Tuition Reimbursement	16,713	18,600	12,492	13,512	8.17%
271.00	Professional Reimbursement	78	0	0	0	
Assessed Salaries		4,263	2,500	2,500	2,500	0.00%
320.02	Computer Consultant	1,363	1,500	1,500	1,500	0.00%
320.03	Language Tutor (English)	0	1,000	1,000	1,000	0.00%
330.10	Professional Services	2,900	0	0	0	
430.00	Equipment Maint	7,280	8,715	9,370	9,370	0.00%
Tuition		1,832	3,200	1,900	0	-100.00%
560.01	Tuition - Summer School	1,832	3,200	1,900	0	-100.00%
Conference/Travel		3,296	5,000	5,000	5,000	0.00%
580.00	Conference Travel/Exp	3,296	5,000	5,000	5,000	0.00%
Supplies		19,974	23,500	20,250	20,250	0.00%
610.00	Supplies - Grade K-4	19,974	23,500	20,250	20,250	0.00%
640.00	Textbooks	8,988	10,000	7,000	7,000	0.00%
Equipment		19,994	20,000	25,600	25,600	0.00%

**Richmond School District
Budget Report**

Code	Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change
730.00	Equipment	1,671	3,000	3,600	3,600	0.00%
730.01	Computer hardware	16,338	15,000	20,000	20,000	0.00%
730.02	Computer software	1,985	2,000	2,000	2,000	0.00%

1210 SPECIAL EDUCATION

This section of the budget contains the expenses for special education. These services are organized at the supervisory level. These funds are paid to Chittenden East for all legally required services for our students.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change	
Subtotal	745,552	695,697	747,764	870,655	16.43%	
320.00	Special Ed Assessment	253,644	253,644	277,026	340,342	22.86%
321.01	Pur Ser CESU (Fed)	76,083	68,801	88,131	86,131	-2.27%
321.02	Pur Ser CESU (State)	415,825	373,252	382,607	444,182	16.09%

1410 STUDENT ACTIVITIES

This section of the budget funds student activities that are not part of the classroom instruction.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change
Subtotal	251	500	300	300	0.00%

2130 HEALTH SERVICES

This section contains funds for the school nurse, shared district nurse, and other medical services and evaluations.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change	
Subtotal	46,288	49,979	48,531	53,255	9.73%	
330.00	Local Nursing Salary	44,733	47,729	45,156	49,813	10.31%
330.01	Nursing Co-ordination	1,020	1,020	1,125	1,192	5.96%
331.01	Evaluation Services	0	1,500	1,500	1,500	0.00%
730.00	Equipment	535	750	750	750	0.00%

2220 EDUCATION MEDIA SERVICE

This section of the budget contains funds for the school library. The salary and benefits for the librarian are included in Section 1100 above in the general instruction section.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change	
Subtotal	14,281	13,775	14,091	14,091	0.00%	
420.01	Computer Services	775	0	0	0	
640.01	Library Books	9,157	9,150	9,726	9,726	0.00%
640.02	Periodicals	672	675	755	755	0.00%
650.00	AV Materials	3,229	3,500	3,150	3,150	0.00%
890.00	Operating Expenses	448	450	460	460	0.00%

2310 BOARD OF EDUCATION

This section of the budget contains line items for board expenses, Expenses for legal notices, legal fees, and board travel are included.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change	
Subtotal	4,422	6,475	6,450	5,950	-7.75%	
330.00	Professional Services	100	2,000	1,000	1,000	0.00%
540.00	Advertising	906	550	550	550	0.00%
580.00	Travel	978	1,700	1,700	1,700	0.00%
890.00	Operating Expenses	2,438	2,225	3,200	2,700	-15.63%

2320 CHITTENDEN EAST OFFICE

This section of the budget contains funds for our share of the Chittenden East Central Office. These items include central administrative staff, payroll, and bookkeeping expenses. These expenses are allocated on a percent of teaching staff per district throughout the supervisory union.

	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change	
Subtotal	76,252	76,255	77,134	79,205	2.68%	
110.00	Salaries - CESD	62,292	62,294	63,231	65,099	2.95%
890.00	Operating Expenses	13,960	13,961	13,903	14,106	1.46%

**Richmond School District
Budget Report**

Code	Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change
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2410 SCHOOL ADMINISTRATION

This section includes the salary, benefits, and other expenses of the office of the building principal.

Subtotal		80,328	78,887	81,330	85,275	4.85%
110.00	Administration Salaries	70,355	70,355	72,466	74,640	3.00%
210.01	Insurance - Health		0	0		
210.02	Insurance - Dental	1,048	918	1,072	1,146	6.90%
210.03	Insurance - Life	114	114	114	114	0.00%
210.04	Administrative Disability	1,000	250	250	1,000	300.00%
210.07	Health Ins.-Decline Pymt.	1,000	1,000	1,000	1,000	0.00%
220.00	FICA	5,459	5,382	5,544	5,710	3.00%
250.01	Workers Compensation	162	162	192	239	24.48%
250.02	Unemployment Compensation	13	26	13	26	100.00%
270.00	Principal Prof Membership	154	180	180	300	66.67%
580.00	Principal Travel	778	500	500	600	20.00%
580.01	Principal Conference	245	0	0	500	

2490 SECRETARIAL SERVICES

This section of the budget includes the expenses for the secretarial support for the school.

Subtotal		31,890	31,538	33,549	35,774	6.63%
110.00	Salaries - Secretary	27,511	26,407	28,058	29,462	5.00%
120.00	Substitute - secretarial	0	0	0	500	
210.00	Medical Insurance	1,000	1,000	1,000	1,000	0.00%
210.01	Dental Insurance		918	1,072	1,146	6.90%
220.00	Social Security	2,181	2,020	2,146	2,292	6.78%
230.00	Group Life Ins.	68	60	68	68	0.00%
240.00	Retirement	1,047	1,047	1,109	1,165	5.05%
250.00	Workman's Compensation	61	60	74	95	28.38%
260.00	Unemployment Compensation	22	26	22	46	109.09%

2520 FISCAL SERVICES

This section of the budget includes expenses for the audit and other fiscal services to include interest on money borrowed to meet operational needs.

Subtotal		44,563	63,475	51,735	50,253	-2.86%
340.00	Data Processing	1,959	3,150	3,275	3,275	0.00%
370.00	Prof (Audit) Services	3,825	3,325	3,460	3,978	14.97%
830.00	Interest-Money Management	38,778	57,000	45,000	43,000	-4.44%

2540 OPERATION & MAINTENANCE OF PLANT

This section of the budget includes line items for the building maintenance. These items include custodial salaries and benefits, building insurance, utilities, building supplies, and repairs, etc.

Subtotal		187,521	195,202	198,969	205,019	3.04%
Salaries/Benefits Total		69,078	70,005	87,469	83,259	-4.81%
110.01	Salaries - Custodian	50,472	52,909	51,496	47,974	-6.84%
110.02	Custodian Assistants/substitutes	3,507	2,106	3,760	3,600	-4.26%
210.00	Medical Insurance	6,727	6,466	14,626	13,282	-9.19%
210.01	Dental Insurance	213	632	1,423	1,524	7.10%
220.01	Social Security - Cust	4,100	3,903	3,939	3,945	0.14%
230.00	Life Insurance (230)	137	120	136	136	0.00%
240.00	Retirement	2,533	2,445	3,011	2,399	-20.33%

**Richmond School District
Budget Report**

Code	Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	Percent Change
250.00	Workman's Compensation	1,364	1,347	1,879	2,893	53.96%
260.00	Unemployment Compensation	26	77	26	52	100.00%
330.00	Shared Maintenance	0	0	7,173	7,454	3.92%
	Purchased Services	39,167	38,443	41,409	44,029	6.33%
410.00	Water & Sewer	6,102	7,000	7,000	7,000	0.00%
420.01	Rubbish Removal	3,611	3,425	3,425	3,756	9.66%
420.03	Mowing	750	750	750	750	0.00%
422.00	Snow Removal	5,900	5,155	5,155	5,155	0.00%
430.00	Repair & Maintenance	9,121	9,600	9,600	9,600	0.00%
521.00	Property Insurance	6,868	3,995	7,456	10,729	43.90%
522.00	Liability-Umbrella	1,718	1,608	1,976	1,539	-22.12%
530.00	Telephone/Postage	5,097	6,910	6,047	5,500	-9.05%
	Supplies	57,171	58,775	57,216	59,856	4.61%
610.00	Supplies	13,788	13,925	13,925	13,925	0.00%
622.00	Electricity	25,544	28,938	27,379	27,379	0.00%
624.00	Oil	17,838	15,912	15,912	18,552	16.59%
	Building & Site	20,301	25,905	10,800	15,800	46.30%
710.00	Grounds		905	800	800	0.00%
720.00	Building Playground	20,301	25,000	10,000	15,000	50.00%
					0	
730.00	Equipment	1,804	2,075	2,075	2,075	0.00%
2550 TRANSPORTATION SERVICES						
This section includes the expenses for school bus services. Transportation services are organized by Chittenden East Supervisory Union.						
	Subtotal	82,697	82,697	87,292	90,656	3.85%
510.00	Transportation	82,697	82,697	87,292	90,656	3.85%
2560 FOOD SERVICES						
This section of the budget contains any necessary financial support for the school cafeteria.						
	Subtotal	0	0	6,000	9,000	50.00%
930.00	Food Services	0	0	6,000	9,000	50.00%
2900 OTHER FISCAL SERVICES						
This section includes a general contingency line and funds for the school district treasurer. The town treasurer also serves as the school district treasurer.						
	Subtotal	7,083	6,980	13,302	13,831	3.98%
330.00	Prof Serv - Treasurer	4,213	3,365	4,677	5,051	8.00%
331.00	Town/School Services	2,626	3,365	3,365	3,500	4.00%
523.00	Insurance-Bonding	244	250	260	280	7.69%
840.00	Contingency		0	5,000	5,000	
5000 DEBT SERVICE						
This section of the budget includes the principal and interest payments on long-term debt.						
	Subtotal	161,931	161,931	156,574	141,010	-9.94%
830.00	Debt Interest	56,931	56,931	51,574	36,010	-30.18%
610.00	Principal	105,000	105,000	105,000	105,000	0.00%
	Total K - 4 RES	2,854,821	2,890,436	2,976,852	3,103,385	4.25%

