

# TOWN OF MANCHESTER

## VERMONT



## 2019 TOWN REPORT

# Dedication

## An Unexpected Gift from the Past

Pictured on the cover of this report is the Bennington County Courthouse in Manchester which was erected in the center of the village in 1822 with funds raised through public subscription. A legal tug-of-war between the town and the county went all the way to the state Supreme Court in the early 1900s. The court apparently decided that the town building should revert to the municipal government once the county no longer used it as a courthouse.

It is ordered, adjudged and decreed that the orator [County of Bennington] is entitled to the sole possession and use of the original county court house building and the first addition erected thereto, situate in the Town of Manchester in said county and included in the premises described in the Bill of Complaint and the land upon which the same stands as long as the same is used as a county court house site...(Underlining in original).Book 30, Page 49. Dated March 30, 1916. Recorded April 27, 1916

So, for over a hundred years, the work of the court and the life of the town transpired here and the bell has rung for public meetings, hearings, trials, mediations, voter registrations, elections, marriages, divorces, celebrations, adoptions, political caucuses, and all manner of entertainment, until in 2018 when the county gave notice that they were no longer planning to use the courthouse for any judicial proceedings or functions. This triggered the above ruling which transferred ownership to the town. The court then began the process of boxing up records and other property for transfer to Bennington. The county informed the town that it would be leaving behind numerous historic articles, such as books, portraits and furniture. And so, we are gifted a handsome federal style building topped with an octagonal bell tower. Originally painted gold, a generous Equinox guest noted its poor condition and with the help of a local committee, had it completely rebuilt and the dome gold gilded in the 1990s. Additional restoration work was done in the late 1990's and some funds were raised with the sale of shirts proclaiming "I was courted in Manchester Vermont".

The old building has a rich history. During the Civil War, a regiment recruited from the Northshire gathered in Manchester and those unable to return home were quartered here. Prior to 1868, most village entertainments were held in the courthouse. In 1898, the Mark Skinner Library rules provided free library cards for officers and jurors of the county court while in session. Because Bennington County had two shire towns, Manchester became known as the Northshire and Bennington the Southshire. Initially summer court was held in Manchester and winter court in Bennington. Anson Munson kept a tavern in the lower part of the courthouse building, and in the court-room in the upper story. This building, a rural interpretation of Gothic Revival, was built, in part, with funds from Franklin Orvis, the owner of the Equinox House, as it was then called. His donation was contingent upon the condition that this entirely new building would be built slightly to the north, so that the guests sitting on the veranda at the hotel could enjoy unobstructed views of the scenic Green Mountains to the east which continues today.

On behalf of the town, the Selectboard established a diverse committee to investigate and propose uses of the building that might create economic activity, help to retain our youth, enhance our sense of community, and/or enhance the arts and culture focusing on government, community, and not-for-profit uses while maintaining possibly restoring, and increasing the historic integrity of the building. We look forward to a bright and active future for our new old friend, the Manchester Courthouse.

Respectfully submitted,

The Manchester Selectboard: Ivan C. Beattie, Chair; Wayne E. Bell, Vice-Chair; Jan K. Nolan, Greg T. Cutler and Todd W. Nebraska

# **TOWN MEETING SCHEDULE**

## **Town Floor Meeting Manchester**

**Saturday, February 29, 2020**

Manchester Elementary-Middle School

## **Australian Ballot Voting**

**Tuesday, March 3, 2020**

Town Hall

The 2019 Town Report combines previously-divided parts A and B. In the past, Part A included the proposed budgets for the municipal government, tax information, Town Meeting Warning, minutes from last year's Town Meeting, and contact information. Part B included reports from officers, department heads, non-profits, financial reports, and the list of appointed and elected Town officials.

For 2019 the Town mailed the combined Town Report to all postal patrons of zip codes: 05254 and 05255. The 2019 Town Report also includes abridged fund balances for Fiscal Year 2019 (and 2018) in Section 8. The full financial reports are located in the Fiscal Year 2019 Town audit, which is expected in February 2020, and will be available online at <http://manchester-vt.gov/document-center/>, filed with the Town Clerk and available at Town Meeting.

Extra copies of the Town Report may be picked up at the Town Meeting and Town Hall. Residents may request a copy of the Town Report by contacting Mary Grimmig at 802-768-9095 or [m.grimmig@manchester-vt.gov](mailto:m.grimmig@manchester-vt.gov).

The 2019 Town Report is also available online at: <http://manchester-vt.gov/document-center/>.

### **Acknowledgments**

Printing: Express Copy

Designed by: Mary Grimmig

Thank you to all contributors without whom this report would not be possible.

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## SECTION 1 - TOWN DIRECTORY

### Police - Fire - Rescue

#### Public Safety Building

60 Jeff Williams Way

P: 802-362-2121

F: 802-362-0202

#### Animal Control

Manchester Police Department

#### Emergency Management

John P. O'Keefe - Director

E: j.okeefe@manchester-vt.gov

#### Fire

Chris Towslee - Chief

E: c.towslee@manchester-vt.gov

#### Police

Patrick Owens - Chief

E: patrick.owens@state.vt.us

### Town Hall

40 Jeff Williams Way

P: 802-362-1313

F: 802-362-1314

#### Assessing - Option 5

Gordon P. Black - Municipal Assessor

E: g.black@manchester-vt.gov

#### Factory Point Cemetery

Contact John O'Keefe - Town Manager

#### Finance & Accounting - Option 4

Michael DeCubellis - Director

E: m.decubellis@manchester-vt.gov

#### Human Resources & Operations - Option 2

Leslie Perra - Manager

E: l.perra@manchester-vt.gov

#### Planning & Zoning - Option 3

Janet Hurley - Director

E: j.hurley@manchester-vt.gov

Peter Brabazon, Assistant Administrator

E: p.brabazon@manchester-vt.gov

Leslie Perra, Assistant Administrator

E: l.perra@manchester-vt.gov

#### Town Clerk - Option 1

Anita Sheldon - Town Clerk

E: a.sheldon@manchester-vt.gov

Laura Streiber, Assistant Town Clerk

E: l.streiber@manchester-vt.gov

#### Town Manager - Option 2

John P. O'Keefe - Town Manager

E: j.okeefe@manchester-vt.gov

Mary Grimmig - Executive Assistant

E: m.grimmig@manchester-vt.gov

### Health-Parks & Rec-DPW-Water & Sewer

#### Health Officer

Peter Brabazon

P: 802-366-0553

E: p.brabazon@manchester-vt.gov

#### Parks and Recreation

340 Recreation Park Road

P: 802-362-1439

Brian Van Horn - Director of Operations

E: b.vanhorn@manchester-vt.gov

Jacquelyn Lewicki - Programming Director

E: j.lewicki@manchester-vt.gov

#### Public Works Department

Jeff Williams - Director

P: 802-362-3283

E: j.williams@manchester-vt.gov

#### Water and Sewer

Eric Severance - Director

P: 802-688-4662

E: e.severance@manchester-vt.gov

### Schools

#### Burr and Burton Academy (BBA)

Mark Tashjian - Headmaster

Meg Kenny - Associate Head of School

P: 802-362-1775

www.burrburton.org

#### Manchester Elementary-Middle School (MEMS)

Debra Fishwick - Co-Principal

Betsy Memoe - Co-Principal

P: 802-362-1597

www.manchesterschools.org

#### Bennington Rutland Supervisory Union (BRSU)

Jackie Wilson - Superintendent

P: 802-362-2452

# SECTION 1 - APPOINTED COMMITTEES & OFFICIALS

## BENNINGTON REGIONAL COMMISSION

Hurley, Janet	2022
Black, Gordon	2022

## BOARD OF SEWER COMMISSIONERS

Beattie, Ivan - Chair	2020
Bell, Wayne	2021
Cutler, Greg	2020
Nebraska, Todd	2022
Nolan, Jan	2021

## BOARD OF WATER COMMISSIONERS

Beattie, Ivan	Life
Kilburn, Douglas	Life
Madden, Tim	Life

## CONSERVATION/ENERGY COMMITTEE

Benoit, Alan - Chair	2022
Myrvang, Dee	2020
Cooperman, Michael	2021
Bucholt, Carl	2020
Burg, Leslie	2020

## DESIGN ADVISORY COMMITTEE

Gourd, Ramsay	2020
Watanabe, John - Chair	2021
Greenland, Joelle	2022
Benoit, Alan (Alternate)	2021
Moore, Riley (Alternate)	2021

## DEVELOPMENT REVIEW BOARD

Ferrarin, Ray	2022
Kennedy, John	2021
Stewart, Cathy	2021
Waker, Tim - Chair	2020
Watanabe, John	2021
Kilburn, Cynthia (Alternate)	2021

## INVESTMENT ADVISORY BOARD

Brodie, Donald
Cestaro, Glen
Dowden, Tara
Ferrarin, Marie
Vogel, Brian - Chair
O'Keefe, John
Shaw, Andrew

## PARKS & RECREATION ADVISORY COMMITTEE

Brownlee, William	2021
Charbonneau, Joe	2021
Deck, Tom	2021
Perry, Sarah	2021
Judge, Thomas	2021
Larson, Jon	2021
McCoy, Tom	2021
Whalen, Patrick	2021
Miceli, Dave	2021
Cutler, Greg (Selectboard)	N/A

## PLANNING COMMISSION

Boshart, Greg - Chair	2021
Cutler, Tina	2022
Glabach, Chris	2022
Ward, Leon	2023
Rahona, Ana	2021

## TREE COMMITTEE

Beattie, Ivan	2021
Benoit, Alan	2021
Hurley, Janet	2021

## OTHER APPOINTED OFFICIALS

Fire Warden: Grant, Lawrence	2023
Fire Warden Assistant: Bourn, Grub	2023
First Constable: Owens, Patrick	2020
Health Officer: Brabazon, Peter	2023
Service Officer: Owens, Patrick	2021
Service Officer Deputy: Bell, Wayne	2020
Zoning Administrator: Hurley, Janet	2020
Zoning Admin. Asst.: Perra, Leslie	2022
Zoning Admin. Asst.: Brabazon, Peter	2022
Tree Warden: Beattie, Ivan	2020

## ADVISORY COMMITTEE ON CEMETERIES

Bell, Wayne	2020
Ferrarin, Raymond	2021
Orava, Heather	2020

## Town Hall Office Hours

**Monday – Friday**

**8:00 AM – 4:30PM**

**[www.manchester-vt.gov](http://www.manchester-vt.gov)**

# SECTION 1 - ELECTED LOCAL, STATE & FEDERAL OFFICIALS

## JUSTICES OF THE PEACE

Bell, Wayne	2021
Blumenthal, Marc	2021
Dingley, Jim	2021
Heilemann, Martha	2021
Hill, Alison	2021
Hoffman, Ruth	2021
Kilburn, Cynthia	2021
Kropa, Frank	2021
Long, Richard	2021
Powers, Barbara	2021
Sheldon, Anita	2021
Streiber, Laura	2021

## US REPRESENTATIVE

Peter Welch

## VT STATE ATTORNEY GENERAL

T.J. Donovan

## VT STATE TREASURER

Beth Pearce

## VT SECRETARY OF STATE

Jim Condos

## VT STATE AUDITOR

Doug Hoffer

## MODERATOR

Nawrath, W. Michael	2020
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## SELECTBOARD

Beattie, Ivan - Chair	2020
Bell, Wayne	2021
Cutler, Greg	2020
Nebraska, Todd	2022
Nolan, Jan	2021

## STATE SENATORS

Brian Campion

Dick Sears

## STATE REPRESENTATIVE

Cynthia Browning

Kathleen James

## TOWN CLERK

Sheldon, Anita	2021
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## HIGH BALIFF

Frederick Gilbar

## TOWN TREASURER

Vogel, Brian, Appointed	2020
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## PROBATE JUDGE

D. Justine Scanlon

## TRUSTEES OF PUBLIC FUNDS

Brodie, Donald	2021
Ferrarin, Marie	2020
Shaw, Andrew	2022

## ASSISTANT JUDGES

James H. Colvin

Wesley Mook

## PRESIDENT OF THE UNITED STATES

Donald J. Trump

## STATE'S ATTORNEY

Erica Albin Marthage

## GOVERNOR

Phil Scott

## SHERIFF

Chad D. Schmidt

## LIEUTENANT GOVERNOR

David Zuckerman

## US SENATORS

Patrick Leahy

Bernie Sanders

## SECTION 1 – HELPFUL INFORMATION

### Emergencies

Call 9-1-1. If you are debating whether to call 9-1-1, stop and call 9-1-1 immediately! Let the trained Police and Fire Departments or Rescue Squad decide the proper response.

### Non-Emergencies

During regular business hours, call the Town department that is responsible for the service in question. For example, if you are calling about snow plowing, call the Department of Public Works. After hours, call the Town's Dispatch Center at 362-2121; do not call 9-1-1.

### Safety

Keep your neighborhood safe. Don't hesitate to report suspicious or illegal activity to the Police Department. Even if an arrest isn't made, repeated patrols have a positive effect on public safety.

