

2021 Reports

Town of Highgate



Photo courtesy of Highgate Resident, Tammy Fortin

2021 Town Report Dedication Sylvia Rachel Ploof



The Town of Highgate would like to honor and remember **Mrs. Sylvia R. Ploof** for her many years of dedicated service to our Town. Sylvia (Nye) Ploof was born in Highgate on June 6, 1933, to Charles and Sarah (Thompson) Nye. She married the love of her life, Robert Ploof, on April 24, 1954. They settled into their home on St. Armand Road (then known as Canada Street) in Highgate Center in 1958 and raised their sons: Alvin, Stephen, Keith, Daniel, and Gary. She was a dedicated public servant, serving as the Town Clerk in Highgate for many years. She was a faithful parishioner of the Highgate Methodist Church, and a past president and member of the Odd Fellows and Rebekah's. In addition to her busy life raising a family and serving her community, she was also involved in the PTA, VFW and at Camp NEOFA. Sylvia crocheted and donated over 500 blankets and enjoyed gifting them to family and friends. She loved car rides to visit her sons, daughters-in-law, grandchildren, and great-grandchildren and looked forward to breakfasts at Cody's Diner and dinners at the Lucky Buffet. Holiday meals and family dinners were enjoyed by all at Sylvia's home. Sylvia passed away on September 12, 2021. She will be greatly missed by our community, and we thank her and her family for her commitment to the residents of the Town of Highgate and our greater community.

TABLE OF CONTENTS

JUSTICES OF THE PEACE.....	2
2022 MEETING SCHEDULE.....	3
TOWN ELECTED / APPOINTED POSITIONS & TERMS.....	4-5
2021 TOWN MEETING RESULTS.....	6-7
2022 TOWN MEETING WARNING.....	8-9
THE SELECTBOARD.....	12
TOWN ADMINISTRATOR.....	13-15
PUBLIC WORKS DEPARTMENT.....	16
TOWN CLERK.....	17
TOWN TREASURER & DTC.....	18
BOARD OF LISTERS.....	19
ZONING ADMINISTRATOR.....	20
DEVELOPMENT REVIEW BOARD.....	21
VOLUNTEER FIRE DEPARTMENT.....	22-23
PARKS & RECREATION COMMISSION.....	24-25
LIBRARY DIRECTOR.....	26-27
CEMETERY COMMISSIONERS & HISTORICAL SOCIETY.....	28
ANIMAL CONTROL OFFICER & HEALTH OFFICER.....	29
VILLAGE CORE MASTER PLAN.....	30
HIGHGATE AIRPORT INFRASTRUCTURE STUDY GROUP.....	31
PLANNING COMMISSION.....	32
CAPITAL IMPROVEMENT PLAN.....	33
DELINQUENT TAX REPORT.....	34-35
SULLIVAN & POWERS AUDIT.....	36-41
GENERAL FUND PROPOSED BUDGET.....	42-51
HIGHWAY FUND PROPOSED BUDGET.....	52-53
NW VERMONT COMMUNICATIONS UNION DISTRICT.....	54-57
NORTHWEST REGIONAL PLANNING.....	58
GREEN MOUNTAIN TRANSIT.....	59
VERMONT STATE POLICE.....	60-61
ST. ALBANS CITY POLICE.....	62
FRANKLIN COUNTY SHERIFF.....	63
MISSISQUOI VALLEY RESCUE.....	64

Highgate Justices of the Peace



Effective February 1, 2021 – January 31, 2023

Claude Chevalier
PO Box 35
Highgate Center, VT 05459
802-868-4604

Anne Harper
PO Box 100
Highgate Springs, VT 05460
802-868-3351

Patricia Rainville
528 Spooner Rd.
Franklin, VT 05457
802-285-6660

Dennis Nolan
1264 St. Armand Rd.
Highgate Center, VT 05459
802-868-9974

Connie Janes Beyor
PO Box 206
Highgate Center, VT 05459
802-868-3371

John Ferland
3565 Gore Rd.
Highgate Center, VT 05459
802-868-7650

Clarence Miller
PO Box 84
Highgate Center, VT 05459
802-868-4192

2022 TOWN OF HIGHGATE ~ APPROVED MEETING SCHEDULE

SELECTBOARD – meetings start @ 6:30pm

DEVELOPMENT REVIEW BOARD – meetings start @ 6:00pm

PLANNING COMMISSION – meetings start @ 6:00pm

MONTH	SELECTBOARD	DEV. REVIEW	PLANNING
JAN. 2022	JAN. 6 + 20	JAN. 13 <small>APPLY BY DEC. 27 @ NOON</small>	JAN. 18
FEB. 2022	FEB. 3 + 17	FEB. 10 <small>APPLY BY JAN. 24 @ NOON</small>	FEB. 15
MAR. 2022	MAR. 3 + 17	MAR. 10 <small>APPLY BY FEB. 17 @ NOON</small>	MAR. 15
APR. 2022	APR. 7 + 21	APR. 14 <small>APPLY BY MAR. 28 @ NOON</small>	APR. 19
MAY 2022	MAY 5 + 19	MAY 12 <small>APPLY BY APR. 25 @ NOON</small>	MAY 17
JUNE 2022	JUNE 2 + 16	JUNE 9 <small>APPLY BY MAY 23 @ NOON</small>	JUNE 21
JULY 2022	JULY 21	JULY 14 <small>APPLY BY JUNE 27 @ NOON</small>	JULY 19
AUG. 2022	AUG. 4 + 18	AUG. 11 <small>APPLY BY JULY 25 @ NOON</small>	AUG. 16
SEPT. 2022	SEPT. 1 + 15	SEPT. 8 <small>APPLY BY AUG. 22 @ NOON</small>	SEPT. 20
OCT. 2022	OCT. 6 + 20	OCT. 13 <small>APPLY BY SEPT. 26 @ NOON</small>	OCT. 18
NOV. 2022	NOV. 3 + 17	NOV. 10 <small>APPLY BY OCT. 24 @ NOON</small>	NOV. 15
DEC. 2022	DEC. 1 + 15* <small>*BUDGET SESSION ONLY</small>	DEC. 8 <small>APPLY BY NOV. 21 @ NOON</small>	DEC. 20
JAN. 2023	JAN. 5 + 19	JAN. 12 <small>APPLY BY DEC. 22 @ NOON</small>	JAN. 17

Phone: 802-868-4697

Fax: 802-868-3064

www.highgatevt.org

www.facebook.com/TownofHighgateVT

Please note, meetings may be held remotely, in-person or be a hybrid of in-person with a Zoom link option during the COVID-19 pandemic. The town will adapt to conditions and follow the Governor's guidance. Contact the town office or visit our website or Facebook page for further information on specific meetings and how you can participate. Meetings may be subject to change based on availability of a quorum or other factors. Please check our website or social media pages often for updated information as it becomes available.

TOWN POSITIONS – ELECTED & APPOINTED WITH TERMS

ELECTED ADMINISTRATIVE OFFICIALS

Wendi Dusablon, **Town Clerk**
Shelley Laroche, **Town Treasurer**
Kyle Lothian, **Town Moderator**

Term expires March, 2022
Term expires March, 2022
Term expires March, 2022

APPOINTED OFFICIALS

Philip "Butch" Brosseau, **Tree Warden**
David Desorcie, **Fire Warden**
Shelby Barber, **Animal Control Officer**
Kristy Brow, **Asst. Animal Control Officer**
Merry Souza, **Health Officer**
Richard Souza, **Deputy Health Officer**
April St. Francis, **NorthWest Solid Waste Dist. Representative**
Richard Noel, **NorthWest Regional Planning Comm. Representative**
Richard Noel, **Transportation Advisory Comm. Representative**
Shelley Laroche, **Delinquent Tax Collector**
Richard Flint, **Road Commissioner**
Kyle Lothian, **Fire Commissioner**

Term expires March, 2022
Term expires June, 2026
Term expires March, 2022
Term expires March, 2022
Term expires April, 2024
Term expires March, 2022
Term expires March, 2023
Term expires March, 2022
Term expires March, 2022
Term expires March, 2022
Term expires March, 2022

SELECTBOARD

Sharon Bousquet, **Chair**
Kyle Lothian, **Vice-Chair**
Chris Agan, **Member**
Richard Flint, **Member**
Vern Brosky III, **Member**

Term expires March, 2022
Term expires March, 2022
Term expires March, 2022
Term expires March, 2023
Term expires March, 2024

BOARD OF LISTERS

Aimee Reynolds, **Lister & 911 Coord.**
Vacant, **Lister**
Peter St. Germain, **Lister**

Term expires March, 2022
Term expires March, 2022
Term expires March, 2024

CEMETERY COMMISSIONERS

Charles T. Nye, **Commissioner**
Douglas Nye, **Commissioner**
Keith Ploof, **Commissioner**
Dennis Nolan, **Commissioner**
Kevin Spear, **Chair**

Term expires March, 2022
Term expires March, 2023
Term expires March, 2024
Term expires March, 2025
Term expires March, 2026

DEVELOPMENT REVIEW BOARD (appointed)

Michael Kravetz, **Member**
Woody Rouse, Jr., **Member**
Richard Trombley, **Chair**
Timothy Reynolds, **Vice-Chair**
Courtney Veeder, **Member**

Term expires March, 2022
Term expires March, 2022
Term expires March, 2023
Term expires March, 2023
Term expires March, 2024

PLANNING COMMISSION (appointed)

Luc Dupuis, **Chair**
Bruce Ryan, **Member**
Tom Conley, **Vice-Chair**
Scott Bessette, **Member**
Ken Thompson, **Member**

Term expires March, 2022
Term expires March, 2022
Term expires March, 2023
Term expires March, 2024
Term expires March, 2024

JUSTICES OF THE PEACEClaude Chevalier, **Justice**John Ferland, **Justice**Clarence Miller, **Justice**Anne Harper, **Justice**Connie Janes Beyor, **Justice**Dennis Nolan, **Justice**Patricia Rainville, **Justice**

Term expires February, 2023

Term expires February, 2023

Term expires February, 2023

Term expires February, 2023

Term expires February, 2023

Term expires February, 2023

Term expires February, 2023

LIBRARY TRUSTEESAmber Machia, **Trustee**Virginia Holiman, **Trustee**Amy Nolan-Bouchard, **Trustee**Becky Johnson, **Trustee**Rebecca Howrigan, **Chair**

Term expires March, 2022

Term expires March, 2023

Term expires March, 2024

Term expires March, 2025

Term expires March, 2026

RECREATION COMMISSION (appointed)Ty Choiniere, **Chair**Ryan Maskell, **Vice-Chair**Karen Gagne Fortin, **Member**Sherry Rainville, **Member**Mark Gilbert, **Member**Randy Connelly, **Member**

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2023

Term expires March, 2023

VILLAGE CORE MASTER PLAN COMMITTEE (appointed)Steve LaFar, **Chair**Woody Rouse, **Vice-Chair**Alice (Sue) Cota, **Member**Clarence Miller, **Member**Richard Noel, **Member**Mary Laroche, **Member**Virginia Holiman, **Member**Rebecca Howrigan, **Member**

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

COMMUNICATIONS UNION DISTRICT (appointed)

Randy Connelly

Yeshua Pastina

Michael Kravetz

Term expires March, 2022

Term expires March, 2022

Term expires March, 2022

ZONING ADMINISTRATOR

Michael Johnston

PUBLIC MEETINGS CLERK

Wendi Dusablon

TOWN ADMINISTRATOR / PLANNER / GRANT WRITER

Heidi Britch-Valenta

HIGHGATE LIBRARY & COMMUNITY CENTERAdah DeRosier, **HLCC Director**Patti Snyder, **Assistant****HIGHGATE RECREATION DEPT.**Lee Barrett, **Program Coordinator****PUBLIC WORKS DEPARTMENT**Philip "Butch" Brosseau, **PW Director**Nicholas Scott, **Crew Member**Luke Choineire, **Crew Member**

RESULTS

TOWN MEETING DAY – MARCH 2, 2021 ALL VIA AUSTRALIAN BALLOT

ARTICLE #1 ELECTED OFFICIALS (all were unopposed)

• Board of Listers	3-year term	<u>Peter St. Germain</u>	<u>326</u>
		Write-In	3
• Board of Listers	2 years remaining on a 3-year term	Write-In	23
• Cemetery Commissioner	5-year term	<u>Kevin Spears</u>	<u>336</u>
• Library Trustee	4 years remaining on a 5-year term	<u>Becky Johnson</u>	<u>313</u>
		Write-In	3
• Library Trustee	5-year term	<u>Rebecca Howrigan</u>	<u>309</u>
		Write-In	2
• Moderator	Ensuing year	<u>Kyle Lothian</u>	<u>318</u>
		Write-In	5
• Selectboard Member	2-year term	<u>Richard Flint</u>	<u>309</u>
		Write-In	3
• Selectboard Member	3-year term	<u>Vern Brosky III</u>	<u>287</u>
		Write-In	3

— Wendi Burablon
TOWN CLERK

RESULTS

TOWN MEETING DAY – MARCH 2, 2021 ALL VIA AUSTRALIAN BALLOT

ARTICLE #2 SHALL THE VOTERS OF THE TOWN OF HIGHGATE SET THE FINAL DATE OF PAYMENT FOR FY2021/2022 PROPERTY TAXES TO BE FRIDAY, OCTOBER 29, 2021 WITH PAYMENTS TO BE RECEIVED IN THE TOWN OFFICE BY 4:30PM?

YES 327 NO 17

ARTICLE #3 SHALL THE VOTERS OF THE TOWN OF HIGHGATE REALLOCATE THE SURPLUS OF \$26,157.00 FROM THE 2010 TANDEM HIGHWAY TRUCK LINE ITEM TO THE SIDE ARM MOWER LINE ITEM WITHIN THE CAPITAL IMPROVEMENT PLAN?

YES 275 NO 72

ARTICLE #4 SHALL THE VOTERS OF THE TOWN OF HIGHGATE APPROPRIATE \$411,000.00 TO MEET THE EXPENSES AND LIABILITIES OF THE **CAPITAL IMPROVEMENT PLAN**, WITH AN ESTIMATED \$411,000.00 TO BE RAISED BY TAXES?

YES 182 NO 157

ARTICLE #5 SHALL THE VOTERS OF THE TOWN OF HIGHGATE APPROPRIATE \$888,128.00 TO MEET THE EXPENSES AND LIABILITIES OF THE **HIGHWAY FUND**, WITH AN ESTIMATED \$736,978.00 TO BE RAISED BY TAXES?

YES 224 NO 120

ARTICLE #6 SHALL THE VOTERS OF THE TOWN OF HIGHGATE APPROPRIATE \$1,116,573.00 TO MEET THE EXPENSES AND LIABILITIES OF THE **GENERAL FUND**, WITH AN ESTIMATED \$495,363.00 TO BE RAISED BY TAXES?

YES 214 NO 129

Total number of registered voters on the Highgate
Voter checklist as of March 2, 2021

2,343

Total number of ballots cast on March 2, 2021

347

— Wendi Dunsdon
Town Clerk

2022 Town Meeting Warning ~ Highgate Vermont

The legal voters of the Town of Highgate, Vermont, are hereby notified and warned to meet at the Highgate Sports Arena (lobby) in the Town of Highgate on Tuesday, March 1, 2022 between the hours of seven o'clock in the forenoon (7:00 A.M.), at which time the polls will open, and seven o'clock in the evening (7:00 P.M.), at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE #1: To elect the following town officers:

- 1) One Lister for a term of one (1) year remaining on a three (3) year term;
- 2) One Lister for a term of three (3) years;
- 3) One Cemetery Commissioner for a term of five (5) years;
- 4) One Library Trustee for a term of five (5) years;
- 5) A Moderator for the ensuing year;
- 6) One Selectboard Member for a term of one (1) year remaining on a three (3) year term;
- 7) One Selectboard Member for a term of two (2) years;
- 8) One Selectboard Member for a term of three (3) years;
- 9) One Town Clerk for a term of four (4) years;
- 10) One Town Treasurer for a term of three (3) years;

ARTICLE #2: Shall the voters of the Town of Highgate set the final date of payment for FY2022/2023 property taxes to be **Thursday, October 27, 2022**, with payments to be received in the town office by 4:00pm?

ARTICLE #3: Shall the voters of the Town of Highgate authorize the Selectboard to sell the Lamkin Street property located next to the cemetery (parcel #0020005059 0.12 acres)?

ARTICLE #4: Shall the voters of the Town of Highgate appropriate **\$407,500.00** to meet the expenses and liabilities of the **Capital Improvement Plan**, with an estimated **\$407,500.00** to be raised by taxes?

ARTICLE #5: Shall the voters of the Town of Highgate appropriate **\$916,892.00** to meet the expenses and liabilities of the **Highway Fund**, with an estimated **\$765,892.00** to be raised by taxes?

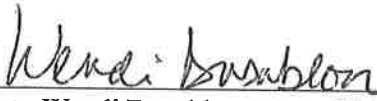
ARTICLE #6: Shall the voters of the Town of Highgate appropriate **\$1,197,214.00** to meet the expenses and liabilities of the **General Fund**, with an estimated **\$549,924.00** to be raised by taxes?

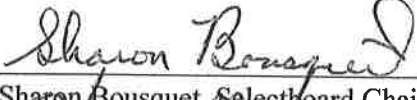
2022 Town Meeting Warning ~ Highgate Vermont

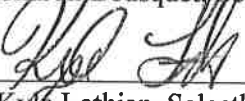
ARTICLE #7: As a non-binding advisory opinion: Shall the voters of the Town of Highgate contract with **AmCare Ambulance Service** for all ambulance services, in the amount of **\$78,120.00**, with such services beginning on July 1, 2022, for a term of five (5) years?

ARTICLE #8: As a non-binding advisory opinion: Shall the voters of the Town of Highgate contract with **Missisquoi Valley Rescue, Inc.** for all ambulance services, in the amount of **\$86,244.48**, with such services beginning on July 1, 2022, for a term of three (3) years?

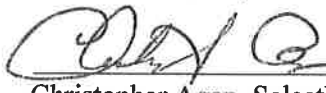
Dated at Highgate Center, Vermont this **11th** day of **January, 2022**

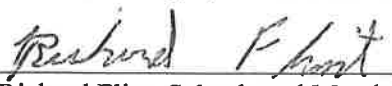

Attest: Wendi Dusablon, Town Clerk


Sharon Bousquet, Selectboard Chair


Kyle Lothian, Selectboard Vice-Chair


Vernon Brosky III, Selectboard Member


Christopher Agan, Selectboard Member


Richard Flint, Selectboard Member

-
- Register to vote at the Town Clerk's Office during regular business hours (9am – 4pm Monday – Thursday), register online @ <https://mvp.vermont.gov/> or register at the polls on March 1st.
 - Absentee ballots are available **upon request** – contact Wendi Dusablon, Town Clerk, 802-868-5002, wusablon@highgatevt.org, or at <https://mvp.vermont.gov/>.
 - Absentee ballots can be returned in-person during regular business hours, by mail (please give ample time for us to receive it back) or by using our secure drop box at the rear entrance of the Town Offices. You may also return absentee ballots at the polls on March 1st. Ballots must be received by the Town Clerk by 7pm on 3/1/22 in order to be counted.
 - Ambulance RFP responses are available at the Town Clerk's Office during regular business hours or by visiting the Town's website www.highgatevt.org under TOWN MEETING DAY 2022, which is accessible by going to the following sections: "Events" "Announcements" or "Quick Links".
 - Town Meeting Informational Session – will be held on Tuesday, February 22, 2022 @ 6pm. Zoom and call-in features are available. Join via Zoom Video: <https://us02web.zoom.us/j/88588108813> One tap mobile: +16465588656,,88588108813# US (New York) +13017158592,,88588108813# US (Washington DC). The recording will also be available after the Info Session on the town's website or through NorthWest Access TV to view at your convenience prior to Town Meeting Day.
 - 2021 Town Reports will be available by early February at several locations around town or by contacting the Town Clerk to have one mailed to you. A pdf will also be on our website later in February.

