

Annual Report

of the

**VILLAGE  
of  
BRADFORD  
VERMONT**

for the

Year Ending November 30, 2003

ANNUAL VILLAGE MEETING

MONDAY, JANUARY 26, 2004

7:30 P.M.

Meeting to be held at the Bradford Academy Building

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Meeting to be held at the Bradford Academy Building

**WARNING**

**ANNUAL VILLAGE MEETING  
JANUARY 26, 2004**

The legal voters of the Village of Bradford, Vermont are hereby notified and warned to meet at the Bradford Academy Auditorium in Bradford on Monday, January 26, 2004 at seven-thirty in the evening to conduct the following business to wit:

- Article 1. To elect a Moderator.
- Article 2. To hear and act upon the reports of the Village Officers for the year past.
- Article 3. To elect one Village Trustee for three years; one Village Trustee for two years; a Village Clerk for one year, a Village Treasurer for one year, one Water Commissioner for five years and all other officers required by law to be elected at said meeting and to fill any vacancies which may occur at or before said meeting.
- Article 4. To see what sum of money said Village will vote to defray the general fund budget of said Village for the ensuing year and to vote time and manner of collecting the same.
- Article 5. To see what sum of money said Village will vote to defray the public works budget of said Village for the ensuing year and to vote time and manner of collecting the same.
- Article 6. To see what sum of money said Village will vote to defray the public safety budget of said Village for the ensuing year and to vote time and manner of collecting the same.
- Article 7. To transact any other business which may lawfully come before said meeting.
- Article 8. To adjourn.

Dated at Bradford, this 8<sup>th</sup> day of January, 2004.

s/s Louise M. Allen, Village Clerk

I hereby certify that the foregoing Warning was duly recorded before being posted.

s/s Louise M. Allen, Village Clerk

## **VILLAGE OFFICERS**

### **MODERATOR**

Lawrence Coffin..... Term Expires 2004

### **TRUSTEES**

Gloria Fox ..... Term Expires 2004

Karen Foley..... Term Expires 2004

Robert Lefebvre ..... Term Expires 2005

### **AUDITORS**

Barbara Cohen ..... Term Expires 2004

Daniel A. Perry..... Term Expires 2004

Donna Williams ..... Term Expires 2004

### **CLERK & TREASURER**

Louise M. Allen ..... Terms Expire 2004

### **WATER COMMISSIONERS**

Thomas Neubelt ..... Term Expires 2004

Mark D. Johnson..... Term Expires 2005

Robert Lefebvre ..... Term Expires 2006

Robert W. Nutting..... Term Expires 2007

Robert Terrill..... Term Expires 2008

### **COLLECTOR OF DELINQUENT TAXES**

Gene H. Martin ..... Term Expires 2004

## BRADFORD TOWN & VILLAGE OFFICE HOURS

MONDAY THRU FRIDAY 8:30 AM TO 4:30 PM, Phone: 222-4727 Fax: 222-3520

E-mail: [bradclrk@sover.net](mailto:bradclrk@sover.net)

Trustee Meetings	Second & Fourth Monday	6:00 P.M.
Selectboard Meetings	Second & Fourth Thursday	4:30 P.M.
Water Meetings	Second Tuesday	7:00 P.M.
Sewer Meetings	Fourth Tuesday	7:00 P.M.
Trustee & Selectboard	First Thursday	5:30 P.M.
Planning Commission	First & Third Tuesday	7:00 P.M.
Board of Adjustment	As needed	
Recreation Council	As needed	
School Directors	Second & Fourth Wednesday	6:30 P.M.
Union 30 Directors	First & Third Thursday	7:30 P.M.
Conservation Commission	Third Wednesday	6:30 P.M.

### INFORMATION

Town & Village Offices .....	222-4727
Town & Village FAX .....	222-3520
Listers.....	222-3521
Water/Sewer Department .....	222-4315
Water/Sewer Department FAX .....	222-4319
Superintendent of Schools .....	222-5216
Elementary School .....	222-4077
Oxbow High School.....	222-5214
River Bend Career & Technical Center .....	222-5212
Village Police Chief & Town Constable: Gene H. Martin.....	222-5260
Second Constable: Shawn French.....	222-5260
Game Warden: David Gregory .....	222-4680
Health Officer: Lora Chatfield .....	222-4029
Bradford Public Library .....	222-4536

### EMERGENCY

Fire, Police & Ambulance, <u>Emergency Only</u> .....	911
Bradford Police Station.....	222-5260
Bradford Highway Department.....	222-5718
Sewer Plant .....	222-9640
Water/Sewer Department .....	222-4315
Bradford Fire Station .....	222-5224
State Police Barracks .....	222-4680

### DEADLINES

Town & Village Taxes.....	Due On or Before October 31, 2004
School Taxes .....	Due On or Before December 1, 2004
Dog Licenses.....	Due On or Before April 1, 2004
*A Rabies Clinic will be held on Wednesday, March 24 <sup>th</sup> , 2004 at the Bradford Firehouse from 6:30-7:30 P.M. At which time Bradford residents may license their dogs.	

# STATEMENT OF TAXES RAISED

2003

**Grand List** **277,347**

**Taxes Billed:**

General Government:	277,347 x 0.084619	23,468.83
Public Works:	277,347 x 0.049389	13,697.89
Public Safety:	277,347 x 0.069964	19,404.31
Capital Fund - Public Works	277,347 x 0.072112	20,000.05

**Total General Fund** **0.276084** **76,571.07**

Highway Tax:	277,347 x 0.25709508	71,304.55
		147,875.62

Rounding 5.77

**Total** **147,881.39**

**Taxes Accounted for as Follows:**

Collections	142,145.75
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Less Tax Overpayments	-490.02
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Delinquent Taxes to Collector	6,225.66
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**Total Taxes Billed** **147,881.39**

## Delinquent Taxes

	Balance 11/30/2002	To Collector 2003	Collections 2003	Abated 2003	Balance 11/30/2003
<b>Year</b>					
<b>2003</b>		6225.66	2562.68		3662.98
2002	4681.52		736.09		3,945.43
2001	2,666.24		2,606.55		59.69
2000	1,178.56		755.74		422.82
1999	2,198.55		1,514.45		684.10
1998	1,198.72		0.00		1,198.72
1997	0.00		0.00		0.00
1996	326.78		0.00		326.78
1995	68.87		0.20		68.67
1994	36.29		0.00		36.29
1993	139.11		0.00		139.11
1992	0.00		0.00		0.00
<b>Totals</b>	<b>12,494.64</b>	<b>6,225.66</b>	<b>8,175.71</b>	<b>0.00</b>	<b>10,544.59</b>

**Village of Bradford**  
**Delinquent Taxes as of 11/30/03**

	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Bean, John & Pamela											
Brown, Kendall H									32.61	667.22	377.51
Cafe Figaro	139.11	36.29	68.67			797.90				543.76	307.66
Fleet National Bank						400.82					
Gaiser, David											
Hart, James											
Hoisington, Timothy											657.44
Huntington House										785.02	32.90
Larabee, Jody				326.78							
Mackay, John & Suzanne							27.73		27.08	66.81	383.90
Morrill, Bryce										835.91	472.95
Nickles, Mark										58.13	346.58
Rasmussen, James A										432.56	735.28
Remacle, Richard											34.17
Richardson, Gary & Marcia							656.37	422.82			
Tomlinson, Dean										556.02	314.59
<b>Totals for each year</b>	<b>139.11</b>	<b>36.29</b>	<b>68.67</b>	<b>326.78</b>	<b>0.00</b>	<b>1,198.72</b>	<b>684.10</b>	<b>422.82</b>	<b>59.69</b>	<b>3,945.43</b>	<b>3,662.98</b>
<b>Total Delinquent Taxes 11/30/03</b>					<b>10,544.59</b>						