### Parking

Parking is prohibited on all Town roads and Town owned parking lots between November 1 and March 31 from 1:00 AM to 6:00 AM.

### Water Leaks

Keep an eye on your water bill - look for spikes in usage because it might be a water leak. Call the Manchester Water Department at 362-1313, option 2, if you suspect a water leak. Also, fix running toilets and faucets because they can waste large amounts of water.

### Building Permits

Before you build or expand a shed, barn, deck or other structure in the Town of Manchester, call the Town's Zoning Administrator at 802-362-1313, option 3 to find out whether you need a building permit.

### Dog Licenses

Dogs (and wolf-hybrids) must be licensed by **April 1<sup>st</sup>**, each year. Owners should contact the Town Clerk's Office at 362-1313, option 1, for more information. Dogs should be leashed when not on the owner's property and owners must pick up and properly dispose of all waste on public and private property.

### Sunderland Transfer Station

#### Managed by Casella

4561 Sunderland Hill Road

Arlington, VT 05250

P: 802-362-1789

[www.casella.com/dropoff/vt/arlington/](http://www.casella.com/dropoff/vt/arlington/)

#### Drop-off Hours:

Mon - Tue: 7:30 AM - 2:00 PM

Thu - Fri: 7:30 AM - 2:00 PM

Sat: 7:30 AM - 11:30 AM

### Solid Waste and Recycling Information

Michael Batchner

Solid Waste Program Manager

802-442-0713, ext. 2

[mbatchner@bcrvt.org](mailto:mbatchner@bcrvt.org)

### Trash Removal

For new residents, please note that the Town does not provide trash removal. There are several solid waste disposal companies in the area. Residents may also bring trash, for a fee, and recyclable materials directly to the transfer station in nearby Sunderland.

### Snow Removal

State Law and Town Ordinance requires residents and businesses to clear snow and ice from sidewalks in front of their property. The Town does provide limited sidewalk plowing as a convenience. Roadway plowing is always a priority, though. Please do not push snow into roadways.

### Fires

State law prohibits burning of trash and other hazardous materials. Typically, other burning, such as untreated wood, requires a permit: contact the Manchester Fire Department at 802-362-2121 for more information.

### Vending

Vending is defined as the selling of merchandise or food at non-permanent locations (essentially not buildings) within the Town. Vending requires a permit and is regulated by Town Ordinance. Contact the Town Manager's Office at 802-362-1313, option 2, for more information.

## SECTION 2 - WARNING

### WARNING

#### TOWN OF MANCHESTER ANNUAL TOWN MEETING (2020)

The legal voters of the Town of Manchester, Vermont are hereby notified and warned that the Town will hold an annual meeting that will commence at the Manchester Elementary-Middle School gymnasium (80 Memorial Ave.) on Saturday, February 29, 2020 at 1:00 p.m. to transact any business not involving Australian ballot voting. The meeting will then adjourn until Tuesday, March 3, 2020 on which date the polls will open at 8:00 A.M. and close at 7:00 P.M. at the Manchester Town Offices (40 Jeff Williams Way) to vote by Australian ballot.

#### Town of Manchester Floor Meeting on February 29, 2020:

**ARTICLE 1.** To present awards and make acknowledgments.

**ARTICLE 2.** To hear and act upon the report of the Town Officers.

**ARTICLE 3.** To determine by vote the day taxes shall be payable and what discount, if any, shall be allowed, if paid on or before the time specified, and what interest shall be charged for delinquency.

**ARTICLE 4.** Shall the Town appropriate \$5,343,326 to defray the operating expenses of the Town for the ensuing year, less anticipated non-property tax revenue, plus any voted appropriations?

**ARTICLE 5.** Shall the Town appropriate \$1,645,900 to defray the capital expenses of the Town for the ensuing year, less anticipated capital-related non-property tax revenue?

**ARTICLE 6.** Shall the Town transfer all Fiscal Year 2021 local option tax revenues in excess of \$1,255,000 into the Property Tax Relief Reserve Fund; provided that, in the case of a deficiency in local option tax revenues, funds from the Property Tax Relief Reserve Fund may be used to offset the deficit; provided further, the amount transferred from the Property Tax Relief Reserve Fund to the General Fund and Fiscal Year 2021 local option tax revenues shall not exceed a total of \$1,255,000?

**ARTICLE 7.** Shall the Town vote to authorize \$50,000 from the Taxpayer Relief Reserve Fund to the Manchester Business Association for the purposes of marketing the Town of Manchester and Village of Manchester in Fiscal Year 2021; and other functions associated with visitor and tourist services, as approved by the Selectboard; provided, that any funds authorized under this Article shall require an equal non-town match?

**ARTICLE 8.** Shall the Town of Manchester enter into a communications union district to be known as Southern Vermont Communication Union District, under the provisions of 30 V.S.A. chapter 82?

**ARTICLE 9.** Shall the Town vote to exempt from taxation, for a period not to exceed five (5) years, the real estate of the Masonic Lodge Temple, located at 138 Spruce Street in the Town of Manchester?

**ARTICLE 10.** Shall the Town appropriate a total of \$17,481 to the following human service organizations, pursuant to 24 V.S.A. § 2691 and § 2692: (1) \$420 to Vermont Center for Independent Living; (2) \$500 to Vermont Association for the Blind and Visually Impaired; (3) \$1,000 to The Collaborative; (4) \$1,500 to Neighbor to Neighbor; (5) \$1,500 to Retired Senior Volunteer Program; (6)

## SECTION 2 – WARNING

\$1,811 to Community Action in Southwestern Vermont; (7) \$1,850 to Project Against Violent Encounters; (8) \$2,000 to Center for Restorative Justice; (9) \$2,000 to Greater Northshire Access Television; (10) \$2,400 to Bennington Area Habitat for Humanity; (11) \$2,500 to the Tutorial Center?

**ARTICLE 11.** To transact any other business appropriate to come before Town Meeting.

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### Voting by ballot on March 3, 2020:

**ARTICLE 12.** Shall bonds or notes of the Town of Manchester in an amount not to exceed \$972,000, subject to direct reduction from available state and federal grants-in-aid, be issued for the purpose of making certain public improvements and investments, namely: purchase of a fire truck; improvements to the public safety facility; certain sidewalk improvements along Main Street and Bonnet Street; construction of a new maintenance facility at the Dana L. Thompson Memorial Park and other improvements to the infrastructure at the Dana L. Thompson Memorial Park; the aggregate estimated cost of such improvements being \$972,000?


**ARTICLE 13.** Shall the Town appropriate \$4,000 for the support of the Southwestern Vermont Council on Aging?

**ARTICLE 14.** Shall the Town appropriate \$10,000 for the support of VNA & Hospice of the Southwest Region (Manchester Health Services) to provide services to the residents of the Town?

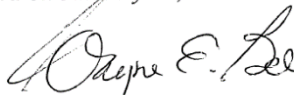
**ARTICLE 15.** Shall the Town vote to appropriate \$243,740 for the operating support of the Manchester Community Library?

**ARTICLE 16.** To elect Town Officers for the ensuing year.

*Warning adopted by the Manchester Selectboard on January 23, 2020:*



Ivan C. Beattie, Chair



Wayne E. Bell, Vice-Chair



Gregory T. Cutler

Manchester, VT Town Clerk's Office


01/23/2020 at

7 o'clock 30 minutes P M

Book 14 Instrument # — /pg. 651 of

Town records.

Attest: Anita F. Sheldon, CVC



Todd W. Nebraska



Janet K. Nolan



## SECTION 2 - BOND ARTICLE 12

### ARTICLE 12 - TOWN MEETING BOND ARTICLE

The 2020 Town Meeting Warning includes Article 12, which will be voted on by Australian ballot on Tuesday, March 3, 2020. The language of Article 12 is as follows:

Shall bonds or notes of the Town of Manchester in an amount not to exceed \$972,000, subject to direct reduction from available state and federal grants-in-aid, be issued for the purpose of making certain public improvements and investments, namely: purchase of a fire truck; improvements to the public safety facility; certain sidewalk improvements along Main Street and Bonnet Street; construction of a new maintenance facility at the Dana L. Thompson Memorial Park and other improvements to the infrastructure at the Dana L. Thompson Memorial Park; the aggregate estimated cost of such improvements being \$972,000?

The cost of the Bond will be annualized over twenty years, not including the new Fire Truck, which will be bonded over ten years. The cost will be approximately \$57,600 in Fiscal Year 2022 for all projects except the new Fire Truck. For the Fire Truck the cost will be approximately \$17,500 in Fiscal Year 2022. Manchester's current General Fund debt is relatively low. For Fiscal Year 2021, the budget includes \$160,427 in debt service.

Below is a description of the projects that will be funded from the 2020 Bond:

Item	Cost (\$)	Description	Department
Sidewalk replacement on Bonnet Street from School St. to Two Cow	\$50,000	Approximately 290'	DPW
Sidewalk replacement near 5081 Main Street & 4570 Main	\$12,000	Approximately 60'	DPW
Dana L. Thompson Park maintenance building	\$350,000	60 feet by 30 feet concrete building	DPW / Parks
Public Safety Facility paving (phase 2)	\$100,000	Phase 1 in current fiscal year budget	Police / Fire
Public Safety Facility - parking lot lighting replacement	\$60,000	Same lighting as Town Hall parking lot / includes entrance drive	Police / Fire
Public Safety Facility - Fire Department concrete apron	\$70,000	95 feet wide by 35 feet / 8" thick	Fire Dept
Public Safety Facility - Police Department secure fenced area	\$20,000	For securing impounded vehicles	Police Dept
Police Department Entrance Safety Improvements	\$20,000	Removal of window, new sidewalk, installation of steel bollards	Police Dept
Expansion of parking lot at Dana L. Thompson Park	\$60,000	Additional 27 spaces near the location of the current maintenance building	Parks
Sidewalk improvements around Park House / Applejack Stadium	\$35,000		Parks
Applejack Stadium grandstand improvements	\$40,000	Removal of 5 of 11 posts / general bleacher repairs	Parks
Fire Department Rescue Truck	\$155,000	\$155,000 from Bond / \$155,000 from Equipment Reserve Fund	FD
<b>TOTAL</b>	<b>\$972,000</b>		

## SECTION 2 – BOND ARTICLE 12

Below is an expanded discussion regarding some of the larger bonded projects:

**New Rescue Truck for Fire Department:** The Bond includes \$155,000 for a new fire truck, repaid over 10 years. The new truck will replace Rescue Truck 10 and will serve as the main truck for car wrecks, elevator, CO calls, wilderness calls. The truck will have an aluminum body and include a five-person cab with 4 airpack stations. The current rescue truck is almost 30 years old.

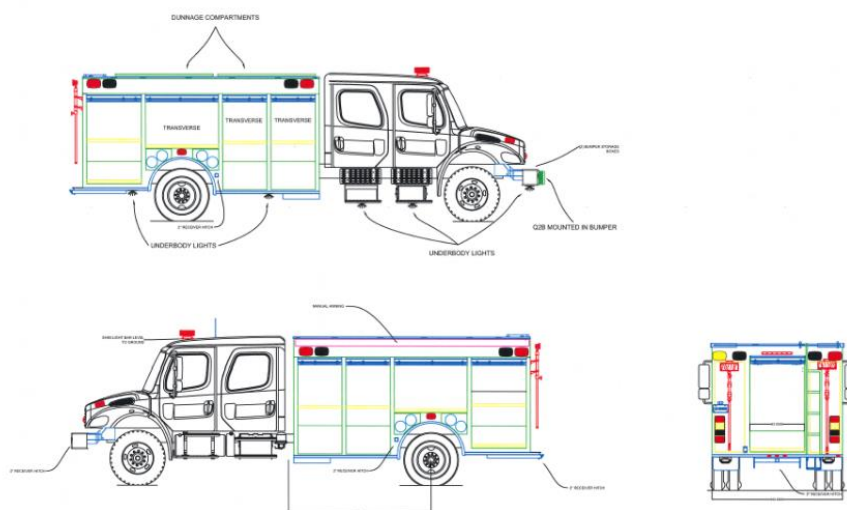
**Improvements to the Manchester Public Safety Facility:** The Bond includes \$270,000 for improvements to the Public Safety Facility, which was constructed in the mid-1990s. Improvements including a portion of the paving of the parking lot. The Fiscal Year 2020 budget included \$70,000 for paving the other portion. Improvements also include replacement of the exterior lighting, installation of a concrete apron in front of the Fire Department truck bays, a fenced in impoundment area for the Police Department and safety improvements to the Police Department / Dispatch entrance.

**Dana L. Thompson Memorial Park Maintenance Facility:** The Bond includes \$350,000 for this new facility. The current facility is estimated to be over 100 years old. The existing structure lacks modern lighting and ventilation. The dirt floor and poor layout make operations difficult, and the location in the middle of the Park makes it an eyesore in an otherwise beautiful setting. The new structure, relocated to the end of the access road near the Rod and Gun Club, is the same size of the existing structure, but better laid-out to maximize the use of the space. A fenced-yard will help to screen equipment and materials used to maintain the Park. The concrete block construction and standing seam roof ensure that the structure is durable and will serve the community and Park for years to come. Many of the materials of the old structure will be preserved for re-use at the Park, including the barn boards for improvements to the Applejack Stadium grandstand. During the cold winter months the facility will serve as a storage facility for heavy equipment that is currently stored outdoors.