2021 TAX RATES & CLA

	RES TAX RATE	NON-RES TAX RATE	CLA
HIGHGATE	1.7888	2.0589	97.41%
SWANTON	1.8118	2.0092	100.76%
SHELDON	1.8586	2.1094	94.20%
FRANKLIN	1.7561	2.0299	96.10%
MONTGOMERY	1.8903	2.1234	101.36%
ST ALBANS TOWN	2.3852	2.5129	95.02%
ST ALBANS CITY	2.6265	2.8153	89.23%
BAKERSFIELD	2.0496	2.3035	93.03%
ENOSBURG	2.3111	2.5895	97.31%
FAIRFIELD	2.377	2.5157	87.55%
FAIRFAX	2.119	2.4907	85.93%
FLETCHER	2.5598	2.6902	86.34%
RICHFORD	2.1642	2.4053	112.34%
BERKSHIRE	1.8754	2.1072	101.90%
GEORGIA	1.889	2.1122	89.80%

PUBLIC NOTICE



The Town of Highgate

TOWN MEETING INFORMATION SESSION

Tuesday, February 22, 2022 @ 6pm
Highgate Municipal Building

OR

Join Zoom Meeting
<https://us02web.zoom.us/j/88588108813>

Meeting ID: 885 8810 8813

One tap mobile

+16465588656,,88588108813# US (New York)

+13017158592,,88588108813# US (Washington DC)

- *AS A REMINDER.....Town Meeting Day 2022 is March 1st. There will be **NO FLOOR MEETING** again this year. Everything will be voted on by **Australian Ballot**. Polls will be open on 3/1/22 from 7am - 7pm at Highgate Sports Arena. Absentee ballots will be available in early February and can be requested through the Town Clerk. Thank you.*

Selectboard Report

Dear Friends and Neighbors,

I would like to start by thanking all our Town staff and volunteers. It humbles me to watch how much time and energy so many people put into our small town. Highgate does amazing things every day - from neighbors helping neighbors pick up their yards, to the Library making certain that older citizens have meals, to school staff keeping our children safe and the Recreation director and commission providing options for young and old. It takes a village of people to make it all happen and they are appreciated.

This year has been extremely busy with Town projects. The Airport Infrastructure Project has moved forward in major ways with the positive bond vote allowing us to continue to apply for funding to reduce any burden upon our taxpayers. The State and Federal agency partners are working hard to update the airport. Highgate is going forward into the design phase of the infrastructure.

The Machia Road Stabilization project is constantly monitored for safety while we work to get the design phase and engineering done as quickly as we can. We have the funding to continue with this project until such time that we can re-apply for additional grant funding. This has been a very complicated situation but there seems to be consensus on the repair design.

FEMA (Federal Emergency Management Agency) is working with the Town to find solutions for the erosion at the old Town Dump site and the Salt Shed. As with all federal grants, the Town has been required to jump through a series of hoops to continue with this project. It is the responsibility of the Town to keep the dump site protected and FEMA has been a partner in this journey.

The Village Core Committee has been hard at work developing a plan to clean up the small amount of damaged soil at the old Town Garage Site and investigating water and sewer options for the properties. There are additional infrastructure monies available due to Covid relief and the Town hopes to use those monies to fund a large portion of this project.

In terms of money, the Town of Highgate has been awarded over \$1,000,000. (One Million Dollars) in Covid Relief money over the next two years. This money will be used to recover any and all Covid-related losses. The Town's largest loss was realized at the Arena since they were unable to open for much of last year due to the State of Emergency issued by the Governor. The Selectboard is limited in the ways we can use these funds, so there is much to consider in planning to use this money wisely.

My last thoughts are to express my gratitude for my fellow Selectboard members - this is a very hardworking, thoughtful and fully engaged group. These people love our community and they make decisions very carefully; looking at all of the options and sides of the argument.

Sincerely,

Sharon Bousquet
Selectboard Chair

TOWN ADMINISTRATOR'S REPORT FOR 2021

2021 continued to be a challenge for all town business but we have become more adept with technology to stay connected while distancing. Most people still prefer to meet face to face, but some positives came out of our virtual adventures. We realized savings in several grant budgets because travel charges for consultants were greatly reduced or eliminated. We also avoided some last-minute meeting cancellations for poor weather conditions because everyone could participate from the safety of their own home. Virtual meetings allowed us to achieve a necessary quorum of board members even when board members were traveling. Virtual meetings have turned out to be a useful tool for civic engagement and will probably be something we continue to offer to allow for greater public participation.

AMERICAN RECOVERY AND PROTECTION ACT (ARPA) the other good thing to come out of the pandemic. Highgate will receive a total of \$1,094,667 in funding.

COMMUNICATIONS UNION DISTRICT (CUD) Highgate joined and is working toward reliable, affordable internet for all residents. See their full report for more details on their mission and strategies for improvements.

ROAD GRANTS-Grants made it possible to replace a failing culvert on Gore Road, complete a drainage project on Tarte Road, and update our road erosion inventory this year. There are two more grants in place for next year to replace a large culvert on Rollo Road and for ditching work on Durkee Road. See the Public Works Department (PWD) Report for more information.

MACHIA ROAD BANK SLIDE STABILIZATION- The project is in right-of-way review and then final design and bid documents can be created. We will need to apply one more time for the balance of project.

AIRPORT INFRASTRUCTURE PROJECT- The voters approved up to \$500,000 in debt to complete this project. We are in the process of submitting the largest, and hopefully the last, grant to Economic Development Administration (EDA). See the full report for more information.

VILLAGE CORE MASTER PLAN (VCMP) The Committee has been working hard to manage their projects with the use of grant funding with focus on wastewater & water options this year. See their report for further information.

FEMA- HMG TRANSFER STATION STABILIZATION- We are moving closer to having a contract for 75% of the \$2,871,892 project estimate. The 25% match \$717,973 match is a heavy burden, and we are hopeful the Clean Water State Revolving fund (CWSRF) will assist with this.

FEMA HOME BUYOUT- Highgate is working with the Hazard Mitigation Program to buy a house on a crumbling river bank on the Machia Road to get a family out of harm's way.

PLANNING COMMISSION- The PC completed an economic development (ED) planning project to evaluate ED tools that might be beneficial to Highgate. That report is available on the website. They are also working on a Town Plan update. See the Planning Commission's report for more information on their activities.

COMMUNITY VISIT- the Vermont Council on Rural Development (VCRD) has created a local steering committee and they aim to hold the Community Visit in March but will remain flexible depending on the COVID case count in our area. For more information on this visit <https://www.vtrural.org/programs/community-visits> or contact Jenna Koloski (802)225-6091 or jenna@vtrural.org.

GRANT FUNDING- A full summary of 2021 grants is included with this report. You will see some grants that were on the list last year because many projects can take between 3 to 5 years to complete.

These projects are planned at public meetings and all residents are invited to participate. You can go to the website highgatevt.org for minutes, studies and a link to the Selectboard Meeting Videos. Please let me know if you would like to get email notifications of special events/meetings.

Stay safe!

Heidi Britch-Valenta-Town Administrator/Grant Administrator/ Planner 868-4922 or hbvalenta@highgatevt.org

TOTAL GRANTS 2021

FUNDING SOURCE	PROJECT NAME	GRANT AMOUNT	TOTAL PROJECT AMOUNT	CASH MATCH	IN-KIND MATCH	NOTES	PROJECT STATUS
AOT MUNI Hwy Stormwater Grant 2017	Machia Rd River Bank Stabilization	\$ 734,800.00	\$ 2,697,646.00	\$183,000.00		Project is in ROW review	Construction 2023
AOT MUNI Hwy Stormwater Grant 2019	Machia Rd River Bank Stabilization	\$ 660,000.00		\$ 132,000.00		Still short \$900,00	Applying for another grant
NRPC GRANT IN AID 2021	Tarte Rd Drainage	\$ 7,837.19	\$ 8,707.98		\$ 870.79		Completed 2021
AOT/NRPC GRANT IN AID 2022	Durkee Rd Drainage	\$ 14,800.00	\$ 18,500.00		\$ 3,700.00		Construction 2022
AOT BETTER ROADS	Rollo Rd Culvert	\$ 41,003.42	\$ 51,254.27		\$ 10,250.00		Construction 2022
AOT BETTER ROADS	Gore Rd Culvert	\$ 30,463.20	\$ 33,509.52		\$ 3,509.52		Completed 2021
AOT BETTER ROADS	Road Erosion Inventory	\$ 8,000.00	\$ 10,000.00		\$ 2,000.00		In Progress
FEMA- HAZARD MITIGATION	Transfer St. Stabilization Design	\$ 62,934.75	\$ 83,913.00	\$ 20,978.25		Phase I Design	Completed 2021
FEMA- HAZARD MITIGATION	Transfer St. Stabilization Const.	\$ 2,153,919.00	\$ 2,871,892.00	\$ 717,973.00		PH II Construction / seeking a grant to cover match	in progress
ANR PLANNING ADVANCE	Village Core WW/ Water Study	\$ 34,700.00	\$ 34,700.00			Using MPG as match	Completed 2021
VCDP MPG	Village Core WW/ Water Study Support	\$ 12,845.00	\$ 14,130.00			Using ANR PA as match	Completed 2021
CLEAN WATER STATE REVOLVING FUND	Village Core WW Design	\$ 118,300.00	\$ 118,300.00			Final design/ land option	In Progress
USDA RD BUSINESS DEVELOPMENT	Economic Development Study	\$ 15,000.00	\$ 23,506.00		\$ 8,506.00		Completed 2021

TOTAL GRANTS 2021

NBRC INFRASTRUCTURE & ED	Airport Infrastructure project	\$	507,107.76	\$	3,500,000.00	\$	12,604.76	Final Design/Permitting	In progress
FRANKLIN COUNTY IND. DEVELOPMENT	Airport Infrastructure project		\$10,000	\$	10,000.00			Support for bond vote expenses	In progress
VHCB FARM AND FOREST VIABILITY PR.	Airport Infrastructure project	\$	6,000.00	\$	6,000.00			Support for data search for EDA grant	In progress
PACIF SAFETY GRANTS	New Fire Alarm Muni Complex	\$	5,000.00	\$	17,000.00	\$	12,000.00	new alarm needed, grant offset cost	Completed 2021
USDA RD FACILITY GRANT	Fire Truck	\$	50,000.00	\$	284,000.00	\$	234,000.00	New fire truck needed, grant offset cost	Completed 2021
VT COUNCIL ON RURAL DEVELOPMENT	Community Visit		\$40,000	\$	40,000.00			Community Outreach Project	In progress
RISE VT	VCMP Community Celebration		\$1,500	\$	1,500.00			Community Visit Dinner	In Progress
		\$	4,514,210.32						
Shaded area below is pending applications									
FEMA HOMEBUYOUT	Machia Rd Homebuyout	\$	98,115.00	\$	130,820.00	\$	32,705.00	homeowner is responsible for match	In Progress
CLEAN WATER STATE REVOLVING FUND	Transfer Station Bank Slide Stabilization	\$	717,973.00					match for Transfer Station project	Pending
ECONOMIC DEVELOPMENT ADMINISTRATION	Airport Infrastructure Project	\$	2,200,000.00					balance needed for Airport Inf. Project	Pending
USDA RD WATER AND ENV. LOAN	Airport Infrastructure project	\$	500,000.00					low interest loan if needed	pending
		\$	3,516,088.00						

PUBLIC WORKS REPORT 2021-2022

Highgate Public Works seeks to provide essential services to our citizens in a prompt courteous, safe, efficient, and cost-effective manner. The **Highgate Public Works Department**, through its dedicated employees, Butch Brosseau, Nick Scott, and Luke Choiniere, strive to plan, design, build, maintain our town infrastructure in a manner that respects the environment and ability of government to adequately preserve these assets for succeeding generations. Our mission is to provide and maintain the public services necessary for the safety and continued growth and improvement of quality of life for the citizens of Highgate.

In 2021 we were still dealing with the Covid-19 pandemic obstacles. As everyone knows supplies are taking longer to get, if we can get them at all. We were fortunate to get grant funding and the product to accomplish the 2 projects we finished in the summer of 2021. The first grant project was ditching on the Tarte Road. Stone lining the ditches was required to improve storm water runoff. The second grant project was replacing a culvert on the Gore Road with a 4' x6' Arch culvert. This project took a day to complete, and we appreciate everyone's patience because of the road closure.

We were able to complete another project on the Franklin Road. In keeping with improving storm water runoff, we were able to correct shoulder issues. While in the area we also repaired guard rails for everyone's safety.

We did not receive grant money for paving in 2021 but we were still able to improve a lot of our town roads. The roads we were able to pave are Lamkin Street, Cross Street, Decatur Street, Main Street and School Street at a cost of \$290,329.61. We are always looking for grant funding to maintain our infrastructure. We hope to receive funding in the coming year.

The new equipment for the Public Works Department is a new John Deere 5090M tractor with a new Fleet Pride brush mower.

We were able to continue maintenance to our dirt roads with gravel and grading throughout the summer. We also restocked our sand sheds for the coming winter season. Equipment maintenance is a year-round project.

The Public Works team and Town Officials wish to extend our gratitude to the Residents of Highgate for your continued support in making Highgate a great place to live.

Please contact us with any questions or concerns you may have.

Thank-you

Butch Brosseau

802-868-4697 ext. 207

2021 Town Clerk's Report

AT THE POLLS.....

We had some new experiences in 2021. Changes in the law allowed for towns to make decisions during the COVID-19 pandemic to keep everyone safe. Town Meeting 2021 was strictly Australian Ballot – no floor meeting was held. Town Meeting 2022 will be the same – Australian Ballot only.

Town Meeting Day	March 2, 2021	347 ballots cast	175 absentee / 172 @ polls
Airport Infrastructure Bond	September 14, 2021	668 ballots cast	589 absentee / 79 @ polls

Looking ahead to 2022 it will be a very busy year at the polls with Town Meeting Day on March 1st, the State Primary Election in August, and the State General Election in November. Remember, all active registered voters will automatically receive a ballot for the General Elections from the State of Vermont. For all other elections in 2022 you will need to request an absentee on your own.

DOGS - 861 dogs were licensed in the

Town of Highgate in 2021. Please remember to license your dog(s) in 2022 by March 31st to avoid late fees and possible fines. Proof of rabies vaccination is required. Contact the office with any questions. Our rabies clinic for 2022 will be held on March 26th @ Highgate Sports Arena. Complete info can be found on the back cover of this report.

TOWN CLERK'S OFFICE HOURS

Our office hours are as follows, and have been in effect since May 3, 2021:

MONDAY – THURSDAY 9AM – 4PM

WE ARE CLOSED TO THE PUBLIC ON FRIDAYS

Note: All title work, research and genealogy remains by appt. only and we ask that you please respect this policy. We will continue to follow the Governor's guidance with regard to the COVID-19 pandemic and safety measures.

LAND RECORDS

# OF DOCUMENTS RECORDED	1,200
# OF PAGES RECORDED	3,992
# OF PROPERTIES TRANSFERRED	142
# OF MYLARS (MAPS) RECORDED	30

Our land records are digitized back to Aug. 1999 and are available on our website at www.highgatevt.org. We completed a large scanning project in the fall of 2021 to further digitize back to the year 1937. These documents should be available on our website in early 2022. You can view for free or pay per page to print, or make an appt. to view land records in our office. We are currently adding to Vol. #199 in the vault.

VITAL RECORDS

The following vital statistics were added to our vault in 2021:

BIRTHS	(25 male/8 female)	33
DEATHS		43
MARRIAGES		25
BURIAL PERMITS		19

We could have never predicted all the changes thrown our way, both at the town level and personally in 2021. As we begin 2022, we are dealing with much of the same and all doing the best that we can. I want to thank the residents of the Town of Highgate for their flexibility and willingness to adapt to changes. We continue to try to offer many services digitally, by mail, as well as in-person to accommodate as many people as possible. Please also utilize the drop-box as much as possible, it's secure and convenient! I look back at 2021 fondly, many great memories and personal milestones to reflect on. Thank you to all the Town of Highgate employees, boards, commissions, and committees for a successful year, despite all the challenges and changes that came at us. The role of Town Clerk continues to challenge me and I look forward to (hopefully) a few more terms here, because, alas, I am still a little too young to retire 😊. The support I feel from the community and my family makes all the difference in loving what you do, so thank you – thank you – thank you. Cheers to 2022!

Respectfully Submitted, Wendi Dusablon, Town Clerk 802-868-5002 wdusablon@highgatevt.org

Town Treasurer Report

Our external auditing went out to bid and Sullivan and Powers was awarded the contract. They continue to be a great resource for me, always providing their professional advice and support above and beyond the annual audit. The FY2021 external audit was completed in August and the full report can be found on our website www.highgatevt.org. Judy Larocche continues to volunteer her time each month by reconciling the bank statements with me to meet the segregation of duties requirement, as there is no inhouse support staff to fulfill that duty. I want to thank Judy for her time!

As they do every year, each department worked diligently on their proposed budget trying to level fund as much as possible. The rate of inflation made that near impossible. The Selectboard carefully weighed the needs versus wants of each department while factoring in the inflation to provide as much as they could without significantly impacting the taxpayer's wallets. This is always a challenge as we are all taxpayers and nobody wants to pay more in taxes, yet increased operating costs are inevitable and the pandemic has only made that worse. Highgate also continues to struggle with major infrastructure problems directly related to erosion along the banks of the Missisquoi River.

The difference in taxpayer dollars required to meet the needs of the 2021-22 approved budget and 2022-23 proposed budget is a total of \$79,975.00 with the majority of the difference in the General Fund, specifically the Cemetery budget and the Parks and Recreation Budget. The Cemetery Commissioners accepted the duty of oversight and annual maintenance of the Highgate Center Cemetery located in the rear of the municipal office. The mowing of this cemetery alone costs more money and takes more hours than mowing all the other town cemeteries combined. They also have a long to-do list to get all the Town Cemeteries in the respectful condition they should be in. The Parks and Recreation budget, separate from the Arena Fund, is asking for more than previous years as it includes a fulltime building and grounds position to maintain all the Town recreational areas and grounds inside and out. If the proposed budget passes as is, the municipal tax breakdown is below. Please keep in mind this is all calculated on the current Grand List figure, and that amount will change on April 1st 2022, so this is not set in stone, the proposed rate will likely decrease slightly, but this is a very close estimate. Please also keep in mind the municipal portion of your tax bill is a very small piece of the grand total, the majority of your property tax payment goes to our local school district for education. Changes in budget will be discussed and explained at the informational meeting on Tuesday, February 22nd, 2022. If you have further questions, please feel free to call or email me.