\* Denotes paid accounts  
\*\*Denotes partial payment

Collector of Delinquent Taxes - Gene H Martin



# VILLAGE OF BRADFORD

## WATER / SEWER DELINQUENT ACCOUNTS OUTSTANDING BALANCES AS OF NOVEMBER 30, 2003

ACCOUNT NAME	BALANCE 11/30/2003	WATER	SEWER	WATER BOND	SEWER BOND	PENALTY
99 ANNE L. ALLEN *	\$ 65.19		\$ 8.55	\$ 19.75	\$ 28.55	\$ 8.34
507 JASON BOLLES	\$ 243.50	\$ 171.05		\$ 59.25		\$ 13.20
9018 BRADFORD CONGO CHURCH *	\$ 136.24	\$ 33.00	\$ 48.45	\$ 19.75	\$ 28.55	\$ 6.49
132 KENDELL H. BROWN **	\$ 724.08	\$ 165.92	\$ 258.85	\$ 149.75	\$ 85.65	\$ 63.91
202 MARY E. FOURNIER	\$ 56.05	\$ 32.66		\$ 19.75		\$ 3.64
5570 VALERIE FRENCH	\$ 554.08	\$ 94.82	\$ 149.70	\$ 145.76	\$ 85.65	\$ 78.15
8920 KATHLEEN GOULD *	\$ 89.95	\$ 65.92		\$ 19.75		\$ 4.28
460 DIANE HARRINGTON *	\$ 31.06				\$ 22.72	\$ 8.34
222 WESLEY JOHNSON	\$ 82.50	\$ 58.82		\$ 19.75		\$ 3.93
174 WILLIS JOHNSON	\$ 111.00		\$ 52.59	\$ 19.75	\$ 28.55	\$ 10.11
508 EDMUND GRAY **	\$ 109.57	\$ 63.42		\$ 39.50		\$ 6.65
210 LUNNIE LANG *	\$ 39.03				\$ 25.80	\$ 13.23
53 JODY LARABEE	\$ 364.85	\$ 79.10	\$ 120.90	\$ 55.70	\$ 85.65	\$ 23.50
84 MIKE LARAWAY *	\$ 10.11					\$ 10.11
178 PAUL LIPP	\$ 136.74		\$ 79.36	\$ 19.75	\$ 28.55	\$ 9.08
289 THOMAS & JOANNE LUND	\$ 726.77	\$ 166.27	\$ 382.80	\$ 59.25	\$ 85.65	\$ 32.80
249 BRYCE MORRILL **	\$ 542.70	\$ 79.10	\$ 125.70	\$ 198.50	\$ 85.65	\$ 53.75
136 MARK & MARILYN NICHOLS **	\$ 51.82			\$ 16.04	\$ 28.55	\$ 7.23
462 MARK NICKELS **	\$ 213.95	\$ 44.79	\$ 70.05	\$ 26.56	\$ 57.10	\$ 15.45
4142 PENN TRAFFIC CO.	\$ 175.54	\$ 129.06		\$ 39.50		\$ 6.98
4141 PIERSON FARM *	\$ 75.50					
206 DAVID PLANTE	\$ 190.16		\$ 124.64	\$ 19.75	\$ 28.55	\$ 17.22
89 MICHAEL C. PLANTE **	\$ 2,000.00	\$ 352.89	\$ 1,385.86	\$ 59.25	\$ 85.65	\$ 116.35
<b>TOTAL</b>	<b>\$ 6,730.39</b>	<b>\$ 1,536.82</b>	<b>\$ 2,807.45</b>	<b>\$ 1,007.06</b>	<b>\$ 790.82</b>	<b>\$ 588.24</b>

\* Denotes Paid Account

\*\* Denotes partial payments have been received since November 30, 2003

# VILLAGE OF BRADFORD TRUSTEE'S REPORT Thru 11/30/03

<b>GENERAL FUND</b>	<b>2003 Voted BUDGET</b>	<b>2003 Actual EXPENDED</b>	<b>2004 Proposed BUDGET</b>
Trustees	2,250.00	2,250.00	2,250.00
Moderator	50.00	50.00	50.00
Salaries - Del Tax Collector	0.00	815.67	0.00
Salaries - Office:			
Salaries - Admin. Assistant	7,177.17	7,177.19	7,177.19
Salaries - Assistant Clerk	4,397.12	4,465.49	4,596.80
Salaries - Assistant Treasurer	4,397.12	5,003.70	4,596.80
Salaries - Assistant	750.00	981.52	0.00
Audit	3,500.00	5,536.00	3,500.00
Social Security - Trustees	0.00	172.14	0.00
Social Sec. - Del Taxes	100.00	62.39	100.00
Social Security - Office	1,279.18	1,345.04	1,252.37
Social Sec. - Admin Assistant.	0.00		
Social Sec. - Assistant Clerk	0.00		
Social Sec. - Assistant Treasurer	0.00		
Social Sec. - Assistant	0.00		
Health Insurance	4,965.71	5,153.51	5,153.51
Health Ins. - Admin Assistant	0.00		
Health Ins. - Assistant Clerk	0.00		
Health Ins. - Assistant Treasurer	0.00		
Health Ins. - Assistant	0.00		
Retirement Fund - Office	501.64	475.45	475.45
Retirement - Admin Assistant	0		
Retirement - Assistant Clerk	0		
Retirement - Assistant Treasurer	0		
Office Supplies	700.00	771.74	700.00
Printing	1,000.00	862.65	1,000.00
Data Processing	600.00	600.00	600.00
Computer Maint/Training	120.00	45.00	100.00
Telephone	850.00	577.68	600.00
Rent	500.00	500.00	500.00
Dues	300.00	300.00	300.00
Legal	1,500.00	1,800.35	1,500.00
Ins: WC & UE	760.16	598.12	600.00
Property & Casualty Ins	3,500.00	2,551.80	2,700.00
Zoning	0.00	163.51	0.00
Interest	600.00	0.00	600.00
Bank Charges	1,000.00	455.13	700.00
Miscellaneous	100.00	12.77	100.00
Workshops/Training	0.00	0.00	100.00
<b>TOTAL GENERAL FUND</b>	<b>40,898.10</b>	<b>42,726.85</b>	<b>39,252.12</b>

\*\*Salaries & Benefits represent 17% of anticipated total paid to Office Personr