**Expansion of parking lot at Dana L. Thompson Memorial Park:** The site of the former maintenance barn will be repurposed for additional parking. In total, 27 new parking spaces will be created near the dog park and McClellan Field. The former maintenance access road will be utilized as another access point for the parking lot. The Bond includes \$60,000 for the expanded parking area.

**Other Improvements to the Dana L. Thompson Memorial Park:** The Bond also includes \$75,000 in funding for the removal of 5 of the 11 posts at the Applejack Stadium Grandstand, as well as funding for sidewalks improvements around the Park House and Applejack Stadium.

**Downtown Sidewalk Improvements:** Lastly, the Bond includes \$62,000 in funding for three relatively small sidewalk projects in the downtown area: Bonnet Street, on the east side between School Street and Two Cow Lane; 5081 Main Street (in front of the former News Guide building); and 4570 Main Street (near Seasons Restaurant).



*Rendering of New Rescue Truck (Bond Article 12)*

## SECTION 3 - 2019 ANNUAL MEETING MINUTES

### Annual Town Floor Meeting Minutes

Saturday, March 2, 2019 1:00 P.M.

#### Manchester Elementary Middle School Gymnasium

Moderator W. Michael Nawrath called the meeting to order at 12:59 P.M. He called on Richard Long to lead the Pledge of Allegiance. He asked all new voters to stand for recognition. He gave a brief speech of the history of the floor meeting in Manchester, Vermont. He reviewed Roberts Rules of Order, governing the meeting. He asked for unanimous approval to allow one non-voter from each agency requesting an appropriation from the Town and one person with a report in Part A to speak. With no opposition, it was approved. He then read the warning:

#### TOWN OF MANCHESTER ANNUAL TOWN MEETING (2019)

The legal voters of the Town of Manchester, Vermont are hereby notified and warned that the Town will hold an annual meeting that will commence at the Manchester Elementary-Middle School gymnasium (80 Memorial Ave.) on Saturday, March 3, 2019 at 1:00 p.m. to transact any business not involving Australian ballot voting. The meeting will then adjourn until Tuesday, March 5, 2019 on which date the polls will open at 8:00 A.M. and close at 7:00 P.M. at the Manchester Town Offices (40 Jeff Williams Way) to vote by Australian ballot.

#### Town of Manchester Floor Meeting:

**ARTICLE 1: To present awards and make acknowledgments.**

Ivan Beattie thanked all for coming and asked for speakers to come forward prior to speaking. He introduced the board members Steve Nichols, Jan Nolan, Greg Cutler, Vice Chair Wayne Bell and Town Manager John O'Keefe. Wayne Bell recognized the recent passing of Howard Wechsler, Phebe Ann Lewis, Brad West and Marge Wilbur, residents whom actively served the Town of Manchester. He thanked Dave Fielding for 38 years of service as Town Treasurer, Joyce Scribner for 32 years as a Lister and Administrative Assistant, and Steve Nichols for 16 years of service as a Selectboard member. He called for Carroll "Fuzzy" Knight to be recognized for 60 years of service on the Manchester Fire Department. He acknowledged Ruth Woodard for 33 years of service to the Town of Manchester as Finance Director. Ruth Woodard spoke of a total of 165

years of board members, 2 Town Treasurers, 3 Town Managers and 2 Selectboard Chairs, Lambert "Chops" Zoller and Ivan Beattie, since she was hired. She briefly spoke of the 19 Selectboard members with whom she worked: Lambert "Chops" Zoller, Michael Kilburn, John Hawkins, Maurice Thompson, Ivan Beattie, William West, Robert Stannard, Douglas Kilburn, Stephen Thurston, Abraham Madkour, Sarah Treat, Josiah Miles, Richard Kelley, Wayne Bell, Carol Lattuga, Steve Nichols, Lisa Souls, Gregory Cutler, Jan Nolan and the new board member to be elected on Election Day. Wayne Bell thanked all who have and will continue to serve Manchester.

#### **ARTICLE 2. To hear and act upon the report of the Town Officers.**

Ivan Beattie moved to approve the reports of the Town Officers, seconded by Orland Campbell. He spoke of Part A and Part B of the Town Report. He asked to amend a correction on page 21 of Part A, correcting 2017 to read 2018, seconded by Doug Kilburn. The question to amend the Town Report was called and the amendment was approved. Next State Representatives Cynthia Browning and Kathleen James spoke about legislative reports being circulated and encouraged voters to reach out to them. The question was called as amended and Article 2 was adopted.

#### **ARTICLE 3. To determine by vote the day taxes shall be payable and what discount, if any, shall be allowed, if paid on or before the time specified, and what interest shall be charged for delinquency.**

Town Treasurer Brian Vogel moved that the Town and School taxes for fiscal year 2020 be due and payable at 4:30PM on the following dates and percentage amounts.

Date	Town Taxes	School Taxes
09/06/19	45%	60%
02/07/20	55%	40%

He moved that no discounts be allowed if taxes are paid on or before the due dates. He further moved to charge the maximum interest and penalty allowed by law on unpaid amounts, seconded by Ruth Woodard. *Current law: Interest: 1% per month or portion thereof for the first three months and 1 ½% per month thereafter. A penalty of 8% is allowed on the unpaid balance after the first installment.* The question was called and Article 3 was approved.

## SECTION 3 - 2019 ANNUAL MEETING MINUTES

**ARTICLE 4.** Shall the Town appropriate \$4,979,239 to defray the operating expenses of the Town for the ensuing year, less anticipated non-property tax revenue, plus any voted appropriations?

Ivan Beattie moved the article, seconded by Bill Drunsic. Beattie pointed to the budget narrative beginning on page 16 of Part A of the Town Report. The budget begins on page 22 with revenues and page 26 with expenditures. He thanked department heads and the Town Manager for presenting the board with a responsible budget to help keep the tax rate down. Beattie noted that the municipal property tax makes up only approximately 14% of the property tax bill in the current fiscal year. The overall General Fund spending in the proposed budget totals \$5,910,339 not including voted appropriations and other warned articles. Property tax spending for Fiscal year 2020 would be \$3,088,839 after being offset by projected non-property revenues of \$2,821,500. The municipal tax rate is projected to increase from \$0.2572 to \$0.2626. If the Grand List were to increase by 1% as projected, the tax rate would only increase to \$0.2600 instead of \$0.2626. This would allow Manchester to continue to have one of the lowest tax rates in the State of Vermont (see page 20 and 21 of Part A of the Town Report). An error on page 16 of Part A of the Town Report shows that the Fiscal Year 2020 budget would not use any budgeted revenues from the Taxpayer Relief Reserve Fund, whereas page 25 shows that the budget included \$10,000 from the fund. The proposed budget would not use any budgeted revenues from the Town's allocated surplus fund. Personnel expenses increased \$26,615 or 1.2%. Jeff Wilson spoke of a tax rate being 8.5% lower than Fiscal Year 2018. The fire equipment reserve fund on page 16 shows that \$75,000 would be transferred in Fiscal Year 2020. While he supports the transfer, he asked how capital needs would be met in the future. Ivan Beattie spoke of the 30% increase in the Fire Department Equipment Reserve Fund. The Fire Department asked for a truck sinking fund instead of draining the reserve fund. Jeff Wilson reiterated his concern of having a plan put in place for future needs. John O'Keefe spoke to the article and the use of the Fire Equipment Reserve Fund, used jointly for the purchase of equipment and trucks. If approved, there would be a total of approximately \$240,000 in the Fire Department Equipment Reserve Fund next fiscal year, \$13,000 of that amount would be used for equipment. O'Keefe spoke of an expenditure from the Fire

Department Equipment Reserve Fund possibly being bonded next year. Wilson echoed his concern for a plan to be put in place to fully support the Fire Department moving forward.

O'Keefe stated the Town has a plan. Jeff Wilson spoke of the report on page 39 of Part B of the Town Report, as there were no equipment expenditures, but there was a total of \$34,678 for operating transfers out. John O'Keefe referred to page 33 of Part B of the Town Report and noted the \$34,678 was the last payment to the CIRC fund that the Fire Department made to the Town for a previously purchased truck. Carol Dupont stated that the average age of firefighters in Manchester is 50 and she would like to see some sort of incentive to encourage younger people to join. Moderator Nawrath asked her to hold her comments until other business. Fire Chief Chris Towslee clarified that the new truck would be a rescue truck only. He mentioned various items the Firefighter Association has purchased on their own using funds that were donated to the Firefighter Association or that were from fundraising: rescue wheels to go on trails, state dues, county dues, Jaws of Life, spreaders, cutters, rams, foul weather wear, sign packages, exercise equipment, rescue jacks, restroom cleaning, waxing floors, trash removal, CO2 and sewer gas tools and forced entry tools. Moderator Nawrath clarified that Towslee was referring to the Firefighter Association money. Chris Towslee confirmed the funds came from the money from the Firefighter Association. The question was called and Article 4 was approved.

**ARTICLE 5.** Shall the Town appropriate \$931,100 to defray the capital expenses of the Town for the ensuing year, less anticipated capital-related non-property tax revenue?

Ivan Beattie moved the question, seconded by Doug Kilburn. Ivan Beattie spoke of the capital budget listed on page 34 and 35 of Part A of the Town Report. Capital Expenditures fluctuate throughout the years, but many times a revenue offsets that cost, as it did with the roundabout a few years ago. He spoke of a new dump truck, another year for the lease-purchase for the town grader, a reel tractor mower, a sidewalk machine, a boiler at the public safety facility, a police department vehicle and town records restoration. The question was called and Article 5 was approved.

## SECTION 3 - 2019 ANNUAL MEETING MINUTES

**ARTICLE 6.** Shall the Town transfer all Fiscal Year 2020 local option tax revenues in excess of \$1,310,000 into the Property Tax Relief Reserve Fund; provided that, in the case of a deficiency in local option tax revenues, funds from the Property Tax Relief Reserve Fund may be used to offset the deficit; provided further, the amount transferred from the Property Tax Relief Reserve Fund to the General Fund and Fiscal Year 2020 local option tax revenues shall not exceed a total of \$1,310,000?

Steve Nichols moved the article, seconded by Ron Mancini. Nichols spoke of the balancing of budgets if necessary, using the Property Tax Relief Reserve Fund. Typically, the actual amount needed to balance the budget at year end is less than the amount approved at Town Meeting. The question was called and Article 6 was approved.

**ARTICLE 7.** Shall the Town vote to authorize \$50,000 from the Taxpayer Relief Reserve Fund to the Manchester Business Association for the purposes of marketing the Town of Manchester and Village of Manchester in Fiscal Year 2020; and other functions associated with visitor and tourist services, as approved by the Selectboard; provided, that any funds authorized under this Article shall require an equal non-town match?

John O'Keefe moved the article, seconded by Bill Drunsic. O'Keefe moved to make an amendment to read Property Tax Relief Reserve Fund, seconded by Brian Vogel. Paul Carroccio, President of the Manchester Business Association (MBA) spoke of the Association and its 80 paying members, 150 registered businesses, and a permanent visitor center staffed four days a week. Meals and Rooms tax increased and home sales increased in the past year and Carroccio believes the MBA aided in this. Brad Myerson spoke of where the money came from: the Property Tax Relief Reserve Fund. Of the \$50,000 voted last year, Myerson reported that \$20,000 went to the ITVFest which then relocated to Duluth, MN for the 2019 season. The voters narrowly defeated an article for funding for the Chamber of Commerce at a previous Town Meeting. Nonprofit organizations pay the same membership fees as others, even though the MBA receives town funding. He provided suggestions to use the funding in other ways that would directly impact Manchester residents such as increasing voted appropriations for social service agencies- agencies that provide a tangible public benefit to the Town. The funding used for Article 7 did not

provide a measurable benefit to the Town and was not a wise use of town funds. He asked for defeat of the article. Bill Drunsic clarified that no money was spent on the ITVFest the previous year. He added while the agencies Myerson spoke of were remarkable, the community needed to be marketed and Article 7 would allow for that and urged for support of the article. Paul Carroccio spoke of the Property Tax Relief Reserve Fund and asked for support of the article. Victoria Silsby asked for clarification on the difference between the MBA and the Bennington Regional Chamber of Commerce. Carroccio stated that the Bennington Regional Chamber of Commerce is a regional chamber and MBA focuses on marketing Manchester and selling its brand. Jeff Wilson asked for an annual report from the MBA to be included in the Town Report in the future. John O'Keefe spoke of the written agreement with the MBA. Keld Alstrup asked if this was the appropriate place to remove funds as it is a property tax relief reserve fund. John O'Keefe stated that the funds were collected due to Local Option Tax and in past years the Town had exceeded its expectations on the budget. Therefore he believed using the funds from the Property Tax Relief Reserve Fund would be appropriate. Carol Dupont asked if the previous Town Treasurer urged for defeat of the article last year. Moderator Nawrath stated that former Town Treasurer Dave Fielding was in opposition. Orland Campbell spoke in opposition of marketing, as local businesses succeed because they are good businesses. Marc Blumenthal asked what marketing had been done by the MBA to bring in visitors from other areas. Paul Carroccio described the website, a Facebook page, an Instagram and Twitter account, web presence and paid click advertising. The MBA spends approximately \$130,000 a year on marketing the area. Ron Mancini thanked voters for support of local businesses and urged for support of the article as a "town in transition." Bill Drunsic referred to the 2018 Town Meeting minutes, stating that he believed Mr. Fielding supported the article as Fielding suggested "diversifying the economy and stabilizing the economy." The question was called and Article 7 was approved.