Richmond Town School District Budget Summary & Comparison

Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	\$ Increase	% Increase
Expenditures						
Instructional Programs	1,371,762	1,427,044	1,453,830	1,449,111	-4,719	-0.32%
Special Education	745,552	695,697	747,764	870,655	122,891	16.43%
Student Activities	251	500	300	300	0	0.00%
Health Services	46,288	49,979	48,531	53,255	4,724	9.73%
Media Services	14,281	13,775	14,091	14,091	0	0.00%
Board of Education	4,422	6,475	6,450	5,950	-500	-7.75%
Chittenden East Office	76,252	76,255	77,134	79,205	2,071	2.68%
School Administration	80,328	78,887	81,330	85,275	3,945	4.85%
Secretarial Services	31,890	31,538	33,549	35,774	2,225	6.63%
Fiscal Services	44,563	63,475	51,735	50,253	-1,482	-2.86%
Op/Maint of Plant	187,521	195,202	198,969	205,019	6,050	3.04%
Transportation Services	82,697	82,697	87,292	90,656	3,364	3.85%
Food Services	0	0	6,000	9,000	3,000	50.00%
Other Fiscal Services	7,083	6,980	13,302	13,831	529	3.98%
Debt Services	161,931	161,931	156,574	141,010	-15,564	-9.94%
K - 4 Elementary School	2,854,821	2,890,436	2,976,852	3,103,385	126,533	4.25%
MMU Assessment	4,071,464	4,071,459	4,338,041	4,584,108	246,067	5.67%
MMU Tech Ed Transfer	0	0	0	81,298	81,298	
MMU Sp Ed Transfer	437,205	402,333	427,440	490,130	62,690	14.67%
5 - 12 MMUSD Assessment	4,508,669	4,473,792	4,765,481	5,155,536	390,055	8.19%
Richmond Accrual Reimbursement	0	30,985	30,985	0	-30,985	-100.00%
MMU Accrual Reimbursement	60,072	60,072	58,736	56,469	-2,267	-3.86%
Total Accrual Reimbursement	60,072	91,057	89,721	56,469	-33,252	-37.06%
Total K - 12 Expenditures	7,423,562	7,455,285	7,832,054	8,315,390	483,336	6.17%
Estimated Revenues						
Surplus/(Deficit) - Beginning	-85,319	-11,000	-2,000	2,000	4,000	-200.00%
Amount Raised in Local Taxes	1,398,968	1,407,307	1,511,716	56,469	-1,455,247	-96.26%
General State Support Grant (net)	4,534,675	4,522,862	4,717,894	0	-4,717,894	-100.00%
Education Fund Grant (Est)	535,754	539,228	559,764	0	-559,764	-100.00%
Education Spending Revenue				6,992,425	6,992,425	
Technical Education Transfer				81,298	81,298	
State Grants:						
Transportation	80,135	95,000	114,000	122,255	8,255	7.24%
Special Education:						
State	807,034	713,877	736,163	854,785	118,622	16.11%
Federal	122,807	130,511	162,017	165,658	3,641	2.25%
Local:						
Impact Fees	10,000	10,000	10,000	20,000	10,000	100.00%
Tuition	2,046	5,000	0	0	0	
Interest	13,224	40,000	20,000	18,000	-2,000	-10.00%
Miscellaneous	5,724	2,500	2,500	2,500	0	0.00%
Total Estimated Revenues	7,425,049	7,455,285	7,832,054	8,315,390	483,336	6.17%

Note: The Estimated Revenues and MMU Assessment under the 2003-04 Budget have been adjusted to reflect the adopted MMU budget and estimates as of June 2003.

The new language for revenue in our budgets includes the term "Education Spending Revenue". This category of Education Spending Revenue replaces the previous categories of Education Fund Grant, General State Support Grant and the Amount to be Raised in Local Taxes.

FY 2005 Tax Summary

	2002-03 Actual	2003-04 Actual	2004-05 Proposed Budget	Dollar Change	Percent Change
Homestead Equalized Education Grand List			\$ 1,954,620		
Non-Residential Equalized Education Grand List			\$ 681,770		
Equalized Education Grand List	\$ 2,244,940	\$ 2,440,720	\$ 2,636,390	\$ 195,670	8.02%

Act 68

Homestead: (\$1.10)					
Statewide Tax Rate	\$ 1.31	\$ 0.96			
Local Tax Rate	\$ 0.70	\$ 0.51			
Estimated Homestead Tax Rate			\$ 1.31		
Estimated Accrual Tax Rate	\$ 0.05	\$ 0.03	\$ 0.02	\$ (0.01)	-33.31%
Total Estimated Homestead Tax Rate	\$ 2.06	\$ 1.50	\$ 1.33	\$ (0.17)	-11.36%

Non-Residential: (\$1.59)					
Statewide Tax Rate	\$ 1.31	\$ 0.96			
Local Tax Rate	\$ 0.70	\$ 0.51			
Estimated Non-Residential Tax Rate			\$ 1.49		
Estimated Accrual Tax Rate	\$ 0.05	\$ 0.03	\$ 0.02	\$ (0.01)	-33.31%
Total Estimated Non-Residential Tax Rate	\$ 2.06	\$ 1.50	\$ 1.51	\$ 0.01	0.35%

Percentage for Income Sensitivity 2.55%

Governor's Recommendation and Pending Legislation

Homestead: (\$1.05)					
Statewide Tax Rate	\$ 1.31	\$ 0.96			
Local Tax Rate	\$ 0.70	\$ 0.51			
Estimated Homestead Tax Rate			\$ 1.25		
Estimated Accrual Tax Rate	\$ 0.05	\$ 0.03	\$ 0.02	\$ (0.01)	-33.31%
Total Estimated Homestead Tax Rate	\$ 2.06	\$ 1.50	\$ 1.27	\$ (0.23)	-15.33%

Non-Residential: (\$1.54)					
Statewide Tax Rate	\$ 1.31	\$ 0.96			
Local Tax Rate	\$ 0.70	\$ 0.51			
Estimated Non-Residential Tax Rate			\$ 1.44		
Estimated Accrual Tax Rate	\$ 0.05	\$ 0.03	\$ 0.02	\$ (0.01)	-33.31%
Total Estimated Non-Residential Tax Rate	\$ 2.06	\$ 1.50	\$ 1.46	\$ (0.04)	-2.76%

Percentage for Income Sensitivity 2.42%

Act 68 has changed the property tax procedures. The local and state tax rates have been eliminated as categories. There is one education property tax rate for residential property in this new format and there is one education tax rate for non-residential property. These new tax rates provide the property taxes that are necessary for the Education Fund to provide resources for all of our K-12 schools. Governor Douglas has reported a surplus in the Education Fund and is recommending a drop in our tax rates.

ESTIMATES ONLY

Three Prior Years Comparisons

State Developed Historical Perspective as required by Act 68

District: **Richmond**
 County: **Chittenden**

LEA: **166**
 S.U.: **Chittenden East**

	FY2002	FY2003	FY2004	FY2005
Expenditures				
Budget (local budget approved in prior years)	2,809,962	2,890,436	2,976,852	3,103,385
82% of base payment per FTE paid to tech centers by the State on behalf of the district in FY2005	not applicable	not applicable	not applicable	81,298
S.U. assessment (included in local budget)	78,780	76,255	77,134	79,205
Deficit (if included in local budget)	-	-	-	not applicable
Block grant paid by State to tech center in prior years	80,140	78,481	85,175	-
1. Separately warned article passed at town meeting	-	-	-	-
2. Separately warned article passed at town meeting	-	-	-	-
3. Separately warned article passed at town meeting	-	-	-	-
Act 144 Expenditures, (excluded from "Education Spending")	-	-	-	-
Act 68 local adopted budget	2,890,102	2,968,917	3,062,027	3,103,385
Union school or joint school district assessment	4,070,318	4,473,792	4,765,481	5,155,536
Deficit if not included in budget or revenues	-	-	-	-
Special programs expenditures (if not included in local budget)	-	-	-	-
Gross Act 68 Budget	6,960,420	7,442,709	7,827,508	8,258,921
Act 144 expenditures (if any - excluded from "Education Spending")	-	-	-	-
Revenues				
Local revenues (categorical grants, donations, tuitions, surplus, etc., including Act 144 revenues)	1,028,371	996,888	1,044,680	1,185,198
Capital debt aid	-	-	-	-
Special program revenues (if not included in local budget)	-	-	-	-
Deficit if not included in budget or expenditures	-	11,000	2,000	-
Act 144 revenues	-	-	-	-
Total revenues	1,028,371	985,888	1,042,680	1,185,198
Fund raising (if any)	-	-	-	-
Adjusted local revenues	1,028,371	985,888	1,042,680	1,185,198
Education Spending (Act 68 definition)	5,932,049	6,456,821	6,784,828	7,073,723
Equalized Pupils	821.61	828.81	826.69	816.44
Education Spending per Equalized Pupil	7,220	7,790	8,207	8,664
Excess Spending per Equalized Pupil (if any)	not applicable	not applicable	not applicable	not applicable
Per pupil figure used for calculating District Adjustment	not applicable	not applicable	not applicable	8,664
District spending adjustment (minimum of 100%)	not applicable	not applicable	not applicable	127.412%
(\$8,664 / \$6,800)				
Anticipated homestead tax rate, equalized	not applicable	not applicable	not applicable	\$1.402
(127.412% x \$1.10)				
Household Income Percentage for income sensitivity	not applicable	not applicable	not applicable	2.55%
(127.412% x 2.0%)				

The Vermont Department of Education created a three-year budget comparison by "translating" previous budget information into the new language of Act 68.