	2003 Voted BUDGET	2003 Actual EXPENDED	2004 Proposed BUDGET
<b>PUBLIC WORKS</b>			
Salary Public Works Foreman	14,210.00	15,150.12	14,470.00
Soc Sec PW Foreman	1,087.07	1,157.98	1,106.96
Health Insurance PW Foreman	4,868.34	5,756.16	6,059.28
Retirement PW Foreman	421.20	302.36	434.10
Insurance WC	660.00	480.78	1,133.00
Uniforms	500.00	406.85	250.00
Unemployment	32.00	37.77	195.35
Advertising	0.00	73.58	100.00
Highway Tax	20,000.00	23,768.18	24,000.00
Summer & Winter Maintenance	5,000.00	3,780.45	4,500.00
Snow Removal	13,000.00	13,622.50	13,000.00
Tractor, gas etc.	1,500.00	1,353.06	1,500.00
Street Lights	14,500.00	15,418.79	15,600.00
New Equipment	0.00	0.00	0.00
Liability Insurance	0.00	0.00	500.00
Interest on Bond	20,500.00	18,545.11	18,500.00
Bond payable	20,759.00	20,758.50	20,759.00
Rev. Cap. Sidewalk Fund	0.00	0.00	0.00
Rev. Cap. Street Fund	0.00	0.00	0.00
Beautification Committee	100.00	50.00	100.00
Miscellaneous	0.00	0.00	0.00
<b>PUBLIC WORKS Subtotal</b>	<b>117,137.61</b>	<b>120,662.19</b>	<b>122,207.69</b>
 <b>Sidewalk &amp; Street Capital Fund</b>	 <b>20,000.00</b>	 <b>20,000.00</b>	 <b>20,000.00</b>
 Barton Street Project-State Share	 0.00	 17,992.08	 0.00
Barton Street Proj.-Village Share	0.00	5,948.46	0.00
Bank Street	0	4,867.42	0
Fairground Road Paving	0	11,000.29	0
<b>TOTAL PUBLIC WORKS</b>	<b>137,137.61</b>	<b>180,470.44</b>	<b>142,207.69</b>

<b>PUBLIC SAFETY</b>	<b>2003 Voted BUDGET</b>	<b>2003 Actual EXPENDED</b>	<b>2003 Proposed BUDGET</b>
Chief's Salary	36,400.00	36,400.00	36,920.00
Chief's Social Security	3,128.85	3,176.98	3,321.63
Chief's Health Insurance	4,710.84	4,710.86	5,863.92
Chief's Retirement	1,092.00	1,100.97	1,107.60
Chief's Workers Compensation	1717.80	1,335.92	1,940.87
Contracted Services/Extra Officer	4,500.00	5,870.05	6,500.00
Social Security - Extra Officer	0.00	392.38	0.00
Uniforms	450.00	410.62	450.00
Supplies	1,000.00	917.78	1,000.00
New Equipment	1,500.00	1,252.89	500.00
Communications	150.00	102.00	150.00
Police Radio Maintenance	150.00	57.60	150.00
Continuing Education	100.00	56.45	100.00
Vehicle (fuel & maintenance)	3,000.00	3,081.51	3,000.00
Telephone Police	1,500.00	1,412.39	1,500.00
Dispatch	500.00	0.00	0.00
Cleaning Services	520.00	480.00	520.00
Insurance - General Liability	925.57	674.23	800.00
Unemployment	109.50	102.97	110.00
<b>Operating Expenses</b>	<b>61,454.56</b>	<b>61,535.60</b>	<b>63,934.02</b>
Police Vehicle-Capital Fund	1,500.00	1,500.00	1,500.00
Sinking Fund	1,000.00	1,000.00	1,000.00
<b>TOTAL PUBLIC SAFETY</b>	<b>63,954.56</b>	<b>64,035.60</b>	<b>66,434.02</b>

## ANTICIPATED BUDGET & PROPOSED INCOME

### Budgeted Expenses for 2004

General Fund	39,252.12
Public Works	142,207.69
Public Safety	66,434.02
<b>Total</b>	<b>247,893.83</b>

<b>Available Cash General Fund</b>	<b>9,846.25</b>
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### Proposed Income & Taxes to Be Raised General Fund

<b>2003 Surplus</b>	0.00
<b>Taxes to be raised</b>	39,252.12

<b>Total</b>	<b>39,252.12</b>
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#### Public Works

State of Vermont	5,000.00
Highway Taxes	60,000.00

<b>2003 Surplus</b>	0.00
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<b>Taxes to be raised</b>	77,207.69
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<b>Total</b>	<b>142,207.69</b>
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#### Public Safety

Estimated Revenue - Judicial Reimburserr	12,000.00
Vehicle Reimbursement from Town	3,000.00

<b>2003 Surplus</b>	0.00
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<b>Taxes to be raised</b>	51,434.02
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<b>Total</b>	<b>66,434.02</b>
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**VILLAGE OF BRADFORD  
TREASURER'S REPORT 2003**

**RECEIPTS**

Bank Balance as of 11/30/02	119,972.75
Year End Cash Adjustment	-3.75
Current Taxes Collected	142,145.75
Delinquent Taxes	11,097.75
Delinquent Taxes Interest	1,838.55
8% Commission	815.67
Police Dept Muni Fines	7,790.80
Police Dept Veh Usage from Town	2,900.75
Building & Zoning Permits	81.00
Interest Earned	379.97
State of Vermont - Highway	6,256.26
Insurance Refund-Prior Yr Tax Abatement	2,142.15
Flood Damage Final Reimb St Vt	1,095.00
Barton St Proj - St Vt Fund	14,252.86
Interest Earned (PW Cap Fund)	55.56
Miscellaneous	181.27
Accounts Receivable 2002	41,617.28
Transferred From Capital Funds	14,432.71
<b>Total Receipts</b>	<b>367,052.33</b>

**DISBURSEMENTS**

General Fund	42,726.85
Barton Street Project-State Share	17,992.08
Barton Street Project-Village Share	5,948.46
Bank Street Project	4,867.42
Fairground Road Paving	11,000.29
Public Safety	64,035.60
Public Works	140,662.19
<b>Total Operating Expense</b>	<b>287,232.89</b>

2002 Y/E Sewer Reimbursement	3,683.74
Accounts Payable Prior Yr 2002	32,503.70
PD Fines Due to Town of Bradford	1,132.00
PW Capital Funds 2002	20,000.00
PW Capital Funds 2003	20,000.00
PD Capital Fund	1,500.00
PD Sinking Fund	1,000.00
<b>Total Expenditures</b>	<b>367,052.33</b>

Cash on hand as of 11/30/03	83,575.51
Outstanding Checks 11/30/03	-37,100.72
Year End Accounts Payable 11/30/03	-24,746.00
Accounts Receivable 11/30/03	4,502.47
Reserved Police Veh Capital Fund	-6,718.00
Reserved Police Sinking Fund	-1,000.00
WGSB Sewer Dept Loan Repayments	-8,176.98
2003 Tax Overpayments Due	-490.03
<b>General Fund Available Cash 11/30/03</b>	<b>9,846.25</b>

**Village of Bradford  
2003 Borrowing**

**Borrowed for Sewer Department**

<b>Bank</b>	<b>Date</b>	<b>Amt Borrowed</b>	<b>Amt Repaid</b>
Woodsville Guaranty Bank	27-May-03	\$ 35,599.05	\$ 35,599.05
Woodsville Guaranty Bank	19-Jun-03	\$ 62,670.60	\$ 62,670.60
Interest			\$ 616.37
Woodsville Guaranty Bank	7-Jul-03	\$ 200,000.00	
Interest Due		\$ 1,745.20	
<b>Total</b>		<b>\$ 300,014.85</b>	<b>\$ 98,886.02</b>

**Sewer Department Repayments to Village General Fund**

Paid to Village of Bradford	27-Jun-03	\$ 14,239.62
Paid to Village of Bradford	31-Jul-03	\$ 31,435.04
Paid to Village of Bradford	22-Sep-03	\$ 60,081.54
Paid to Village of Bradford	4-Nov-03	\$ 1,306.80
<b>Total Paid to Date</b>		<b>\$ 107,063.00</b>
<b>Balance Due Village of Bradford</b>		<b>\$ 192,951.85</b>