**ARTICLE 8.** Shall the Town authorize up to \$125,000 from the Capital Improvement Reserve and Contingency (CIRC) Fund for the purpose of purchasing and installing street lights along Depot Street (Route 11/30) from the Factory Point Town Green to Highland Avenue and other improvements to Depot Street?

## SECTION 3 - 2019 ANNUAL MEETING MINUTES

Jan Nolan moved the article, seconded by Steve Nichols. Jan Nolan spoke to the article including 22 street light bases and wire conduit to be added along Depot Street. The Town had secured a second grant, but it was not enough to fully cover the street lights. The Town would be responsible for 100% of all additional funds over the amount granted by the State. The question was called and Article 8 was approved.

**ARTICLE 9.** Shall the Town authorize up to \$25,000 from the Capital Improvement Reserve and Contingency (CIRC) Fund for the purpose of purchasing equipment (sidewalk plow) for the Department of Public Works?

Steve Nichols moved the article, seconded by Doug Kilburn. Steve Nichols spoke of the use of the Capital Improvement Reserve and Contingency Fund, allowing the Town to purchase a used sidewalk machine when a machine is found, as CIRC funding is available until the money is used or changed through voter authorization. A new plow would cost approximately \$100,000, but the Town would prefer a used machine in good condition to eliminate the unnecessary electronic improvements and possible malfunctions that may occur with the new technology in the newer machines. The question was called and Article 9 was approved.

**ARTICLE 10.** Shall the Town authorize up to \$115,000 from the Capital Improvement Reserve and Contingency (CIRC) Fund for improvements to the Dana L. Thompson Memorial Park, including replacement of the wading pool with a splash pad, reconstruction of the basketball courts, replacement of the swimming pool heater and other improvements to the Town swimming pool?

Greg Cutler moved the article, seconded by Brad Myerson. Greg Cutler spoke of the relocation of the basketball courts to the former skate park area and purchasing a splash pad, being able to operate earlier and later in the season. \$100,000 of available funds would be allocated for the splash pad and remaining funding would be used for the reconstruction of basketball courts and possibly a new pool heater depending on funding. The question was called and Article 10 was approved.

**ARTICLE 11.** Shall the Town appropriate a total of \$17,481 to the following human service organizations, pursuant to 24 V.S.A. § 2691 and § 2692? (1) \$420 to

Vermont Center for Independent Living; (2) \$500 to Vermont Association for the Blind and Visually Impaired; (3) \$1,000 to The Collaborative; (4) \$1,500 to Neighbor to Neighbor; (5) \$1,500 to Retired Senior Volunteer Program; (6) \$1,811 to Community Action in Southwestern Vermont; (7) \$1,850 to Project Against Violent Encounters; (8) \$2,000 to Center for Restorative Justice; (9) \$2,000 to Greater Northshire Access Television; (10) \$2,400 to Bennington Area Habitat for Humanity; (11) \$2,500 to the Tutorial Center.

Bill Drunsic moved the question, seconded by Mary Cardel. Frank Sutton asked if voters could double the amount requested. Moderator Nawrath stated he would be ruled out of order if he had, because it was against Roberts Rules. Brad Myerson asked for voters to consider the direct and tangible benefit of these agencies. Chad Poling, representing BROCC Community Action in Southwestern Vermont, spoke of his agency and asked for support of the article. Ron Mancini spoke in support of the organizations. Victoria Silsby, resident and Community Outreach Coordinator of the Collaborative spoke of her agency and asked for support. Brian Vogel stated he would not ask residents to support his church and would not support the article. David Nichols, member of Bennington Habitat for Humanity, spoke of his organization and asked for support of the article. John O'Keefe spoke of the process to increase funding and asked if the Moderator could make sure all voters were seated in the voter section. Moderator Nawrath announced all non-voters should be sitting in the bleachers and all voters should be seated in the voter section. Linda Drunsic stated that charitable organizations belong on Town Meeting agendas. The question was called and Article 11 was approved.

**ARTICLE 12.** Shall the Town vote to urge the Manchester Selectboard to adopt an ordinance to prohibit the use of single-use plastic bags; one similar to the single-use plastic bag regulations currently in effect in the Town of Brattleboro, VT? (nonbinding, advisory question)

Brad Myerson moved the article, seconded by Mary Cardel. Jeff Wilson spoke of the article and similar articles being addressed at many other Town Meetings throughout the State of Vermont and urged for support of the article. He read a portion of the ordinance and fee schedule of the Town of Brattleboro, VT. He moved to suspend the rules



## SECTION 3 - 2019 ANNUAL MEETING MINUTES

to allow two fifth graders from Manchester Elementary Middle School to speak, seconded by Ron Mancini. The question to suspend the rules was called and passed. Anna Nicholson, fifth grade teacher at MEMS read a letter written by all MEMS fifth grade students. Fifth grade student Jordan Choy spoke in favor of the article. Tim Lalor spoke in favor of the article and shared towns and cities whom have already created a similar ban. Sage Lalor gave a brief speech in favor of the article. Theo Talcott encouraged voters to have the same forward thinking as the fire truck discussion under Article 4 and asked for support. Brian Vogel spoke about encouraging businesses to support reusable bags and encourage the Selectboard to advocate for reusable bags, but not banning single use plastic bags. Brad Myerson stated that voluntary compliance regarding single use plastic bags would not work. The question was called and Article 12 was approved.

### **ARTICLE 13. To transact any other business appropriate to come before Town Meeting.**

Steve Nichols thanked tax payers, businesses, departments, the Town Manager, the Selectboard and State Representatives for support during his 16 year tenure and gave a brief speech. Sylvia Jolivette spoke in support of the Fire Department and asked the Selectboard to set up a line item in the budget for supply needs. Rachel Strecker spoke of a significant change in the pre-K program at M.E.M.S. Sylvia Jolivette pointed out the business pertained to the School District meeting, not Town Meeting. Moderator Nawrath stated that Strecker would need to relate it to Town business or she would be out of order. Brad Myerson asked who was responsible for the Town website and asked why the Manchester Community Library was not mentioned on the Town website. John O'Keefe stated the Manchester Community Library was on the Town website under links. Judy McGraw stated monies need to be allocated for paving including Barnumville Road and Beech Street. John O'Keefe stated Barnumville Road should be in the budget next fiscal year. Ray Nevin asked for consideration to add library hours on Sundays. Bill Drunsic asked about paving in the next fiscal year. John O'Keefe stated the only paving would be the public safety building. Bill Drunsic asked about patching Barnumville Road. O'Keefe spoke in favor of paving Barnumville Road when the grant funding is available from the State of Vermont. Ron Mancini asked if voters could increase the limit for voted appropriations to be voted on by Australian

ballot from over 2,500 to over \$5,000. Moderator Nawrath stated it would need to be added to a future Town Meeting Warning by petition or insertion by the Selectboard. Dupont spoke of the average age of Fire Department members and asked for the board to consider incentives to get younger people to join the department. Ivan Beattie stated that municipalities are creatures of the State, thus are unable to implement tax breaks without a State mandate. The board is supportive of the Fire Department and clarified that some of the items should be funded by the municipality, but the Fire Firefighter Association fundraises for the Fire Department to purchase some supplies. Rachel Strecker spoke about her write-in campaign for the open seat on the Taconic and Green Regional School District board. Ray Nevin spoke of the vibrant view of downtown and thanked Bill Drunsic and his family for their efforts. State Representative Kathleen James referenced H. 156, a bill currently in the House Ways and Means that would grant firefighters a tax break. Todd Nebraska described his write-in campaign for the open 3 year Selectboard seat and asked for support on Election Day. Moderator Nawrath stated Nebraska would have a chance to continue under Article 17 discussion.

### **Voting by ballot on March 5, 2019:**

### **ARTICLE 14. Shall the Town appropriate \$4,000 for the support of the Southwestern Vermont Council on Aging?**

Chris Adams spoke about his agency and asked for support.

YES - 665 (PASSED)

NO - 65

### **ARTICLE 15. Shall the Town appropriate \$10,000 for the support of VNA & Hospice of the Southwest Region (Manchester Health Services) to provide services to the residents of the Town?**

Julie House spoke about her agency and asked for support of the article. Margaret Donovan asked for support of the article as well.

YES - 701 (PASSED)

NO - 34

### **ARTICLE 16. Shall the Town vote to appropriate \$243,740 for the operating support of the Manchester Community Library?**

J. Violet Gannon, Executive Director of the Manchester Community Library, spoke about the library and urged for

## SECTION 3 - 2019 ANNUAL MEETING MINUTES

support of the article. Mary Cardel spoke in favor of the article. Roberta Devlin-Scherer, Sunderland resident asked for a suspension of the rules to address the article. With no opposition, Roberta Devlin-Scherer was allowed to speak. Devlin-Scherer spoke in favor of the library.

YES – 454 (PASSED)

NO - 286

### ARTICLE 17. To elect Town Officers for the ensuing year.

Todd Nebraska spoke of his write-in campaign for the Selectboard 3 year seat. He gave a brief speech. Max Levis spoke in favor of Melissa Levis' write-in campaign for the Selectboard 3 year seat and asked for support for his sister. Oliver Levis spoke in favor of Melissa Levis' write-in campaign for the Selectboard 3 year seat and also asked for support for his sister.

#### MODERATOR – 1 year

W. Michael Nawrath	639 (DECLARED ELECTED)
Paul T. Carroccio	5
Todd Nebraska	2
Orland Campbell	2
George Stillson	1
Michael Kilburn	1

#### SELECTBOARD – 2 year

Janet K. Nolan	568 (DECLARED ELECTED)
Todd Nebraska	21
Melissa Levis	14
Richard Stillson	13
Daniel McManus	1
Adam Cole	1
Don Pierson	1

#### SELECTBOARD – 3 year

Todd Nebraska	230 (DECLARED ELECTED)
Richard Stillson	132
Melissa Levis	64
Daniel McManus	2
Marc Blumenthal	2
Brian Keefe	2
Rachel Strecker	2
William Badger	1
John Benson	1
Howard O'Donovan	1
Michael Powers	1
Tim Waker	1
Lee Lawrason	1
Seth Bongartz	1
Scott Welsh	1
Leslie Cole	1

Karen Geriak	1
Donald Pierson	1
Doug Kilburn	1
Kevin Moran	1
Ray Berumen	1
Donald Brodie	1
Kathleen Galop	1
Billy Eichner	1
Charles Douglas	1

#### TRUSTEE OF PUBLIC FUNDS – 3 year

Andrew Shaw	649 (DECLARED ELECTED)
Todd Nebraska	2
Calvin Shaw	2
Melissa Levis	1
Philip Bourn	1

With no further action, it was moved by Richard Long to adjourn at 4:12 P.M. seconded by Bill Beideman. With no further discussion, the meeting stood adjourned 4:12 P.M. Be it known that of the 3924 registered voters at the time of the “floor portion” of the Annual Town Meeting, 124 (3%) attended the Annual Town Floor Meeting. Of the 3932 registered voters on Election Day, Tuesday, March 5, 2019, 750 (19 %) voters cast their ballot.

*Respectfully submitted,*

*Anita L. Sheldon, CVC*

*Manchester Town Clerk*

*Cynthia Kilburn, Chair-Board of Civil Authority*

*W. Michael Nawrath, Town Moderator*

*Laura Streiber, Asst. Town Clerk*



*Chief Hall's Retirement*

# SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

## Fiscal Year 2021 Budget Summary - Introduction

Similar to the past several years, the Town Report budget summary breaks down spending by Department, as well as function and category. This was done in order to provide even more transparency and provide taxpayers a better sense of what functions and services that taxes support. Not surprisingly, of the largest three categories (payroll, operating, and capital), payroll is the most costly, since the Town provides numerous labor intensive services to the Town and its taxpayers.

The Town estimates that the Grand List may increase from \$1,180,257,025 (Fiscal Year 2020) to \$1,185,466,801 in Fiscal Year 2021, an increase of  $\frac{1}{2}$  of 1 percent. Meanwhile, the Fiscal Year 2021 budget proposes total spending of \$6,989,226, up from \$5,910,339 in Fiscal Year 2020, an increase of \$1,078,887 (not including Town Meeting voted appropriations). At the same time, non-property tax revenues also increased, by \$969,500, from \$2,821,500 anticipated in Fiscal Year 2020 to \$3,791,000 in Fiscal Year 2021. The proposed bond of \$972,000 bond (see below) accounts for the majority of the increase in revenue (and expenses).