Assessment	<u>TOTAL MUNICIPAL TAX</u>		
	Current	Proposed	Difference
	0.4040	0.4234	
100000	404.00	423.40	19.40
150000	606.00	635.10	29.10
200000	808.00	846.80	38.80
250000	1010.00	1058.50	48.50
300000	1212.00	1270.20	58.20
400000	1414.00	1481.90	67.90
450000	1818.00	1905.30	87.30

Delinquent Tax Collector Report

The delinquent taxpayers of Highgate continue to amaze me in their strive to get caught up and out of the delinquent cycle. I add more people to a 'payment/budget' plan each year and this is a contributing factor to the steady decline in the delinquent tax balance. As of end of day 10/29/21 the outstanding amount for the 2021 tax bills was \$196,848.36. As you'll see on page 34 as of 1/15/2022 the TOTAL (all years combined) delinquent amount is down to \$116,978.68 with many payments made since. I want to thank all the residents for mailing in tax payments, dropping payments in the town drop box, or making an appointment for in person cash payments. It made the process very smooth. Just a quick reminder to allow for plenty of extra time if you are utilizing the USPS to mail in your payments. If you are interested in setting up a payment plan please contact me to make arrangements! slarocche@highgatevt.org or 868-4697 x204

Thank you, Shelley Larocche
Town Treasurer and Delinquent Tax Collector

Lister Report

2021 Total Parcels	2,118
Taxable Parcels	1,719
Taxable Homesteads	1,059

Building Permits & Site Visits

97 permits were approved in 2021. New construction over 50 sq. ft. requires a building permit. Keep in mind that if a permit is not obtained before the start of construction the permit fee will be doubled. All building permits **require** a site visit. 140 site visits were completed in 2021. Site visits consist of taking measurements of the new construction, verifying the measurements to the permit, and taking a photo for the property owner's file. **Please contact our department when you have completed your building project, this helps us with scheduling site visits.**

Homestead Declarations

Homestead Declarations need to be filled annually. This will allow you to receive the lower residential tax rate on your Property Tax Bill. This year we experienced a large amount of property owners who did not file their Homestead Declarations before the April deadline, a late file penalty is given for all filings after the deadline.

Removal of Taxable Structures

A written letter to the Lister Department is required when a taxable structure is removed from your property. This gives our department the information needed to make the correct adjustments to your property card. The letter should contain the name of the property owner, address the structure is being removed from, the date that the structure was removed, and a clear description and size of the structure.

Enhanced 9-1-1

14 new 911 addresses were updated in the Vermont Enhanced 9-1-1 system in 2021. The location of the driveway should be clearly marked when requesting a Driveway Permit or 911 address. Measurements need to be taken from the location of the proposed driveway for an accurate 911 number.

Current Use

93 current use files were validated in 2021. The state website www.tax.vermont.gov is a great resource for obtaining information about the current use program, pending applications, and application deadlines.

Online Mapping

The towns GIS can be utilized by going to the website <http://www.axisgis.com/highgatevt/> Property cards, tax bills, and individual property maps are a few of the resources offered. System updates are completed yearly through our maintenance plan. As always, if you notice any inaccuracies when viewing this website please bring them to our attention so we can make the necessary corrections.

Feel free to contact us with any questions or concerns. Our contact information is 868-4697 x208 or email us at areynolds@highgatevt.org

Aimee Reynolds & Peter St. Germain

Zoning Report 2021

Permit Update: 97 permits issued in 2021 which shows a 1.04% increase from last year (2020). 14 of these permits were for new homes and the remainder consisted of rebuilds/replacements, pools, decks, storage areas, garages, additions, signs, and driveways.

Things to remember when planning a project:

- Before you build, check with the town to see if a permit is required. After the fact permitting is double the price!
- Contact the State of Vermont Permit Specialist, Jeff McMahon at 802-477-2241 or jeff.mcmahon@vermont.gov to see if there are any state permits required. Some areas (Shoreland, wetland, Native American sites, flood zone, etc. may require additional permits!)
- Plan ahead. Depending on your district and the type of development a conditional use review may be required.
 - The Town of Highgate, Vermont Development Regulations can be found on www.highgatevt.org on the Zoning Administrator page or by searching "regulations".
 - Zoning permit applications and fee schedules can be found in multiple places on the town website. To locate them go either to the Zoning Administrator page, the Public Records & Documents tab or search "permit" or "fee schedule".
 - More involved projects may require a Conditional Use Review by the Development Review Board. Details on what requires a conditional use review can be found in the Development Regulations starting on page 10. An application for conditional use can be found on the town website by searching for the word "conditional".
 - In all districts a conditional use review is required for sub-divisions, boundary line adjustments and variances.
- Demolition and remodeling: The Vermont Department of Health requires that projects be inspected for asbestos and lead prior to the renovation/demolition of any project. Please call 802-863-7220 and they will walk you through the process.

Michael Johnston
Highgate Town Zoning Administrator
(802) 868-4697 ext. 209
Zoning@highgatevt.org

Office Hours

Monday 9:00am – 2:00pm
Tuesday 9:00am – 2:00pm

Development Review Board Report

The Development Review Board meets on the second Thursday of every month at 6pm. In 2021, the majority of our meetings were held through Zoom due to the Governor's restrictions regarding public meetings. Currently, the meetings can be viewed in-person or through Zoom.

The Development Review Board had a busy year in 2021. The following is a list of the applications reviewed:

Total Hearings	18
Subdivisions	6
Waiver of Setbacks	4
Variance Review	3
Site Plan Review	1
Conditional Use Review	8
Boundary Line Adjustment	1

The DRB has a limit of four hearings per month. Visit the town website at www.highgatevt.org for the meeting schedule and application deadlines for each month. All documents, permits, forms, and town bylaws can also be found on the town website.

All questions for the DRB can be submitted through the Zoning Administrator at 868-4697 x209 or by emailing zoning@highgatevt.org

The Highgate Development Review Board

Richard Trombley, Chair

Timothy Reynolds, Vice-Chair

Woodbury Rouse, Jr.

Michael Kravetz

Courtney Veeder

Highgate Volunteer Fire Department

2021 was a busy year for the Highgate Fire Department, with over 100 calls responded to by Highgate Volunteer Firefighters. A breakdown of the calls responded to in 2021 include:

- 30 Vehicle Accidents
- 5 Structure Fires
- 1 Silo Fire
- 3 Trees Down
- 6 Grass/Brush Fires
- 5 Good Intent
- 14 Medical Assists
- 7 Mutual Aid
- 1 Power Lines Down
- 1 Lawn Mower
- 1 Snowmobile Fire
- 1 Oven Fire
- 2 Suspicious Odor
- 4 Vehicle Fires
- 1 Chimney Fire
- 2 Illegal Burns
- 1 Fire Alarm
- 1 Hazardous Call
- 6 CO Alarms
- 1 ATV Accident
- 3 Nuisance
- 1 Garbage TT Fire
- 2 Motorcycle Accidents
- 1 Generator Fire

As a reminder, if residents have a burn permit and are only burning clean wood / brush, the Department may still be called to put it out. Why is this? Because the legal burn now has turned into a nuisance burn. The smoke from the fire might not bother you, but it could be a serious health threat to those neighbors who might have a respiratory illness. Please keep in mind that in Vermont it is illegal to burn cardboard, paper, garbage, tires and/or other rubber products, along with treated painted or finished wood and asphalt shingles or tar paper. If you have questions about nuisance burns, please contact Barry Domina of the Northwest Solid Was District at bdomina@nwswd.org (802-524-5986), or Highgate's Fire Warden David Desorcie at 802-868-2777 or 868-4409.

Covid-19 doesn't appear to be lessening, and with this presents ongoing challenges. The Department experienced limits in which it could maintain an active presence. The community continued to rally, supporting one another throughout 2021; to maintain our sense of community and some normalcy, the Department participated in both the Easter and Christmas parades.

Safety remains a priority. With 2022 starting off with record breaking COVID numbers in Vermont, we continue to practice safety through social distancing to aid in reducing the risk of a COVID spread through the Department. Our ongoing practice is face masks and sanitizing, with meetings limited to necessary trainings and reinforcement.

As you may recall, the Department accepted our new E-One pumper at the end of 2020. We're excited to welcome this new fire truck into our fleet! Throughout 2021, Department members were thoroughly trained on the technology and use of this new pumper, and officially went "live" in January 2021 with ongoing training throughout the year.

The Department owned a Sea arc boat from 2005 - 2021. After careful review of utilization, the Department made the decision to move away from the boat due to lack of deployment & limited manpower.

The Department will be researching the purchase of a side-by-side vehicle in the near future; this switch will better fit the needs of our department.

Should anyone need smoke or carbon monoxide detectors, please let us know at the station or contact Liza @ highgatefirevt@gmail.com.

We are always interested in meeting with potential new members! The Department holds meetings on Monday evenings at the fire station. If you, or someone you know, might be interested in learning more, please stop by the station or contact one of our Officers.

I'd like to take this opportunity to express our thanks to Highgate taxpayers and Selectboard, on behalf of the members of the Highgate Volunteer Fire Department, for their ongoing support. We would not be able to do what we do without the support of our community.

Thank you,

Gary Greenough
Fire Chief, Highgate Volunteer Fire Department

Contact Information:

Chief: Gary Greenough, 802-582-2744 or 802-868-4697 x210 or firechief@highgatevt.org

Assistant Chief: Ralph Comiskey, 802-782-1501

Captain: James Manning, 802-881-1632

Lieutenant 1: Dame Diette, 802-458-2021

Lieutenant 2: Kermit Drown, 802-752-7788

Outreach & Education Info: Liza L. Comiskey

highgatefirevt@gmail.com



Our mission at the Highgate Parks and Recreation Department is to promote parks, recreation, and program opportunities where people of all ages can gather, celebrate, and engage in activities that encourage well-being and community! It is our vision that the Highgate and surrounding community is stronger, healthier, and more robust because of the programs, events, and facilities we offer.

2021 has been a year of change, growth, and opportunities. The pandemic continued to alter the way we do things but has not stopped the department or our facilities from offering programs and events that cater to all ages and ability levels. As the hockey season slowed down (early 2021) and openings in our schedule emerged, we leaned in and opened our doors to private household skate rentals. Families were able to utilize the arena and ice surface to fulfill a desire for recreation and as a family outing. These one-hour time blocks became a great escape for families looking for an outlet.

Our department strives to provide high quality programs and events that are enjoyed by the community. Programs and events below reflect our offerings during 2021.

- On Ice
 - Learn to Skate
 - Stick and Puck
 - Public Skate
 - Practice and Game ice for MVU Boys and Girls Hockey and Milton High School Hockey
 - Practice, Game and Tournament ice for Saint Albans Skating Association (SASA)
 - Practice and Game ice for Missisquoi Amateur Hockey Association (MAHA)
- On Turf
 - Practice space for Northern Vermont Field Hockey Club
 - Practice space for area little league groups
 - Teen Turf Nights
 - Spring Corn Hole League (adult)
 - 'Turf Tikes Soccer'
 - Highgate Elementary School-PE classes
- On Arena Surface
 - Public Skate
 - Friday Flicks movie nights
 - Arena Tikes Basketball
 - Summer Corn Hole League (adult)
 - Pickle Ball
 - Haunted Highgate and Halloween Trunk or Treat
 - Annual 'Franklin County Whitetails' banquet
- Outdoors
 - Big Rig Day (in partnership with the Franklin/Grand Isle Bookmobile)
 - Summer Sounds Concert Series (In partnership with the All Arts Council)
 - Small Towns Big Rec 5K Race (In partnership with Swanton Recreation and RiseVT)
 - Missisquoi Valley Summer Passport (In collaboration with the MVSD Crossroads Program, Swanton Recreation, Franklin Recreation, Swanton Library, Haston Library, and Highgate Library)

- Rec Soccer for three age groups-Pre-K-Kinder, 1st/2nd, and 3rd/4th
- Facilities
 - Our on-site garage facility was finished this year and includes one large garage space for our tractor, lawn mower, and recreation equipment and two smaller storage bays, utilized by Highgate Little League and MAHA.

A highlight for the Summer of 2021 was working closely with the Highgate Library and Community Center in the planning, writing and coordination of a 'Summer Matters' Grant opportunity. Highgate was awarded 31K which allowed us to provide programming, field trips, and enrichment to the entire community. Examples of the provided services are below.

- 3 Community Field Trips (Cold Hollow Sculpture Park, ECHO Center, Colchester Paintball)
- The Big Blue Trunk
- A fleet of mountain and hybrid bicycles (Child-Adult sizes)
- Stand Up Paddle Boards
- Sports Equipment including basketballs, footballs, basketball hoops, soccer balls, and soccer nets

'Summer Matters' was a partnership grant opportunity through the Vermont Agency of Education, Vermont Agency of Human Services with support from U.S. Senator Bernie Sanders office. Vermont Afterschool led the charge to help coordinate efforts across the state to expand summer enrichment opportunities for Vermont youth.

To provide the Highgate community programming and events fitting our department mission, we continuously look to the future. Below are some of the things to look forward to in 2022

- We have begun planning for the upcoming Spring/Summer season and will have programs and events for all ages.
- A new bike repair station as well as information Kiosk will be installed just off the Lamoille Valley Rail Trail.
- We are working toward continued partnerships and collaborative efforts with local recreation departments, libraries, school districts, individuals, and businesses.

Though the schedule is ever changing, Lee is available Tuesday/Wednesday/Thursday from 10am-1pm for office hours. The secondary arena doors (left of the main entrance) will be open during those hours if you have questions, comments or just want to stop by and discuss recreation! You can also reach out via phone or email (recdirector@highgatevt.org, 802-868-4406).

Our department does not exist if not for the efforts of the 'Highgate Recreation Commission' which is made up of five to seven community members focusing on programs, parks, and services to help meet the needs of all community members. The commission meets the first and third Monday of the month. The department is also filled by full time Recreation Program Coordinator, Lee as well as our part time staff-Brian Spears, Christian Favreau, and Sierra Tibbets.

Recreationally,

Ty Choiniere, Chair
 Ryan Maskell, Co-Chair
 Karen Gagne Fortin, Secretary
 Mark Gilbert, Director

Shari Rainville, Director
 Randy Connelly, Director
 Lee Barrett, Recreation Program Coordinator



2021 was another year of change and adaptation here in Highgate! If the pandemic has taught us anything it is that flexibility is key and that was our motto here at the library all year long. This year had a lot of exciting new developments, such as being able to offer more in-person programming and hybrid in-person/virtual events. It also marked a full-year of once again being open to the public since the start of the pandemic and it was so wonderful to see so many of our patrons come back into the library.

This year we focused on safe programming including lots of outdoor events for the whole family. We collaborated with local community partners such as the Highgate Arena, Northwestern Counseling Services, Vermont Afterschool, Highgate Elementary School, Gadue's Dry Cleaning, MVU, Operation Happiness, FGI Book Mobile, AgeWell, and beyond. These partnerships resulted in greater grant funding, new and exciting educational programs, new library services, and new library resources including new books and laptops for lending. We once again worked with local libraries in the county, and beyond, to provide our patrons with greater access to shared collections, programs, and services.

In 2021 the following items were borrowed by our fabulous HLCC patrons:

- 3,570 Books
- 41 Audiobooks
- 691 E-books
- 117 Inter-Library Loans
- 116 DVDs
- 29 Attraction Passes
- 72 Sets of Snowshoes
- 19 Chromebook Laptops
- 13 Launchpad Educational Learning Tablets
- 27 Items from our Library of Things (Baking Pans & Yard Games included!)

The library provided over 170 programs in 2021. These programs were mostly in-person with a few virtual programs as well. Some of these programs included a weekly story time, weekly Wacky Wednesday, monthly virtual adult book club, a weekly Teen Night, virtual "Meet An Animal" programs, adult craft nights, curbside craft kits and STEM kits, a Reptile Show, Scavenger Hunts, multiple puppet shows, community summer Field Trips, a Paddleboard Demo day, Prom Dress Giveaway, Inflatables Party, Letters to Santa, an annual Harvest Festival and Christmas event, our annual Jay Peak Ski program, curbside Spice World kits, Coats and Snow pants giveaway and more! This also included outreach programs such as our weekly Crossroads program at the Highgate Elementary School.

The library was very active in the community in 2021. We worked with Highgate Recreation to secure a \$31,000 grant for the town in order to purchase supplies and fund summer programming. We were able to purchase mountain bikes and paddleboards and take the community on our first annual round of summer field trips to places such as ECHO Aquarium, the Sculpture Park in Enosburg Falls, and we even went laser tagging! The library also partnered with MVU to bring our prom dress giveaway to the school so that students could shop for a prom dress during their free periods. HLCC collaborated with the FGI Book Mobile to offer a story time in the park and worked with Northwestern Counseling Services to provide free diapers and wipes to those that need them in the community. We also partnered with other local community partners to install three Little Free Libraries around Highgate so that the community can browse for books even when the library is closed.

We had a total of 2,635 library visits this past year, a number that is almost double the amount of library visits we had last year in the thick of the pandemic. The library also applied for 36 different grant opportunities and secured a whopping \$58,828 of funding to support library programs, resources, and services.

Some of Our 2021 Noteworthy Grants and News:

- In partnership with AgeWell VT, we are offering a free to-go meal every Thursday from 12 – 12:30pm for those over the age of 60. To register please call the library.
- In conjunction with the Highgate Arena, we now have mountain bikes and paddle boards for community programs thanks to grant support from Vermont Afterschool.
- We've been producing fresh greens year-round thanks to our Hydroponic indoor tower garden. Stop in to take home some free lettuce!
- We are now offering community summer field trips with transportation included to fun and educational sites. These field trips are free of charge for all those attending.
- Our "Library of Things" has further expanded and we now are lending out Chromebook laptops as well as outdoor yard games such as Giant Jenga, Pickleball, and Kan Jam.
- We received a grant from CLiF for \$1,000 to purchase new children's picture books and board books.
- Our library was chosen for the Sister's in Crime Mystery Writer's "We Love Libraries" award in December of 2021! We received \$500 in grant funding and HLCC was featured on their website.

HLCC Services You May Not Be Aware Of:

- **Snowshoes:** are always available to library card holders and are free to borrow.
- **E-books:** are available if you have an e-reader or smart phone. Stop into the library to seek assistance with account setup. We are always here to help!
- **Audio Book CDs and DVDs:** We have a great selection to choose from.
- **Library Passes:** We provide passes for discounted or free access to Echo, Shelburne Museum, Shelburne Farms, Maritime Museum, Vermont State Parks, St. Albans City Pool, Vermont Historic Sites, Birds of Vermont Museum, and the Vermont Historical Museum.
- **Baking Pans:** You can check-out many different fun shaped baking pans for events such as baby showers, birthdays, graduations, and more.
- **Laptops for Borrowing:** We have four Chromebook laptops that you can check out for up to a week for remote work or schooling and general web browsing.
- **Wifi:** FREE 24/7 access whether you are in or outside of the building. Our hotspot even extends the WiFi out into the park across the way.
- **Book Deliveries:** We deliver books to homebound residents and local daycare providers in Highgate.
- **Highgate Family Ski Program:** Discounted ski tickets to Jay Peak during each ski season for Franklin County residents. Visit highgatefamilyski.webs.com to learn more.
- **Tech Help:** Completely free assistance with tech issues ranging from using an iPhone, using the computer, using specific programs such as Microsoft Word, and more.
- **Resume Building Assistance:** We provide one-on-one appointments to help you create and build a resume to help you apply for a future career.

Once again, we are looking towards the future in Highgate and will continue to shift and change our offered services based on the needs of the community. Thank you to all of our loyal patrons and all taxpayers for your continued support. A big thank you also goes out to all of the town departments, the select board, library trustees, Friends of the Library, local businesses, and volunteers. Thank you so much for all that you do for the betterment Highgate!

Sincerely,

Adah DeRosier, Library Director
17 Mill Hill Road – PO Box 76
Highgate Center, VT 05459
(802) 868-3970
librarian@highgatevt.org
hlccvt.org



@Hlccvt



@highgatelibraryvt



hlccvt.org

Highgate Historical Society 2021 Report

Another year has passed, and we have not returned to normal. We had a few visitors this past year by appointment. The deck of the front porch is completed. Hopefully the roof portion will be done this coming year. We continue to add to our historical collection. Hopefully 2022 will prove to be a better year for us all.