### **REVOLVING CAPITAL SIDEWALK FUND**

Balance 11/30/02	\$ 474.24
2002 Transferred from Property Taxes Collected	\$ 10,000.00
2003 Interest Earned	\$ 27.51
2003 Capital Fund Allocation	\$ 10,000.00
2003 Expended for Fairground Rd & Bank Streets Projects	\$ (7,216.35)
<b>Balance 11/30/03</b>	<b>\$ 13,285.40</b>

### **REVOLVING CAPITAL STREET FUND**

Balance 11/30/02	\$ 605.52
2002 Transferred from Property Taxes Collected	\$ 10,000.00
2003 Interest Earned	\$ 28.05
2003 Capital Fund Allocation	\$ 10,000.00
2003 Expended for Fairground Rd & Bank Streets Projects	\$ (7,216.35)
<b>Balance 11/30/03</b>	<b>\$ 13,417.22</b>

### **POLICE VEHICLE - CAPITAL FUND**

Balance 11/30/02	\$ 5,218.00
2003 Fund Allocation Transferred from General Fund	\$ 1,500.00
<b>Total</b>	<b>\$ 6,718.00</b>

### **POLICE VEHICLE - SINKING FUND**

2003 Fund Allocation Transferred from General Fund	\$ 1,000.00
<b>Total</b>	<b>\$ 1,000.00</b>

### **VILLAGE AUDITOR'S STATEMENT For the year ended November 30, 2003**

We have examined the records of the Treasurer for the Village of Bradford (including the Water and Sewer funds) for the year ended November 30, 2003. These accounts and reports represent an accurate accounting of the Village's financial condition.

Daniel A. Perry  
s/s Barbara Cohen  
s/s Donna Williams



## TRUSTEE'S REPORT FOR THE YEAR 2003

It has been yet another busy year for the Village Trustees.

At last year's Annual Meeting Linda Neubelt was elected to a three-year term, Robert Lefebvre was elected to a two-year, and Karen Foley was elected to a one-year term. Linda Neubelt resigned in July. We would like to thank her for her service. She was replaced by Gloria Fox whose considerable experience in the financial field has again proven invaluable.

Village accomplishments for the past year include:

- \* The passing of the Village/Town merger. We would like to thank all who voted. We would also like to thank Bobette Scribner and Jim Barton for all the work they did in getting this passed. Note, however, that the legislature still needs to approve the plan of merger.
- \* The passing of the Water/Sewer merger. This should streamline the work of these two closely related departments, hopefully making them more efficient. Dena Craik was instrumental in pulling the paperwork for this together.
- \* Repairs to Bank Street. While the paved sidewalk is not the first choice for many, it was an economical mend that will get us by until the retaining wall can be completely rebuilt.
- \* Thanks to Bobette Scribner, Bradford received a planning grant from the Vermont Department of Commerce and Economic Development to study whether Bradford should apply for a Village Designation or Downtown Designation. Doing so will qualify the area for improvement grants.
- \* The Implementation Grant that the Bradford Steering Committee obtained for a study of extending the sewer line to the Lower Plain will hopefully move this project along to reality.
- \* Sidewalk at Boch Park and Library: This area has been greatly improved. The new granite benches are wonderful and the park is visited by many. A special thanks to the Beautification Committee for planting all the bulbs and flowers at the park and throughout the Village.

We have many goals for the coming year. At the moment these include:

- \* Barton Street sidewalk enhancement project: This project involves sidewalk replacement and aesthetic improvements along the entire length of Barton Street. We have our project team finalizing the design, right of way, and federal permitting process. We currently anticipate advertising for construction later this winter. If all goes according to plan, construction will be completed in 2004. This project is 80% paid for with federal transportation funds. The Village has to provide the 20% local

match. An interesting development during 2003 was that the Trustees, working with the project team, were able to procure salvaged granite curbing. The estimated price of this rather expensive granite curbing will be applied to our local contribution as "soft match". This was a great opportunity to save our expected hard cash match funding and/or defer the savings to other projects. For all those interested, the full scope of work and project plans are available at the Town office. The Trustees also recommend those interested contact our project staff coordinator at the Two Rivers-Ottawaquechee Regional Commission (Chuck Wise at 457-3188).

- \* Working with the Selectboard to make a smooth transition from two municipalities into one.

- \* Upgrading the Welch Service Road.

- \* Making repairs to, or rebuilding, some of the sidewalks in the Village. Many of these are badly in need of work.

- \* Working with the Selectboard to incorporate effectively the necessary Village ordinances into the Town ordinances.

We are sure that many more issues will present themselves over the coming year, and as a team we hope to address them all as they arise. If any Village resident wishes to be heard at a meeting, regarding any issue they feel needs addressing, we encourage their calling the Village Office at 222-4727 to be included on the agenda for an upcoming meeting. Regular Trustee meetings are held in the Town and Village Office at the Bradford Academy Building on the second and fourth Monday of each month at 6:00 in the evening. Joint meetings of the Trustees and Selectboard are held the first Thursday of each month at 5:30 in the evening. All are always welcome to attend.

Respectfully submitted,

s/s Robert Lefebvre, Chair

s/s Gloria Fox

s/s Karen Foley

## BRADFORD VILLAGE POLICE DEPARTMENT REPORT 2003

With the close of another year and the merge of the Village and Town I may be writing the last report as the Village Police Department. Moving from the small Police Department office on Main Street to the current office was a needed change. The purchase of a new vehicle, radar, data master machine for the office is but only a few of the changes. The image of the Police Department needed to be upgraded. But there are many more changes that will need to occur in the years to come. The Police Department will do the best possible service with the budget that the residents vote for.

However our Town is changing with growth and we do have issues of public safety.

Bradford is very lucky to have the Vermont State Police in our back yard. But there are many issues that the State Police do not deal with on a local level or have the manpower to deal with. The Bradford Police Department is small part of the law enforcement community but in many ways a very large part.

In ending I cannot forget a very important person that is not here with us. Sergeant Michael Johnson was a very important part of our community as a State Trooper and a very special friend. There is and always will be a big loss without him. Our thoughts are with him and his family.

Sincerely, Gene H. Martin

**The following is a breakdown of incidents by year:**

<b>Incident Type</b>	<b>2003</b>	<b>2002</b>	<b>2001</b>	<b>2000</b>	<b>1999</b>
Assault	5	1	5	2	5
Burglary	3	4	3	2	4
Theft	23	7	16	25	18
Motor Vehicle Thefts	0	0	0	1	2
Fraud	34	8	19	33	19
Stolen Property	2				
Vandalism	8	6	6	12	9
Narcotics	2	0	0	0	4
DUI	4	1	1	1	1
Liquor Law Violations	3	2	10	7	6
Disorderly Conduct	7	7	3	5	24
Other Reportable Incidents	14	27	18	12	17
Motor Vehicle Accidents	6	10	7	7	10
Building Alarms	6	3	2	9	10
Parking Violations	54	63	52	74	92
Motor Vehicle Violations	252	354	336	320	336
Lost/Missing People/Items	3	2	6	4	12
Found/Reported Found	5	1	2	5	9
General Services	10	8	0	0	11
Training	10				
Requested Services(Fire/V.S.P.)	73	77	113	128	176
Public Services Provided	601	378	230	317	268
Animal Complaints	11	33	16	17	42
Transports (Prisoner)	4	4	10	7	6
Criminal/Traffic Court	8	3	8	12	12
Civil Process Served	9	20	18	33	46
Special Traffic Control	5	5	6	8	13
Special Crowd Control	9	0	6	7	14
<b>Total Incidents</b>	<b>1,171</b>	<b>1,024</b>	<b>893</b>	<b>1,048</b>	<b>1,166</b>

## VILLAGE HIGHWAY REPORT 2003

2003 saw much activity in the Village. A street sweeper was hired to clean up most of the sand in the Spring. The roadside grass and brush was mowed back by Lee Waterhouse in July. This is the grass and brush that I am unable to cut on a regular basis. Hopefully we can have both the sweeper and roadside mower back in 2004.