This results in an increase of \$109,387 (3.5%, or 3.25% factoring in Town Meeting voted appropriations) in property tax spending (from \$3,088,839 in Fiscal Year 2020 to \$3,198,226 in Fiscal Year 2021). Factoring in the estimate Grand List increase of  $\frac{1}{2}$  of 1 percent as noted above, the Town estimates that the municipal tax rate will increase 3.1% from \$0.2617 to \$0.2698. For a typical house valued at \$275,000, the Fiscal Year 2021 budget, if approved, will result in a municipal tax bill of \$741.95, up from \$719.68 in Fiscal Year 2020 or an increase of \$22.27.

It should be noted that the proposed Fiscal Year 2021 budget uses \$15,000 from the Taxpayer Relief Reserve Fund to supplement revenues and \$50,000 from the Taxpayer Relief Reserve Fund (if Article 7 passes) for marketing through the Manchester Business Association.

The proposed Fiscal Year 2021 budget includes funding for the following capital items:

Item / Project	Expenditure
Public Safety Facility - parking lot paving (phase II)*	\$100,000
Public Safety Facility - Fire Department bay concrete apron*	\$70,000
PSF-parking lot lighting replacement*	\$60,000
PSF-PD parking secured fenced area*	\$20,000
PSF-PD entrance security enhancement*	\$20,000
Vehicle Acquisition - Highway	\$55,000
Equipment - Highway	\$65,000
Sidewalk Replacement - Main Street*	\$12,000
Sidewalk Replacement - Bonnet Street*	\$50,000
Sidewalk Improvement - Rec Park*	\$35,000
Rec Park Maintenance Facility*	\$350,000
Paving - Barnumville Road (portion)	\$230,000
Paving - East Manchester Road	\$70,000
Transfer to Police Vehicle Reserve	\$35,000
Equipment Acquisition - Fire Dept.	\$6,000
Vehicle Acquisition - Fire Dept.**	\$310,000
Communications Radio Upgrade	\$25,500
Police Department Fingerprint Reader (lease-purchase)	\$4,400
Rec Park - Tree Planting	\$10,000
Parking Lot Expansion - Rec Park*	\$60,000

## SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

Item/Project	Expenditure
Applejack Grandstand - Improvements*	\$40,000
Records Preservation - Town Clerk	\$18,000
<b>TOTAL</b>	<b>\$1,645,900</b>

\* Funded from 2020 Bond

\*\* Funded from 2020 Bond (50%) and Fire Department Equipment Reserve Fund (50%)

Please refer to pages 9-10 for a more detailed description of projects funded through the 2020 Bond.

### Fiscal Year 2020 Versus Fiscal Year 2021 Revenue & Expenses

The chart below compares Fiscal Year 2020 expenses and revenues with the proposed Fiscal Year 2021 budget.

Department	Revenues		Expenditures	
	FY 2020	FY 2021	FY 2020	FY 2021
Legislative	\$0	\$0	\$2,000	\$2,000
Administrative	\$4,050	\$4,000	\$1,250	\$1,250
Finance	\$500	\$500	\$1,950	\$5,750
Assessing	\$0	\$151,900	\$2,550	\$140,050
Planning & Zoning	\$36,750	\$39,600	\$20,850	\$27,300
DPW-General	\$200	\$200	\$150,900	\$159,500
DPW-Facilities	\$7,000	\$0	\$107,000	\$107,500
DPW-Highway	\$173,000	\$377,500	\$250,200	\$261,200
Police Department	\$123,150	\$101,950	\$96,100	\$107,550
Fire Department	\$0	\$0	\$59,200	\$70,550
Emergency Management	\$0	\$0	\$1,500	\$1,500
Parks & Recreation	\$194,150	\$192,000	\$128,650	\$132,450
Health Officer	\$50	\$50	\$250	\$250
Town Clerk	\$86,200	\$78,350	\$20,700	\$14,200
Elections & Board of Civil Authority	\$0	\$0	\$2,900	\$6,600
Town Hall / Public Safety Facility	\$0	\$0	\$74,600	\$76,800
General	\$483,200	\$451,700	\$884,939	\$902,984
Personnel	\$0	\$0	\$2,213,500	\$2,211,000
Allocable	\$0	\$0	\$960,200	\$1,114,892
Capital	\$403,250	\$1,138,250	\$931,100	\$1,645,900
Local Option Taxes	\$1,310,000	\$1,255,000	\$0	\$0
<b>TOTAL</b>	<b>\$2,821,500</b>	<b>\$3,791,000</b>	<b>\$5,910,339</b>	<b>\$6,989,226</b>
Property Taxes	\$3,088,839	\$3,198,226		
Grand List (Estimated)	\$11,877,910	\$11,854,668		
<b>Tax Rate (Estimated)</b>	<b>0.2617</b>	<b>0.2698</b>		

## SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

Below is a detailed breakdown that gives taxpayers a better sense of the value that Town services provide. These services include critical public safety services, including routine police patrols, crime investigations, 24-hour dispatch services, fire protection, (made possible by the all-volunteer Manchester Fire Department), supplemental funding to the Northshire Rescue Squad (formerly Manchester Rescue Squad) and emergency management and planning. The Department of Public Works, funded through local property taxes, is responsible for plowing and maintaining all the Town-owned roadways, which includes the very best winter snow and ice removal and sidewalk plowing. The Department also provides roadside mowing and brush-cutting, park maintenance-including mowing of the three Town parks, and maintenance and cleaning of the Town buildings (Town Hall, Public Safety Facility and the Park House).

### Fiscal Year 2021 By Category – Payroll & Benefits

The Fiscal Year 2021 General Fund budget funds 32 full-time employees, as follows: thirteen at the Police Department (including 9 sworn officers), two employees in the Town Clerk's Office, two at the Parks and Recreation Department, 1.5 in the Assessing Office, 1.5 in the Planning and Zoning Office, five in the Town Manager's Office and Finance Office (which provide general administrative support to the other Departments), and seven at the Department of Public Works. There are additional part time employees to assist seasonally and to help cover full time employee vacations and sick time leave. The Fiscal Year 2021 budget includes an increase in the compensation for Selectboard members from \$1,200 to \$1,500 per member per year (overall appropriation from \$6,000 to \$7,500). The last increase in board compensation was in Fiscal Year 2008.

The chart below breaks out payroll expenses by category. For example, the category Public Safety includes the Fire Department, Police Department and Emergency Management. Special Services include Planning and Zoning, the Town Clerk's Office, Economic Development and Assessing. General Administration includes the Town Manager's Office, Operations Division and the Finance Office and Treasurer. Tax Expense is calculated based on the Manchester median house of \$275,000, (calculated as  $275,000/100 \times \text{estimated next year rate of } 0.2698 = \$741.95$ ).

### Fiscal Year 2021 Budget by Category – Personnel Expenses

Category	Budget	Percent	Tax Expense
General Admission	\$266,100	3.8%	\$28.19
Special Services	\$256,100	3.7%	\$27.45
Public Works	\$442,600	6.3%	\$46.74
Public Safety	\$990,400	14.2%	\$105.36
Parks & Recreation	\$182,300	2.6%	\$19.29
Employee Health Insurance	\$650,000	9.3%	\$69.00
Taxes, Incentives, & Other Benefits	\$538,392	9.7%	\$71.97
<b>Subtotal</b>	<b>\$3,325,892</b>	<b>47.6%</b>	<b>\$353.17</b>

Overall payroll expenses (not including benefits and taxes) are expected to decrease \$2,500, from \$2,213,500 to \$2,211,000, or a decrease of 0.11%. The proposed budget includes a three percent COLA (cost of living adjustment).

### Fiscal Year 2021 Budget by Category - Capital Expenses

The chart below depicts proposed capital expenditures for Fiscal Year 2021. Again, Tax Expense is based on the typical house of \$275,000.

Category	Budget	Percent	Tax Expense
DPW	\$482,000	6.9%	\$51.19
Public Safety*	\$719,900	10.3%	\$76.42
Building/Facilities (Non-Park)	\$0	0.0%	\$0.00
Town Parks	\$495,000	7.1%	\$52.68
Special Services	\$18,000	0.3%	\$2.23
<b>Subtotal</b>	<b>\$1,714,900</b>	<b>24.5%</b>	<b>\$181.78</b>

\*includes \$6,000 from line item 01-4-1896-00 (Fire Equip. Res. Fund)

## SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

### Fiscal Year 2021 Proposed Budget by Category – Operating Expenses

Finally, the chart below depicts operating expenses by category. Once again, Tax Expense is based on the typical house of \$275,000.

Category	Budget	Percent	Tax Expense
General Administration	\$9,000	0.1%	\$0.74
Special Services	\$188,400	2.7%	\$20.03
Public Works	\$420,700	6.0%	\$44.52
Facilities	\$184,300	2.6%	\$19.29
Public Safety	\$179,600	2.6%	\$19.29
Parks & Recreation	\$132,450	1.9%	\$14.10
General Expenses	\$124,700	1.8%	\$13.36
Insurances	\$56,170	0.8%	\$5.94
Payments to Others	\$405,687	5.8%	\$43.03
Outside Services/Consulting	\$55,500	0.9%	\$6.68
Communications	\$31,500	0.5%	\$3.71
Debt Service	\$160,427	2.3%	\$17.06
<b>Subtotal</b>	<b>\$1,948,434</b>	<b>27.9%</b>	<b>\$207.00</b>

*Note: Totals do not necessarily total 100% due to rounding. Figures are for demonstration purposes only. Refer to budget printed in Town Report for actual figures.*

### Fiscal Year 2021 Proposed Town Voted Appropriations

Fourteen voted appropriations are listed on the Town Meeting warning. Three of the articles (Manchester Community Library, VNA & Hospice, and Southwestern Vermont Council on the Aging) will be voted on by Australian ballot on Tuesday, March 3 between 8:00am and 7:00pm. The remaining voted appropriations will be considered on Saturday, February 29 as part of the floor portion of Town Meeting. If all of the appropriations are approved as requested, the voted appropriations will add about \$63.85 to the tax bill of the median \$275,000 house (\$0.0232 to the tax rate). The chart below highlights each voted appropriation.

Organization	Total Budget	Percent	Tax Expense
Manchester Community Library	\$243,740	88.56%	\$56.50
VNA & Hospice of SW Region	\$10,000	3.63%	\$2.32
Southwestern VT Council on Aging	\$4,000	1.45%	\$0.93
Tutorial Center	\$2,500	0.91%	\$0.58
Habitat for Humanity	\$2,400	0.87%	\$0.56
GNAT-TV	\$2,000	0.73%	\$0.46
Center for Restorative Justice	\$2,000	0.73%	\$0.46
Project Against Violent Encounters	\$1,850	0.67%	\$0.43
Community Action in Southwestern VT	\$1,811	0.66%	\$0.42
Retired Senior Volunteer Program	\$1,500	0.55%	\$0.35
Neighbor to Neighbor	\$1,500	0.55%	\$0.35
The Collaborative	\$1,000	0.36%	\$0.23
VT Assoc For the Blind & Visually Impaired	\$500	0.18%	\$0.12
VT Center for Independent Living	\$420	0.15%	\$0.10
<b>Subtotal</b>	<b>\$275,221</b>	<b>100.00%</b>	<b>\$63.85</b>



## SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

Municipal taxes constitute just part of the property taxes paid by Manchester residents. For example, in Fiscal Year 2020 (the current fiscal year), municipal taxes made up an estimated 14.5% of local property taxes, the statewide education tax constituted about 84.2% and voted appropriations made up 1.3% of the typical property tax bill. (This does not take into account any state rebate that a resident may receive.)

### Statewide Comparison of Town Property Taxes

The Selectboard is often asked how our taxes and tax rates compare to other communities in Vermont. The chart below lists the 17 Vermont municipalities with the lowest municipal tax rates in 2019. Previously, in 2018, Manchester ranked 25 for lowest tax rate.

RANKING	MUNICIPALITY	COUNTY	TAX RATE	POPULATION
1	Buels Gore	Chittenden	0.0000	30
1	Coventry	Orleans	0.0000	1,048
1	Lowell	Orleans	0.0000	827
4	Eden	Lamoille	0.0038	1,323
5	Brunswick	Essex	0.0300	116
6	Victory	Essex	0.0856	62
7	Mount Tabor	Rutland	0.1000	259
8	Woodford	Bennington	0.1187	408
9	Stratton	Windham	0.1208	206
10	Rutland Town	Rutland	0.1787	4,061
11	Charlotte	Chittenden	0.2021	3,838
12	Morgan	Orleans	0.2490	715
13	Peru	Bennington	0.2604	363
14	Fayston	Washington	0.2650	1,340
15	Williston	Chittenden	0.2689	9,578
16	Sheffield	Caledonia	0.2785	700
17	<b>Manchester</b>	<b>Bennington</b>	<b>0.2850</b>	<b>4,312</b>

Most of the communities listed above are not comparable to Manchester, largely based on their populations and the services the towns offer. For example, most of the communities do not provide police services.



*Manchester PD National Night Out 2019*

## SECTION 4 - FISCAL YEAR 2021 BUDGET OVERVIEW

Below is a list of other communities and their tax rates for 2019.