REPORT OF THE SUPERINTENDENT OF SCHOOLS CHITTENDEN EAST SUPERVISORY UNION #12

The 2002-03 school year was a typical positive year for the students in the Chittenden East Supervisory Union. The hard work and commitment of the dedicated teachers, administrators and support staff creates the necessary foundation for the success of our students. The citizens and taxpayers continue to provide excellent support for our students and our schools.

The leadership of our forty-four board members led to citizen approval of our seven budgets. The responsible accounting of every school expense continues to be a top priority for every administrator and every board member. The developments of the 2004-05 budgets are being impacted by ACT 68 which the Vermont Legislature passed as an improvement to ACT 60. Several technical changes appear on the budget pages for each town.

One major theme that developed as the Legislature completed its work on ACT 68 was the question of cost containment in Vermont public schools. A task force was created to study and report on future containment issues. For many years the schools in CESU have been concerned and cautious with all expenses. The following list includes the numerous activities we have pursued to control our costs:

1. Wood chip boilers were installed at Browns River and Camels Hump Middle Schools as well as Mt. Mansfield Union High School.
2. In 1998 and 2003, an early retirement incentive for teachers was negotiated. A total of thirteen teachers participated in this plan and were replaced by teachers at the lower end of the salary schedule.
3. All nine schools were renovated and expanded in the 1990's. Energy saving audits and improved efficiencies were included.
4. In 2001, all staff members started paying part of the premium for health insurance. Teachers are paying 10% of the health insurance premium.
5. Several special education service options have been revised:
 - a. Part-time or full-time staff have been employed for evaluations and for occupational and physical therapy to reduce the cost of more expensive consultant services
 - b. As students meet their goals, some students no longer need special services. Since September of 2002, fifty students have been transferred out of special education.
 - c. In 2003, small busses have been acquired to reduce the costs of large buses and/or taxicabs for specialized student transportation.
 - d. Small groups of students are assigned to teaching assistants for additional instruction in our efforts to replace more expensive individual one-on-one assistants whenever possible.
6. All major purchases are made after a careful bidding process. The state approved bids for some items are used when a better price is available. Bulk purchases for several schools are made when feasible.
7. A building maintenance coordinator was employed to assist with maintenance in six buildings in 2003. This shared position will reduce the costs of repairs by private contractors.
8. One coordinated bus system provides integrated K-12 service to all nine schools.
9. In 1996, a part-time position for a grant writer was created. A total of \$476,811 grants will be received from state and federal sources in the 2003-04 year under this coordinated plan. Some of these grants are very competitive and others require only a detailed application.
10. Browns River Middle School closed and eliminated all electrical costs for a three week period in the summer of 2003. All summer activities were moved to Camels Hump Middle School and Mt. Mansfield Union High School.
11. The approval of the varsity football program at Mt. Mansfield Union High School requires all annual expenses be paid by private funds.
12. In 2003-04, \$25,000 of the total activity budget for Browns River Middle School, Camels Hump Middle School and Mt. Mansfield Union High School was funded by private sources. This reduction may not be sustainable.

13. In the 2003-04 year, registration and workshop costs for teachers in the MMU School District were paid by individual teachers. This may be a one-time savings.
14. Staff reductions have been completed in our efforts to match the staff with the declining enrollment over the past few years. A total of 8.40 teaching positions have been reduced over the past two years.

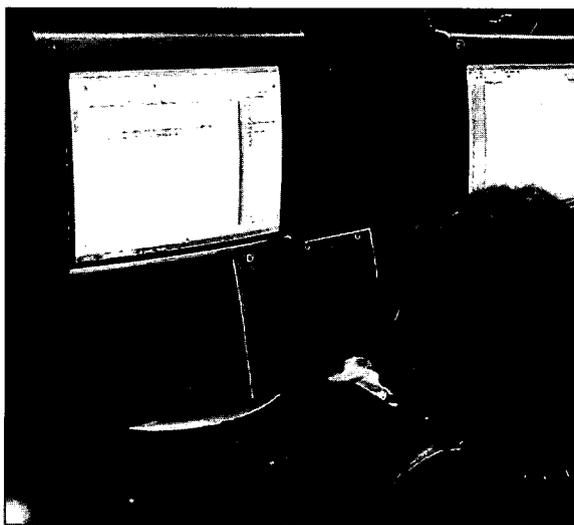
Most of these "efficiency measures" do reduce our expenses year after year. We cannot state the exact level of the savings for the wood chip heat, for example, but we do know that we have permanently avoided the higher costs of oil heat. In 2003-04 annual costs of teacher salaries, were reduced by more than a \$100,000 savings from the early retirement options. These savings were calculated after the incentives were paid. On a long-term basis, the salaries for new staff will average in the total K-12 budget a reduced level of nearly \$200,000 annually for several years.

At the central office and building principal level, efficiencies and cost-containment/ reductions are a routine part of the job responsibilities. When monthly bills are approved for payment by the school boards, there is an automatic reminder to be cost conscious and efficient. No small savings is too small for active consideration, especially with the recurring monthly expenses.

The best possible education for each student every day within the financial resources provided by our citizens continues to be our practical goal.

The opportunity to serve the CESU schools and boards at this dynamic time continues to be positive and challenging for all of us in the central office. Jim's leadership in curriculum; Laura's work in the business manager role; Beth and Blythe's positive coordination are three of the positive examples of CESU central office support and dedication for our schools. I believe that we can meet these large challenges only by the strength of our total team of CESU teachers, administrators, support staff and board members while working as a focused team for all of our students.

Dr. Gail B. Conley



We did a lot of computer work investigating and photographing the artifacts.

See page 49 & 58 for information about these historical photos.

**Chittenden East Supervisory Union #12
Proposed Budget
Central Office**

<u>Expenses</u>	2002-2003 Actual	2002-2003 Budget	2003-2004 Budget	2004-2005 Budget	Dollar Change	Percent Change
Salaries	\$ 517,593	\$ 519,790	\$ 534,100	\$ 550,585	\$ 16,485	3.09%
Insurance	76,519	74,673	93,739	98,427	4,688	5.00%
Insurance (Cobra)	3,779	15,872	5,700	5,000	(700)	-12.28%
Social Security	38,557	40,146	40,859	42,120	1,261	3.09%
Group Life Insurance	1,556	893	1,205	1,581	376	31.21%
Retirement	13,752	13,698	14,420	15,370	950	6.59%
Workman's Compensation	485	1,207	1,409	1,686	277	19.66%
Unemployment	750	726	696	729	33	4.73%
Tuition Reimbursement	2,847	2,700	1,083	2,260	1,177	108.68%
Professional Reimbursement	117	0	0	120	120	
Professional Development	12,689	11,485	12,850	8,350	(4,500)	-35.02%
Curriculum Coordination	20,784	28,175	25,200	28,675	3,475	13.79%
Professional & Technical Services	14,863	11,450	6,700	13,495	6,795	101.42%
Contract Negotiations	1,747	0	0	2,000	2,000	
Cleaning Services	3,115	2,800	4,180	3,480	(700)	-16.75%
Repair & Maintenance	7,656	16,600	10,066	8,000	(2,066)	-20.52%
Rent	27,500	27,500	35,000	35,700	700	2.00%
Prop/Liab Insurance	269	124	214	244	30	13.93%
Fidelity Bond	244	250	288	279	(9)	-2.97%
Postage & Telephone	9,357	11,550	11,595	9,600	(1,995)	-17.21%
Printing	299	0	0	300	300	
Advertising	3,220	2,300	4,800	7,000	2,200	45.83%
Travel/Conferences	12,438	10,300	10,300	10,800	500	4.85%
Supplies	14,032	14,500	15,548	14,500	(1,048)	-6.74%
Electricity	2,478	2,250	2,932	2,700	(232)	-7.91%
Books/Periodicals	861	900	750	875	125	16.67%
Computer Software	500	1,000	4,650	750	(3,900)	-83.87%
Equipment	1,177	1,750	2,500	4,000	1,500	60.00%
Due & Fees	3,761	3,600	3,600	3,700	100	2.78%
Funds to Other LEAs	20,867	0	0	0	0	
Total	\$ 813,811	\$ 816,239	\$ 844,384	\$ 872,326	\$ 27,942	3.31%
Total without Cobra	810,032	800,367	838,684	867,326	28,642	3.42%
<u>Estimated Revenues</u>						
District Assessments	\$ 775,359	\$ 775,367	\$ 810,684	\$ 848,326	\$ 37,642	4.64%
Interest Earned	1,489	4,000	3,000	3,000	0	0.00%
Services Provided other LEAs	2,099	0	0	0	0	
Funds for Other LEAs	20,867	0	0	0	0	
Misc Other Income	4,574	0	0	0	0	
LSB Grant	517	1,000	1,000	1,000	0	0.00%
Cobra Payments	4,557	15,872	5,700	5,000	(700)	-12.28%
Prior Year Refund	23	0	0	0	0	
Surplus/(Deficit)	44,725	20,000	24,000	15,000	(9,000)	-37.50%
Total	\$ 854,210	\$ 816,239	\$ 844,384	\$ 872,326	\$ 27,942	3.31%
Total without Cobra	849,652	800,367	838,684	867,326	28,642	3.42%

Note: Expenses and revenues for Grant supported positions formerly presented in Central Office budget have been removed to Grants Supported Activities.