Thank you to all the volunteers and donors who support the Highgate Historical Society. For further information, please reach out to us.

Thank you,

Dennis Nolan
Charles Nye

President
Curator

802-868-9974
802-868-4619

2021 Highgate Cemetery Commissioners Report

This year we would like to thank the taxpayers of Highgate once again for their continued support. Without them we would be hard pressed to do the care that is needed for our Town Cemeteries.

This past year we were able to finish the restoration of the Deal Cemetery and our hopes are to complete the clean up and fence restoration on the Brewer and Cutler Cemeteries. Accomplishing this task will complete the restorations for all of Highgate's inactive cemeteries.

The East Highgate and St. John Cemeteries were subjected to severe turf damage cause by an insect infestation which will require extensive groundwork and reseeding in the Spring.

Earlier this year the Highgate Center Cemetery was turned over to the Town of Highgate from the Ploof family, and will be under the care of the Cemetery Commissioners. This brings our total of Town owned cemeteries up to 12

We want to thank Ben Nye for his great job of upkeeping our cemeteries. We also want to thank Kyle Lothian and Clarence Miller for their help with the East Highgate Cemetery grounds.

Highgate Cemetery Commissioners

Kevin Spears
Doug Nye
Charles Nye
Dennis Nolan
Keith Ploof

2021 Town Health Officer Report

Covid-19 continues to create many concerns and challenges for everyone's health and safety. Covid-19 Resources: Vaccine Reservations 1-855-722-7878, Questions 802-863-7240 or 833-722-0860, AHS.VDHPublicCommunication@vermont.gov.

We conducted several inspections of rental properties, continually working with the tenants and landlords to help get them into compliance. Special thanks to Fire Marshall Jeff Bryant and David Murrish for assisting with our inspections when needed.

We responded to several burning ordinance violations, often finding other violations in the process.

We have been working diligently to get properties into compliance with solid waste issues, while we were successful with many, there a few that unfortunately we have not been successful. Please know that we are working to continue to get these properties into compliance, but there has and continues to be many challenges and obstacles to work through. In addition, we have responded to several areas where trash and garbage is being dumped. Special thanks to the Highgate Highway Dept, Barry Domina and the St, Albans Police for all their invaluable assistance.

We continue to work Animal Control and follow up with animal bites. Thank you to Shelby Barber who serves as our Animal Control Officer and does an outstanding job.

Please join our team by following all ordinances which can be found on our town website <https://www.highgatevt.org/> or by visiting the State of Vermont Health Department website <http://www.healthvermont.gov/> both are extremely valuable resources.

We would like to thank the members of the Select board, Heidi Britch-Valenta, Mike Johnston, Shelley Laroche, and Wendi Dusablon, for all their assistance. Wendi Dusablon continually fields all the numerous requests and complaints, as well as providing important posting of notices and warnings.

Respectfully,

Merry Souza
Highgate Town Health Officer
merrysouza@comcast.net
802-582-2288

Richard Souza
Deputy Health Officer
papafireman17@gmail.com
802-370-0820

2021 Animal Control Report

In 2021 we had 861 dogs registered in the Town of Highgate. We haven't had many dogs rehomed this year, which is great! We've also had fewer reports of animals being mistreated or lost. We have rehomed several cats this year but most of them were strays, and only few were relinquished. Animal Control has had a pretty slow year, which is what we hope for!

Please remember it is the law in Vermont to get your dogs vaccinated against rabies and registered in the town you reside. Dog licenses are due this year by March 31st. The residents of Highgate can reach me at (802) 285-6354 or at (802) 210-5404. I can also be reached by email aco@highgatevt.org. Thank you, Shelby Barber, ACO

VILLAGE CORE MASTER PLAN (VCMP) UPDATE

The Village Core Master Plan Committee continues the work of preparing the Core property for development. We met fewer times this year due to COVID restrictions which did hamper our progress a bit, but we have still managed to accomplish a great deal with very little local expense because we utilized available grants to fund projects. This committee is as eager as the rest of the community to see something good happen on the property, but our slow and steady approach will lead to the best outcome for the community with the least outlay of local funding.

The Committee completed these projects:

- ANR Planning Advance \$30,000 Water and Wastewater study was completed and available for review at this link <https://www.nrpcvt.com/highgate-wastewater-water-study>
- ACCD VCDP Municipal Planning Grant (MPG)- \$14,130- served to provide additional services to archaeological assessments, resident surveys, coordinate test pits, site visits, review study information and provide oversight for the project. all information is available at the same link above.

Through the study phase we learned that development of the Core property is dependent upon finding an off-site solution to sewer and water because well and septic isolation areas from neighboring properties overlap much of the property. To further the process, we have secured further funding below:

- Clean Water State Revolving Fund (CWSRF)- has approved \$118,300 (with no local match required) for final design, permitting, appraisal, and land option to get a solid estimate of what a system would cost the Town.

This project is very exciting because the State has prioritized village wastewater systems and funding is readily available to help communities overcome the wastewater issues that are preventing economic development and pose potential health concerns.

FORMULATING A VISION

In initial studies this group completed, public opinion demonstrated a strong desire to construct a new library on this property along with a commercial enterprise i.e. restaurant, gathering place. The Committee has focused some energy on understanding what type of a library would best serve our community. The group held a site visit to the Fairfield Library and found that their beautiful, functional building may be a great model for our community to emulate. The Committee is currently applying for a grant to pull together all the information gathered so far and to get the remaining information needed to bring this final development plan into clearer focus:

- VCDP ACCD Public Facilities Planning Grant- \$45,000 grant with \$15,000 cash/in-kind match

and we will be applying for funds to clean up soil contamination

- Brownfields Program- evaluations revealed soil contamination. Funding will be available this year to remediate some of the soil contamination found.

Current members: Sue Cota, Steve Lafar- Chair, Mary Laroche, Clarence Miller, Richard Noel, Woody Rouse- Vice Chair, Rebecca Howrigan, Virginia Holiman, Greta Brunswick, NRPC.

Questions hbvalenta@highgatevt.org or 802-868-4922

HIGHGATE AIRPORT INFRASTRUCTURE PROJECT UPDATE

**7,200 feet of water and sewer infrastructure to Commercial/
Industrial District surrounding Franklin County Airport
Construction completed 2024**

- Voters approved up to \$500,000 debt on September 14, 2021.
- VHCB \$6,000 grant -Covid Injury Data scrub
- EDA grant submission for the balance needed \$2,200,000

CONSTRUCTION ESTIMATE		
WATER	SEWER	TOTAL
\$1,690,000	\$1,810,000	\$3,500,000

FUNDING PATH

NBRC- \$507,107 SECURED
VTRANS- \$800,000- SECURED
EDA- \$2,200,000 – PENDING
USDA LOAN-\$993,000 IF NEEDED

ANTICIPATE OUTCOMES OF THE PROJECT

- Estimate 1,200 jobs within 10-20 years of build out
- Improved job training opportunities, High School Internships at businesses
- Marketable business property 3 miles from I-89 and 7 miles from Canadian Border
- Increased non-residential tax revenue from new business development and privately owned airplane hangars.
- Potable water to area with poor water quality
- Sewer service to area to increase manufacturing potential

Working Group: Tim Smith- FCIDC, Bethany Remmers-NRPC, Cliff Coy-Border Air Limited, Trini Brassard-AOT Aviation, Rollin Tebbits-AOT Aviation, Reg Beliveau-Swanton Village Manager, Elisabeth Nance- FCIDC, Jim Harrison-Airport Sand and Fill, Sharon Bousquet-SB, Luc Dupuis-PC, Richard Trombley-DRB, with support from Wayne Elliot-Aldrich and Elliot and Jeff Carr, Bob Chase-Economic Policy Resources. Questions hbvalenta@highgatevt.org or 802-868-4922

More Information

- Link to the EPR economic development study
[https://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Town of Highgate Report Final Draft 3.0 05.22.20.pdf](https://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Town%20of%20Highgate%20Report%20Final%20Draft%203.0%2005.22.20.pdf)
- Link to A&E Engineering Report [https://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Highgate Airport Infrastructure Feasibility Study Final.pdf](https://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Highgate%20Airport%20Infrastructure%20Feasibility%20Study%20Final.pdf)

PLANNING COMMISSION REPORT FOR YEAR 2020

The Highgate Planning Commission had busy year planning for the Town needs. Primary topics included economic development, vending ordinance update and updates to the Capital Budget.

The town was awarded a \$15,000 USDA RD Grant in January to hire a consultant to help investigate different economic development strategies for the town. A committee was formed consisting the PC, members of the SB, DRB and town members which reviewed the hiring process and what were some strategies we would like studied.

February 9th the committee interviewed the Consultants that applied to do the study for our Economic Development Plan and at the Feb 16th meeting hired Economic & Policy Resources “EPR” Jeff Carr & Michael Crane to help guide us thru various economic policies that could be adopted for the town. It was also discussed that the town vending ordinance was outdated and needed to be re-written.

March 16th meeting the PC elected Luc Dupuis to be the chair and Tom Conley to be vice-chair. We also got a presentation from economic consultants EPR on guiding us thru this process, what they were planning on studying and what the committee wanted to study.

For much of the rest of the year we got updates from EPR on what they believed would benefit the town, the different options available or that may be available soon and questions and thoughts from the committee on what might work. A final report was presented to the SB at the end of the year.

April 20th, we met with Greta Brunswick & Mark Serrano from NRPC to talk about a variety of issues, topics, training needs and any other assistance that may be needed from Northwest Regional Planning Commission.

A draft of the vending ordinance was discussed. Over the next 3 months of revisions, looking at St Albans vending ordinance and application it was voted to send it to the SB for their review and approval.

At the July 20th meeting it was discussed that the Town Plan Update is due in 2023, so the PC has gotten a head start on reviewing our Town Plan.

The August 17th meeting, we had a presentation from Tim Smith from the Franklin County Industrial Development Corp (FCIDC). Talked about the Airport Infrastructure Project and the upcoming bond vote and gave an update on the industrial needs for the county and what businesses are looking for.

October 19th, we had a presentation from Nick Kramer – VT Council on Rural Development and from Hank & Molly Lambert of Swanton about a community visit discussion. Highgate will be hosting this event in Feb/Mar with community members to see what sort of improvements that could be done in our town and a way to accomplish it.

November 16 meeting, we met with the various town departments – Highgate Library & Community Center, Highgate Vol. Fire Dept., Municipal Complex, Highgate Parks & Recreation, Public Works Dept and Around the Town Projects to discuss the Capital Improvement Plan budget. Much discussion was had to come up with needs of the departments while balancing the needs of the taxpayers – which we are all part of!

We meet on the third Tuesday of the month, at 6:00pm and the public is encouraged to attend.

Thank you to the dedicated members of the Board –Tom Conley Jr. (Vice Chair), Bruce Ryan, Scott Bessette and Ken Thompson.

Thank you,
Luc Dupuis (Chair)

Capital Improvement Payment Allocations for 2022-2027

DEPARTMENTAL Capital Projects & Assets		Estimated Total Cost of Project	Available Funding		Annual Payments to be Raised by Taxes							Estimated Year of Replacement	Net Cost to Town	
			*Capital Reserve	Potential Grants, Donations, Other	Estimated Resale	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27				
Municipal Complex		\$ 25,000	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	2025	\$ 25,000	
Town Complex													\$ -	
TOTAL COMPLEX		\$ 25,000	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 25,000	
Parks & Recreation Department														
Zamboni	\$ 120,000	\$ 12,500	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2030	\$ 120,000	
Indoor Turf	\$ 75,000	\$ 20,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2026	\$ 75,000	
Arena Parking Lot	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2023	\$ -	
Arena Roof	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 10,000	\$ -	\$ -	\$ -	
72" Zero Turn Mower	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 20,000	
Gazebo	\$ -	\$ 260	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -	
TOTAL PARKS & REC		\$ 215,000	\$ 42,500	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 45,000		\$ 215,000	
Highgate Public Library														
Library Relocation	\$ 1,000,000	\$ 125,000	\$ -	\$ 200,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		\$ 800,000	
TOTAL HPL		\$ 1,000,000	\$ 125,000	\$ -	\$ 200,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		\$ 800,000	
Highgate Volunteer Fire Department														
Replace (2021) Fire Engine 1	\$ 360,000	\$ -	\$ -	\$ 75,000	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 30,000	2040	\$ 285,000	
Replace (1998) Fire Engine 2	\$ 350,000	\$ 50,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	2030	\$ 275,000	
Replace (1998) Tanker	\$ -	\$ -	\$ -	\$ -	\$ 2,500								\$ -	
Replace (2015) Utility Truck	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -	
TOTAL HVFD		\$ 710,000	\$ 50,000	\$ 100,000	\$ 32,500	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 60,000		\$ 560,000	
Public Works - Highway														
Replace (1991) Caterpillar 120G Grader	\$ 300,000	\$ 110,000	\$ -	\$ 15,000	\$ 20,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 15,000	\$ 15,000	2025	\$ 285,000	
Replace (2001) John Deere 444H Loader	\$ 200,000	\$ 60,000	\$ -	\$ 20,000	\$ 30,000	\$ 15,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	2026	\$ 180,000	
Replace (2004) John Deere 410G Backhoe	\$ 200,000	\$ 55,000	\$ -	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000	2025	\$ 175,000	
Replace (2014) Western Star 4900 Tandem Truck	\$ 240,000	\$ 80,000	\$ -	\$ 50,000	\$ 30,000	\$ 40,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2024	\$ 190,000	
Replace (2015) FordF550 Compact Dump Trk Plow/Sand	\$ 75,000	\$ 20,000	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2025	\$ 60,000	
Replace (2016) International 7400 Single Axle Truck	\$ 200,000	\$ 75,000	\$ -	\$ 50,000	\$ 40,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2026	\$ 150,000	
Replace (2020) International Tandem Truck	\$ 200,000	\$ -	\$ -	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2029	\$ 150,000	
Replace (2021) John Deere Road Mower	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	2045	\$ -	
Side Arm Mower	\$ -	\$ 3,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2045	\$ -	
Disc Mower	\$ 13,000	\$ -	\$ -	\$ 3,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	2023	\$ 10,000	
TOTAL HWY		\$ 1,428,000	\$ 403,295	\$ -	\$ 225,000	\$ 195,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 160,000		\$ 1,203,000	
IN & AROUND TOWN Capital Projects														
		Total Estimated Capital Cost	*Capital Reserve	Potential Grants, Donations, Other	Resale	Annual Payments to be Raised by Taxes							est. Year of Project	Total Cost to Town
Machia Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Transfer Station Slope Stabilization Phase I	\$ 63,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Transfer Station Slope Stabilization Phase II	\$ 2,871,892	\$ 142,050	\$ 2,153,919	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,750	
Machia Road Slide	\$ 2,647,460	\$ 414,500	\$ 1,394,800	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 717,973	
Village Core Master Plan	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,252,660	
Stormwater Grant Match	\$ -	\$ 32,800	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	Annual	\$ -	
Sidewalk Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Highgate Airport Infrastructure Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Village Wastewater Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL TOWN PROJECTS		\$ 5,582,352	\$ 589,350	\$ 3,595,969	\$ -	\$ 90,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ 1,986,383	
Total Departmental Projects		\$ 3,378,000	\$ 625,795	\$ 50,000	\$ 525,000	\$ 317,500	\$ 330,000	\$ 330,000	\$ 330,000	\$ 320,000	\$ 320,000		\$ 2,803,000	
Total Town Projects		\$ 5,582,352	\$ 589,350	\$ 3,595,969	\$ -	\$ 90,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ 1,986,383	
Total Expenditures	\$ 8,960,352	\$ 1,215,145	\$ 3,645,969	\$ 525,000	\$ 407,500	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 340,000	\$ 340,000	0	\$ 4,789,383	

** Grant Funds that the Town has applied for or is planning to apply for. Funds not secured by Town

** Grant Funds that have been awarded to the Town. Funds are secured and may require a monetary match.

** Capital Reserve Amount is what has been raised in total for said project, it may not be the current cash on hand value if a grant is involved

TOWN OF HIGHGATE
FY 2021-2022 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	2021	2020	2019	2018	TOTAL DUE
JEREMY	ALLARD	FOX DEN	155.72				\$ 155.72
BRADY	BAKER	HANGER	477.63				\$ 477.63
AMIE	GAGNE BAKER	VIRGINIA LANE	384.91				\$ 384.91
ESTATE OF DORIS	BARD	HIGHGATE RD	3103.54				\$ 3,103.54
JOSEPH	BARNEY	MACHIA RD	831.28				\$ 831.28
MICHAEL	BENOURE	SPOONER RD	2202.94				\$ 2,202.94
WILLIAM	BISSONNETTE	BURNOR DRIVE	5558.04				\$ 5,558.04
TIMOTHY & RENA	BLUTO	TARTE RD	200.55				\$ 200.55
* ERNEST & AMY	BOUCHARD	ST ARMAND RD	2304.80				\$ 2,304.80
ESTATE OF CHESTER	BRAY	LUKE ST	1928.88				\$ 1,928.88
CHRISTIE	BRUYETTE	DECKER RD	1956.68				\$ 1,956.68
KATHRYN	CHAMPAGNE	LIME KILN RD	834.49				\$ 834.49
ESTATE OF HOWARD	CHANDLER	VIRGINIA LANE	249.09	261.94	329.35	587.79	\$ 1,428.17
CMB LLC	CMB LLC	CARTER HILL RD	2333.09				\$ 2,333.09
JESSICA	COMMO	GAGNE RD	1650.06				\$ 1,650.06
CATHY	ELWOOD	PLATT RD	821.45				\$ 821.45
ALEX	GAGNE	RICE HILL RD	4039.09				\$ 4,039.09
MARK & JEAN	GAGNE	CAMPAGNA RD	1213.39				\$ 1,213.39
JOSEPH & CRYSTAL	GREENIA	RHEAUME RD	4675.97				\$ 4,675.97
JOSEPH	GREENIA	LAMKIN STREET	1968.34				\$ 1,968.34
MELANIE	GREENIA	LAMKIN STREET	386.24				\$ 386.24
MELANIE & ROMAINE	GREENIA	LAMKIN STREET	857.52				\$ 857.52
JENNIFER	GROSS	VIRGINIA LANE	466.22				\$ 466.22
* MICHAEL	GUTILLA	CHARLES CIRCLE	1009.21	4133.20	2265.05		\$ 7,407.46
* ROGER	HAUGHEY	RANDOLPH RD	1732.67				\$ 1,732.67
JC CAMS LLC	JC CAMS LLC	SUNSET DRIVE	215.12				\$ 215.12
* BECKY	JOHNSON	BALLARD RD	782.51				\$ 782.51
STEVEN	KENZ	ROLLO RD	650.74				\$ 650.74
KATELYNN	KIROUAC	ROUTE 78	652.31				\$ 652.31
MITCHELL	KITTELL	CAMPAGNA RD	5357.51				\$ 5,357.51
GARY	KOCH	HANGER	54.90				\$ 54.90
TERRY & SHARON	KOONS	CARTER HILL RD	4595.88				\$ 4,595.88
* SARA	LAVIGNE	CARTER HILL RD	99.47				\$ 99.47
MELISSA	LESPERANCE	ARTHUR DRIVE	1033.00	1146.17	1300.82	215.92	\$ 3,695.91
CHRISTOPHER JR.	LESPERANCE	ARTHUR DRIVE	242.24	291.36			\$ 533.60
ESTATE OF WILLIAM	LETOURNEAU	ROUTE 78	3137.83				\$ 3,137.83
ESTATE OF BONNY	LOCKE	LAMKIN STREET	2555.02				\$ 2,555.02
COREY	MACHIA	COOK ROAD	3373.21				\$ 3,373.21
* LORI	HOUGHTON	MACHIA RD	4616.29				\$ 4,616.29
BRIAN & DEBRA	MCMAHON	CARTER HILL RD	445.22				\$ 445.22
SCOTT	MORGAN	LAMKIN STREET	1458.09				\$ 1,458.09
SCOTT	MORGAN	LAMKIN STREET	1402.89				\$ 1,402.89
* JILL	MULHERON	OAK HAVEN DR	2502.19				\$ 2,502.19
E COURTNEY	NEWTON	LAMKIN STREET	3357.60				\$ 3,357.60
ANTHONY & KIM	NICHOLS	HIGHGATE RD	281.16				\$ 281.16
* HEATHER	OLDS	OLDS DRIVE	1522.05	1600.40	544.52		\$ 3,666.97
ERIC & FAYE	PELICAN	OLDS DRIVE	1956.26				\$ 1,956.26
* ANGELA	PFEIFFER	COUNTRY CLUB	2637.72				\$ 2,637.72