MUNICIPALITY	COUNTY	TAX RATE
<b>Manchester</b>	<b>Bennington</b>	<b>\$0.2850</b>
Dorset	Bennington	\$0.2866
Ludlow	Windsor	\$0.3138
Arlington	Bennington	\$0.3650
St. Albans Town	Franklin	\$0.3629
Killington	Rutland	\$0.4665
Sunderland	Bennington	\$0.4436
Woodstock	Windsor	\$0.4323
Stowe	Lamoille	\$0.4253
Jamaica	Windham	\$0.4265
Waterbury	Washington	\$0.5100
Weston	Windsor	\$0.5358
S. Burlington	Chittenden	\$0.5420
Norwich	Windsor	\$0.5141
Essex Town	Chittenden	\$0.5377
Wilmington	Windham	\$0.5675
Chester	Windsor	\$0.7403
Burlington	Chittenden	\$0.8714
Morristown	Lamoille	\$0.9046
Barre Town	Washington	\$0.9438
Brandon	Rutland	\$0.8893
Middlebury	Addison	\$0.8014
Bennington	Bennington	\$1.1163
Rockingham	Windham	\$1.0716
Montpelier	Washington	\$1.1194
Brattleboro	Windham	\$1.2585
Rutland City	Rutland	\$1.7716

# SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - REVENUES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
<b>ADMINISTRATION</b>					
01-8-0240-00	Vendors Fees	\$5,000	\$3,950	\$4,000	\$4,000
01-8-0250-00	Town Hall User Fees	\$50	\$0	\$50	\$0
	<b>TOTAL ADMINISTRATION</b>	<b>\$5,050</b>	<b>\$3,950</b>	<b>\$4,050</b>	<b>\$4,000</b>
<b>FINANCE DEPARTMENT</b>					
01-8-0380-00	Miscellaneous	\$300	\$335	\$500	\$500
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>\$300</b>	<b>\$335</b>	<b>\$500</b>	<b>\$500</b>
<b>ASSESSING DEPARTMENT</b>					
01-8-0450-00	Assessor's Education	\$0	\$441	\$0	\$400
01-8-0450-00	Assessor's Education	\$0	\$0	\$0	\$126,500
01-8-0490-00	Reappraisal Reserve - contracted	\$0	\$0	\$0	\$5,000
01-8-0490-00	Reappraisal Reserve - consultants	\$0	\$0	\$0	\$5,000
01-8-0490-20	Reappraisal Reserve - equipment	\$0	\$0	\$0	\$15,000
	<b>TOTAL ASSESSING DEPARTMENT</b>	<b>\$0</b>	<b>\$441</b>	<b>\$0</b>	<b>\$151,900</b>
<b>PLANNING DEPARTMENT</b>					
01-8-0610-00	Grant-Planning	\$0	\$0	\$13,500	\$18,000
01-8-0630-00	Zoning Applications/Appeals	\$25,000	\$16,094	\$20,000	\$18,000
01-8-0640-00	Zoning Maps/Ordinances	\$250	\$0	\$250	\$100
01-8-0660-00	Fines	\$250	\$0	\$500	\$500
01-8-0670-00	Recording Fees	\$2,500	\$1,925	\$2,500	\$3,000
01-8-0675-00	Parking Mitigation	\$0	\$6,000	\$0	\$0
	<b>TOTAL PLANNING DEPARTMENT</b>	<b>\$28,000</b>	<b>\$24,019</b>	<b>\$36,750</b>	<b>\$39,600</b>
<b>PUBLIC WORKS-DPW</b>					
01-8-0775-00	Recording Fees	\$200	\$0	\$200	\$200
	<b>TOTAL PUBLIC WORKS-DPW</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>	<b>\$200</b>
<b>PUBLIC WORKS-FACILITIES</b>					
01-8-0819-00	Village Courthouse-Village Income	\$0	\$0	\$6,000	\$0
01-8-0819-10	Village Courthouse-Misc Income	\$0	\$0	\$1,000	\$0
01-8-0839-18	YI Award - TH Front Entrance	\$0	\$18,305	\$0	\$0
	<b>TOTAL PUBLIC WORKS-FACILITIES</b>	<b>\$0</b>	<b>\$18,305</b>	<b>\$7,000</b>	<b>\$0</b>
<b>PUBLIC WORKS-HIGHWAYS</b>					
01-8-0920-00	Permit Fees	\$2,000	\$835	\$1,500	\$1,000
01-8-0926-00	Grant-Paving	\$0	\$0	\$0	\$175,000
	Transfer In-CIRC-Paving E. Manchester	\$0	\$0	\$0	\$30,000
01-8-0940-00	Grant-BCRC Grant in Aid	\$0	\$0	\$14,000	\$14,000
01-8-0960-00	State Aid-Roads	\$157,000	\$155,571	\$157,000	\$157,000

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - REVENUES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
01-8-0980-00	Miscellaneous	\$250	\$175	\$500	\$500
	<b>TOTAL PUBLIC WORKS-HIGHWAYS</b>	<b>\$159,250</b>	<b>\$156,581</b>	<b>\$173,000</b>	<b>\$377,500</b>
	<b>TOTAL PUBLIC WORKS</b>	<b>\$159,450</b>	<b>\$174,885</b>	<b>\$180,200</b>	<b>\$377,700</b>
	<b>POLICE DEPARTMENT</b>				
01-8-1011-00	Ordinance Fines-Animal Control	\$0	\$0	\$0	\$250
01-8-1011-40	Animal Control-Owner Reimbursements	\$250	\$0	\$250	\$250
01-8-1025-00	Police Wages Reimbursements	\$0	\$780	\$0	\$0
01-8-1030-00	Justice & Court Fines	\$13,000	\$5,829	\$12,000	\$10,000
01-8-1040-00	Emergency Communications Services	\$62,000	\$62,000	\$62,000	\$62,000
01-8-1045-00	Fingerprint Processing Fees	\$3,000	\$4,795	\$5,000	\$5,500
01-8-1047-00	Polygraph Fees	\$0	\$3,150	\$1,500	\$0
01-8-1050-00	Alarm Board Charges	\$19,000	\$18,050	\$19,500	\$19,000
01-8-1055-00	Alarm Board Fines	\$1,000	\$1,250	\$1,000	\$1,100
01-8-1060-00	Parking Fines	\$250	\$155	\$300	\$250
01-8-1065-00	Ordinance Fines	\$500	\$0	\$500	\$500
01-8-1070-00	Police Reports	\$2,500	\$2,365	\$2,600	\$2,600
01-8-1075-00	VIN ID Fees	\$300	\$95	\$300	\$300
01-8-1080-00	Miscellaneous	\$200	\$35	\$200	\$200
01-8-1084-12	VT Grant-Equipment	\$8,000	\$0	\$8,000	\$0
01-8-1086-14	GHSP DUI Grants	\$5,000	\$2,070	\$5,000	\$0
01-8-1087-14	GHSP CIOT Grants (Click It Or Ticket)	\$5,000	\$708	\$5,000	\$0
	<b>TOTAL POLICE DEPARTMENT</b>	<b>\$120,000</b>	<b>\$101,282</b>	<b>\$123,150</b>	<b>\$101,950</b>
	<b>PARKS &amp; RECREATION DEPARTMENT</b>				
01-8-1310-10	Pool Passes	\$14,000	\$9,557	\$13,000	\$12,000
01-8-1310-15	Pool Memberships	\$20,000	\$18,858	\$20,000	\$22,000
01-8-1310-20	Swim Lessons - Group	\$10,000	\$8,316	\$8,000	\$8,000
01-8-1310-25	Swim Lessons - Private	\$4,000	\$2,750	\$4,000	\$3,500
01-8-1310-30	Swim Team	\$10,000	\$18,719	\$10,000	\$11,000
01-8-1310-75	Life Guarding Course-Red Cross	\$0	\$105	\$0	\$1,000
01-8-1325-00	Brochure Advertising	\$0	\$150	\$0	\$250
01-8-1326-00	Applejack Field Rental	\$4,000	\$950	\$2,600	\$4,000
01-8-1326-10	Applejack Field Gate Receipts	\$16,000	\$8,414	\$13,000	\$13,000
01-8-1330-00	Rental Income	\$8,000	\$5,307	\$8,000	\$9,000
01-8-1330-05	McClellan/Eckhardt Fields Rental	\$4,500	\$4,086	\$4,000	\$5,000
01-8-1330-10	Rental Income - Community Room	\$2,500	\$435	\$2,000	\$1,500
01-8-1335-00	Precision Walk	\$400	\$578	\$450	\$500
01-8-1340-00	Parkhouse Concession Food Sales	\$5,000	\$3,804	\$5,000	\$4,000
01-8-1350-00	Programs	\$83,000	\$82,466	\$84,000	\$84,000
01-8-1373-00	AJ Field Concession Food Sales	\$20,000	\$11,105	\$20,000	\$13,000
01-8-1380-00	Miscellaneous	\$100	\$412	\$100	\$250
	<b>TOTAL RECREATION DEPARTMENT</b>	<b>\$201,500</b>	<b>\$176,012</b>	<b>\$194,150</b>	<b>\$192,000</b>

# SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - REVENUES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
<b>HEALTH DEPARTMENT</b>					
01-8-1430-00	Fines	\$50	\$0	\$50	\$50
	<b>TOTAL HEALTH DEPARTMENT</b>	<b>\$50</b>	<b>\$0</b>	<b>\$50</b>	<b>\$50</b>
<b>TOWN CLERK</b>					
01-8-1510-00	Liquor Licenses	\$5,000	\$4,665	\$4,700	\$4,700
01-8-1520-00	Photocopies	\$10,000	\$7,635	\$10,000	\$9,000
01-8-1525-00	Motor Vehicle Renewal Fees	\$750	\$618	\$750	\$650
01-8-1530-00	Dog Licenses	\$5,500	\$5,115	\$5,500	\$5,250
01-8-1535-00	Dog Fines	\$1,000	\$684	\$1,000	\$700
01-8-1540-00	Marriage Licenses	\$1,000	\$1,330	\$1,400	\$1,500
01-8-1545-00	Fish & Wildlife Licenses	\$400	\$273	\$350	\$350
01-8-1550-00	Records Search Fees	\$1,500	\$953	\$1,500	\$1,500
01-8-1555-00	Recording Fees	\$55,000	\$42,050	\$52,000	\$45,000
01-8-1555-10	Town Recording Fees	\$2,500	\$1,810	\$2,500	\$3,200
01-8-1570-00	Vital Statistics Fees	\$5,200	\$6,276	\$6,000	\$6,000
01-8-1580-00	Miscellaneous	\$150	\$788	\$500	\$500
	<b>TOTAL TOWN CLERK</b>	<b>\$88,000</b>	<b>\$72,196</b>	<b>\$86,200</b>	<b>\$78,350</b>
<b>CAPITAL REVENUE</b>					
01-8-2809-14	Sale of Vehicle - Highway	\$0	\$0	\$2,000	\$0
01-8-2809-20	Grant - Culvert Inventory	\$0	\$8,000	\$0	\$0
01-8-2809-30	Grant - Depot St Grant - VT	\$604,000	\$0	\$0	\$0
01-8-2809-31	Grant - Depot St - CIRC Fund	\$79,000	\$79,000	\$125,000	\$0
01-8-2810-10	Sale of Vehicle - PD	\$0	\$300	\$0	\$0
01-8-2813-20	Transfer In - CIRC for Splashpad	\$0	\$0	\$115,000	\$0
01-8-2813-31	Grant - Splashpad - Federal	\$0	\$0	\$125,000	\$0
01-8-2813-32	Transfer In - Rec Fund - Splashpad	\$0	\$0	\$25,000	\$0
	Bond Proceeds-2020 Bond	\$0	\$0	\$0	\$972,000
	Transfer In-FD Equipment Reserve	\$0	\$0	\$0	\$155,000
01-8-2817-10	Rescue Squad Reimb-Heating Fuel PSF	\$8,000	-\$4,737	\$8,000	\$8,000
01-8-2817-20	Rescue Squad Reimb-Water PSF	\$750	-\$364	\$750	\$750
01-8-2817-30	Rescue Squad Reimb-Grounds Maint PSF	\$2,500	\$0	\$2,500	\$2,500
	<b>TOTAL CAPITAL REVENUE</b>	<b>\$694,250</b>	<b>\$82,199</b>	<b>\$403,250</b>	<b>\$1,138,250</b>
<b>GENERAL REVENUE</b>					
01-8-2902-20	Photocopy Sales	\$200	\$196	\$200	\$200
01-8-2903-15	Act 68 Administrative Aid	\$36,000	\$37,251	\$38,000	\$38,000
01-8-2903-20	Interest - Investments	\$5,000	\$7,216	\$5,000	\$5,500
01-8-2903-22	Interest - Restr - Parking Mitigation	\$0	\$776	\$600	\$600
01-8-2903-28	MV Gain - Restr -Parking Mitigation	\$0	\$1,746	\$4,000	\$3,000
01-8-2903-30	Interest on Delinquent Taxes	\$60,000	\$49,970	\$50,000	\$55,000