New "2-Hour Parking" signs, "Stop" signs and "Yield" signs were purchased to replace old or damaged signs. There were also areas that did not have signs that were supposed to. "Public Parking" signs were also installed.

New trash receptacles were purchased in 2003 for the business area either to replace damaged receptacles or fill the void where a receptacle was needed.

Fairground Road was resurfaced in 2003, following the completion of the sidewalk to Elizabeth's Park. Davidson Construction also put in a small swale to help with the drainage on Fairground Road.

Bank Street was resurfaced and a new sidewalk and retaining wall was installed by Fornwalt Construction. The rail has not been completed at the time of this report. Service Road will hopefully be resurfaced in 2004. We are waiting for bids to repair a catch basin on Service Road at the time of this report. There is also the possibility that a grease separation tank may need to be installed in that area. This would need to be completed before the Service Road can be resurfaced.

There is still some discussion concerning a project to upgrade Barton Street in 2004. The catch basins should be cleaned out by a vac truck in 2004. It has been two years since most of the basins were cleaned out.

Finally, there are a few areas of concern that need to be addressed. It benefits everyone in the village to avoid mowing grass or raking leaves and other debris into the village roadway. This puts stress on the catch basins and can lead to drainage problems. It also forces me to spend time cleaning up this debris instead of allowing me to focus on other duties. There is also a continuing problem with driveways washing out into the roadway. The wall on North Pleasant Street continues to deteriorate. This will need to be addressed in the near future. Main Street and South Main Street sidewalks will need upgrading very soon.

A special thanks to everyone who assisted me during the past year.

Respectfully submitted, Jon Thornton

## **Water & Sewer Commissioner's Report**

On October 30, 2003, the Village of Bradford voted to merge the Water and Sewer Departments. The merger actually will take place 30 days after approval from the legislature. We anticipate approval early in 2004. Although we are not formally merged, the Water and the Sewer Commissioners have been working closely together over the past year.

In December of 2002, the Commissioners hired an Office Manager to provide administrative support to the Water and Sewer Departments. The Water and Sewer office in the Academy Building is now staffed 35 hours per week. Some of the benefits we have realized include:

- Administrative support dedicated totally to the Water and Sewer Department.
- Improved response to Water and Sewer user inquiries and questions.
- Administrative support to the Commissioners and to the operators.
- Office Manager focused on maintaining a low level of delinquency.
- Water Operator may be dispatched via radio in the event of an emergency.
- Office Manager can assist Operators in the event of an emergency.  
(Contacting users for water leaks etc)
- Office Manager is involved in all projects.
- Office Manager will assist in obtaining grants.
- Same expense for administrative services as in past years.

### **Water Highlights:**

The Water Department started the year with a deficit of \$22,644.62. To recoup this deficit, we were forced to increase water rates for year 2003. We were able to end the year with a positive cash balance of \$5,320.04. This was due to the \$11,000 generated by the rate increase and by effectively managing our expenditures.

Based on the budget for 2004, we are please to announce we will be able to reduce the water rate by \$4.00 per user per quarter.

Year 2003 saw a focus on the Brushwood property. Forester Dave Paganelli worked closely with the ATV Club to repair water bars, roads and culverts in Brushwood. We thank the ATV Club for their assistance.

We also worked closely with representatives from Northeast Rural Water to perform a water audit. This audit compared the gallons pumped vs the gallons billed. Extensive time was spent listening to hydrants to detect leaks. We were pleased to find that in the areas that were examined, the system was tight (no leaks). This process will continue into year 2004. The Goshen Road pump station project is also scheduled for 2004.

### **Sewer Highlights:**

Year 2003 saw the end of the lagoon at the treatment plant. The lagoon was drained – cleaned out and a 200,000 gallon cement sludge holding tank was built on the site. This completed Phase 1 of the upgrade to the treatment plant. Phase 2 is scheduled for

the spring of 2004 and will include some electrical work, improvements to the treatment and aeration systems as well as the installation of a back up generator. We also will be evaluating sludge disposal alternatives.

Although additional bond payments have been added over the past 10 years, sewer rates have remained at the same level. We now find that the current sewer rates do not cover the budgeted expenditures. We also were left with a deficit from last year. This has forced us to increase the sewer rates for year 2004. We will spread some of the deficit over several years but rates must be increased to meet budgeted expenses for 2004. We hope that after the upgrades to the treatment plant are completed, expenses will be reduced and the rates may be rolled back. We will know better after Phase 2 has been completed.

#### **Grants:**

We have been very pleased at the grant money received in year 2003.

Water and Sewer received \$20,000 from Homeland Security. This money will be used on telemetry / SCADA system (Supervisory Control And Data Acquisition). SCADA will be installed at the reservoir, pump station, and treatment plant. Some of the advantages to SCADA include:

- System is connected to flow meter.

- System will chart demand times and gallons pumped at various times of the day.

- No more overflowing due to level control.

- Operator is paged when alarms are activated.

- Will provide remote control of pumps from Water Office.

- Will allow for immediate shut down in case of security breach or contamination.

- Daily – Monthly – Annual chart records for State and local reporting.

- Would be able to detect a continuous or large leak.

The SCADA system will be installed during the next 2 months.

The Treatment Plant received a grant of \$180,000 from the State of Vermont, Solid Waste Management Program. This was used in Phase 1 for the construction of the sludge holding tank. The USDA Rural Development Grant of \$633,900 and Loan for \$422,600 will be used in 2004 for Phase 2 of the Treatment Plant Upgrade.

Year 2004 looks to be a busy year in Water and Sewer. We thank you for your trust.