TOWN OF HIGHGATE
FY 2021-2022 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	2021	2020	2019	2018	TOTAL DUE
GRETCHEN	PUTNAM	ROUTE 78	942.06				\$ 942.06
* WENDELL & DEBORAH	ROBERTS	ROBERTS LANE	854.63				\$ 854.63
JONATHAN	ROBINSON	BROSSEAU RD	4180.89				\$ 4,180.89
WILLIAM	SCARPINATO	CARMEN BROOK	2375.22				\$ 2,375.22
JOHN & ELEANOR	SHOVER	PARIZO RD	3835.81				\$ 3,835.81
EDWIN	SMITH	SPOONER RD	4263.03				\$ 4,263.03
TYLER	STANISLAS	FRONTAGE RD	386.18				\$ 386.18
ANDREW	SWEET	GORE ROAD	1043.52				\$ 1,043.52
DUANE	TIPPER	GORE ROAD	1231.83				\$ 1,231.83
CURRENT USE	VERMONT		917.98				\$ 917.98
TOTALS BY YEAR:			104302.16	7433.07	4439.74	803.71	116978.68

* = Payment Plan

T = Tax Sale

E = Escrow Issue

TOTAL OUTSTANDING DELINQUENCIES as of 1/15/2022: \$ 116,978.68

JEDWARE PROPERTY ROUTE 78			TOTAL	PRINCIPAL
RENEWABLE RESOURC #0012078169	893 ROUTE 78		225525.91	65687.78
RENEWABLE RESOURC #0012078165	893 ROUTE 78		30799.49	20427.35
JEDCO INC #0018078173	893 ROUTE 78		16991.45	10564.57
Subtotal:			273316.85	96679.70

Combined Total: 390,295.53

**To set up a payment plan please contact Shelley Laroche via email -
slaroche@highgatevt.org or phone (802) 868-4697 x 204**

TOWN OF HIGHGATE, VERMONT
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Special Revenue Funds	Capital Projects Fund Arena Project Fund	Permanent Fund Trustee of Public Funds Fund	Total
<u>ASSETS</u>				
Cash	\$ 0	\$ 41,583	\$ 21,863	\$ 63,446
Investments	0	0	6,458	6,458
Due from Other Funds	<u>308,002</u>	<u>93,980</u>	<u>3,403</u>	<u>405,385</u>
Total Assets	\$ <u>308,002</u>	\$ <u>135,563</u>	\$ <u>31,724</u>	\$ <u>475,289</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
Fund Balances:				
Nonspendable	0	0	1,200	1,200
Restricted	76,414	41,583	30,524	148,521
Assigned	<u>231,588</u>	<u>93,980</u>	<u>0</u>	<u>325,568</u>
Total Fund Balances	<u>308,002</u>	<u>135,563</u>	<u>31,724</u>	<u>475,289</u>
Total Liabilities and Fund Balances	\$ <u>308,002</u>	\$ <u>135,563</u>	\$ <u>31,724</u>	\$ <u>475,289</u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF HIGHGATE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Special Revenue Funds	Capital Projects Fund Arena Project Fund	Permanent Fund Trustee of Public Funds Fund	Total
Revenues:				
Intergovernmental	\$ 16,729	\$ 0	\$ 0	\$ 16,729
Permits, Licenses and Fees	36,050	0	0	36,050
Investment Income	<u>489</u>	<u>11</u>	<u>721</u>	<u>1,221</u>
Total Revenues	<u>53,268</u>	<u>11</u>	<u>721</u>	<u>54,000</u>
Expenditures:				
General Government	13,915	0	0	13,915
Debt Service:				
Principal	0	66,000	0	66,000
Interest	<u>0</u>	<u>13,513</u>	<u>0</u>	<u>13,513</u>
Total Expenditures	<u>13,915</u>	<u>79,513</u>	<u>0</u>	<u>93,428</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>39,353</u>	<u>(79,502)</u>	<u>721</u>	<u>(39,428)</u>
Other Financing Sources/(Uses):				
Transfers In	0	79,513	0	79,513
Transfers Out	<u>0</u>	<u>0</u>	<u>(721)</u>	<u>(721)</u>
Total Other Financing Sources/(Uses)	<u>0</u>	<u>79,513</u>	<u>(721)</u>	<u>78,792</u>
Net Change in Fund Balances	39,353	11	0	39,364
Fund Balances - July 1, 2020, As Restated	<u>268,649</u>	<u>135,552</u>	<u>31,724</u>	<u>435,925</u>
Fund Balances - June 30, 2021	<u>\$ 308,002</u>	<u>\$ 135,563</u>	<u>\$ 31,724</u>	<u>\$ 475,289</u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF HIGHGATE, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR SPECIAL REVENUE FUNDS
 JUNE 30, 2021

	Reappraisal Fund	Preservation Fund	Computerization Fund	Total
<u>ASSETS</u>				
Due from Other Funds	\$ 231,588	\$ 48,558	\$ 27,856	\$ 308,002
Total Assets	<u>\$ 231,588</u>	<u>\$ 48,558</u>	<u>\$ 27,856</u>	<u>\$ 308,002</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:	\$ 0	\$ 0	\$ 0	\$ 0
Fund Balances:				
Restricted	0	48,558	27,856	76,414
Assigned	<u>231,588</u>	<u>0</u>	<u>0</u>	<u>231,588</u>
Total Fund Balances	<u>231,588</u>	<u>48,558</u>	<u>27,856</u>	<u>308,002</u>
Total Liabilities and Fund Balances	<u>\$ 231,588</u>	<u>\$ 48,558</u>	<u>\$ 27,856</u>	<u>\$ 308,002</u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF HIGHGATE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	Reappraisal Fund	Preservation Fund	Computerization Fund	Total
Revenues:				
Intergovernmental	\$ 16,729	\$ 0	\$ 0	\$ 16,729
Permits, Licenses and Fees	0	18,007	18,043	36,050
Investment Income	<u>372</u>	<u>71</u>	<u>46</u>	<u>489</u>
Total Revenues	<u>17,101</u>	<u>18,078</u>	<u>18,089</u>	<u>53,268</u>
Expenditures:				
General Government	<u>0</u>	<u>1,121</u>	<u>12,794</u>	<u>13,915</u>
Total Expenditures	<u>0</u>	<u>1,121</u>	<u>12,794</u>	<u>13,915</u>
Net Change in Fund Balances	17,101	16,957	5,295	39,353
Fund Balances - July 1, 2020	<u>214,487</u>	<u>31,601</u>	<u>22,561</u>	<u>268,649</u>
Fund Balances - June 30, 2021	\$ <u><u>231,588</u></u>	\$ <u><u>48,558</u></u>	\$ <u><u>27,856</u></u>	\$ <u><u>308,002</u></u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF HIGHGATE, VERMONT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2021

	General Fund	Highway Fund	Capital Fund	Non-Major Governmental Funds	Total
<u>ASSETS</u>					
Cash	\$ 3,147,021	\$ 0	\$ 0	\$ 63,446	\$ 3,210,467
Investments	0	0	0	6,458	6,458
Receivables (Net of Allowance for Uncollectibles)	72,760	0	23,322	0	96,082
Due from Other Funds	0	420,348	1,117,371	405,385	1,943,104
Total Assets	<u>\$ 3,219,781</u>	<u>\$ 420,348</u>	<u>\$ 1,140,693</u>	<u>\$ 475,289</u>	<u>\$ 5,256,111</u>
<u>LIABILITIES</u>					
Accounts Payable	\$ 16,852	\$ 0	\$ 0	\$ 0	\$ 16,852
Accrued Payroll and Benefits Payable	11,295	5,422	0	0	16,717
Due to Other Funds	1,943,104	0	0	0	1,943,104
Due to Delinquent Tax Collector	10,956	0	0	0	10,956
Due to Others	10,024	0	0	0	10,024
Total Liabilities	<u>1,992,231</u>	<u>5,422</u>	<u>0</u>	<u>0</u>	<u>1,997,653</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>					
Prepaid Property Taxes	66,894	0	0	0	66,894
Unavailable Property Taxes and Interest	28,000	0	0	0	28,000
Unavailable Grants	0	0	23,322	0	23,322
Total Deferred Inflows of Resources	<u>94,894</u>	<u>0</u>	<u>23,322</u>	<u>0</u>	<u>118,216</u>
<u>FUND BALANCES</u>					
Nonspendable	0	0	0	1,200	1,200
Restricted	2,291	414,926	2,500	148,521	568,238
Committed	0	0	1,114,871	0	1,114,871
Assigned	313,377	0	0	325,568	638,945
Unassigned	816,988	0	0	0	816,988
Total Fund Balances	<u>1,132,656</u>	<u>414,926</u>	<u>1,117,371</u>	<u>475,289</u>	<u>3,140,242</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 3,219,781</u>	<u>\$ 420,348</u>	<u>\$ 1,140,693</u>	<u>\$ 475,289</u>	
Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:					
Capital Assets Used in Governmental Activities are not Financial Resources and, Therefore, are not Reported in the Funds.					9,381,985
Other Assets are not Available to Pay for Current-Period Expenditures, and, Therefore, are Deferred in the Funds.					51,322
Long-term and Accrued Liabilities, Including Bonds Payable and the Net Pension Liability, are not Due or Payable in the Current Period and, Therefore, are not Reported in the Funds.					(774,234)
Deferred Outflows and Inflows of Resources relating to the Town's Participation in VMERS are applicable to Future Periods and, Therefore, are not Reported in the Funds.					62,119
Net Position of Governmental Activities					<u>\$ 11,861,434</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF HIGHGATE, VERMONT
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2021

	General Fund	Highway Fund	Capital Fund	Non-Major Governmental Funds	Total
Revenues:					
Property Taxes	\$ 856,851	\$ 665,879	\$ 0	\$ 0	\$ 1,522,730
Penalties and Interest on Delinquent Taxes	26,493	0	0	0	26,493
Payments in Lieu of Taxes	601,356	0	0	0	601,356
Intergovernmental	93,776	432,504	69,980	16,729	612,989
Charges for Services	198,247	0	0	0	198,247
Permits, Licenses and Fees	57,501	1,110	0	36,050	94,661
Fines and Forfeits	2,881	0	0	0	2,881
Investment Income	2,460	534	1,557	1,221	5,772
Donations	12,226	0	2,500	0	14,726
Other	153	0	0	0	153
Total Revenues	<u>1,851,944</u>	<u>1,100,027</u>	<u>74,037</u>	<u>54,000</u>	<u>3,080,008</u>
Expenditures:					
General Government	485,252	0	29,761	13,915	528,928
Public Safety	232,487	0	1,692	0	234,179
Highways and Streets	0	505,294	10,387	0	515,681
Culture and Recreation	263,758	0	0	0	263,758
Cemetery	8,000	0	0	0	8,000
Solid Waste	3,654	0	0	0	3,654
Capital Outlay:					
Public Safety	0	0	346,199	0	346,199
Highways and Streets	0	467,740	24,835	0	492,575
Culture and Recreation	0	0	25,250	0	25,250
Debt Service:					
Principal	6,599	0	0	66,000	72,599
Interest	0	0	0	13,513	13,513
Total Expenditures	<u>999,750</u>	<u>973,034</u>	<u>438,124</u>	<u>93,428</u>	<u>2,504,336</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>852,194</u>	<u>126,993</u>	<u>(364,087)</u>	<u>(39,428)</u>	<u>575,672</u>
Other Financing Sources/(Uses):					
Insurance Proceeds	1,922	0	0	0	1,922
Proceeds from Sale of Land	1,000	0	0	0	1,000
Proceeds from Sale of Vehicles	10,750	0	0	0	10,750
Proceeds from Sale of Equipment	0	1,224	0	0	1,224
Transfers In	721	0	375,000	79,513	455,234
Transfers Out	(454,513)	0	0	(721)	(455,234)
Total Other Financing Sources/(Uses)	<u>(440,120)</u>	<u>1,224</u>	<u>375,000</u>	<u>78,792</u>	<u>14,896</u>
Net Change in Fund Balances	412,074	128,217	10,913	39,364	590,568
Fund Balances - July 1, 2020, As Restated	<u>720,582</u>	<u>286,709</u>	<u>1,106,458</u>	<u>435,925</u>	<u>2,549,674</u>
Fund Balances - June 30, 2021	<u>\$ 1,132,656</u>	<u>\$ 414,926</u>	<u>\$ 1,117,371</u>	<u>\$ 475,289</u>	<u>\$ 3,140,242</u>

The accompanying notes are an integral part of this financial statement.

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

GENERAL FUND REVENUE	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>PROPERTY TAXES</u>						
Current Property Taxes	1498107.00	856850.61	1643341.00	7847528.88	1723316.00	79975.00
Property Tax Adjustment	0.00	0.00	0.00	12639.59	0.00	0.00
Delinq Prop Tax - Interes	15000.00	11822.50	15000.00	10506.42	12000.00	-3000.00
Delinq Prop Tax - Penalty	18000.00	14669.83	15000.00	15787.89	14000.00	-1000.00
Tax Sale Exp Recovered	0.00	5674.66	0.00	1718.07	0.00	0.00
EDU Billing Fee Retained	10000.00	11464.18	10000.00	0.00	10000.00	0.00
	1541107.00	900481.78	1683341.00	7888180.85	1759316.00	75975.00
<u>INTERGOVERNMENTAL</u>						
Swanton Village	370000.00	581279.13	375000.00	430694.96	400000.00	25000.00
Current Use	45000.00	77732.50	60000.00	74345.00	70000.00	10000.00
PILOT	15000.00	20077.40	18000.00	18983.46	18000.00	0.00
Fish & Wildlife	1600.00	1476.00	1600.00	0.00	1500.00	-100.00
	431600.00	680565.03	454600.00	524023.42	489500.00	34900.00
<u>OTHER REVENUES</u>						
GF Interest Income	2000.00	1836.68	2500.00	1573.41	1500.00	-1000.00
Insurance Recoveries	0.00	1922.00	0.00	0.00	0.00	0.00
Waugh Farm Lease	1000.00	1000.00	1000.00	0.00	1000.00	0.00
Cell Tower Lease	17388.00	17382.39	17900.00	7455.84	18430.00	530.00
TO Casella Host Fees	60000.00	60589.62	60000.00	26074.33	60000.00	0.00
EV Charge Station	0.00	0.00	0.00	55.81	0.00	0.00
Other Income	300.00	153.35	300.00	25620.54	150.00	-150.00
Town Land Sales	0.00	1000.00	0.00	0.00	0.00	0.00
VLCT Equip Grant	0.00	0.00	0.00	5000.00	0.00	0.00
	80688.00	83884.04	81700.00	60779.93	81080.00	-620.00
<u>CLERKS FEES</u>						
TO Recording Fees	15000.00	18780.00	15000.00	9700.00	16000.00	1000.00
TO Research Fees	800.00	826.00	500.00	283.00	500.00	0.00
TO Photocopies	6000.00	4036.55	5000.00	1524.00	2000.00	-3000.00
TO Beverage Licenses	395.00	395.00	395.00	0.00	395.00	0.00
TO Marriage Licenses	150.00	280.00	150.00	120.00	150.00	0.00
TO Election Expense Recov	0.00	3476.54	0.00	0.00	0.00	0.00
TO Green Mtn Passports	0.00	32.00	0.00	10.00	0.00	0.00
TO Land Postings	100.00	150.00	100.00	120.00	100.00	0.00
TO Salvage Yard Certific	25.00	25.00	25.00	0.00	25.00	0.00
	22445.00	27976.09	21145.00	11757.00	19170.00	-2000.00
<u>PUBLIC SAFETY</u>						
TO Civil Fines	5000.00	2881.49	6000.00	240.00	3000.00	-3000.00
TO Animal Licenses - New	800.00	1818.00	800.00	196.00	1000.00	200.00
TO Animal Licenses -Renew	8000.00	9922.00	7000.00	294.03	8000.00	1000.00
	13800.00	14621.49	13800.00	730.03	12000.00	-1800.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

GENERAL FUND REVENUE CONTINUED	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
-----------------------------------	-------------------	-------------------	-------------------	-------------------------	-------------------------------	------------------

DEVELOPMENT FEES

TO Zoning Permit	8000.00	9870.40	7500.00	3757.60	7000.00	-500.00
TO Letter of Compliance	700.00	870.00	700.00	480.00	800.00	100.00
TO Subdivision Applicatio	1000.00	1140.00	800.00	1340.00	800.00	0.00
TO Conditional Use Review	150.00	1500.00	300.00	0.00	300.00	0.00
TO Site Plan Review	150.00	135.00	140.00	0.00	140.00	0.00
TO Boundry Line Adjustmen	500.00	570.00	500.00	285.00	500.00	0.00
	10500.00	14085.40	9940.00	5862.60	9540.00	-400.00

TOTAL GENERAL FUND REVENUE	2100140.00	1721613.83	2264526.00	8491333.83	2370606.00	106055.00
---------------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------	------------------

GENERAL FUND EXPENDITURES	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
------------------------------	-------------------	-------------------	-------------------	-------------------------	-------------------------------	------------------

SELECTBOARD

Selectboard Stipend	5250.00	5250.00	5250.00	5250.00	5250.00	0.00
SB SS & Medicare	402.00	401.63	402.00	401.63	402.00	0.00
SB Professional Services	500.00	0.00	0.00	0.00	0.00	0.00
	6152.00	5651.63	5652.00	5651.63	5652.00	0.00

TOWN ADMINISTRATION

Town Administrator	49159.00	49378.30	50142.00	21599.65	52649.00	2507.00
Grant Administrator	13698.00	13759.20	13972.00	6018.66	14670.00	698.00
Zoning Administrator	14568.00	11506.78	14568.00	5403.29	14500.00	-68.00
TA Group Insurance	9000.00	8626.00	9000.00	4125.00	9000.00	0.00
TA SS & Medicare	6688.00	5625.24	6784.00	2246.10	5150.00	-1634.00
TA Retirement Contrib	3672.00	3235.77	3761.00	1415.46	3484.00	-277.00
TA Professional Develop	300.00	0.00	0.00	68.00	60.00	60.00
TA Travel Expenses	250.00	42.20	250.00	0.00	100.00	-150.00
	97335.00	92173.49	98477.00	40876.16	99613.00	1136.00