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - REVENUES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
01-8-2903-40	Penalty on Delinquent Taxes	\$53,000	\$61,338	\$57,000	\$60,000
01-8-2908-00	State Aid-Reappraisal-Assessing	\$2,900	\$4,217	\$2,900	\$2,900
01-8-2955-00	Current Use/Hold Harmless	\$82,000	\$86,982	\$87,000	\$88,000
01-8-2960-00	Payments in Lieu of Taxes	\$24,000	\$22,238	\$24,000	\$24,000
01-8-2970-40	Trans In - CIRC - Sidewalk Plow	\$0	\$0	\$25,000	\$0
01-8-2972-00	Trans In - Cemetery Operating	\$0	\$0	\$15,000	\$0
01-8-2975-00	Rental Income	\$131,000	\$130,864	\$131,000	\$131,000
01-8-2975-10	Rental Income - Rescue Squad	\$43,000	\$43,000	\$43,000	\$43,000
01-8-2980-00	Miscellaneous	\$500	\$3,051	\$500	\$500
01-8-2985-00	Pension Distribution	\$0	\$28,250	\$0	\$0
	<b>TOTAL GENERAL REVENUES</b>	<b>\$437,600</b>	<b>\$477,095</b>	<b>\$483,200</b>	<b>\$451,700</b>
<b>LOCAL OPTION TAXES REVENUES</b>					
01-8-3000-00	Local Option Sales Tax	\$816,000	\$728,741	\$805,000	\$760,000
01-8-3000-10	Local Option Rooms/Meals and Alcohol Tax	\$476,000	\$451,952	\$495,000	\$480,000
01-8-0850-00	Transfer In - Property Tax Relief Fund	\$0	\$0	\$10,000	\$15,000
	<b>TOTAL LOCAL OPTION TAXES</b>	<b>\$1,292,000</b>	<b>\$1,180,693</b>	<b>\$1,310,000</b>	<b>\$1,255,000</b>
	<b>TOTAL NON-PROPERTY TAX REVENUES</b>	<b>\$3,026,200</b>	<b>\$2,293,107</b>	<b>\$2,821,500</b>	<b>\$3,791,000</b>



*Skate Park Phase 1*



# SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
<b>LEGISLATIVE</b>					
01-4-0140-00	Citizen Recognition	\$1,000	\$273	\$1,000	\$1,000
01-4-0180-00	Legislative General Expense	\$1,000	\$768	\$1,000	\$1,000
	<b>TOTAL LEGISLATIVE</b>	<b>\$2,000</b>	<b>\$1,041</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>ADMINISTRATION</b>					
01-4-0230-00	Dues & Subscriptions	\$500	\$2,095	\$1,000	\$1,000
01-4-0280-00	Miscellaneous	\$300	\$0	\$250	\$250
	<b>TOTAL ADMINISTRATION</b>	<b>\$800</b>	<b>\$2,095</b>	<b>\$1,250</b>	<b>\$1,250</b>
<b>FINANCE DEPARTMENT</b>					
01-4-0331-00	Printing & Publications	\$600	\$221	\$500	\$500
01-4-0372-00	Software Support	\$1,100	\$1,181	\$1,300	\$5,000
01-4-0380-00	Miscellaneous	\$100	\$356	\$150	\$250
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>\$1,800</b>	<b>\$1,758</b>	<b>\$1,950</b>	<b>\$5,750</b>
<b>ASSESSING DEPARTMENT</b>					
01-4-0410-00	Contracted Services	\$0	\$0	0	\$1,000
01-4-0428-00	Assessor's Education	\$3,000	\$691	\$500	\$500
01-4-0430-00	Dues & Subscriptions	\$500	\$430	\$450	\$450
01-4-0471-00	Software Support	\$1,100	\$952	\$1,500	\$1,500
01-4-0480-00	Miscellaneous	\$100	\$0	\$100	\$100
01-4-0490-00	Reappraisal - contracted services	\$0	\$0	\$0	\$126,500
01-4-0490-10	Reappraisal - consultants	\$0	\$0	\$0	\$5,000
01-4-0490-20	Reappraisal - equipment / supplies	\$0	\$0	\$0	\$5,000
	<b>TOTAL ASSESSING DEPARTMENT</b>	<b>\$4,700</b>	<b>\$2,073</b>	<b>\$2,550</b>	<b>\$140,050</b>
<b>PLANNING DEPARTMENT</b>					
01-4-0610-00	Grant Program - Expense	\$5,000	\$4,000	\$15,000	\$20,000
01-4-0630-00	Dues & Subscriptions	\$400	\$0	\$400	\$500
01-4-0631-00	Printing & Publications	\$250	\$84	\$250	\$100
01-4-0670-00	Recording Fees	\$2,500	\$1,790	\$2,000	\$3,000
01-4-0674-00	Software Support	\$1,000	\$900	\$1,000	\$1,000
	Energy Conservation Programs	\$0	\$0	\$0	\$500
01-4-0678-00	Economic Dev Programs	\$2,500	\$0	\$2,000	\$2,000
01-4-0679-00	Marketing Initiative	\$0	\$43,750	\$0	\$0
01-4-0680-00	Miscellaneous	\$200	\$0	\$200	\$200
	<b>TOTAL PLANNING DEPARTMENT</b>	<b>\$11,850</b>	<b>\$50,524</b>	<b>\$20,850</b>	<b>\$27,300</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>					
01-4-0732-00	Uniforms-Cleaning/Clothing	\$5,000	\$3,724	\$5,000	\$4,500
01-4-0737-00	Electricity	\$4,000	\$4,235	\$3,800	\$4,200

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-0738-00	Heating Fuels	\$5,000	\$8,371	\$8,500	\$8,400
01-4-0741-00	Equipment Maint-Parts	\$55,000	\$35,640	\$52,000	\$53,000
01-4-0742-00	Fuel-Gas	\$6,000	\$13,830	\$9,000	\$12,000
01-4-0743-00	Fuel-Diesel	\$35,000	\$44,036	\$40,000	\$45,000
01-4-0744-00	Oil & Lubricants	\$3,600	\$1,646	\$3,200	\$2,000
01-4-0745-00	Expendable Supplies	\$12,600	\$14,827	\$13,000	\$14,000
01-4-0750-00	Equipment Maint-Non-Fleet	\$4,500	\$2,414	\$4,000	\$4,000
01-4-0753-00	Mechanic Tools	\$4,000	\$5,728	\$4,000	\$4,000
01-4-0780-00	Miscellaneous	\$200	\$0	\$200	\$200
01-4-0782-00	Permit Fees	\$2,400	\$2,529	\$3,000	\$3,000
01-4-0782-10	Recording Fees	\$200	\$20	\$200	\$200
01-4-0792-00	Equip Acquisition (non-computer)	\$5,000	\$874	\$4,000	\$4,000
01-4-0793-00	Radios & Communications	\$700	\$0	\$1,000	\$1,000
	<b>SUB TOTAL PUBLIC WORKS</b>	<b>\$143,200</b>	<b>\$137,872</b>	<b>\$150,900</b>	<b>\$159,500</b>
	<b>DEPARTMENT OF PUBLIC WORKS - FACILITIES</b>				
01-4-0819-10	Village Courthouse-Utilities	\$0	\$0	\$7,500	\$0
01-4-0819-20	Village Courthouse-Maintenance/Repairs	\$0	\$0	\$2,500	\$0
01-4-0839-00	Facilities Maint/Improvements	\$49,000	\$69,021	\$48,000	\$52,000
01-4-0839-18	TH Front Entrance	\$0	\$13,593	\$0	\$0
01-4-0867-00	Tree Removal/Planting/Care	\$2,500	\$1,260	\$2,500	\$3,000
01-4-0869-00	Parks/Grounds Maintenance	\$21,000	\$21,408	\$20,000	\$24,000
01-4-0869-10	Applejack Field Maintenance	\$0	\$526	\$18,000	\$19,000
01-4-0872-00	Downtown Maintenance	\$2,500	\$134	\$2,000	\$2,000
01-4-0872-10	Downtown Seasonal Décor	\$2,000	\$593	\$2,000	\$2,000
01-4-0881-00	Waste Disposal-Facilities	\$5,000	\$6,350	\$4,500	\$5,500
	<b>SUB TOTAL PUBLIC WORKS - FACILITIES</b>	<b>\$82,000</b>	<b>\$112,885</b>	<b>\$107,000</b>	<b>\$107,500</b>
	<b>DEPARTMENT OF PUBLIC WORKS - HIGHWAYS</b>				
01-4-0940-00	Grant-BCRC-Grant In Aid	\$0	\$3,039	\$0	\$0
01-4-0947-00	Cutting Edges	\$9,500	\$10,855	\$10,000	\$10,000
01-4-0956-00	Asphalt-Patchwork	\$3,200	\$686	\$3,000	\$3,000
01-4-0957-00	Winter Sand & Salt	\$170,000	\$245,576	\$172,500	\$180,000
01-4-0959-00	Chloride	\$9,500	\$9,672	\$9,500	\$9,500
01-4-0960-00	Gravel	\$11,000	\$13,550	\$11,000	\$11,000
01-4-0961-00	Signs & Posts	\$7,000	\$5,869	\$8,000	\$7,000
01-4-0962-00	Culverts/Drainage Appert	\$7,000	\$1,118	\$20,000	\$22,000
01-4-0964-00	Curb & Sidewalk Repair	\$1,000	\$347	\$1,000	\$1,000
01-4-0965-00	Guard Railings	\$4,000	\$2,000	\$4,200	\$4,200
01-4-0966-00	Bridge Repair	\$500	\$0	\$500	\$500
01-4-0977-00	Line Painting	\$7,000	\$2,267	\$7,500	\$8,500
01-4-0978-00	Traffic Signals	\$5,000	\$1,992	\$3,000	\$4,500
	<b>SUB TOTAL PUBLIC WORKS - HIGHWAYS</b>	<b>\$234,700</b>	<b>\$296,971</b>	<b>\$250,200</b>	<b>\$261,200</b>

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
	<b>TOTAL PUBLIC WORKS</b>	<b>\$459,900</b>	<b>\$547,728</b>	<b>\$508,100</b>	<b>\$528,200</b>
	<b>POLICE DEPARTMENT</b>				
01-4-1011-20	Animal Control Officer-Equipment	\$1,000	\$0	\$500	\$250
01-4-1011-30	Animal Control Officer-Misc	\$100	\$0	\$100	\$100
01-4-1011-40	Animal Control Officer-Vet Care	\$1,500	\$647	\$1,500	\$1,500
01-4-1028-00	Training	\$11,500	\$4,842	\$13,000	\$13,000
01-4-1029-00	Supplies	\$3,500	\$1,087	\$3,000	\$3,000
01-4-1030-00	Dues & Subscriptions	\$3,000	\$6,709	\$6,000	\$7,000
01-4-1032-00	Uniforms-Clothing	\$10,000	\$16,565	\$8,000	\$8,500
01-4-1032-10	Uniforms-Cleaning Allowance	\$7,000	\$6,000	\$7,000	\$7,200
01-4-1040-00	Vehicle Maintenance	\$12,000	\$8,793	\$12,500	\$12,500
01-4-1042-00	Fuel-Gas	\$15,500	\$10,757	\$16,000	\$15,000
01-4-1047-00	Equipment Maintenance	\$15,000	\$14,186	\$15,000	\$15,500
01-4-1070-00	Criminal Investigation Costs	\$1,000	\$325	\$2,000	\$2,000
01-4-1080-00	Miscellaneous	\$1,000	\$2,639	\$3,500	\$3,500
01-4-1092-00	Equipment Acquisition/Computers	\$5,000	\$9,937	\$0	\$4,000
01-4-1092-50	Equipment Acquisition/NonComputr	\$0	\$0	\$8,000	\$14,500
	<b>TOTAL POLICE DEPARTMENT</b>	<b>\$87,100</b>	<b>\$82,543</b>	<b>\$96,100</b>	<b>\$107,550</b>
	<b>FIRE DEPARTMENT</b>				
01-4-1128-00	Training-Firefighters	\$1,000	\$3,448	\$1,000	\$3,000
01-4-1129-00	Supplies-Fire Prevention	\$1,000	\$0	\$1,000	\$1,000
01-4-1129-18	Supplies-Office	\$0	\$3	\$0	\$500
01-4-1141-00	Repair/Maint-Vehicles & Equipment	\$18,000	\$31,170	\$25,000	\$25,000
01-4-1142-00	Fuel-Gas	\$200	\$248	\$200	\$400
01-4-1143-00	Fuel-Diesel	\$2,500	\$1,270	\$3,000	\$3,200
01-4-1149-00	Communication-Acquisition/Repair	\$3,300	\$3,018	\$9,000	\$9,000
01-4-1180-00	Supplies - Firehouse	\$1,000	\$884	\$1,000	\$1,000
01-4-1190-00	Supplies - Hazardous Waste	\$1,000	\$100	\$1,000	\$1,000
01-4-1192-00	Equipment Acquisition	\$16,000	\$11,416	\$16,000	\$24,450
01-4-1192-05	Equipment Acquisition - Incentive	\$2,000	\$0	\$2,000	\$2,000
	<b>TOTAL FIRE DEPARTMENT</b>	<b>\$46,000</b>	<b>\$51,558</b>	<b>\$59,200</b>	<b>\$70,550</b>
	<b>EMERGENCY MANAGEMENT</b>				
01-4-1230-20	Incident - Supplies	\$0	\$949	0	\$0
01-4-1230-30	Incident - Contracted Services	\$0	\$4,294	0	\$0
01-4-1241-00	Equipment Maintenance	\$250	\$0	\$250	\$250
01-4-1280-00	Miscellaneous	\$250	\$14,420	\$250	\$250
01-4-1292-00	Equipment Acquisition	\$1,000	\$1,157	\$1,000	\$1,000
	<b>TOTAL EMERGENCY MANAGEMENT</b>	<b>\$1,500</b>	<b>\$20,821</b>	<b>\$1,500</b>	<b>\$1,500</b>
	<b>PARKS AND RECREATION DEPARTMENT</b>				