District Assessment

	2003-2004 Percentage	2003-2004 Assess	2004-2005 Percentage	2004-2005 Proposed Assess	Dollar Change	Percent Change
Bolton	3.30%	\$ 26,735	3.36%	\$ 28,524	\$ 1,789	6.69%
Huntington	4.80%	38,900	4.89%	41,503	2,603	6.69%
Jericho	9.84%	79,741	9.26%	78,587	(1,154)	-1.45%
Richmond	9.51%	77,134	9.34%	79,205	2,071	2.69%
Underhill I. D.	5.44%	44,114	4.75%	40,267	(3,847)	-8.72%
Underhill Town	5.64%	45,736	5.13%	43,543	(2,193)	-4.80%
Browns River	16.03%	129,967	16.09%	136,500	6,533	5.03%
Camels Hump	16.46%	133,442	16.78%	142,371	8,929	6.69%
Mount Mansfield	28.98%	234,915	30.39%	257,826	22,911	9.75%
	100.00%	810,684	100.00%	848,326	37,642	4.64%

Grant Supported Activities

Expenses

	2002-2003 Actual	2002-2003 Budget	2003-2004 Budget	2004-2005 Budget	Dollar Change	Percent Change
Salaries & Benefits	\$ 266,193	\$ 332,300	\$ 340,655	\$ 369,466	\$ 28,811	8.46%
Tuition Reimbursement	4,415	0	1,905	0	(1,905)	-100.00%
Professional Services	144,367	83,000	66,298	33,000	(33,298)	-50.22%
Fiscal Services	499	0	0	0	0	
Postage/Telephone	423	2,500	6,416	2,500	(3,916)	-61.03%
Travel/Conferences	40,407	2,500	27,412	1,000	(26,412)	-96.35%
Supplies	49,007	53,000	34,025	20,000	(14,025)	-41.22%
Equipment	14,000	20,000	7,500	4,000	(3,500)	-46.67%
Miscellaneous	4,890	2,144	0	599	599	
Total	\$ 524,201	\$ 495,444	\$ 484,211	\$ 430,565	\$ (53,646)	-11.08%

Estimated Revenues

Natonal Writing Project	\$ 37,168	\$ -	\$ -	\$ 39,466	\$ 39,466	
Spencer Foundation	22,033	25,000	0	0	0	
SAP	20,938	21,280	48,740	40,000	(8,740)	-17.93%
New Directions	48,593	0	29,758	0	(29,758)	-100.00%
Title IIA	191,204	262,022	198,242	198,242	0	0.00%
Title IID	12,429	12,429	10,438	10,438	0	0.00%
Title IV (Safe Schools)	12,941	29,054	27,214	27,214	0	0.00%
Title VA	37,080	37,080	37,205	37,205	0	0.00%
Tobacco Funds	39,133	18,738	56,214	18,000	(38,214)	-67.98%
Life Skills (OJJDP)	72,506	62,841	50,000	50,000	0	0.00%
VKAT/OVX/Migrant	5,760	7,000	6,400	0	(6,400)	-100.00%
EPSDT	24,416	20,000	20,000	10,000	(10,000)	-50.00%
Total	\$ 524,201	\$ 495,444	\$ 484,211	\$ 430,565	\$ (53,646)	-11.08%

GRANTS ACTIVITIES

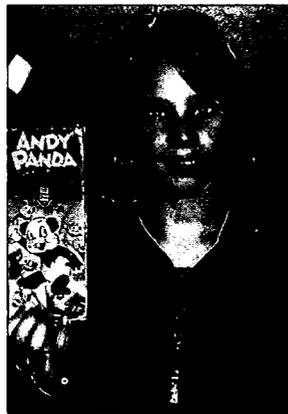
In 2003-2004, the Chittenden East School District received nearly \$500,000 through various grants including the comprehensive Federal Programs. These programs commonly referred to as Title Programs provide federal money, which is distributed through the state. Title I provides funding for academic assistance to students in eligible schools (Brewster-Pierce, Camels Hump and Smilie) who are not meeting or are at risk for not meeting the state's content and performance standards. Title II provides funding for the addition of staff to support innovation, professional development and improving classroom instruction. Title IV provides funding to establish programs that contribute to safe and substance-free schools. Title V funding provides professional development for teachers and staff.

Some examples of the district use of Title funding are professional development programs for teachers, state of the art materials for math and science, funding of the District Drug and Alcohol Program position and training programs for district youth. Two positions are funded as district teacher leaders in grades 1-3. All projects are carefully monitored and evaluated.

Grants continue to provide funding for Student Assistance Counselors (SAP) in the district's middle and high schools, programs for youth mentoring and leadership training programs and a director responsible for program development and coordination.

The district is in year four of a \$50,000 grant from the Office of Juvenile Justice & Delinquency Prevention (OJJDP) which provides Life Skills Educators in the middle schools and some funding for coordination.

The district participates in the Federal Medicaid Program – Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) that provides funding for expanded health and guidance services. In the current year funding has been used to provide for an additional nursing position. This position provides expanded nursing services in the district schools. Additional funding, available in the form of mini grants, provided for equipment and programs.



*We saw many books
that were old like
this Andy Panda
Comic book.*

*See page 49 & 58 for
information about
these historical
photos.*

**Chittenden East Supervisory Union
Transportation Budget**

The Transportation budget has been transferred from the Mt Mansfield Union School District to Chittenden East.

Item	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed	\$ Change	% Change
Salary	\$ 572,274	\$ 496,455	\$ 518,000	\$ 606,853	\$ 88,853	17.15%
Insurance	141,803	154,963	200,981	191,588	(9,393)	-4.67%
Social Security	43,659	37,978	39,627	46,424	6,797	17.15%
Retire/Work Comp/Unemp	34,363	39,443	45,483	52,688	7,205	15.84%
Busing Contracts	4,294	6,000	4,500	4,500	0	0.00%
Fleet Insurance	14,909	12,000	16,000	25,260	9,260	57.88%
Supervisor's Travel	2,500	2,500	2,500	2,500	0	0.00%
Supplies/Parts	87,455	85,500	86,500	89,500	3,000	3.47%
Fuels	70,077	70,000	81,000	75,000	(6,000)	-7.41%
Equipment	487	3,000	3,000	1,000	(2,000)	-66.67%
Bus Replacement	217,174	235,000	177,000	177,000	0	0.00%
Contingency	14,519	16,000	18,500	15,000	(3,500)	-18.92%
Total Transportation	\$ 1,203,514	\$ 1,158,839	\$ 1,193,091	\$ 1,287,313	\$ 94,222	7.90%

Estimated Transportation Assessment

Town	2003-04 Assessment	2003-04 Percentage	2003-04 K - 4 Enrollment	2004-05 Percentage	2004-05 Estimated Assessment	% Increase
Bolton	\$ 23,139	7.76%	71	7.14%	\$ 22,988 *	-0.65%
Huntington	34,991	11.73%	113	11.37%	36,586 *	4.56%
Jericho	79,295	26.58%	267	26.86%	86,447	9.02%
Richmond	83,245	27.91%	280	28.17%	90,656	8.90%
Underhill ID	36,968	12.39%	127	12.78%	41,118	11.23%
Underhill Town	40,635	13.62%	136	13.68%	44,033	8.36%
MMUSD	894,818		N/A		965,485	7.90%
	\$ 1,193,091	100.00%	994	100.00%	\$ 1,287,313	7.90%
Elementary (25%)	298,273				321,828	
MMUSD (75%)	894,818				965,485	
	1,193,091				1,287,313	

Note: The 2003-04 Budget and Assessment have been adjusted to reflect the final adopted budget as of June 2003.

* Assessments in local budgets may differ as boards adopted budgets prior to insurance adjustment to the transportation budget.

A budget accounting change has transferred the CESU transportation budget from Mt. Mansfield Union School District budget to the CESU shared programs budget. In previous years, the cost of transportation for our elementary schools was included in the MMUSD budget. This accounting change to CESU was made to eliminate the duplication of the budget information. There was no duplication of costs in previous years but there was a budget reporting duplication. This accounting change has no financial costs or increases. With this change, the Mt. Mansfield Union School District budget reflects only the expenses associated with MMU students.

**Chittenden East Supervisory Union # 12
Special Education Budget**

	2002-2003 Actual	2002-2003 Budget	2003-2004 Budget	2004-2005 Proposed Budget	Dollar Change	Percent Change
Revenue						
Surplus/(Deficit)	\$ 65,890	\$ 150,000	\$ -	\$ (150,000)	\$ (150,000)	
Title I	145,642	150,000	140,000	286,121	146,121	104.37%
Essential Early Ed (EEE)	128,613	120,000	120,000	120,000	0	0.00%
Federal	415,433	310,000	380,000	472,000	92,000	24.21%
State Block	813,900	782,040	838,318	838,000	(318)	-0.04%
State Extraordinary	19,233	0	8,000	107,000	99,000	1237.50%
State Exceptional	54,558	0	275,200	141,280	(133,920)	-48.66%
State Expenditure Reimbursement	1,822,393	1,619,120	1,377,868	1,848,399	470,531	34.15%
Other State	62,860	30,000	48,000	0	(48,000)	-100.00%
FITP Grant (EEE)	16,193	0	16,000	0	(16,000)	-100.00%
Prior Year Payments	0	0	0	0	0	
Miscellaneous Local	66,515	25,000	20,000	10,004	(9,996)	-49.98%
Local Assessment	1,788,010	1,788,008	1,983,451	2,432,505	449,054	22.64%
Medicaid	203,745	150,000	200,000	120,000	(80,000)	-40.00%
Total	\$ 5,602,985	\$ 5,124,168	\$ 5,406,837	\$ 6,225,309	\$ 818,472	15.14%
Expenditures						
Instructional Services	3,811,391	3,496,029	3,853,186	4,486,501	633,315	16.44%
Salaries	2,431,323	2,238,384	2,238,784	2,638,854	400,070	17.87%
Benefits	861,349	756,395	936,802	1,094,637	157,835	16.85%
Professional Services	0	8,000	0	0	0	
Other Purchased Services	15,143	0	0	10,660	10,660	
Tuition	467,321	457,000	630,000	702,600	72,600	11.52%
Supplies	27,048	28,750	35,500	27,950	(7,550)	-21.27%
Equipment	9,207	7,500	12,100	11,800	(300)	-2.48%
Professional Services	27,899	26,000	8,000	10,000	2,000	25.00%
Health Services	63,683	67,600	82,200	69,349	(12,851)	-15.63%
Psychological Services	202,786	123,000	160,000	178,400	18,400	11.50%
Speech & Lang Services	529,870	557,321	369,358	502,819	133,461	36.13%
Other Support Services	103,285	144,500	61,200	0	(61,200)	-100.00%
Administration Services	153,308	207,031	151,766	166,278	14,512	9.56%
Admin Support Services	33,643	25,027	60,590	56,521	(4,069)	-6.71%
Fiscal Services	39,164	25,262	35,772	38,374	2,602	7.27%
Facilities	24,249	0	18,000	20,000	2,000	11.11%
Transportation	92,935	90,000	100,000	95,000	(5,000)	-5.00%
Total Special Ed	\$ 5,082,213	\$ 4,761,770	\$ 4,900,072	\$ 5,623,242	\$ 723,170	14.76%
Essential Early Education (EEE)	315,623	212,398	316,966	315,946	(1,020)	-0.32%
Title 1 Programs	177,248	150,000	189,799	286,121	96,322	50.75%
PreSchool Programs	83,685	0	0	0	0	
Total	\$ 5,658,769	\$ 5,124,168	\$ 5,406,837	\$ 6,225,309	\$ 818,472	15.14%

Note: The Expenditures budget has been reorganized to coincide with the State account categories. Prior year budgets have been restated in this new format.