TOWN CLERK

Town Clerk Salary	47127.00	47337.35	48070.00	20707.12	52000.00	3930.00
Public Meetings Clerk	10000.00	10038.59	10000.00	4307.74	10500.00	500.00
TC Group Insurance	9000.00	6629.04	9000.00	3666.24	9000.00	0.00
TC SS & Medicare	3605.00	3613.17	3677.00	1584.13	4782.00	1105.00
TC Retirement Contrib	2121.00	2609.24	2283.00	1188.21	3282.00	999.00
TC Professional Dues	30.00	0.00	0.00	27.50	0.00	0.00
TC Professional Develop	200.00	0.00	0.00	0.00	0.00	0.00
TC Travel Expenses	200.00	134.26	100.00	145.60	100.00	0.00
	72283.00	70361.65	73130.00	31626.54	79664.00	6534.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

GENERAL FUND EXPENDITURES CON'T	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>LISTERS</u>						
Lister Salaries	43563.00	20376.02	44172.00	7881.14	39370.00	-4802.00
LS SS & Medicare	3333.00	1558.70	3379.00	602.89	3012.00	-367.00
LS Professional Dues	60.00	50.00	60.00	0.00	0.00	-60.00
LS Professional Develop	200.00	0.00	100.00	0.00	100.00	0.00
LS Technical Services	8500.00	6715.00	9000.00	2050.00	9000.00	0.00
LS Travel Expenses	500.00	269.59	500.00	86.80	500.00	0.00
	56156.00	28969.31	57211.00	10620.83	51982.00	-5229.00
<u>TOWN TREASURER</u>						
Town Treasurer Salary	47277.00	47488.03	48223.00	20772.98	50635.00	2412.00
TT Insurance Buyout	4800.00	4818.59	4800.00	2067.74	4800.00	0.00
TT SS & Medicare	3984.00	4001.32	4056.00	1747.31	4241.00	185.00
TT Retirement Contributio	2344.00	2359.70	2519.00	1356.47	2910.00	391.00
TT Professional Dues	30.00	0.00	0.00	27.50	0.00	0.00
TT Professional Develop	200.00	0.00	0.00	68.00	0.00	0.00
TT Travel Expenses	1000.00	1054.12	1000.00	550.45	1000.00	0.00
	59635.00	59721.76	60598.00	26590.45	63586.00	2988.00
<u>DELINQUENT TAX COLL.</u>						
DTC Compensation	18000.00	13098.99	15000.00	5616.49	14000.00	-1000.00
DTC SS & Medicare	1377.00	1002.07	1148.00	429.66	1071.00	-77.00
DTC Retirement	810.00	589.46	713.00	0.00	735.00	22.00
	20187.00	14690.52	16861.00	6046.15	15806.00	-1055.00
<u>ANIMAL CONTROL</u>						
ACO Compensation	7165.00	7406.79	6000.00	2584.62	6300.00	300.00
ACO SS & Medicare	548.00	566.84	460.00	197.79	482.00	22.00
Impound Animal Expense	3500.00	201.24	3500.00	365.61	3000.00	-500.00
ACO Travel Expense	150.00	658.94	300.00	237.44	300.00	0.00
	11363.00	8833.81	10260.00	3385.46	10082.00	-178.00
<u>HEALTH OFFICER</u>						
Health Officer Stipend	4000.00	3000.00	6000.00	4500.00	6300.00	300.00
HO SS & Medicare	306.00	229.50	460.00	344.25	482.00	22.00
HO Professional Develop.	60.00	0.00	60.00	0.00	0.00	-60.00
HO Professional Services	500.00	0.00	0.00	0.00	500.00	500.00
HO Travel Expense	200.00	0.00	200.00	0.00	200.00	0.00
	5066.00	3229.50	6720.00	4844.25	7482.00	762.00
<u>PLANNING COMM.</u>						
Planning Comm Stipend	1200.00	1400.00	1300.00	1440.00	1625.00	325.00
PC SS & Medicare	100.00	107.10	100.00	110.16	125.00	25.00
PC Professional Develop	0.00	0.00	120.00	0.00	0.00	-120.00
	1300.00	1507.10	1520.00	1550.16	1750.00	230.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

GENERAL FUND EXPENDITURES CON'T	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>DEVELOP.REVIEW BOARD</u>						
DRB Stipend	1200.00	900.00	1300.00	560.00	1625.00	325.00
DRB SS & Medicare	100.00	68.85	100.00	42.84	125.00	25.00
DRB Professional Develop	0.00	0.00	120.00	0.00	0.00	-120.00
	1300.00	968.85	1520.00	602.84	1750.00	230.00
<u>PUBLIC SAFETY & SERVICES</u>						
Ambulatory Services	88008.00	88007.40	89770.00	37403.15	86250.00	-3520.00
Ambulatory Dispatch Fee	10000.00	5000.00	10000.00	4040.00	8000.00	-2000.00
Police Patrol Services	93200.00	93288.00	100633.00	38870.00	104659.00	4026.00
Solid Waste Membership	3654.00	3654.00	3654.00	3654.00	3820.00	166.00
	194862.00	189949.40	204057.00	83967.15	202729.00	-1328.00
<u>CULTURAL SERVICES</u>						
Historical Society	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
Memorial Day	1000.00	963.57	1000.00	165.98	1000.00	0.00
Summer Concert Series	3000.00	3000.00	3000.00	284.98	5000.00	2000.00
Holiday Expense	500.00	1460.21	1000.00	76.00	2000.00	1000.00
Highgate Little League	1250.00	1250.00	1000.00	0.00	1000.00	0.00
	6750.00	7673.78	7000.00	1526.96	10000.00	3000.00
<u>SOCIAL SERVICES APPROP</u>						
FranklinCounty HomeHealth	7424.00	7424.00	7423.00	7423.00	7423.00	0.00
VT Council Rural Devel.	150.00	150.00	150.00	150.00	150.00	0.00
VT Ctr Independent Living	380.00	380.00	380.00	380.00	380.00	0.00
American Red Cross	950.00	950.00	0.00	0.00	950.00	950.00
FCIDC	995.00	995.00	995.00	995.00	1000.00	5.00
CVAA Age Well	999.00	999.00	999.00	999.00	999.00	0.00
NWUSI - Special Invest. U	900.00	900.00	1500.00	1500.00	1500.00	0.00
Association for The Blind	500.00	500.00	500.00	500.00	500.00	0.00
VT Adult Learning	300.00	300.00	0.00	0.00	0.00	0.00
Tim's House	0.00	0.00	950.00	950.00	0.00	-950.00
Vermont Green Up	200.00	200.00	200.00	200.00	200.00	0.00
Friends of Lake Champlain	999.00	999.00	999.00	999.00	999.00	0.00
Green Mountain Transit	950.00	950.00	950.00	950.00	950.00	0.00
Lauire's House VAV	990.00	990.00	990.00	990.00	990.00	0.00
CVOEO	500.00	500.00	0.00	0.00	0.00	0.00
VACD - VT Rural Fire Prot	100.00	100.00	100.00	100.00	100.00	0.00
VT Family Network	500.00	500.00	500.00	500.00	500.00	0.00
	16837.00	16837.00	16636.00	16636.00	16641.00	5.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

GENERAL FUND EXPENDITURES CONT	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>TOWN OPERATIONS</u>						
TO Consulting Services	500.00	859.00	1000.00	0.00	1000.00	0.00
TO Election Expenses	4500.00	4206.80	4500.00	348.57	5000.00	500.00
TO Professional Audit	20200.00	20451.00	21400.00	21655.00	22500.00	1100.00
TO Legal Services	30000.00	11450.00	25000.00	11240.00	25000.00	0.00
TO Technical Services	14000.00	13954.96	15000.00	9689.34	15000.00	0.00
TO Custodial Services	7500.00	7800.00	7800.00	2850.00	10400.00	2600.00
TO Bldgs/Grnds Maintenance	10000.00	6698.20	16000.00	13760.52	10000.00	-6000.00
TO Equipment Maintenance	1500.00	250.00	1000.00	0.00	1000.00	0.00
TO PACIF Insurance	24196.00	23907.50	24984.00	17397.30	23775.00	-1209.00
TO Workers Comp Insurance	1017.00	1161.88	1708.00	725.90	1663.00	-45.00
TO Unemployment Comp	204.00	168.75	279.00	211.78	211.00	-68.00
TO Communications	10500.00	13303.25	12000.00	5980.16	13000.00	1000.00
TO Postage	6000.00	7748.48	6500.00	5841.56	8500.00	2000.00
TO Advertising	5500.00	6571.40	5500.00	4000.20	7000.00	1500.00
TO Printing & Binding	2500.00	2439.20	2500.00	1520.88	3000.00	500.00
NRPC Dues	4030.00	4030.00	4030.00	4030.00	3889.00	-141.00
VLCT Dues	5479.00	5479.00	5500.00	5479.00	5479.00	-21.00
FranklinCountyAssessment	33000.00	34326.10	33000.00	33262.80	34000.00	1000.00
TO General Supplies	9000.00	5798.90	9000.00	4430.26	9000.00	0.00
TO Natural Gas	6500.00	4708.71	4500.00	735.78	5000.00	500.00
TO Electricity	9500.00	5162.45	7000.00	2388.04	6000.00	-1000.00
TO Furniture/Equipment	5000.00	389.99	2500.00	0.00	2000.00	-500.00
TO Tax Abatement	5600.00	0.00	7830.00	1529.82	1530.00	-6300.00
TO Other Expenses	500.00	366.15	500.00	90.00	300.00	-200.00
MPG Grant Expense	6000.00	0.00	6000.00	0.00	6000.00	0.00
FEMA Buyout	0.00	0.00	0.00	1958.00	0.00	0.00
VLCT Equip Grant	5000.00	0.00	5000.00	0.00	5000.00	0.00
	222726.00	181231.72	225031.00	149124.91	225247.00	-4784.00
<u>DEPARTMENT TRANSFERS</u>						
Fire Dept Tax Revenue	50714.00	50714.00	61501.00	61501.00	55587.00	-5914.00
Highway Tax Revenue	665879.00	0.00	736978.00	736978.00	765892.00	28914.00
Cemetery Tax Revenue	8500.00	8500.00	9000.00	9000.00	50000.00	41000.00
Parks/Rec Tax Revenue	13403.00	13403.00	19453.00	19453.00	69858.00	50405.00
Library Tax Revenue	109468.00	109468.00	109581.00	109581.00	116804.00	7223.00
Arena Tax Revenue	20676.00	20676.00	47885.00	47885.00	36412.00	-11473.00
Arena Bond Payment	79513.00	79513.00	79480.00	79480.00	76569.00	-2911.00
CIP Tax Revenue	375000.00	375000.00	411000.00	411000.00	407500.00	-3500.00
	1323153.00	657274.00	1474878.00	1474878.00	1578622.00	103744.00
GRAND TOTAL EXPENDITURES	2095105.00	1339073.52	2259551.00	1857927.49	2370606.00	106055.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

FIRE DEPARTMENT FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>FIRE DEPT REVENUE</u>						
FD Sale of Surplus Equip	0.00	10750.00	0.00	5900.00	0.00	0.00
FD Interest Income	0.00	58.00	0.00	0.00	0.00	0.00
FD Other Income	0.00	0.00	0.00	5.00	0.00	0.00
HVFD Donations	0.00	1825.00	0.00	60.00	0.00	0.00
HVFD Fundraising	0.00	5205.00	0.00	0.00	0.00	0.00
FD Tax Revenue	50714.00	50714.00	61501.00	61501.00	55587.00	-5914.00
	50714.00	68552.00	61501.00	67466.00	55587.00	-5914.00
<u>FIRE DEPT EXPENDITURES</u>						
FD Workers Compensation	1714.00	2205.09	1467.00	341.65	367.00	-1100.00
Fire Dept Stipend	9000.00	8250.00	9000.00	7250.00	9000.00	0.00
FD SS & Medicare	689.00	631.14	689.00	554.64	689.00	0.00
FD Professional Develop	500.00	0.00	250.00	60.00	1000.00	750.00
FD Bldg/Ground Maint	0.00	239.76	7500.00	5876.63	1000.00	-6500.00
FD Personal Protective Eq	4000.00	1054.85	4000.00	0.00	4000.00	0.00
FD Air Packs & Tanks	2500.00	127.92	2500.00	0.00	2500.00	0.00
FD Pagers & Radios	700.00	756.52	1500.00	570.00	1500.00	0.00
FD Hose Maintenance	1000.00	2528.63	1500.00	353.00	2000.00	500.00
FD Poseidon System	700.00	0.00	700.00	0.00	700.00	0.00
FD Fire Extinguishers	700.00	535.82	1500.00	72.00	1500.00	0.00
FD Small Equipment Repair	400.00	113.00	400.00	54.78	1000.00	600.00
FD 2020 Engine1	2000.00	1244.39	1000.00	0.00	1000.00	0.00
FD Freightline -Tanker	1500.00	159.41	2000.00	606.04	2500.00	500.00
FD 2005 MFG Rescue Boat	500.00	389.14	500.00	0.00	0.00	-500.00
FD 2005 Karavan Trailer	125.00	0.00	125.00	0.00	0.00	-125.00
FD 2006 Engine2	2500.00	3967.42	2500.00	854.47	2500.00	0.00
FD 2015 Ford F-350	500.00	1578.96	1000.00	4.99	1000.00	0.00
FD Small Engine Repair	500.00	73.12	500.00	69.89	0.00	-500.00
FD Equipment Rental	100.00	0.00	100.00	0.00	100.00	0.00
FD PACIF Insurance	4436.00	4436.00	4970.00	3644.05	5031.00	61.00
HVFD Unemployment	0.00	0.00	0.00	14.35	0.00	0.00
FD Dispatching Fees-SAPD	11000.00	10905.00	11000.00	10905.00	11000.00	0.00
FD Public Relations	1000.00	3078.28	1000.00	84.95	1000.00	0.00
FD Outreach/Support	0.00	341.92	1000.00	61.00	1000.00	0.00
FD Annual Dues	450.00	413.00	500.00	192.00	500.00	0.00
FD Maintenance Supplies	200.00	445.51	500.00	1.24	500.00	0.00
FD Gasoline	500.00	473.79	500.00	408.78	500.00	0.00
FD Diesel	1200.00	632.93	1000.00	611.41	1200.00	200.00
FD Uniforms	300.00	353.00	300.00	0.00	500.00	200.00
FD Furniture, Fixtures &	1000.00	173.18	500.00	0.00	500.00	0.00
FD General Supplies	1000.00	1083.33	1500.00	95.84	1500.00	0.00
	50714.00	46191.11	61501.00	32686.71	55587.00	-5914.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

CEMETERY FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>CEMETERY REVENUE</u>	8500.00	8500.00	9000.00	9000.00	50000.00	41000.00
	8500.00	9186.44	9000.00	9812.09	50000.00	41000.00
<u>CEMETERY EXPENDITURES</u>						
C Mowing	8000.00	8000.00	8000.00	4200.00	29650.00	21650.00
C Tree Removal	0.00	0.00	0.00	0.00	3000.00	3000.00
C Grounds Repair/Maintena	250.00	0.00	500.00	1640.72	7350.00	6850.00
C Stone Cleaning	0.00	0.00	0.00	900.00	0.00	0.00
C Fence Install & Repair	250.00	0.00	500.00	0.00	10000.00	9500.00
C Corner Stones	0.00	0.00	0.00	120.00	0.00	0.00
	8500.00	8000.00	9000.00	6860.72	50000.00	41000.00

PARKS & REC FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>PARKS & REC REVENUE</u>						
Parks & Rec Tax Revenue	13403.00	13403.00	19453.00	19453.00	69858.00	50405.00
	13403.00	13403.00	19453.00	19453.00	69858.00	50405.00
<u>PARKS & REC EXPENDITURES</u>						
Parks & Rec Wages	1500.00	1632.00	2000.00	2528.00	38563.00	36563.00
Insurance Buyout	0.00	0.00	0.00	0.00	4800.00	4800.00
PR SS & Medicare	115.00	124.84	153.00	193.40	3318.00	3165.00
Retirement Contribution	0.00	0.00	0.00	0.00	2277.00	2277.00
PR Unemployment Comp	88.00	0.00	0.00	0.00	0.00	0.00
PR Building/Grounds Maint	3500.00	560.00	9000.00	0.00	10000.00	1000.00
PR John Deere GT 235	100.00	222.85	100.00	521.23	300.00	200.00
PR John Deere ZTurn	150.00	298.67	200.00	572.09	300.00	100.00
PR JD 3033R	7200.00	8193.02	7500.00	3672.09	8000.00	500.00
PR Professional Develop	0.00	0.00	0.00	0.00	1000.00	1000.00
PR General Supplies	500.00	0.00	500.00	0.00	500.00	0.00
Veteran Memorial Project	0.00	6343.24	0.00	0.00	800.00	800.00
	13153.00	17374.62	19453.00	7486.81	69858.00	50405.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

LIBRARY FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>LIBRARY REVENUE</u>						
HPL Summer Programs	500.00	0.00	500.00	0.00	0.00	-500.00
Library Donations	0.00	1009.16	0.00	500.00	0.00	0.00
Special Programs	1000.00	0.00	1000.00	0.00	0.00	-1000.00
Trust Fund Distrib - HPL	50.00	54.99	50.00	0.00	50.00	0.00
Teen Programs	0.00	0.00	0.00	4000.00	0.00	0.00
Summer Matters Grant Rein	0.00	0.00	0.00	29496.24	0.00	0.00
HPL Grant Revenue	0.00	7500.00	0.00	15378.05	0.00	0.00
Booksale Copy Print	300.00	364.99	300.00	33.22	300.00	0.00
Friends of the Library	500.00	2814.73	1000.00	0.00	1000.00	0.00
Library Tax Revenue	109468.00	109468.00	109581.00	109581.00	116804.00	7223.00
	111818.00	121211.87	112431.00	158988.51	118154.00	5723.00
<u>LIBRARY EXPENDITURES</u>						
Librarian Salary	42780.00	36418.13	44495.00	19167.12	46720.00	2225.00
Support Staff Wages	21500.00	10435.25	21500.00	6075.00	22500.00	1000.00
Trustee Stipend	0.00	0.00	0.00	0.00	2500.00	2500.00
Group Insurance	9000.00	5071.45	4800.00	51.05	4800.00	0.00
HPL SS & Medicare	4918.00	3580.40	5416.00	4125.03	5873.00	457.00
HPL Retirement Contrib	1925.00	1823.81	2342.00	1008.67	2705.00	363.00
HPL Memberships & Dues	1000.00	954.56	1000.00	890.96	1000.00	0.00
HPL Unemployment Comp	262.00	163.50	282.00	213.29	279.00	-3.00
HPL Workers Comp	526.00	511.38	587.00	180.40	602.00	15.00
HPL Professional Develop	200.00	0.00	200.00	0.00	200.00	0.00
HPL Background Checks	25.00	76.50	25.00	0.00	25.00	0.00
HPL Technical Services	900.00	416.89	900.00	0.00	500.00	-400.00
HPL Custodial Services	2500.00	2400.00	2600.00	1350.00	2600.00	0.00
HPL Bldgs/Ground Maintena	1500.00	2453.46	3000.00	2734.75	2500.00	-500.00
HPL PACIF Insurance	2982.00	2812.00	3309.00	2134.55	3300.00	-9.00
HPL Communications	2100.00	2440.29	2100.00	1430.89	2100.00	0.00
HPL Postage	500.00	642.92	625.00	346.41	700.00	75.00
HPL Advertising	200.00	195.24	250.00	0.00	200.00	-50.00
HPL Printing & Binding	0.00	0.00	0.00	33.49	0.00	0.00
Summer Matters Grant	0.00	0.00	0.00	26238.07	0.00	0.00
HPL Travel	1000.00	41.58	500.00	86.82	250.00	-250.00
HPL General Supplies	1200.00	1587.16	1200.00	219.90	1500.00	300.00
HPL Building Brighter Fut	0.00	0.00	0.00	-65.00	0.00	0.00
HPL Summer Programs	2000.00	1798.71	1500.00	574.26	1500.00	0.00
HPL Teen Programs	400.00	0.00	400.00	0.00	400.00	0.00
HPL General Programs	1000.00	1187.05	1000.00	452.22	1000.00	0.00
HPL Special Programs	5000.00	5393.21	5000.00	1685.73	5000.00	0.00
HPL Electricity	1200.00	1235.80	1200.00	592.53	1200.00	0.00
HPL Heating Expense	1700.00	1599.04	1700.00	449.11	1700.00	0.00
HPL Books and Periodicals	6000.00	7691.33	6000.00	4290.18	6000.00	0.00
HPL Furniture Fixtures Eq	500.00	3254.02	500.00	544.13	500.00	0.00
	112818.00	94183.68	112431.00	74809.56	118154.00	5723.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