s/s Robert Terrill, Chair, Water Commission

s/s Robert W. Nutting, Water Commissioner and Chair of the Sewer Commission

s/s Robert Lefebvre, Water Commissioner

s/s Thomas Neubelt, Water and Sewer Commissioner

s/s Mark Johnson, Water and Sewer Commissioner

**VILLAGE OF BRADFORD WATER COMMISSION  
BUDGET & EXPENDED REPORT**

	<b>2003 BUDGET</b>	<b>2003 EXPENDED</b>	<b>2004 BUDGET</b>
Operator	\$ 31,000.00	\$ 28,615.70	\$ 33,635.00
Commissioners	\$ 1,500.00	\$ 1,500.00	\$ 1,250.00
Social Security	\$ 2,750.00	\$ 2,303.85	\$ 2,668.70
Health Insurance	\$ 9,736.68	\$ 9,044.06	\$ 10,000.00
Retirement	\$ 930.00	\$ 858.26	\$ 1,009.05
Administration Salary	\$ 10,030.80	\$ 10,246.83	\$ 12,288.00
Health Insurance-Admin.	\$ 2,355.42	\$ 2,187.90	\$ 2,500.00
Social Security-Admin.	\$ 767.36	\$ 737.61	\$ 940.03
Bank Service Charges	\$ -	\$ 229.94	\$ 200.00
Brushwood forest	\$ -	\$ -	\$ 2,000.00
Computer Hdwe/Software	\$ 1,175.00	\$ 1,121.45	\$ 1,175.00
Contracted Services	\$ 4,000.00	\$ 2,980.00	\$ 4,000.00
Fencing / Security	\$ 1,600.00	\$ 54.14	\$ 6,600.00
Fluoride & Chlorine	\$ 2,000.00	\$ 402.00	\$ 2,000.00
Insurance	\$ 4,850.00	\$ 3,794.50	\$ 4,000.00
Legal	\$ 500.00	\$ 1,438.31	\$ 1,000.00
Maintenance	\$ 4,000.00	\$ 1,208.59	\$ 3,500.00
Materials	\$ 1,000.00	\$ 433.57	\$ 1,000.00
Meters	\$ 3,000.00	\$ 1,205.28	\$ 3,000.00
Mileage	\$ 100.00	\$ 58.79	\$ 100.00
Miscellaneous	\$ 500.00	\$ 119.80	\$ 250.00
New Equipment	\$ 1,500.00	\$ 1,506.82	\$ 1,500.00
New Work	\$ 5,000.00	\$ 2,341.36	\$ 5,000.00
Office Supplies	\$ 1,500.00	\$ 2,862.82	\$ 1,500.00
Outside Testing	\$ 1,345.00	\$ 1,118.12	\$ 850.00
Rent	\$ 240.00	\$ 240.00	\$ 240.00
Repairs	\$ 14,000.00	\$ 15,763.00	\$ 16,000.00
Customer Rebill	\$ -	\$ 2,520.34	\$ -
State Permits	\$ 2,500.00	\$ 2,412.01	\$ 2,500.00
Taxes	\$ 7,000.00	\$ 5,933.73	\$ 6,000.00
Telephone	\$ 900.00	\$ 993.48	\$ 900.00
Training	\$ 200.00	\$ 61.00	\$ 200.00
Truck Maintenance	\$ 1,000.00	\$ 1,086.54	\$ 1,200.00
Utilities	\$ 24,000.00	\$ 20,966.19	\$ 21,000.00
<b>Sub Total</b>	<b>\$ 140,980.26</b>	<b>\$ 126,345.99</b>	<b>\$ 150,005.78</b>
Capital Fund	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00
Water Bond Payment	\$ 31,500.00	\$ 30,723.80	\$ 30,723.80
Water Direct Line Bond Pmt	\$ 7,632.00	\$ 7,602.98	\$ 7,602.98
Well Head - Land Payment	\$ 4,033.00	\$ 4,032.94	\$ 4,032.94
<b>Sub Total</b>	<b>\$ 53,165.00</b>	<b>\$ 52,359.72</b>	<b>\$ 47,359.72</b>
<b>Total Budgeted Expenses</b>	<b>\$ 194,145.26</b>	<b>\$ 178,705.71</b>	<b>\$ 197,365.50</b>
Direct Line Project Expenses	\$ -	\$ 9,450.92	\$ -
<b>Grand Total</b>	<b>\$ 194,145.26</b>	<b>\$ 188,156.63</b>	<b>\$ 197,365.50</b>

# FINANCIAL REPORT WATER COMMISSION

## Receipts:

Cash on Hand 12/1/02 \$ (22,644.62)

Water Rents	\$ 153,990.35
Sprinklers	\$ 4,125.00
Lumber	\$ 1,069.79
Customer Rebill	\$ 2,520.34
Bank Interest	\$ 160.01
Water Bond	\$ 42,485.71
Hydrants	\$ 740.00
Other Income	\$ 295.00
Penalty Income	\$ 1,284.17
Direct Line Reimbursement	\$ 9,450.92

**Total Receipts** \$ 216,121.29

**Total Operating Cash** \$ 193,476.67

## Disbursements:

General Fund	\$ 126,345.99
Bonds & Capital Fund	\$ 52,359.72

**Total** \$ 178,705.71

Direct Line Expenses	\$ 9,450.92
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**Total Disbursements** \$ 188,156.63

**Account Balance 11/30/03** \$ 5,970.63

Payroll Liabilities \$ (650.59)

**Available Cash as of 11/30/03** \$ 5,320.04

## Water Commission Capital Fund

Opening Bal. \$ 22,882.05

Year 2003 allocation \$ 10,000.00

Interest \$ 131.81

**Ending Balance** \$ 33,013.86



**BRADFORD WATER COMMISSION  
SUMMARY OF ASSETS**

<b>ASSETS</b>	<b>2002</b>	<b>2003</b>
Wells	\$ 240,000.00	\$ 250,000.00
Meters	\$ 54,000.00	\$ 55,000.00
Equipment	\$ 14,500.00	\$ 14,000.00
Stock on Hand	\$ 12,000.00	\$ 12,000.00
Bradford Reservoir	\$ 220,000.00	\$ 230,000.00
Brushwood Reservoir & 645 Acres	\$ 240,000.00	\$ 250,000.00
Pumping Station	\$ 78,000.00	\$ 95,000.00
Water Mains & Hydrants	\$ 1,205,000.00	\$ 1,214,000.00
Chlorinating Equipment	\$ 1,800.00	\$ 1,700.00
Storage Shed	\$ 3,000.00	\$ 4,000.00
Computer & Billing System	\$ 8,000.00	\$ 8,500.00
Motor Vehicles	\$ 12,000.00	\$ 10,000.00
Cash-Checking/Savings	\$ (22,644.62)	\$ 5,320.04
Capital Account	\$ 22,882.05	\$ 33,013.86
<b>TOTAL ASSETS</b>	<b>\$ 2,088,537.43</b>	<b>\$ 2,182,533.90</b>

**BRADFORD WATER COMMISSION**

**Anticipated Revenues**

Hook-on Fees	\$ 1,000.00
Lumber	\$ 2,000.00
Penalty Income	\$ 1,000.00
Hydrants	\$ 780.00
Sprinklers	\$ 4,000.00
Bond Interest Charge	\$ 42,500.00
Water Rents	\$ 146,085.50
<b>TOTAL REVENUE</b>	<b>\$ 197,365.50</b>