2004-2005 Special Education Assessment

Represents 50 - 50 share of costs between MMUSD and town school districts assessed per students.

District Assessment	2003-04 Budget	2004-05 Budget	Dollar Change	Percent Change	% Share K-4 Pop
Bolton	76,614	86,545	9,931	12.96%	7.12%
Huntington	115,996	140,056	24,060	20.74%	11.52%
Jericho	260,704	323,482	62,779	24.08%	26.60%
Richmond	277,026	340,342	63,315	22.86%	27.98%
Underhill I. D.	125,834	161,496	35,662	28.34%	13.28%
Underhill Town	135,551	164,331	28,780	21.23%	13.51%
MMUSD	991,726	1,216,253	224,527	22.64%	
	1,983,451	2,432,505	449,054	22.64%	100.00%

The increase in the special education assessment is due to a combination of events resulting in an increase in needed services and a decrease in revenue. Fifteen students with a variety of intensive special needs moved into the towns of the CESU during the past six months, resulting in additional costs projected for this year and anticipated for next year. These costs include a residential placement, tuitions to out-of-district day programs, and individual assistants. Reductions have been made in current staffing, and approximately 40 out of 50 individual assistants actually work with several students during the course of a day. Students are taught in small groups whenever appropriate, and we have emphasized the use of professional staff while containing the use of support staff. We have transferred 48 students out of special education in the last fifteen months because they no longer meet the criteria for eligibility, but we have an increase in the number of students with more intensive needs. These transferred students can now learn successfully in the regular classroom without special education supports.

At the same time, we received the results of the state audit of special education expenditures for the 2000-2001 school year, which resulted in their claiming that they had over-reimbursed the district by \$99,000 for that school year. That money will be withheld from our reimbursement this year, leading to a \$99,000 deficit to be carried into the next year.

During the past year, the federal Medicaid auditors have been reviewing the Vermont practices for billing Medicaid for special education services. It is anticipated that this review will result in a reduction of the number of services for which the district can be reimbursed by Medicaid. It is also anticipated that there will be a reduction in the number of eligible families as a result of changes in the state Medicaid system. For this reason, we have projected decreased Medicaid revenue.

COMPARISON OF CESU AND STATE-WIDE SPECIAL EDUCATION POPULATIONS K - 12*

YEAR	# of CESU SpEd Students	SpEd Students as % of CESU Students	SpEd Students as % of VT Students
2002	349	11.40%	13.00%
2003	331	11.00%	13.00%
2004	327	10.80%	13.00%

*These numbers do not include children ages 3-5, as statewide numbers are not available for that population. For FY2004, that is 40 additional students.

INDEPENDENT SCHOOL AUDITORS REPORT

FORTHERGILL SEGALE & VALLEY
 Certified Public Accountants
 Independent Auditor's Report
 Board of School Directors
 Richmond School District, Richmond, Vermont

We have audited the accompanying general purpose financial statements, as listed in the Table of Contents, of Richmond School District, as of and for the year ended June 30, 2003. These general purpose financial statements are the responsibility of Richmond School District's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Richmond School District, as of June 30, 2003, and the results of its operations for the year then ended in conformity with U.S. generally accepted accounting principles.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements as a whole. The supplementary schedules on pages 16 through 19 are presented for purposes of additional analysis and are not required parts of the general purpose financial statements for Richmond School District. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Respectfully submitted,

Fothergill Segale & Valley, CPAs

FOTHERGILL SEGALE & VALLEY, CPAs
 Vermont Public Accountancy License # 110

RICHMOND SCHOOL DISTRICT NOTES AND BOND PAYABLE

NOTE 5 - GENERAL LONG-TERM DEBT

The district had the following long-term debt at June 30, 2003.

Bond payable with Vermont Municipal Bond Bank, 7.532% interest, principal payments of \$60,000 through December 2004 and \$55,000 thereafter, due December 2007.	\$ 285,000
Bond payable with Vermont Municipal Bond Bank, 5.433% interest, principal payments of \$45,000 through December 2012 and \$40,000 thereafter, due December 2014	<u>530,000</u>
Total bonds payable	815,000
Compensated absences	<u>29,181</u>
Total long-term debt	<u>\$ 844,181</u>

Reconciliation of long-term debt:

Balance at June 30, 2002	\$ 945,304
Principal payments	(105,000)
Change in compensated absences	3,877
Balance at June 30, 2003	<u>\$ 844,181</u>

Bond and note payable debt will mature in the next five years approximately as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 105,000	\$ 33,300	\$ 138,300
2005	105,000	26,300	131,300
2006	100,000	36,000	136,000
2007	100,000	29,200	129,200
2008	100,000	22,400	122,400
Thereafter	<u>305,000</u>	<u>67,600</u>	<u>372,600</u>
Totals	<u>\$ 815,000</u>	<u>\$ 214,800</u>	<u>\$ 1,029,800</u>

NOTE 6 - DEFICIT FUND BALANCE

As a result of the change from the cash to the accrual basis, the Richmond School District experienced a fund deficit for the year ended June 30, 1998. The General Fund deficit related to the change in accounting method, amounting to \$154,927, is being liquidated with a separate tax on the Grand List over a five year period in accordance with Section 105(c) of Act 71 of the 1997 Legislature. As of June 30, 2003, \$30,986 remains to be collected over the remaining year.

The balance sheet reflects that the Food Service Fund has a deficit as of June 30, 2003. The deficit is expected to be eliminated during the next fiscal year.

RICHMOND SCHOOL DISTRICT**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE(DEFICIT) - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED JUNE 30, 2003**

	General Fund	Special Revenue Fund	Debt Service Fund	Total (Memorandum Only)
REVENUE				
Property Taxes				
State (GSSG)	\$ 2,469,434	\$ 0	\$ 0	\$ 2,469,434
Local	1,398,968	0	0	1,398,968
State Funding	2,600,995	1,236	0	2,602,231
Federal Funding	0	20,391	0	20,391
State Education Fund Grants	80,135	0	0	80,135
Special Education	929,841	0	0	929,841
Tuition - Local	2,046	0	0	2,046
Interest	13,224	0	707	13,931
Food Service	0	46,198	0	46,198
Impact Fees	0	0	53,963	53,963
Miscellaneous	5,724	0	0	5,724
On-behalf payments	51,000	0	0	51,000
Total Revenues	<u>7,551,367</u>	<u>67,825</u>	<u>54,670</u>	<u>7,673,862</u>
EXPENDITURES				
Direct instructional Services				
Regular Programs	1,371,762	0	0	1,371,762
Special Education Programs:				
Special education assessment	253,644	0	0	253,644
Purchased services - MMU	437,205	0	0	437,205
Purchased services - CESU	491,908	0	0	491,908
Other instructional services	251	0	0	251
Support Services				
Students	46,288	0	0	46,288
Instructional staff	14,281	0	0	14,281
General administration	192,892	0	0	192,892
Business administration	314,780	0	0	314,780
Other support services	7,083	0	0	7,083
Food service	0	83,115	0	83,115
Debt service	161,931	0	0	161,931
Mt. Mansfield Union High School				
assessment	4,071,464	0	0	4,071,464
Accrual assessment	60,072	0	0	60,072
On-behalf payments	51,000	0	0	51,000
Total Expenditures	<u>7,474,561</u>	<u>83,115</u>	<u>\$ 0</u>	<u>7,557,676</u>
EXCESS OF REVENUES OVER (UNDER)				
EXPENDITURES BEFORE TRANSFERS	<u>76,806</u>	<u>(15,290)</u>	<u>54,670</u>	<u>116,186</u>
TRANSFERS				
Transfer from debt service fund-impact fees	10,000	0	(10,000)	0
Total transfers	10,000	0	(10,000)	0
EXCESS OF REVENUES OVER (UNDER)				
EXPENDITURES AND TRANSFERS	86,806	(15,290)	44,670	116,186
FUND BALANCE (DEFICIT)-JULY 1, 2002	<u>(85,319)</u>	<u>(10,934)</u>	<u>24,534</u>	<u>(71,719)</u>
FUND BALANCE (DEFICIT) JUNE 30, 2003 (SEE NOTE 5)	<u>\$ 1,487</u>	<u>\$ (26,224)</u>	<u>\$ 69,204</u>	<u>\$ 44,467</u>

RICHMOND SCHOOL DISTRICT
COMBINED BALANCE SHEET
ALL GOVERNMENTAL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2003

ASSETS

	Governmental		Debt Service Fund	Fiduciary Agency Funds	Account Group		Total (Memorandum Only)
	Special Revenue Fund	General Fixed Assets			General Long-Term Debt		
Cash	\$ 94,985	\$ 2,723	\$ 0	\$ 9,338	\$ 0	\$ 0	\$ 107,046
Due from State of Vermont	82,996	2,882	0	0	0	0	85,878
Due from Federal	11,989	0	0	0	0	0	11,989
Due from other funds	31,829	0	0	0	0	0	31,829
Due from Town of Richmond	42,605	0	69,204	0	0	0	111,809
Miscellaneous receivables	1,148	0	0	0	0	0	1,148
Property and equipment (net of allowance for depreciation of \$821,547)	0	0	0	0	2,249,055	0	2,249,055
Amount to be provided for the retirement of long-term debt	0	0	0	0	0	844,181	844,181
Total assets	\$ 265,552	\$ 5,605	\$ 69,204	\$ 9,338	\$ 2,249,055	\$ 844,181	\$ 3,442,935