ARENA FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>ARENA REVENUE</u>						
Ice Rental	130000.00	69562.50	110500.00	13807.50	130000.00	19500.00
Skate Programs	12000.00	1680.00	7000.00	9654.00	12000.00	5000.00
Turf Rental	5000.00	1530.00	5000.00	0.00	2500.00	-2500.00
Facility Rental	10000.00	3925.00	7600.00	1925.00	10000.00	2400.00
Field Rental	0.00	0.00	0.00	200.00	0.00	0.00
Fall Programs	1000.00	484.51	750.00	1390.00	1250.00	500.00
Winter Programs	700.00	0.00	700.00	1083.00	500.00	-200.00
Spring Programs	1500.00	1670.00	700.00	0.00	5000.00	4300.00
Summer Programs	2500.00	4738.00	2500.00	1001.00	5000.00	2500.00
Advertising	17000.00	19175.00	17000.00	1150.00	18000.00	1000.00
Donations	50.00	555.04	0.00	1216.00	0.00	0.00
Live Barn	0.00	745.92	0.00	772.82	700.00	700.00
Arena Grant Income	0.00	2200.00	0.00	0.00	0.00	0.00
Girls On The Run	0.00	145.00	0.00	0.00	0.00	0.00
Arena Fund Tax Revenue	20676.00	20676.00	47885.00	47885.00	36412.00	-11473.00
	200426.00	127086.97	199635.00	80084.32	221362.00	21727.00
<u>ARENA EXPENDITURES</u>						
Facilities Wages	50000.00	33786.99	50000.00	22659.25	60000.00	10000.00
Rec Board Stipend	0.00	0.00	0.00	0.00	2500.00	2750.00
AF SS & Medicare	3825.00	2648.57	3825.00	1891.70	5168.00	1343.00
AF Unemployment Comp	110.00	112.50	247.00	185.79	180.00	-67.00
AF Insurance	9000.00	3505.42	9000.00	2067.74	4800.00	-4200.00
AF Retirement	2092.00	732.40	2100.00	864.30	2316.00	216.00
AF Workers Comp	3082.00	2651.87	2650.00	1164.40	2475.00	-175.00
AF Buildings/Grounds	5000.00	8011.41	5000.00	5379.86	8000.00	3000.00
AF Natural Gas	15000.00	10196.91	12000.00	3542.86	15000.00	3000.00
AF Propane	1000.00	481.00	1000.00	146.62	1000.00	0.00
AF Diesel & Gas	200.00	20.00	200.00	5.65	200.00	0.00
AF Electricity	35000.00	33999.31	38000.00	13628.04	38000.00	0.00
AF Communications	6500.00	2120.43	7500.00	1100.80	5000.00	-2500.00
AF Zamboni Maintenance	3500.00	2640.55	3500.00	1593.99	3500.00	0.00
AF Upgrades/Improvements	25000.00	8154.83	20000.00	1155.23	20000.00	0.00
AF Service Contracts	10000.00	10194.81	10000.00	10105.53	13000.00	3000.00
AF Advertising	1500.00	630.00	1500.00	551.50	1500.00	0.00
AF General Supplies	7500.00	4788.10	7500.00	5752.59	10000.00	2500.00
Professional Development	2000.00	115.00	1000.00	620.61	1000.00	0.00
AF Postage	0.00	0.00	0.00	0.00	500.00	500.00
Summer Programs	2000.00	3412.22	3000.00	1988.62	3000.00	0.00
Fall Programs	1500.00	456.75	1500.00	1543.37	2500.00	1000.00
Winter Programs	500.00	1470.00	2000.00	1760.00	1000.00	-1000.00
Spring Programs	1000.00	1346.78	1000.00	0.00	4000.00	3000.00
Arena Grant Expense	0.00	0.00	0.00	1550.00	0.00	0.00
AF PACIF Insurance	15117.00	15847.49	17113.00	12452.55	16723.00	-390.00
Girls On The Run	0.00	70.45	0.00	0.00	0.00	0.00
	200426.00	147393.79	199635.00	91711.00	221362.00	21727.00

ARENA BOND PAYMENT	Budget	Actual	Budget	YTD FY2021	Proposed	Budget
Arena Bond Debt Payment (YEAR 8 OF 15)	79513	79513	79480	79480	76569	-2911

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

CAPITAL IMPROVEMENT PLAN RESERVE FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>CIP REVENUE</u>						
VCMP/Machia Prop	0.00	19980.00	0.00	11441.00	15000.00	15000.00
Town Office Flooring	0.00	0.00	5000.00	5000.00	5000.00	0.00
Machia Road Slide	50000.00	50000.00	131000.00	141839.37	25000.00	-106000.00
Transfer Station Stabiliz	50000.00	50000.00	0.00	15684.75	50000.00	50000.00
VCDP Airport Planning	0.00	0.00	0.00	10000.00	0.00	0.00
Stormwater Grant Match	0.00	0.00	20000.00	20000.00	0.00	-20000.00
Fire Truck 1	25000.00	75000.00	0.00	0.00	5000.00	5000.00
Fire Truck 2	0.00	0.00	25000.00	25000.00	25000.00	0.00
FD Tanker	0.00	0.00	0.00	0.00	2500.00	2500.00
Highway Tractor RSM	20000.00	20000.00	6000.00	6000.00	0.00	-6000.00
HWY Grader	30000.00	30000.00	30000.00	30000.00	20000.00	-10000.00
HWY Loader	25000.00	25000.00	30000.00	30000.00	30000.00	0.00
HWY Backhoe	10000.00	10000.00	30000.00	30000.00	30000.00	0.00
HWY Truck 1 2020int	60000.00	60000.00	0.00	0.00	25000.00	25000.00
HWY Truck 2 2014ws	25000.00	25000.00	30000.00	30000.00	30000.00	0.00
HWY Truck 3 F550	10000.00	10000.00	10000.00	10000.00	15000.00	5000.00
HWY Truck 4 2016int	25000.00	25000.00	45000.00	45000.00	40000.00	-5000.00
Hwy Side Arm Mower	0.00	0.00	4000.00	4000.00	0.00	-4000.00
Hwy Disc Mower	0.00	0.00	0.00	0.00	5000.00	5000.00
Library Relocation	25000.00	27500.00	25000.00	25000.00	50000.00	25000.00
Arena Zamboni	5000.00	5000.00	5000.00	5000.00	10000.00	5000.00
AF Indoor Turf	15000.00	15000.00	5000.00	5000.00	10000.00	5000.00
Arena Parking Lot	0.00	0.00	10000.00	10000.00	10000.00	0.00
Arena Roof	0.00	0.00	0.00	0.00	5000.00	5000.00
	375000.00	447480.00	411000.00	458965.12	407500.00	-3500.00
<u>CIP EXPENDITURES</u>						
Transfer Station Stabaliz	50000.00	5776.17	0.00	18079.60	50000.00	50000.00
VCMP / Machia Property	0.00	21621.74	0.00	21895.53	15000.00	15000.00
Machia Road Slide	50000.00	10386.31	131000.00	0.00	25000.00	-106000.00
Stormwater Grant Match	0.00	0.00	20000.00	0.00	0.00	-20000.00
VCDP Airport Planning	0.00	2363.02	0.00	8686.97	0.00	0.00
Town Office Flooring	0.00	0.00	5000.00	0.00	5000.00	0.00
FD Fire Truck E1	25000.00	347890.61	0.00	0.00	5000.00	5000.00
FD Fire Truck E2	0.00	0.00	25000.00	0.00	25000.00	0.00
FD Tanker	0.00	0.00	0.00	0.00	2500.00	2500.00
Hwy Roadside Mower	20000.00	0.00	6000.00	63921.93	0.00	-6000.00
Hwy Grader	30000.00	0.00	30000.00	0.00	20000.00	-10000.00
Hwy Loader	25000.00	0.00	30000.00	0.00	30000.00	0.00
Hwy Backhoe	10000.00	0.00	30000.00	0.00	30000.00	0.00
Hwy Truck 1 2020	60000.00	24000.00	0.00	0.00	25000.00	25000.00
Hwy Truck 2 2014	25000.00	0.00	30000.00	0.00	30000.00	0.00
Hwy Truck 3 2015	10000.00	0.00	10000.00	0.00	15000.00	5000.00
Hwy Truck 4 2016 sa	25000.00	0.00	45000.00	0.00	40000.00	-5000.00
Hwy Side Arm Mower	0.00	0.00	4000.00	21606.61	0.00	-4000.00
Hwy Disc Mower	0.00	0.00	0.00	0.00	5000.00	5000.00
Library Relocation	25000.00	0.00	25000.00	0.00	50000.00	25000.00
Arena Zamboni	5000.00	0.00	5000.00	0.00	10000.00	5000.00
AF Indoor Turf	15000.00	0.00	5000.00	0.00	10000.00	5000.00
Arena Parking Lot	0.00	0.00	10000.00	0.00	10000.00	0.00
Arena Roof	0.00	0.00	0.00	0.00	5000.00	5000.00
	375000.00	412037.85	411000.00	134190.64	407500.00	-3500.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

HIGHWAY FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
<u>PUBLIC WORKS REVENUE</u>						
AOT - State Aid	150000.00	197517.92	150000.00	87103.75	150000.00	0.00
Grant Reimburse	0.00	234986.28	0.00	0.00	0.00	0.00
PWD Sale of Surplus Equip	0.00	1224.10	0.00	0.00	0.00	0.00
PWD Interest Income	0.00	534.00	0.00	0.00	0.00	0.00
Overweight Permits	650.00	630.00	650.00	0.00	600.00	-50.00
Driveway Permits	600.00	480.00	500.00	255.00	400.00	-100.00
PWD Tax Revenue	665879.00	665879.00	736978.00	736978.00	765892.00	28914.00
	817129.00	1101251.30	888128.00	824336.75	916892.00	28764.00
<u>PUBLIC WORKS EXPENDITURES</u>						
PWD Director Salary	63648.00	64274.69	64921.00	25156.87	68167.00	3246.00
PWD Crew Wages	79705.00	79600.68	82495.00	38267.68	94640.00	12145.00
PWD Temp Help Wages	10000.00	576.00	10000.00	128.00	10000.00	0.00
PWD Crew Overtime	19500.00	10860.49	19500.00	1818.28	20475.00	975.00
PWD Insurance Buyout	9600.00	9637.16	9600.00	4135.49	9600.00	0.00
PWD Group Health Insuranc	9000.00	8626.00	9000.00	4125.00	9000.00	0.00
PWD SS & Medicare	13958.00	12330.51	14269.00	5195.24	15521.00	1252.00
PWD Retirement Contrib	7761.00	7436.00	8385.00	3307.60	10127.00	1742.00
PWD Professional Dues	50.00	0.00	50.00	0.00	50.00	0.00
PWD Unemployment Comp	322.00	188.25	321.00	242.79	298.00	-23.00
PWD Workers Comp	14836.00	13382.88	13866.00	6681.40	13327.00	-539.00
PWD Professional Develop	250.00	0.00	200.00	0.00	200.00	0.00
PWD Roadside Cleanup	1000.00	0.00	1000.00	0.00	1000.00	0.00
PWD Engineering Services	500.00	633.58	1000.00	456.84	1000.00	0.00
MR General Permit Fee	0.00	1350.00	1350.00	0.00	1350.00	0.00
PWD Bldg/Ground Maint	1000.00	1163.42	7500.00	9658.57	2500.00	-5000.00
PWD Bale Mulcher/Hydrose	0.00	0.00	500.00	0.00	0.00	-500.00
PWD Other Equip Maint	2000.00	3153.35	1000.00	378.51	1000.00	0.00
PWD 1974 Massey Fergusor	1000.00	4608.16	500.00	20.21	0.00	-500.00
2021 JD 5060M	0.00	0.00	0.00	62.01	500.00	500.00
2021 Side Arm Mower	0.00	0.00	0.00	0.00	200.00	200.00
PWD 1991 Grader	3000.00	132.48	3000.00	2270.20	3000.00	0.00
PWD 2001 Loader	4500.00	6434.81	2000.00	1560.10	2500.00	500.00
PWD 2004 Backhoe	2000.00	1707.36	6000.00	2075.53	2500.00	-3500.00
PWD 2015 Ford F550	1500.00	1892.79	3000.00	1628.85	5000.00	2000.00
PWD 2016 Int.	2000.00	4481.73	7000.00	651.73	7000.00	0.00
PWD 2020 Int. Tandem	1500.00	798.73	1000.00	2419.81	2500.00	1500.00
PWD 2014 WS Tandem	3000.00	8957.81	7000.00	913.05	7000.00	0.00
PWD Plow Maintenance	6000.00	5294.03	6000.00	2916.94	6000.00	0.00
PWD Equipment Rental	10000.00	5410.00	8000.00	2550.00	8000.00	0.00
PWD Tree Removal	6500.00	5202.00	7000.00	0.00	7000.00	0.00
PWD PACIF Insurance	10199.00	10199.00	11571.00	11203.30	12787.00	1216.00
PWD Communications/Radi	1500.00	2785.17	3000.00	275.00	3000.00	0.00
PWD Dues	0.00	240.00	0.00	0.00	0.00	0.00
PWD Travel	150.00	86.25	200.00	892.50	200.00	0.00
PWD Uniforms & Runners	5500.00	7934.76	6000.00	3759.13	7000.00	1000.00
PWD Shop Supplies	2500.00	3798.54	3000.00	507.60	4000.00	1000.00
PWD Small Tools	1000.00	608.22	1000.00	1280.85	2000.00	1000.00
PWD Electricity St.Lights	15500.00	15627.23	15500.00	6532.08	15500.00	0.00
PWD HeatFuel Sand Shed	1500.00	0.00	0.00	0.00	0.00	0.00
PWD Gasoline	150.00	137.67	150.00	86.07	200.00	50.00

STATEMENT OF REVENUES EXPENDITURES w/ PROPOSED CHANGES
BUDGET AND ACTUAL FY 20-21 TO FY 22-23

HIGHWAY FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
PUBLIC WORKS EXPENDITURES CON'T						
PWD Diesel	32000.00	19834.46	32000.00	6311.34	35000.00	3000.00
PWD Oil & Grease	2000.00	2513.20	2000.00	2130.83	2500.00	500.00
PWD Street Signs	2500.00	5061.55	3000.00	1092.01	3000.00	0.00
PWD Culverts	8000.00	3778.81	8000.00	14686.88	8000.00	0.00
PWD Guardrails	2000.00	0.00	2000.00	0.00	2000.00	0.00
PWD Stone/Gravel	80000.00	77918.76	100000.00	12996.36	100000.00	0.00
PWD Paving Material	300000.00	469639.36	318000.00	290329.61	320000.00	2000.00
PWD Calcium Chloride	20000.00	11786.76	20000.00	0.00	20000.00	0.00
PWD Winter Salt	45000.00	44977.50	45000.00	0.00	45000.00	0.00
PWD Winter Sand	2000.00	0.00	0.00	1509.97	5000.00	5000.00
Ditching & Road Maintenanc	4500.00	6295.00	5000.00	0.00	5000.00	0.00
Crack Sealing	0.00	0.00	10000.00	12600.00	12000.00	2000.00
PWD Machinery & Equipme	1500.00	0.00	2000.00	0.00	0.00	-2000.00
PWD Furniture Fixture Equ	500.00	179.13	250.00	488.10	250.00	0.00
VLCT Equip Grant HWY	5000.00	0.00	5000.00	0.00	5000.00	0.00
	817129.00	973034.28	888128.00	483302.33	916892.00	28764.00

Computerization & Preservation Fund	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
Computerization Fees	10000.00	18043.00	15000.00	9623.00	15000.00	0.00
Preservation Fees	10000.00	18007.00	15000.00	9617.00	15000.00	0.00
	20000.00	36050.00	30000.00	19240.00	30000.00	0.00
Restoration Services	7000.00	0.00	0.00	0.00	0.00	0.00
Vault Supplies	1500.00	1121.27	1500.00	406.07	2000.00	500.00
Digitize Maps/Land Record	1500.00	0.00	13500.00	0.00	13000.00	-500.00
Xerox - ACS	4500.00	2877.75	4500.00	1018.75	5000.00	500.00
Technology Purchase	5500.00	9916.13	10500.00	0.00	10000.00	-500.00
	20000.00	13915.15	30000.00	1424.82	30000.00	0.00

ARPA FUND	Budget FY20-21	Actual FY20-21	Budget FY21-22	Year to Date FY21-22	Proposed Budget FY22-23	Budget Change
ARPA Revenue	0.00	0.00	0.00	547333.55	0.00	0.00
	0.00	0.00	0.00	547333.55	0.00	0.00



Annual Report 2021

Introduction

Pursuant to 30 V.S.A. § 3075, the Northwest Vermont Communications Union District (NWCUD) is pleased to present its annual report and budget for your review. The NWCUD was officially formed on August 3, 2020. The NWCUD is a municipal body consisting of representatives from Northwest Vermont municipalities for the purposes of building communication infrastructure.

As of October 20, 2021, the NWCUD represents 15 Northwest municipalities: Alburgh, Bakersfield, Berkshire, Enosburgh, Fairfield, Fairfax, Georgia, Highgate, Isle la Motte, Montgomery, Richford, Sheldon, Swanton, Village of Alburgh, and Village of Enosburg Falls. It is expected that the NWCUD will continue to expand to new Franklin and Grand Isle County municipalities.

The mission of the NWCUD, as adopted by the Board of Representatives is:

"Leverage partnerships and procure funding to connect Northwestern Vermont via Open Access Fiber to ensure opportunity for all homes and businesses in our region."

The NWCUD has received \$708,516 in grants from USDA, VT Department of Public Service (H315), and the VT Community Broadband Board (H360) to support broadband expansion and capacity building.

Activities of the Northwest Communications Union District

Legislative Effort

In partnership with the VT CUD Association the NWCUD worked with and advocated for broadband funding for bills H315/H360/S118. The NWCUD representatives provided written and oral testimony to secure grant funds for network pre-construction and construction.

Completion of Feasibility

The NWCUD in collaboration with Northwest Regional Planning completed a feasibility study & analysis conduct by engineering consultants Matrix Designs. The next step in this project is the completion of a comprehensive business plan and high-level network design. The business plan is scheduled for completion before the end of 2021.

Staff

In October, the NWCUD hired their first employee, Executive Director – Sean Kio of Enosburgh. The Executive Director is responsible of the general management of the NWCUD and is the focal point for communications with state regulatory agencies, financing entities, and our communities. The Executive Director executes the CUD's business plans and manages NWCUD staff, contractors, and



Northwest
Communications
Union District

75 Fairfield St.

St. Albans VT

802 316 8526 ☎

info@nwcud.com ✉

www.nwcud.com 🌐

partners to reach the goal of establishing universal high performance broadband service in our communities. Additional staffing needs, including Project Management and Admin Support is expected in 2022.