**BRADFORD SEWER COMMISSION  
BUDGET & EXPENDED REPORT**

<b>SEWER FUND</b>	<b>2003 Budget</b>	<b>2003 Expended</b>	<b>2004 BUDGET</b>
Salary Chief Operator	\$ 37,960.00	\$ 35,040.00	\$ 39,859.00
Soc. Sec Chief Operator	\$ 2,903.94	\$ 2,757.06	\$ 3,144.84
Health Ins. Chief Operator	\$ 9,736.68	\$ 9,044.06	\$ 10,000.00
Retirement Chief Operator	\$ 1,138.80	\$ 1,051.20	\$ 1,195.77
Salary Assist Operator	\$ 16,811.00	\$ 15,513.60	\$ 17,659.00
Soc. Sec Asst Operator	\$ 1,286.04	\$ 1,186.79	\$ 1,350.91
Health Ins. Asst. Operator	\$ 4,868.34	\$ 4,522.08	\$ 5,000.00
Retirement Asst. Operator	\$ 500.12	\$ 310.08	\$ 529.77
Unemployment/workers comp	\$ 200.00	\$ 136.06	\$ 200.00
Salary-Administration	\$ 10,030.80	\$ 10,246.80	\$ 12,288.00
Social Security - Admin	\$ 754.28	\$ 737.60	\$ 940.03
Health Insurance - Admin	\$ 2,355.42	\$ 2,187.81	\$ 2,500.00
Commissioners	\$ 1,000.00	\$ 1,000.00	\$ 1,250.00
Sewer-due from Village	\$ -	\$ 192.94	\$ -
Advertising	\$ 50.00		\$ 50.00
Certification	\$ -	\$ 231.33	\$ -
Chemicals	\$ 2,500.00	\$ 4,340.00	\$ 4,000.00
Electricity	\$ 12,000.00	\$ 11,633.90	\$ 12,000.00
Equipment Replacement	\$ 11,400.00	\$ 1,836.00	\$ 5,000.00
Field	\$ 1,500.00	\$ 1,309.99	\$ 1,310.00
Insurance	\$ 2,700.00	\$ 3,139.90	\$ 3,276.00
Lab Supplies	\$ 2,500.00	\$ 1,677.04	\$ 2,500.00
Legal	\$ -	\$ 334.07	\$ 500.00
Line Repairs	\$ 5,000.00	\$ 1,847.16	\$ 5,000.00
Mileage	\$ -	\$ 192.59	\$ 200.00
New Equipment	\$ 1,600.00	\$ -	\$ 500.00
New Lines	\$ 500.00	\$ -	\$ -
Office Supplies	\$ 1,500.00	\$ 3,481.24	\$ 1,500.00
Outside Testing	\$ 300.00	\$ 75.00	\$ 300.00
Plant Maintenance	\$ 6,000.00	\$ 9,421.27	\$ 6,000.00
Propane	\$ 2,500.00	\$ 4,546.70	\$ 2,500.00
Sludge Facilities Design	\$ -	\$ -	\$ -
Sludge Removal	\$ 36,000.00	\$ 48,247.32	\$ 36,000.00
Software	\$ 1,175.00	\$ 1,058.46	\$ 1,175.00
Training	\$ 300.00	\$ 60.00	\$ 300.00
Telephone	\$ 800.00	\$ 852.99	\$ 800.00
Uniforms	\$ 1,014.00	\$ 1,312.22	\$ 1,300.00
Water	\$ 1,000.00	\$ 445.49	\$ 500.00
Contingency Fund	\$ 3,000.00	\$ -	\$ -
<b>Sub Total</b>	<b>\$ 182,884.42</b>	<b>\$ 179,968.75</b>	<b>\$ 180,628.32</b>
 Bond Interest GMAC	 \$ 3,040.00	 \$ 2,470.00	 \$ 3,040.00
Bond Interest VT Bond	\$ 8,165.00	\$ 7,159.96	\$ 8,165.00
Principal Payment GMAC	\$ 7,600.00	\$ 7,600.00	\$ 7,600.00
Principal Pymnt VT Bond	\$ 8,015.00	\$ 8,014.50	\$ 8,015.00
<b>Sub Total</b>	<b>\$ 209,704.42</b>	<b>\$ 205,213.21</b>	<b>\$ 207,448.32</b>
Sewer Deficit payoff	\$ -	\$ -	\$ 10,000.00
Due to Village for 2002 expenses	\$ -	\$ 29,185.35	\$ -
<b>Total</b>	<b>\$ 209,704.42</b>	<b>\$ 234,398.56</b>	<b>\$ 217,448.32</b>

# **FINANCIAL REPORT SEWER FUND**

## **Receipts:**

Cash on hand as of 12/1/02 \$ 24,737.44

Owed to Sewer from Village	\$ 3,683.73
Sewer Bank Interest	\$ 169.64
Sewer Bond Income	\$ 24,208.74
Sewer Penalty Income	\$ 1,277.01
Sewer Rents	<u>\$ 136,467.04</u>

**Total Receipts** \$ 165,806.16

**Total Operating Cash** \$ 190,543.60

## **Disbursements:**

General Fund	\$ 179,968.75
Bonds & Contingency Fund	\$ 25,244.46
Due to Village from 2002	<u>\$ 29,185.35</u>

**Total Disbursements** \$ 234,398.56    \$ (43,854.96)

## **Treatment Plant Upgrade**

### **Expenses:**

Phase 2 Facilities Design	\$ 4,760.00
Phase 1 - Facilities Design	\$ 34,819.50
Phase 1 - Advertising	\$ 355.94
Phase 1 - Construction	<u>\$ 232,838.00</u>

**Total Expenses** \$ 272,773.44

### **Receipts:**

Phase 1 Reimbursement	\$ 107,063.00
Reimbursement from 2002	\$ 28,400.00
Phase 2 Reimbursement	<u>\$ 10,235.00</u>

**Total Receipts** \$ 145,698.00

**Total** \$(170,930.40)

Balance on Interim Loan \$ 191,206.65

**Cash Balance as of 11/30/03** **\$ 20,276.25**

Balance on Interim Loan \$ 191,206.65

Anticipated Federal Reimbursement \$ 160,594.50

\$ 30,612.15

**Actual Operating Cash 11/30/03** **\$ (10,335.90)**

\*\*\*\*\*

## **Sewer Contingency Fund**

Opening Balance as of 11/30/02 \$ 9,881.15

Plus Interest for 2003 \$ 63.50

Earned from Outside Testing \$ 910.00

**Ending Balance as of 11/30/03** **\$ 10,854.65**

**RECORD - ANNUAL VILLAGE MEETING  
JANUARY 27, 2003**

Pursuant to the foregoing Warning the voters of the Village of Bradford met on January 27, 2003 at 7:30 p.m. in the Old Bradford Academy Auditorium to transact the following business to wit:

The meeting was called to order at 7:30 p.m. by Moderator Lawrence Coffin. There being no objection, the reading of the Warning was dispensed with.

Moderator advised everyone that they must be a Village resident and on the Village checklist to vote at this meeting. He had previously asked all Village residents to move to the front portion of the room and all non-residents to move to the back section of the room.

**Article 1.** To elect a moderator for the ensuing year. Motion made and seconded to nominate Lawrence Coffin as moderator and the clerk cast one ballot. So voted.

**Article 2.** To hear and act upon the reports of the Village Officers for the year past.

The following corrections were noted:

Page 14 - Sewer Fund - Depreciation should not be listed. The expended amount should be reduced by the Depreciation amount. The word "bond" should be removed from "Bond Facilities Imp 2002". Mr. Lornitzo asked about the Cafe Figaro delinquent taxes. Louise Allen responded these were on personal property. Martina Stever said it was great to see the delinquent taxes so much lower than last year. When asked about the water shut off policy, Dan Perry responded that shut off notices are mailed to delinquent accounts and agreements are made to bring balances current. When asked by Lornitzo about Fleet Bank delinquent taxes, Wendell Hartley, Collector of Delinquent Taxes responded that he has made repeated attempts to collect this money with no response from Fleet. He is continuing to work on this. Gloria Fox noted that insurance is now distributed to each budget rather than having all in the General Fund. Larry Drew started a discussion on snow removal. George Huntington asked the Trustees for an explanation on how the bid was awarded. He questioned the hourly rate and the equipment used. Linda Neubelt suggested Huntington should have attended the bid opening meeting where those questions could have been raised. Huntington asked if the Trustees had reviewed the contractor's bills for the recent storms. Gloria Fox responded that Village Highway Foreman Jon Thornton verifies the hours on the bill. Discussion ended when a resident suggested the meeting move on to other items. Huntington then questioned the \$4,500 in the Public Safety budget for an extra officer. Fox responded this is for when Police Chief Gene Martin is on vacation or needs assistance for special events. Huntington questioned the hours Martin spends working in the Village. Martin reviewed his duties including responding to domestic violence, traffic tickets, bounced checks, drugs etc. Huntington questioned time spent by Martin doing paperwork. He then questioned time spent issuing traffic tickets. Huntington would rather see Martin issuing less tickets and doing other police work. Martin responded he balances the workload. Linda Neubelt also responded that Martin has duties assigned by the Trustees such as enforcing ordinances. Lornitzo spoke in support of issuing traffic tickets. Discussion ended when a resident suggested moving on to another item. When asked about the surplus in funds this year, Louise Allen responded that there has been a surplus for several years. It is difficult to determine how much money will be raised in highway taxes since the Town sets the tax rate (not the Village). This has caused additional funds to be raised in the past. Fox noted that everyone's taxes will be lower this year because of the surplus. When asked about the tax rate, Allen responded that this is set after April 1st when the Grand List is completed. Larry Drew questioned a new