LIABILITIES AND FUND BALANCE (DEFICIT)

Accounts payable	\$ 14,081	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 14,081
Accrued payroll and payroll taxes	157,179	0	0	0	0	0	157,179
Due to CESU	46,069	0	0	0	0	0	46,069
Due to MMU	46,069	0	0	0	0	0	46,069
Due to other funds	0	31,829	0	0	0	0	31,829
Due to student groups	0	0	0	9,338	0	0	9,338
Due to State of Vermont	667	0	0	0	0	0	667
Compensated absences	0	0	0	0	0	29,181	29,181
Bonds payable	0	0	0	0	0	815,000	815,000
Total liabilities	264,065	31,829	0	9,338	0	844,181	1,149,413
FUND BALANCE (DEFICIT)	1,487	(26,224)	0	0	0	0	(24,737)
Unreserved	0	0	69,204	0	0	0	69,204
Reserved - debt reduction	0	0	0	0	2,249,055	0	2,249,055
Investment in general fixed assets	0	0	0	0	0	0	0
Total fund balance (deficit)	1,487	(26,224)	69,204	0	2,249,055	0	2,293,522
Total liabilities and fund balance (deficit)	\$ 265,552	\$ 5,605	\$ 69,204	\$ 9,338	\$ 2,249,055	\$ 844,181	\$ 3,442,935

See Notes to Financial Statements.

REPORT OF THE MT. MANSFIELD UNION SCHOOL DISTRICT ADMINISTRATORS

The Mount Mansfield School District which includes Browns River Middle School, Camels Hump Middle School and Mount Mansfield Union High School continues to provide students an academically challenging environment. These learning communities continue to review and revise their offerings so the needs of all students are met and that local, state and national standards are achieved. Our students continue to perform well on state and local assessments covering a variety of content areas.

Our staff professional development during the course of this year has focused on improving success for students across the curriculum. Each school is working with improvement plans outlined in their action plans which grew out of reviewing student performance across a wide range of assessments. Staff members are encouraged to share best practices in order to achieve school wide goals.

Focus areas in each of the schools this year include:

Mount Mansfield Union High School

- Working on the development of alternative educational programs for students and the enhancement of curriculum delivery for all staff
- Review of curriculum for academic rigor and coordination across content areas
- Ninth Grade Teaming
- Advisory Programs

Browns River Middle School

- Working on improving reading comprehension across curriculum areas
- Literacy skills in analyzing and interpreting challenging material
- Problem solving within the Mathematics Curriculum
- Integration of Technology across the curriculum

Camels Hump Middle School

- Working on improving reading comprehension across curriculum areas
- Problem solving within the Mathematics Curriculum
- Healthy Kids Program - reviewing exercise and nutrition needs for students

Considerable time has been allocated to review the national legislation in the No Child Left Behind Act. Schools have been working on the implications of this new law primarily in the curriculum and assessment areas. Interpretation of this legislation is ongoing and will continue to deserve our attention.

Parent and community support for our schools continues to be great. We wish to take this opportunity to thank the many volunteers who support our programs and help with fundraising. Without this effort many activities would not be available for our students. Thank you for your generosity.

Nancy Guyette
Sandra Gillim
BRMS

Robert Goudreau
Mark Carbone
CHMS

Robert Stevens
James Cournoyer
John Pennypacker
MMUHS

**Mount Mansfield Union School District # 17
2004-05 Proposed Budget Summary & Comparison**

Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	\$ Change	% Change
Expenditures						
Instructional Programs	\$ 9,311,519	\$ 9,155,714	\$ 9,550,136	\$ 10,128,182	\$ 578,046	6.05%
Special Education	2,583,811	2,388,384	2,591,918	3,110,856	518,938	20.02%
Vocational Education	242,369	275,000	300,000	614,654	314,654	104.88%
Co-Curricular Activities	102,030	99,390	81,674	98,473	16,799	20.57%
Health Services	146,999	164,154	173,126	195,234	22,108	12.77%
Media Services	131,279	137,990	140,071	129,647	(10,424)	-7.44%
Board of Education	56,847	61,870	49,385	46,185	(3,200)	-6.48%
Chitt East Supervisory Union	474,208	474,210	498,322	536,696	38,374	7.70%
School Administration	691,920	683,048	712,433	745,213	32,779	4.60%
Secretarial Services	300,166	275,920	318,120	349,537	31,416	9.88%
Fiscal Services	51,093	50,975	48,711	49,000	289	0.59%
Op/Maint of Plant	1,551,187	1,382,906	1,425,019	1,442,469	17,451	1.22%
Transportation Services	1,203,513	1,158,839	1,193,091	965,485	(227,606)	-19.08%
Other Fiscal Services	-	95,000	55,000	55,000	-	0.00%
Debt Services	814,674	593,428	521,200	503,893	(17,306)	-3.32%
Total Expenditures	\$ 17,661,615	\$ 16,996,827	\$ 17,658,206	\$ 18,970,524	1,312,318	7.43%
Total w/o Elementary Transportation and Tech Ed Accounting Changes			\$ 17,658,206	\$ 18,985,114	1,326,908	7.51%
Estimated Revenue						
State and Federal						
Drivers Education	18,073	15,000	15,000	15,000	-	0.00%
Voc-Ed Transport Reimbrsmnt	32,069	17,500	30,000	28,000	(2,000)	-6.67%
Vocational Ed Transfer	-	-	-	307,238	307,238	
Special Education						
Block Grant	406,950	391,020	419,159	419,000	(159)	-0.04%
Intensive	938,476	815,859	688,934	924,200	235,266	34.15%
Extraordinary	10,024	-	4,000	53,500	49,500	1237.50%
Exceptional	-	-	137,600	70,640	(66,960)	-48.66%
IDEA-B	186,939	142,500	180,500	224,200	43,700	24.21%
Medicaid	84,451	75,000	100,000	60,000	(40,000)	-40.00%
Title 1	73,805	70,000	70,000	143,063	73,063	104.38%
Local						
MMU Assessment	14,995,244	14,995,238	15,723,740	16,587,683	863,943	5.49%
Tuition	78,000	40,000	75,000	78,000	3,000	4.00%
Elementary Transportation	289,711	289,710	298,273	-	(298,273)	-100.00%
Special Ed Transportation	21,528	-	6,000	-	(6,000)	-100.00%
Interest	82,865	55,000	40,000	60,000	20,000	50.00%
Other	9,073	-	-	-	-	
Prior Year Adjustments	(10,840)	-	-	-	-	
Surplus/(Deficit)	31,822	90,000	(130,000)	-	130,000	-100.00%
Total Estimated Revenue	\$ 17,248,189	\$ 16,996,827	\$ 17,658,206	\$ 18,970,524	\$ 1,312,318	7.43%
Total w/o Elementary Transportation and Tech Ed Accounting Changes			\$ 17,658,206	\$ 18,985,114	\$ 1,326,908	7.51%
MMU Accrual Reimbursement	221,244	221,245	212,895	204,335	(8,560)	-4.02%
Total Assmnt & Reimburse	\$ 17,469,433	\$ 17,218,072	\$ 17,871,101	\$ 19,174,859	\$ 1,303,758	7.30%

Note: The MMU Assessment and carry forward deficit under the FY 04 Budget were adjusted to reflect new estimates as of June 2003. Also, the FY 05 budget includes two accounting changes. State funding for technical education is now reported in the budget but is sent directly to the technical center. Funds for elementary school busing contracts have been transferred to CESU and no longer appear in the MMU budget. A valid comparison of the MMU budget is shown above when these two items are adjusted out. The new language for revenue in our budgets includes the term "Education Spending Revenue". This category of Education Spending Revenue replaces the previous categories of Education Fund Grant, General State Support Grant and the Amount to be Raised in Local Taxes.

**Mount Mansfield Union School District # 17
District Assessment**

Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	\$ Change	% Change
MMU Assessment	\$ 14,995,244	\$ 14,995,238	\$ 15,723,740	\$ 16,587,683	\$ 863,943	5.49%
MMU Accrual Reimbursement	221,244	221,245	212,895	204,335	(8,560)	-4.02%
Total Assessment & Reimburserr	\$ 15,216,488	\$ 15,216,483	\$ 15,936,635	\$ 16,792,018	\$ 855,383	5.37%

District	40-Day Grade 5-12 ADM	Assessment Percent	2004-05 Estimated Assessment	2004-05 Estimated Accrual Assessment	2004-05 Total Estimated Assessment	% Change
Bolton	119.25	6.10%	\$ 1,011,537	\$ 12,461	\$ 1,023,998	11.05%
Huntington	202.56	10.36%	\$ 1,718,214	21,166	1,739,379	-0.60%
Jericho	491.62	25.14%	\$ 4,170,163	51,370	4,221,533	5.14%
Richmond	540.42	27.64%	\$ 4,584,108	56,469	4,640,578	5.54%
Underhill I. D.	266.64	13.64%	\$ 2,261,772	27,861	2,289,633	11.97%
Underhill Town	335.03	17.13%	\$ 2,841,889	35,008	2,876,897	2.47%
	1,955.52	100.00%	\$ 16,587,683	\$ 204,335	\$ 16,792,018	5.37%

District Assessment and Accrual Reimbursement History

Description	2002-03 Actual	2002-03 Budget	2003-04 Budget	2004-05 Proposed Budget	\$ Change	% Change
Bolton	\$ 821,812	\$ 821,810	\$ 922,095	\$ 1,023,998	\$ 101,903	11.05%
Huntington	1,657,108	1,657,108	\$ 1,749,902	1,739,379	(10,523)	-0.60%
Jericho	3,941,420	3,941,413	\$ 4,015,297	4,221,533	206,236	5.14%
Richmond	4,131,536	4,131,531	\$ 4,396,777	4,640,578	243,801	5.54%
Underhill I. D.	1,826,800	1,826,804	\$ 2,044,924	2,289,633	244,709	11.97%
Underhill Town	2,837,812	2,837,817	\$ 2,807,641	2,876,897	69,256	2.47%
	\$ 15,216,488	\$ 15,216,483	\$ 15,936,636	\$ 16,792,018	\$ 855,382	5.37%

OVERVIEW OF THE REGIONAL TECHNICAL ACADEMY

The Regional Technical Academy initiative began in 1998 with a grant from the Vermont Department of Education with the purpose of reforming technical education in our region. The application was submitted on behalf of the Burlington Board of School Commissioners and the Essex Union 46 High School District Board with the intent to consolidate the technical centers in Burlington and Essex into a single, expanded technical education facility.