Broadband Planning Activities

The NWCUD planned to hire various consultants, specializing in finance, legal, open access fiber management, and private-public partnerships. NWCUD held several discussions with local, regional, and national telecom providers regarding potential operational and service agreements. Lastly, the NWCUD meet with and will continue to collaborate with local electric utilities and neighboring CUDs seeking operational efficiencies and resource sharing opportunities to minimize project timelines and expense.

Revenues	2021 Est. Actuals	2022 Budget
Item		
Philanthropic donations	\$ -	\$ -
Promissory notes issued	\$ -	\$ -
Pre-Construction Grants	\$ 708,516	\$ 677,880
Construction Grants	\$ -	\$ 4,394,035
Prior Year Surplus	\$ -	\$ 368,990
TOTAL REVENUES	\$ 708,516	\$ 5,440,905
Debt	2021 Est. Actuals	2022 Budget
Loans	\$ -	\$ 2,000,000
TOTAL CASH RECEIPTS	\$ -	\$ 7,440,905
Expenditures	2021 Est. Actuals	2022 Budget
Capital		
Pole Survey	\$ 150,000	\$ -
Permitting, make ready	\$ 46,500	\$ 280,000
Design & Engineering	\$ -	\$ 397,880
Headend	\$ -	\$ 51,912
Field Network Equipment	\$ -	\$ 353,010
Aerial Construction	\$ -	\$ 2,867,130

Continued next page



Northwest Communications Union District

75 Fairfield St.
St. Albans VT

802 316 8526 ☎

info@nwcud.com ✉

www.nwcud.com 🌐

Underground Construction	\$ -	\$ 395,934
Construction Contingency 10%	\$ -	\$ 427,639
Loan	\$ -	\$ 2,000,000
Debt service	\$ -	\$ 50,000
Audit	\$ 10,000	\$ 10,000
Subtotal Capital	\$ 206,500	\$ 6,833,505
Staff		
Payroll	\$ 22,916	\$ 220,000
Health Insurance	\$ 5,414	\$ 51,976
Retirement Contribution	\$ 750	\$ 7,200
Employer Insurance	\$ 258	\$ 2,482
Subtotal Capital	\$ 29,338	\$ 281,658
Technology		
Equipment (Laptop, phone)	\$ 5,500	\$ 5,500
Subtotal Capital	\$ 5,500	\$ 5,500
Operational		
External business development services (incl. business plan consulting)	\$ 34,490	\$ 30,000
Financial (incl. accounting, bank fees)	\$ 4,000	\$ 5,000
Insurance	\$ 5,000	\$ 6,500
Office supplies (incl. PO Box, printing)	\$ -	\$ 1,000
Legal	\$ 9,000	\$ 32,400
Advertising	\$ 18,677	\$ 5,000
Survey	\$ -	\$ -
Website (Domain and hosting service)	\$ 275	\$ 275
Administration Support	\$ 19,864	\$ 31,200
Association Fees	\$ 1,165	\$ 2,500
Wi-Fi Hotspot Program	\$ -	\$ -
Payroll Service	\$ -	\$ 1,200
Phone Service	\$ 500	\$ 4,800
Microsoft Business Suite	\$ 113	\$ 450
Adobe Creative Cloud	\$ 960	\$ 960
Project Management Software	\$ -	\$ 180

Continued next page



Northwest
Communications
Union District

75 Fairfield St.

St. Albans VT

802 316 8526 ☎

info@nwcud.com ✉

www.nwcud.com 🌐

Travel	\$ 375	\$ 2,600
Firewall	\$ 1,480	\$ 1,480
Zoom Software	\$ 180	\$ 180
DocuSign Software	\$ 120	\$ 120
VPN	\$ 240	\$ 480
Contingency	\$ -	\$ 1,052
Chair / Vice Chair Stipends	\$ 1,750	\$ 1,750
Subtotal Operational	\$ 98,189	\$ 129,127
TOTAL EXPENDITURES	\$ 339,527	\$ 7,249,790
NET INCOME	\$ 368,990	\$ (1,808,886)
NET CASH		\$ 191,115

Notes:

30 V.S.A. § 3075 - The fiscal year of the district shall commence on January 1 and end on December 31 of each year.

(a) Annually, on or before October 21, the board shall approve and cause to be distributed to the legislative body of each district member for review and comment an annual report of its activities, together with a financial statement, a proposed district budget for the next fiscal year, and a forecast presenting anticipated year-end results. The proposed budget shall include reasonably detailed estimates of:

- (1) deficits and surpluses from prior fiscal years;
- (2) anticipated expenditures for the administration of the district;
- (3) anticipated expenditures for the operation and maintenance of any district communications plant

(b) Coincident with a regular meeting thereof, the board shall hold a public hearing on or before November 15 of each year to receive comments from the legislative bodies of district members and hear all other interested persons regarding the proposed budget.

(c) Annually, on or before December 15, the board shall adopt the budget and appropriate the sums it deems necessary to meet its obligations and operate and carry out the district's functions for the next ensuing fiscal year.



NORTHWEST REGIONAL PLANNING COMMISSION

Town Report, 2021 - Highgate

Northwest Regional Planning Commission (NRPC) is a multi-purpose governmental organization created by the municipalities of Franklin and Grand Isle Counties. NRPC implements a variety of projects and programs tailored to local, regional and statewide needs. All municipalities in the region are entitled to equal voting representation by two locally appointed members to the Board of Commissioners.

2021 HIGHGATE TOWN PROJECTS

- Updated the locally adopted Emergency Management Plan which will help the town respond to future disasters.
- Provided support services for the Village Wastewater and Water Feasibility Assessment. Supported an application for funding for the design of the selected wastewater system.
- Provided technical assistance to the Village Core Steering Committee on redevelopment planning.
- Completed a consortium grant application for the bylaw modernization program to make recommendations on how to reduce regulatory barriers to housing choice and affordability.
- Provided technical assistance for the redevelopment of the former Young Landfill, including funding a Phase 2 Environmental Assessment.
- Consulted with local officials, identified projects and provided technical assistance for Municipal Roads Grants-in-Aid construction projects.
- Coordinated the installation of a sub-surface stormwater treatment system in the parking lot of the Highgate Elementary School campus to mitigate offsite water quality concerns. This project was a grant-funded cooperative effort with School and District staff that aligned with the scheduled parking lot reconstruction.
- Administrative Services support for the Northwest Communications Union District, in which Highgate is a member.
- Assisted in identifying public sites for Dept of Public Service's wi-fi hotspot program.
- Healthy Roots Collaborative provided marketing assistance to 1 farm business in Highgate.
- Provided zoning administrator services.
- Completed a road erosion inventory, a requirement under the Municipal Roads General Permit.
- Provided technical assistance for Franklin County Airport expansion project, which includes water/wastewater extension.
- Provided grant administration for Northern Borders Regional Commission Grant for the Airport expansion.
- American Rescue Plan Act: Working with VLCT and State agencies to determine eligible use of community funds.

This year the Commission will assist our member municipalities with maximizing state and local COVID recovery funds, Municipal Roads General Permit compliance, water quality project implementation, local energy and climate planning, emergency preparedness, brownfields redevelopment and other needed services. NRPC will help promote the Missisquoi and Lamoille Valley Rail Trails, support local farm and food businesses through its Healthy Roots Collaborative, assist the Northwest Communications Union District in expanding broadband access in the region, and initiate a three-year housing development campaign. The Commission has no regulatory or taxing authority; however, each year we do request a per capita assessment in support of local and regional activities and to provide matching funds for state and federal programs.

Your continued support for local and regional planning is greatly appreciated. NRPC is your resource - please call on us for assistance with planning, zoning, transportation, mapping or other needs.

Highgate Town Regional Commissioners - Richard Noel & Vacant seat

Transportation Advisory Committee - Richard Noel

NRPC Projects & Programs

Municipal plan and bylaw updates, technical assistance for local permitting

Brownfields site assessments, clean-ups and redevelopment plans

Transportation planning, coordination and project development

Bike and pedestrian planning and project management

Emergency preparedness, disaster recovery and resilience

Energy conservation, renewable energy plans and projects

Watershed planning and stormwater project management

Regional plans for growth and development

Geographic Information System maps and data

Downtown and village revitalization and community development

Grant writing and administration

Associated Projects & Programs Managed by NRPC

Healthy Roots Collaborative

Northern Vermont Economic Development District

Missisquoi Valley Rail Trail

Northwest Vermont Regional Foundation, Inc.

Address: 75 Fairfield Street,
St. Albans, VT 05478

Phone: (802) 524-5958

Fax: (802) 527-2948

Website: www.nrpcvt.com



Town of Highgate FY21 Annual Report

Who We Are

GMT is the public transportation provider for the northwest and central regions of Vermont, offering a variety of services to the communities in which we serve. GMT is proud to offer traditional public transportation services like commuter, deviated fixed routes and demand response shuttles, while providing individualized services such as shopping and health care shuttles, Medicaid, Elderly and Disabled services to both urban and rural communities.

Our Services

Elderly/Disabled/Medicaid Individual Service

GMT, in partnership with Champlain Valley Agency on Aging and CIDER, provides ongoing individual medical and non-medical transportation service to those who qualify for Medicaid, Elderly and Disabled funds and/ or both. GMT offers the scheduling and payment of rides provided through volunteer drivers, special shuttle, bus and/or cab service. GMT also provides transportation for critical care such as radiation and dialysis treatments regardless of age or disability. Individual service offers access to:

- Medical appointments
- Meal site programs
- Senior Center/Adult Day Care
- Substance Abuse Treatment
- Prescription and Shopping
- Mental Health and Human Services
- Radiation and Dialysis Treatment
- Physical Therapy

FY21, Town of Highgate Residents Served by Elderly & Disabled/Medicaid Service

- 1,228 Total Trips Provided

General Public Transportation Service

GMT provides the Franklin Grand Isle region with traditional public transportation service through deviated fixed route, commuter routes, weekly shopping shuttle and direct regional connections to Chittenden County. These services directly support regional economic development, individual savings and environmental stewardship. Current routes for the region include:

- St. Albans LINK Express
- St. Albans Shuttle
- Alburgh-Georgia Commuter
- Richford-St. Albans Commuter
- Price Chopper Shopping Shuttle

GMT Volunteer Driver Program

In addition to shuttle vehicles, GMT uses an extensive network of Volunteer Drivers to provide coordinated and caring rides throughout our rural service area. Volunteer Drivers are essential in providing cost effective and community driven services, and are the foundation of our special services. Drivers are reimbursed for the miles they drive and provide services under the management of GMT.

Thank You

Thank you to Highgate taxpayers and officials for your continued financial support of GMT's public transportation service and for your commitment to efficient transportation solutions.

Telephone: 802-524-5993

**STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE**

FAX: 802-527-1150



St. Albans Field Station
140 Fisher Pond Rd
St. Albans, VT 05478

January 3rd, 2022

On behalf of the Vermont State Police, St. Albans Barracks, we are providing our 2021 Annual Report. This report will provide you information reference current staffing issues and detail the specialty services provided by the Troopers assigned to the St. Albans Barracks.

Mission Statement

The mission of the Vermont State Police is to individually and collectively serve and protect by providing the highest quality of professional law enforcement services. The mission of the Troopers assigned to the St Albans Barracks is to protect the citizens of Franklin and Grand Isle Counties. By working together, we can educate, empower and foster trust within our community. We will strive to reduce crime and enforce the laws of our roadways through criminal investigations and aggressive motor vehicle enforcement.

Specialty Services Provided by Troopers assigned to the St Albans Barracks

In addition to their field primary responsibilities, many of the troopers assigned to the St Albans Barracks are members of special response teams that provide expert response capabilities in a variety of areas to address critical needs throughout Vermont.

The breakdown of these responses is as follows:

1 Trooper – Drug Recognition Expert (DRE)

4 Troopers – on the Tactical Services Unit (TSU)

4 Troopers – on the Critical Action Team (CAT)

2 Troopers – on the Search and Rescue Team (SAR)

2 Troopers – on the Bomb Squad (EOD)

3 Troopers - on the CLAN lab team

1 Trooper – on the Crash Reconstruction Team (CRT)

“Your Safety Is Our Business”

Annual Crime Statistics for the St. Albans Barracks:

Total Cases: 5503

Total Arrests: 258

Total Tickets Issued: 262

Total Warnings Issued: 326

Fatal Accidents: 8

Total Burglaries Investigated: 29

Total DUP's: 49

Local Community Report: Highgate

Total Cases: 592

Total Arrests: 48

Total DUP's: 9

Total Accidents – Property Damage: 5

Total Accidents – Injury: 4

Total Vandalisms: 28

Total Alarms: 17

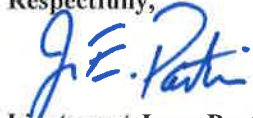
Total Burglaries: 1

Total Tickets: 2

Total Warnings: 2

We will continue to make our communities safer through enforcement, directed patrols, outreach and community programs. It is our privilege to serve the citizens of this community. Together, we will get through these challenging times.

Respectfully,



**Lieutenant Jerry Partin
Station commander**

Saint Albans City Police Department Highgate 2021

During the 2021 calendar year the St. Albans Police Department was contracted to provide police services in Highgate Town for 26 hours per week. In addition to investigating all calls for service during those hours of coverage, additional calls were also directed to us during "off hours" that we handled upon our return to Highgate.

2021 was a difficult year for everyone with COVID challenges. We had to make adjustments that were designed to decrease the exposure to the public and SAPD officers. At the same time, we were adjusting our policing philosophy. We pride ourselves in being a professional and dedicated department. During this time the SAPDs policing approach has been that of community policing based on police presence and education.

The below stats are for the 2021 year. In addition, the PD assisted with events at the schools, parades and the town tree lighting. These events are part of our overall community policing initiative.

Total number of Calles for Service/Incidents – 335

Total number of Arrests -13

Total number of Traffic Stops – 83

Total number of Foot Patrols – 7

Total number of Directed Patrols – 84

Thank you for your community partnership with SAPD.

M. Lamothe

ST. Albans Police Department- Chief



FRANKLIN COUNTY **SHERIFF**

Roger Langevin
Sheriff

Lieutenant Chad Miles
Field Force Commander

Sergeant James Lynch
SRO Supervisor

387 Lake Road
P.O. Box 367
St. Albans, Vermont 05478
(802) 524-2121 – Office
(802) 524-7947 – Fax

Captain John Grismore
Operations Director

Lieutenant Paul Morits
Support Services Commander

Cindy Larned
Office Manager

Here is the Franklin County Sheriff's Office report for Franklin County 2021. 2021 has been challenging for every organization including the Sheriff's Office. This past year, the Sheriff's Office had to deal with not just COVID related issues but also challenges associated with hiring additional deputies. We are committed to continue to grow our ranks in 2022 while providing professional police services to Franklin County.

2021 incident data

Town	Total Incidents	Total Tickets	Total Arrest
Bakersfield	6	3	0
Berkshire	30	16	2
Enosburg	989	491	48
Fairfax	1326	762	42
Fairfield	17	12	2
Fletcher	3	0	0
Franklin	44	11	3
Georgia	491	315	27
Highgate	11	1	2
Montgomery	2	0	0
Richford	729	288	47
St Albans City	120	56	9
St Albans Town	3240	1742	198
Sheldon	164	101	16
Swanton Village	4	3	1
Swanton Town	58	42	7

Respectfully submitted,

Roger Langevin

Roger Langevin, Franklin County Sheriff

MISSISQUOI VALLEY RESCUE, INC.
2021 ANNUAL REPORT

<u>TOTAL CALLS FOR SERVICE:</u>	1,739
SWANTON:	967
HIGHGATE:	422
TRANSFERS:	181
INTERCEPTS:	38
MUTUAL AID:	131
-ST. ALBANS	59
-ALBURGH	50
-FRANKLIN	11
-SHELDON	4
-FAIRFIELD	2
-BERKSHIRE	1
-ENOSBURGH	1
-GEORGIA	1
-ISLE LA MOTTE	1
-NORTH HERO	1
 <u>TOTAL MEMBERSHIP:</u>	 25
PARAMEDIC / PARAMEDIC IN TRAINING:	6
A-EMT / A-EMT IN TRAINING:	11
EMT / EMT IN TRAINING:	6
CPR/DRIVER:	2

From all of us at Missisquoi Valley Rescue (MVR), THANK YOU! We are proud to be a part of and serve such a great community. 2021 was an exceptionally busy year for MVR with a total of 1,739 calls, up 440 calls or 134% over 2020. Since late July we've seen a significant increase in responses to surrounding communities (mutual aid). Our mutual aid responses are up over 545% over 2020 and up 269% over our 5 year average.

Our communities and fellow Vermonters continue to battle the COVID-19 pandemic and MVR has assisted the VT Dept. of Health in vaccinating and testing thousands of Vermonters throughout 2021. We will continue to assist as long as needed. Even with the continued complications of COVID-19 we were able to certify 406 people in CPR this year. We wish you all the best in the year ahead!

Respectfully Submitted,
Joshua W. Ramsdell
Manager
Missisquoi Valley Rescue, Inc.

Notes

NOTICE!

The Town of Highgate's
Forest Fire Warden is:

David Desorcie

David can be reached at:
Home: (802) 868-2777
Work: (802) 868-4409

By state law, if you wish to burn natural wood or debris outdoors, you must obtain a burning permit from the Town Forest Fire Warden. The Town Warden will be able to advise you on local burning regulations and current conditions.
Remember, "Only you can prevent forest fires!"



Dog licensing will begin on Monday, January 3, 2022

It's Time To License Your Dog(s) Again With The Town of Highgate

REMINDER

2022 Dog Licenses are due by Thursday, March 31 @ 4pm

ON OR BEFORE MARCH 31, 2022

Neutered/Spay \$13.00 per dog

Non-Neutered/Spay \$17.00 per dog

FEEES GO UP AFTER MARCH 31

Neutered/Spay \$22.00 per dog

Non-Neutered/Spay \$26.00 per dog

****NOTE**** Dogs that remain unlicensed as of May 1, 2022 will result in municipal fines being issued, per dog, per our ordinance. This will be in addition to licensing fees. Please license your dog(s) by Mar. 31st!



PROOF OF RABIES VACCINATION REQUIRED

Please also let us know if you no longer have your dog(s).

DUE TO COVID-19 CONCERNS, WE CONTINUE TO ENCOURAGE LICENSING BY MAIL OR BY USING OUR DROP BOX AT THE REAR ENTRANCE. WE ARE OPEN MON. - THURS. 9AM-4PM. OR YOU CAN PAY ONLINE @ WWW.HIGHGATEVT.ORG UNDER QUICK LINKS-VALID RABIES PPWK. MUST BE ON FILE WITH OUR OFFICE.

DOG & CAT VACCINATION CLINIC

Saturday, March 26, 2022

@ Highgate Sports Arena

9am-10am HIGHGATE RESIDENTS ONLY

10am-Noon ALL ARE WELCOME

date, time, location subject to change, visit our website and FaceBook page for updates

Attending Vet: Paws For Thought 868-4300

Prices: Rabies \$15, Distemper \$18, Rabies & Distemper \$25

DOG LICENSES WILL BE AVAILABLE AT CLINIC—cash or check only at the clinic

DOGS MUST BE ON A SHORT LEASH + 1 CAT PER CRATE—CRATE REQUIRED!

Questions? Please contact Wendi Dusablon, Town Clerk
802-868-5002 wdusablon@highgatevt.org PO Box 189, Highgate VT 05459