*Record Continued:*

budget item for Sewer Commissioners' salary. Drew reported that the Trustees transferred the responsibility of the sewer to the Water Commissioners. Drew questioned the legality of this transfer. Linda Neubelt responded that this was verified by a legal representative at the Vermont League of Cities and Towns. She noted that the Trustees could have "picked people off the streets" but instead selected 4 members of the Water Commission to become Sewer Commissioners. The cost for administrative support to the Water / Sewer Commissioners started another discussion. Dan Perry said that the water and sewer departments were already paying the Town/Village office for administrative support so there should be no increase in cost to water and sewer. Use of the sinking fund was discussed as well as Workers Compensation. Discussion then returned to the transfer of the sewer. Linda Neubelt reminded everyone that until there is a charter change, the Village Trustees retain ownership and responsibility of the sewer. Fox noted that the sewer ordinance of 1978, gave the Trustees the right to appoint people to handle the day to day operation of the sewer department. When asked why the water / sewer budgets were not being voted this year, Allen responded that the budget is raised by user fees, not by taxes. Huntington asked if any money would be saved by this merger. Mark Johnson responded that the Sewer Commissioners have not had enough time to determine this. Linda Neubelt said Wayne Kenyon would be assisting the Trustees in the charter change. Vida Perry and Margaret Staples were in favor of the merger of Water and Sewer but did not want to see sewer extended to the Lower Plain until the Town and Village were merged. Others, however, felt this could be the start of the merger process. Drew reminded everyone that all sewer monies are still controlled by the Village Treasurer. Allen responded that the Treasurer did not collect money but did sign all checks for Water and Sewer. There were questions on the Sludge Facilities Design. Allen responded that this will be part of the bond that was voted previously. Fox noted that the new equipment was for a generator for the plant. Drew pointed out that the deed to Boch Park is owned by both the Town and Village. Fox said that Bank Street will be resurfaced as well as repairing the sidewalk. Regarding the Water report, Lornitzo asked how the bank account could be overdrawn by \$22,644.62. Perry responded that money is borrowed from the Water Capital fund. Perry also reviewed the increase in value of some of the assets (well improvement for about \$11,000, \$6,000 for new meters, new hydrants at \$2,000 each etc.). Huntington asked if additional houses could be added due to the Goshen Road Project. Perry responded that a pumping station would improve the water pressure. There was discussion on water / sewer usage fees (flat rate and per gallon rate). Discussion ended on an unanswered question that if the water receipts were \$199,834.06 and the expenditures were \$185,725.48 - how come there was a \$22,644.62 deficit. Allen will research. Motion made and seconded to accept the reports of the officers of the past year. Vote unanimous in the affirmative. Article closed.

**Article 3.** To elect one Village Trustee for three years, one Village Trustee for two years, one Village Trustee for one year, one Water Commissioner for five years and all other officers required by law to be elected at said meeting and to fill any vacancies which may occur at or before said meeting. Village Trustee for three years: Motion made to nominate Linda Neubelt. With no further candidates, nominations were closed. Vote unanimous in the affirmative. Linda Neubelt was declared elected. Village Trustee for two years: Motion made to nominate Robert Lefebvre. With no further candidates, nominations were closed. Vote unanimous in the affirmative. Robert Lefebvre was declared elected. Village Trustee for one year: Motion made to nominate Karen Foley. With no further candidates, nominations were closed. Vote unanimous in the affirmative. Karen Foley was declared elected. One Water Commissioner for five years: Motion made to nominate Robert Terrill. With no further

*Record Continued:*

candidates, nominations were closed. Vote unanimous in the affirmative. Robert Terrill was declared elected. Auditors: 1-year term. The current slate of auditors was nominated: Barbara Cohen, Daniel A Perry and Donna Williams. With no further candidates, nominations were closed. Vote unanimous in the affirmative. Barbara Cohen, Daniel A Perry and Donna Williams were declared elected.

Collector of Delinquent Taxes: 1-year term. Motion made to nominate Wendell Hartley Jr. With no further candidates, nominations were closed. Vote unanimous in the affirmative. Wendell Hartley Jr. was declared elected. There being no other open positions, Article 3 was declared closed.

**Article 4.** To see what sum of money said Village will vote to defray the general fund budget of said Village for the ensuing year and to vote time and manner of collecting the same. Motion made to accept the budget of \$40,898.10. Moderator read: Taxes to raise this sum of money or any other money raised at this meeting, or subsequent meetings, be placed in the hands of the Treasurer not later than August 1st, due and payable on or before October 31st, without discount and that any taxes not paid on the due date shall become delinquent and subject to interest at the rate of not more than one percent or fraction thereof for the first three months and thereafter one and one half percent per month or thereof from the due date of such tax, and that delinquent taxes will be subject to a collector's fee as provided by Vermont Statutes Annotated. Motion seconded.

There was discussion on the difference between the amount raised in taxes and the budget. Motion made and seconded to amend the motion to raise in taxes the sum of \$23, 468.16. Vote unanimous in the affirmative. Article closed.

**Article 5.** To see what sum of money said Village will vote to defray the public works budget of said Village for the ensuing year and to vote time and manner of collecting the same. Motion made and seconded to accept a budget of \$117,137.61 and to raise in taxes \$13,697.55. Allen raised the question of voting on the budget rather than voting on the amount to raise in taxes. Fox noted that a special meeting could be held if the anticipated revenue isn't received. Vote unanimous in the affirmative. Article closed.

**Article 6.** To see what sum of money not to exceed \$20,000 said Village will vote to be used for a public works capital fund (Streets and Sidewalks). Motion made and seconded to raise a sum not to exceed \$20,000 to be used for a public works capital fund. There being no discussion, vote unanimous in the affirmative. Article closed.

**Article 7.** To see what sum of money said Village will vote to defray the public safety budget of said Village for the ensuing year and to vote time and manner of collecting the same. Motion made and seconded to approve a budget of \$63,954.56 and raise in taxes \$19,404.28. There being no discussion, vote unanimous in the affirmative. Article closed.

**Article 8.** To transact any other business which may lawfully come before said meeting.

Vida Perry thanked Gloria Fox for serving as a Trustee during a very difficult time of her life. There was a round of applause for Fox. Drew asked to have the auditors' report included in the book for next year.

**Article 9.** To adjourn. Motion made and seconded to adjourn. Meeting adjourned at 9:08 p.m.

A True Record: Attest: s/s Louise M. Allen, Village Clerk

Recording Clerk: s/s Marjorie J. Craik

Please bring this report to Village Meeting.

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