Once the grant was received, an independent planning committee comprised of educators, school board members, employers and community members at large, was formed, and formal recommendations were made to the Vermont Legislature in a series of reports.

The vision of the proposed consolidation includes expanded access to technical education for secondary students in primarily grades 11 and 12 (with a limited number of 10th graders). Students will be able to attend either part-time or full-time over two years. Full-time students who attend this school will be taught academic and technical skills within an integrated, contextual and applied system, and will earn a high school diploma. Adult learners with or without diplomas will also be enrolled in programs at this school.

It is anticipated that this school will serve approximately 960 students (at any given time) in its first year. The facility will also accommodate students in the evenings, on weekends and in the summer. This will significantly increase access to technical education in our region.

Additionally, this school will operate within a regional school district with a regional governance board. Currently the communities of Essex and Burlington host the two technical centers. A regional board, comprised of representatives from each sending high school district board and lower Grand Isle County, will govern the school. Your community will be represented, and have a voice, on this regional board.

In November 2003, the State Board of Education granted approval of the Regional Technical Academy Planning Committee's proposal to move from local to regional governance. On March 2nd, Town Meeting Day, you will be asked to cast your ballot to accept or deny the formation of a regional technical school district with its own regional governance board. A second vote to approve the project itself is planned for the fall, 2004.

Visit www.techedworks.org

OFFICIAL WARNING
ANNUAL TOWN AND SCHOOL MEETING
March 2, 2004
RICHMOND, VERMONT

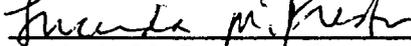
The legal voters of the Town of Richmond, Vermont, and the Town School District of Richmond, Vermont, are hereby notified and warned to meet at Camels Hump Middle School, in said Town, on Tuesday, March 2, 2004, at 9:00 A.M. to transact business on the following articles:

The voters are further warned to meet at Camels Hump Middle School to vote the following by Australian Ballot: Town Officers; School Officers; and Article 7 (Establish Lake Champlain Regional Technical School District). The polls will be open from 7:00 A.M. to 7:00 P.M.

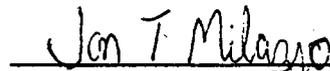
- Article 1.** To hear and act upon the reports of the School Officers.
- Article 2.** To establish expenses for School Directors.
- Article 3.** To see if the Town School District will authorize the School Directors to borrow money when needed to meet the current expenses and indebtedness of said District.
- Article 4.** To vote a budget of \$3,103,385 to meet the expenses and liabilities of the Town School District.
- Article 5.** In addition to all other sums appropriated for the support of education for the school year commencing July 1, 2004, shall the Richmond Town School District appropriate the sum of \$4,000 in order to provide four and a half (4.5) additional hours of instruction, per week, for the kindergarten classes?
- Article 6.** To transact any other school business thought proper when met.
- Article 7.** Shall the voters of the Richmond Town School District vote to establish the Lake Champlain Regional Technical School District as described in the Governance Planning Committee Report approved by the State Board of Education, a copy of which is on file in the Richmond Town Clerk's Office? *(To be voted by Australian ballot.)*
- Article 8.** To receive and act upon the reports of the Town Officers.
- Article 9.** To see if the Town will vote to pay its Real Estate and Personal Property Tax in installments. *(V.S.A. 32, Section 4871)*
- Article 10.** If the vote on Article 9 is in the affirmative, will the Town vote that all taxes shall be paid to the Town Treasurer in four (4) equal installments, with due dates being August 15, 2004, November 15, 2004, February 15, 2005 and May 15, 2005. *(V.S.A. 32, Section 4872)*
- Article 11.** To vote a budget of \$1,918,250 to meet the expenses and liabilities of the Town.

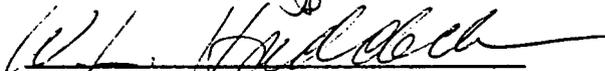
Article 12. To transact any town business that may come legally before this meeting.

Richmond School Board


Lucinda M. Preston, Chair

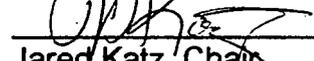

Elizabeth S. Low, Vice-Chair

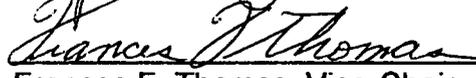

Jon T. Milazzo, Clerk


W. E. Haddock

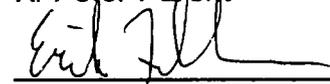
Molly K. Dugan

Richmond Selectboard


Jared Katz, Chair


Frances F. Thomas, Vice-Chair


Thomas Carpenter

K. Peter Parent

Erik Filkorn

Received for record this 28 day of January, 2004.


Velma E. Plouffe, Town Clerk

SPECIAL NOTES:

- ❖ Last day for new voter registration is Monday, February 23, 2004, up to 12:00 noon.
- ❖ Requests for early voter absentee ballots will be accepted in the Town Clerk's Office until 5:00 p.m. on Monday, March 1, 2004.
- ❖ Selectboard budget informational meetings: 02/16/04 and 03/1/04 at 7:00 p.m. in the Town Center meeting room, 203 Bridge Street, Richmond, VT.
- ❖ A public information hearing for public review of the establishment of the Lake Champlain Regional Technical School District will be held on Wednesday, February 25, 2004, 7:00 p.m. at Richmond Elementary School.

OFFICIAL BALLOT
ANNUAL TOWN AND SCHOOL DISTRICT MEETING
TOWN OF RICHMOND, VERMONT
MARCH 2, 2004

- A. To vote, completely fill in the oval to the right of your choice(s), like this:
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a candidate whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the oval.
- D. If you wrongly mark, tear or deface the ballot, return it to the warden and obtain another.

<p align="center">MODERATOR One Year Term (Vote for not more than ONE)</p> <p><u>HOWARD R. BUXTON</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">LIBRARY TRUSTEE Five Year Term (Vote for not more than ONE)</p> <p><u>MARY JO ANDREWS</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">SCHOOL DIRECTOR Two Year Term (Vote for not more than ONE)</p> <p><u>MOLLY DUGAN</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>
<p align="center">TOWN CLERK Three Year Term (Vote for not more than ONE)</p> <p><u>VELMA E. PLOUFFE</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">AUDITOR Three Year Term (Vote for not more than ONE)</p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">UNION HIGH SCHOOL DIRECTOR Three Year Term (Vote for not more than TWO)</p> <p><u>EMANUEL BETZ</u> <input type="radio"/></p> <p><u>ROBERT B. LOW</u> <input type="radio"/></p> <p><u>WILLIAM WINTERSTEEN</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>
<p align="center">TOWN TREASURER Three Year Term (Vote for not more than ONE)</p> <p><u>VELMA E. PLOUFFE</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">AUDITOR Two Years remaining of a Three-Year Term (Vote for not more than ONE)</p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">ARTICLE 7</p> <p>Shall the voters of the Richmond Town School District vote to establish the Lake Champlain Regional Technical School District as described in the Governance Planning Committee Report approved by the State Board of Education, a copy of which is on file in the Richmond Town Clerk's Office?</p> <p align="right">YES <input type="radio"/></p> <p align="right">NO <input type="radio"/></p>
<p align="center">SELECTBOARD Three Year Term (Vote for not more than ONE)</p> <p><u>K. PETER PARENT</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">AUDITOR One Year remaining of a Three-Year Term (Vote for not more than ONE)</p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">ARTICLE 7</p> <p>Shall the voters of the Richmond Town School District vote to establish the Lake Champlain Regional Technical School District as described in the Governance Planning Committee Report approved by the State Board of Education, a copy of which is on file in the Richmond Town Clerk's Office?</p> <p align="right">YES <input type="radio"/></p> <p align="right">NO <input type="radio"/></p>
<p align="center">SELECTBOARD Two Year Term (Vote for not more than ONE)</p> <p><u>FRANCES THOMAS</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">TOWN AGENT One Year Term (Vote for not more than ONE)</p> <p><u>L. GEORGE PLOUFFE</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">ARTICLE 7</p> <p>Shall the voters of the Richmond Town School District vote to establish the Lake Champlain Regional Technical School District as described in the Governance Planning Committee Report approved by the State Board of Education, a copy of which is on file in the Richmond Town Clerk's Office?</p> <p align="right">YES <input type="radio"/></p> <p align="right">NO <input type="radio"/></p>
<p align="center">CLERK One Year Term (Vote for not more than ONE)</p> <p><u>ALLEN J. PARENT</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">DELINQUENT TAX COLLECTOR One Year Term (Vote for not more than ONE)</p> <p><u>HENRY MOULTROUP</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">CHITTENDEN COUNTY OFFICIAL BALLOT ARTICLE 1</p> <p>Shall general obligation bonds of Chittenden County in an amount not to exceed One Million Eight Hundred Thousand Dollars (\$1,800,000), subject to reduction from available state and federal construction grants-in-aid, be issued for the purpose of financing the cost of certain public improvements, namely: Chittenden County Court House exterior and structural repairs, heating and ventilation system replacements and grounds reconstruction, all at an aggregate estimated cost of One Million Eight Hundred Thousand Dollars (\$1,800,000)?</p> <p align="right">If in favor of the proposition, complete this oval <input type="radio"/></p> <p align="right">If opposed to the proposition, complete this oval <input type="radio"/></p>
<p align="center">TOWN GRAND JUROR One Year Term (Vote for not more than ONE)</p> <p><u>HOWARD R. BUXTON</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">FIRST CONSTABLE One Year Term (Vote for not more than ONE)</p> <p><u>MICHAEL J. MACK</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">CHITTENDEN COUNTY OFFICIAL BALLOT ARTICLE 1</p> <p>Shall general obligation bonds of Chittenden County in an amount not to exceed One Million Eight Hundred Thousand Dollars (\$1,800,000), subject to reduction from available state and federal construction grants-in-aid, be issued for the purpose of financing the cost of certain public improvements, namely: Chittenden County Court House exterior and structural repairs, heating and ventilation system replacements and grounds reconstruction, all at an aggregate estimated cost of One Million Eight Hundred Thousand Dollars (\$1,800,000)?</p> <p align="right">If in favor of the proposition, complete this oval <input type="radio"/></p> <p align="right">If opposed to the proposition, complete this oval <input type="radio"/></p>
<p align="center">CEMETERY TRUSTEE Five Year Term (Vote for not more than ONE)</p> <p><u>DENNIS GILE</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">SCHOOL DIRECTOR Three Year Term (Vote for not more than ONE)</p> <p><u>STEVE ZNAMIEROWSKI</u> <input type="radio"/></p> <p>_____ (WRITE-IN) <input type="radio"/></p>	<p align="center">CHITTENDEN COUNTY OFFICIAL BALLOT ARTICLE 1</p> <p>Shall general obligation bonds of Chittenden County in an amount not to exceed One Million Eight Hundred Thousand Dollars (\$1,800,000), subject to reduction from available state and federal construction grants-in-aid, be issued for the purpose of financing the cost of certain public improvements, namely: Chittenden County Court House exterior and structural repairs, heating and ventilation system replacements and grounds reconstruction, all at an aggregate estimated cost of One Million Eight Hundred Thousand Dollars (\$1,800,000)?</p> <p align="right">If in favor of the proposition, complete this oval <input type="radio"/></p> <p align="right">If opposed to the proposition, complete this oval <input type="radio"/></p>

TOWN OFFICIALS

Fire Chief Thomas A. Levesque, 434-2002 (non-emergency)
Highway Road Foreman Peter Gosselin, 434-2631
Librarian Rebecca Mueller, 434-3036
Police:Chief William 'Joe' Miller, 434-2156 (non-emergency)
Patrolmen Mark Redmond, Robert Hall,
Michael Kamerling, Joseph Rheaume
Auxiliary William Bullock, Deborah Davis,
Sarah Messier
Administrative Assistant Diane Corbett
Town Administrator Ronald W. Rodjenski, Jr., 434-5170
Water Resources Superintendent...Kendall Chamberlin, 434-2178
Zoning Administrator Michael Hampton, 434-2430
Administrative Assistant Carol Mader, 434-2430

SCHOOL OFFICIALS

Superintendent of Schools...Dr. Gail B. Conley, 434-2128
Principal, MMUHS..... Robert F. Stevens, 899-4690
Principal, CHMS Robert J. Goudreau, 434-2188
Principal, Richmond Elementary...Mark Andrews, 434-2461

APPOINTED OFFICIALS

911 Coordinator Ron Rodjenski, 434-5170
Animal Control Officer Mike Mack, 598-6029
Chittenden County Metropolitan Planning Organization
Virginia Clarke, 434-4415
Chittenden County Regional Planning Commission
Roger Schoenbeck, 434-5323
Chittenden Solid Waste District...Erik Filkorn, 434-4898
Civil Defense Director Charles Purinton, Jr., 434-5095
Energy Coordinator Jeff Forward, 434-2344
Emergency Management Coordinator Tom Levesque, 434-2236
Health Officer Mel Prichett, 434-5448
Inspector of Wood & Coal .Jeff Forward, 434-2344
Lake Iroquois Committee ..Neil Boyden, 434-2069
Pound Keeper O'Neils Boarding Kennels, 985-2248
Richmond Parade & Fireworks...Mike Bevins, 434-2125,
Karen Dufresne 878-8943, Sue Glennon 434-3689,
Toni Goodroe 434-5685, Paulita Irish 434-2646,
Barb LaPlant 434-2287, Reggie Mobbs 434-2403,
Linda Parent 434-2328, Jeremy Spence 434-2093,
Justin Spence 434-2093, Brian Warren 434-5245
Town Fence Viewers Toby Buxton, 434-4850,
Jared Katz 434-4995, Bob Marquis 434-3655
Town Service Officer Vacancy
Tree Warden Toby Buxton, 434-4850

STATE AND FEDERAL ELECTED OFFICIALS

Governor Jim Douglas
1-800-649-6825
Lt. Governor Brian Dubie
1-8802-828-2226
Secretary of State
Deborah Markowitz
1-800-439-8683
U.S. Senator James Jeffords
658-6001 800-835-5500
U.S. Senator Patrick Leahy
863-2525 800-642-3193
U.S. Representative Bernard Sanders
862-0697 / 800-339-9834

State Senators -

Chittenden County

Jim Condos, S. Burlington (D) 863-4654
James P. Leddy, S. Burlington (D) 863-6613
Virginia Lyons, Williston (D) 863-6129
Janet Munt, Burlington (D) 862-9342
Hinda Miller, Burlington (D) 660-4880
Diane Snelling, Hinesburg (R) 482-4382

Chittenden 4 Representative

Curran (Spike) Robinson
829 Stage Road
Richmond, VT 05477
434-3045
crobinson@leg.state.vt.us

E-mail addresses for most legislators at the Statehouse:

Use the first initial followed by the last name
followed by @leg.state.vt.us



CSWD Drop-off Center

Located off Route 117
(River Road)

Open: Tuesday: 8:00 - 3:30

Thursday: 9:30 - 5

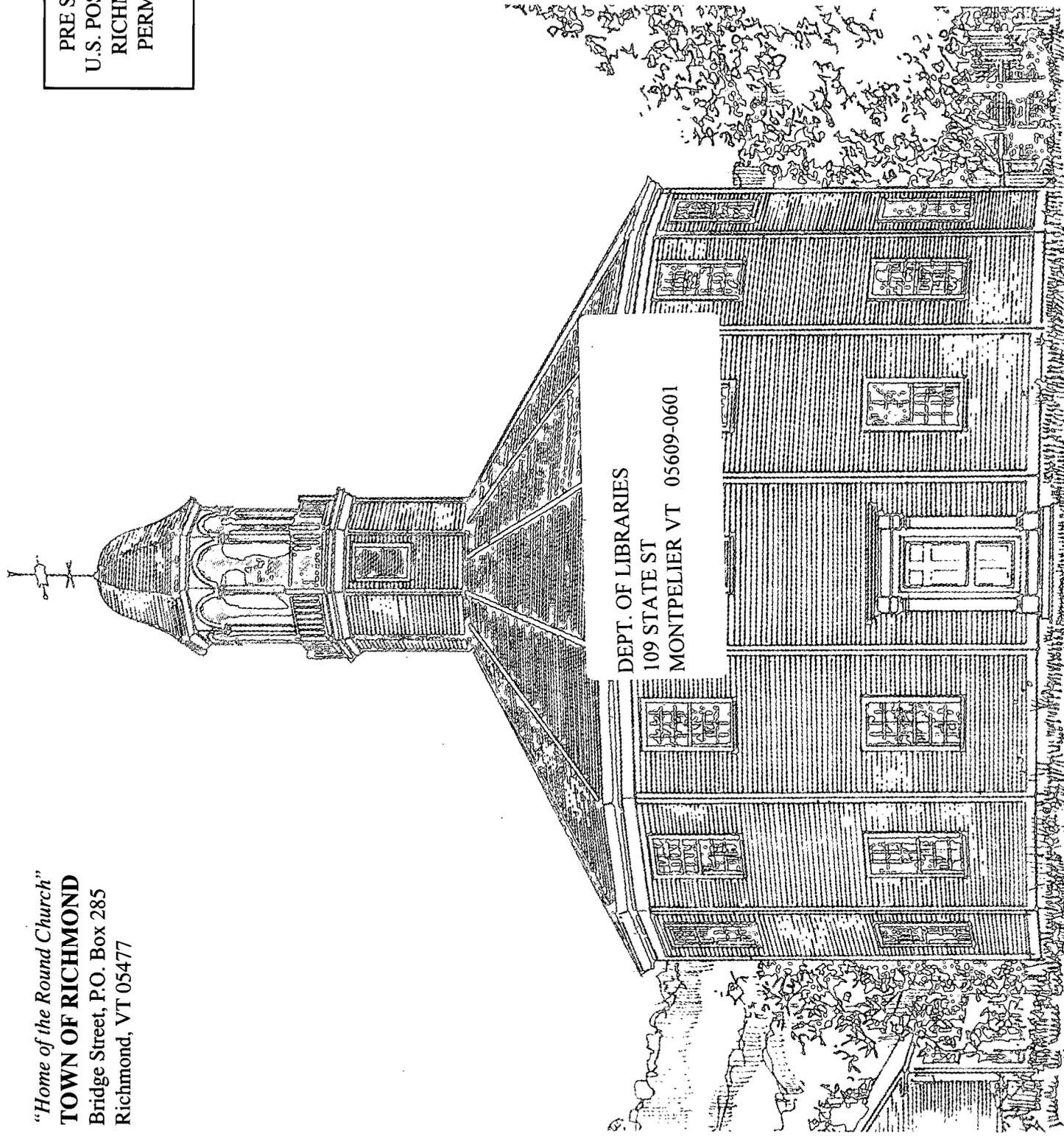
Saturday: 8:00 - 3:30

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TOWN OF RICHMOND
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