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-1310-75	Lifeguarding Course-Red Cross	\$0	\$663	\$0	\$700
01-4-1325-00	Advertising/Printing/Publications	\$3,000	\$1,633	\$2,800	\$2,000
01-4-1326-00	Advertising Applejack Field	\$0	\$518	\$0	\$1,000
01-4-1329-00	Supplies	\$1,000	\$1,221	\$1,500	\$1,500
01-4-1330-00	Dues & Subscriptions	\$500	\$195	\$600	\$600
01-4-1335-00	Precision Walk	\$400	\$341	\$450	\$450
01-4-1337-00	Electricity	\$9,000	\$8,571	\$8,500	\$8,750
01-4-1337-10	Electricity-Applejack Field	\$2,500	\$1,441	\$1,500	\$2,000
01-4-1337-20	Elec-Maint Shed/Irrig/Concess	\$2,250	\$3,080	\$2,900	\$3,200
01-4-1338-00	Heating Fuels	\$9,000	\$10,234	\$9,500	\$10,000
01-4-1345-00	Concession-Parkhouse	\$2,500	\$2,975	\$2,500	\$3,000
01-4-1348-00	Repair/Maint-AJ Concession	\$500	\$2,543	\$500	\$500
01-4-1350-00	Pool Maintenance/Supplies	\$18,000	\$21,845	\$18,000	\$18,500
01-4-1350-10	Pool Uniforms	\$1,400	\$304	\$1,400	\$1,500
01-4-1360-00	Facility Rental Expense	\$10,000	\$0	\$5,000	\$2,500
01-4-1371-20	AJ Field-Repair/Maint (To DPW)	\$18,000	\$22,734	\$0	\$0
01-4-1371-50	AJ Field-Supplies & Equipment	\$1,500	\$668	\$1,500	\$1,500
01-4-1373-00	AJ Field-Concession-Food/Supplies	\$10,000	\$7,540	\$10,000	\$8,000
01-4-1373-50	AJ Filed Concession-Merchandise	\$1,000	\$0	\$500	\$0
01-4-1380-00	Miscellaneous	\$500	\$322	\$500	\$500
01-4-1390-00	Civic Rec-Credit Card Transact. Fees	\$5,000	\$4,136	\$5,000	\$5,000
01-4-1390-10	Square - Credit Card Transact. Fees	\$0	\$970	\$0	\$250
01-4-1390-20	Civic Rec Subscription	\$0	\$6,500	\$0	\$3,000
01-4-1392-00	Equipment Acquisition	\$3,250	\$2,435	\$3,000	\$3,000
01-4-1394-00	Programs	\$53,500	\$41,882	\$48,000	\$50,000
01-4-1395-00	Swim Team Expenses	\$5,000	\$7,496	\$5,000	\$5,000
	<b>TOTAL RECREATION DEPARTMENT</b>	<b>\$157,800</b>	<b>\$150,244</b>	<b>\$128,650</b>	<b>\$132,450</b>
	<b>HEALTH OFFICER</b>				
01-4-1429-00	Supplies	\$100	\$0	\$100	\$100
01-4-1470-00	Recording Fees	\$50	\$0	\$50	\$50
01-4-1480-00	Miscellaneous	\$100	\$0	\$100	\$100
	<b>TOTAL HEALTH OFFICER</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>	<b>\$250</b>
	<b>TOWN CLERK</b>				
01-4-1519-00	Records Management	\$3,000	\$2,754	\$3,000	\$3,000
01-4-1530-00	Dues & Subscriptions	\$500	\$646	\$500	\$500
01-4-1571-00	Maintenance Contracts	\$7,500	\$6,960	\$7,500	\$8,500
01-4-1580-00	Miscellaneous	\$400	\$474	\$700	\$700
01-4-1592-00	Equipment Acquisition	\$1,500	\$220	\$9,000	\$1,500
	<b>TOTAL TOWN CLERK</b>	<b>\$12,900</b>	<b>\$11,054</b>	<b>\$20,700</b>	<b>\$14,200</b>
	<b>ELECTIONS &amp; BOARD OF CIVIL AUTHORITY (BCA)</b>				

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-1628-00	Training	\$200	\$0	\$200	\$500
01-4-1630-00	Contracted Services-Tabulator Prog.	\$4,000	\$3,182	\$2,500	\$5,500
01-4-1680-00	Miscellaneous	\$350	\$181	\$200	\$600
	<b>TOTAL ELECTIONS &amp; BCA</b>	<b>\$4,550</b>	<b>\$3,363</b>	<b>\$2,900</b>	<b>\$6,600</b>
<b>TOWN HALL/PUBLIC SAFETY FACILITY (PSF)</b>					
01-4-1734-00	Water-Town Hall	\$400	\$223	\$400	\$300
01-4-1734-50	Water-PSF	\$1,900	\$1,571	\$2,300	\$2,000
01-4-1737-00	Electricity-Town Hall	\$10,500	\$10,377	\$9,700	\$10,500
01-4-1737-50	Electricity-PSF	\$17,000	\$18,397	\$16,200	\$19,000
01-4-1738-00	Heating Fuels-Town Hall	\$15,000	\$13,198	\$18,000	\$15,000
01-4-1738-50	Heating Fuels-PSF	\$22,000	\$28,017	\$28,000	\$30,000
	<b>TOTAL TOWN HALL/PSF</b>	<b>\$66,800</b>	<b>\$71,784</b>	<b>\$74,600</b>	<b>\$76,800</b>
<b>GENERAL EXPENDITURES</b>					
01-4-1818-00	Telephone	\$10,000	\$9,631	\$10,000	\$10,000
01-4-1819-00	Internet Services	\$8,250	\$9,317	\$9,500	\$10,500
01-4-1820-00	Cell Phone	\$9,500	\$10,719	\$11,000	\$11,000
01-4-1822-00	Photocopiers	\$8,000	\$9,191	\$9,000	\$9,500
01-4-1823-00	Dues & Subscriptions	\$1,000	\$3,584	\$1,000	\$5,000
01-4-1824-00	Travel	\$1,500	\$430	\$1,000	\$1,000
01-4-1825-00	General Advertising	\$5,500	\$10,631	\$5,000	\$6,000
01-4-1825-10	Fleet Vehicle Lease	\$0	\$0	\$0	\$10,000
01-4-1825-20	Fleet Vehicle Fuel	\$500	\$344	\$500	\$450
01-4-1825-30	Fleet Vehicle Maintenance	\$250	\$36	\$250	\$250
01-4-1827-00	Postage	\$10,500	\$9,205	\$10,000	\$10,000
01-4-1828-00	Training-General	\$5,250	\$4,167	\$5,000	\$5,000
01-4-1829-00	Computer/Office Supplies & Equip.	\$19,000	\$26,883	\$19,000	\$22,000
01-4-1830-00	Pre-Employment Expenses	\$100	\$930	\$250	\$500
01-4-1850-00	Town Report Print/Mail/Advert.	\$6,500	\$5,841	\$6,000	\$6,000
01-4-1871-00	Legal/Consulting	\$41,000	\$53,507	\$40,000	\$43,000
01-4-1871-55	Legal - Tax Sale	\$0	\$11,243	\$0	\$0
01-4-1872-00	Property Maps	\$6,000	\$5,254	\$5,500	\$7,000
01-4-1874-00	Audit	\$11,410	\$11,410	\$12,000	\$12,500
01-4-1876-00	State Property Tax	\$26,500	\$0	\$26,000	\$26,000
01-4-1878-00	Manchester Rescue Squad	\$145,000	\$144,296	\$149,697	\$179,287
01-4-1879-00	Bennington County Regional Comm	\$5,740	\$5,763	\$6,000	\$6,000
01-4-1880-00	Listers Errors & Omissions-Muni Tax	\$2,000	\$0	\$1,000	\$1,000
01-4-1881-00	County Taxes	\$88,000	\$89,310	\$92,000	\$92,000
01-4-1882-00	Tax Appeals-Court Imposed	\$1,000	\$0	\$1,000	\$1,000
01-4-1883-00	Uncollectible Taxes	\$3,000	\$0	\$3,000	\$3,000
01-4-1884-00	Tax Abatements	\$500	\$226	\$500	\$500
01-4-1885-00	Street Lights	\$35,000	\$30,632	\$34,000	\$34,000

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-1886-00	VT League-Cities & Towns	\$6,116	\$6,116	\$6,300	\$6,400
01-4-1887-00	Village Alloc-Highways	\$46,000	\$68,996	\$50,000	\$53,000
01-4-1888-00	Village Alloc-Street Lights/Sidewalk	\$5,000	\$3,845	\$5,000	\$5,000
01-4-1889-00	Recycling & Solid Waste Disposal	\$34,000	\$34,318	\$38,000	\$38,000
01-4-1891-00	Memorial Day	\$1,500	\$348	\$1,500	\$1,500
01-4-1895-00	Insurance-Property/Liability	\$90,000	\$85,313	\$90,000	\$51,170
01-4-1895-50	Transfer Out-High Deductible Fund	\$0	\$5,571	\$3,978	\$5,000
01-4-1896-00	Fire Equipment Reserve Fund	\$75,000	\$0	\$61,400	\$69,000
01-4-1897-00	Debt-Principal & Interest	\$170,268	\$170,268	\$169,814	\$160,427
01-4-1898-00	Factory Point Cemetery Operating	\$1,000	\$0	\$0	\$0
01-4-1899-70	Town Service Officer	\$250	\$136	\$250	\$500
01-4-1899-90	Miscellaneous	\$500	\$1,346	\$500	\$500
	<b>TOTAL GENERAL EXPENDITURES</b>	<b>\$880,634</b>	<b>\$828,807</b>	<b>\$884,939</b>	<b>\$902,984</b>
	<b>PERSONNEL-SALARIES/WAGES</b>				
01-4-2501-10	Legislative-Selectboard	\$6,000	\$7,500	\$6,000	\$7,500
01-4-2502-10	Admin-Town Managers Office	\$105,515	\$105,513	\$109,655	\$110,100
01-4-2502-20	Admin-Operations/Human Resources	\$52,845	\$52,842	\$54,850	\$58,000
01-4-2502-30	Admin-Part time (EM, HO, CO, PS)	\$15,000	\$8,193	\$10,000	\$10,000
01-4-2503-10	Finance-Full time	\$67,100	\$96,584	\$69,650	\$72,000
01-4-2503-20	Finance-Treasurer	\$10,000	\$9,300	\$8,400	\$8,400
01-4-2503-30	Finance-Part time	\$38,000	\$0	\$0	\$0
01-4-2503-40	Finance-Board of Tax Abatement	\$100	\$0	\$100	\$100
01-4-2504-10	Assessing-Full time	\$61,005	\$49,857	\$63,320	\$43,700
01-4-2504-20	Assessing-Admin Assistant	\$14,000	\$10,438	\$12,270	\$16,900
01-4-2506-10	Planning/Zoning - Full Time	\$61,005	\$61,002	\$63,320	\$65,000
01-4-2506-20	Planning/Zoning - Admin Assistant	\$14,000	\$6,346	\$12,270	\$16,900
01-4-2506-30	Planning/Zoning-Economic Develop.	\$17,000	\$19,943	\$18,000	\$22,500
01-4-2507-10	DPW-Director/Mechanic-Full time	\$123,410	\$122,176	\$126,515	\$129,900
01-4-2507-15	DPW-Director/Mechanic-Overtime	\$44,000	\$3,325	\$45,000	\$4,000
01-4-2508-10	DPW-Facilities-Full time	\$132,230	\$136,747	\$141,735	\$141,900
01-4-2508-15	DPW-Facilities-Full time-Overtime	\$0	\$6,737	\$0	\$0
01-4-2508-20	DPW-Facilities-Seasonal	\$24,000	\$22,880	\$24,000	\$24,800
01-4-2508-25	DPW-Facilities-Seasonal-Overtime	\$0	\$32	\$0	\$0
01-4-2509-10	DPW-Highways-Full time	\$94,695	\$94,602	\$98,295	\$102,000
01-4-2509-15	DPW-Highways-Full time-Overtime	\$0	\$36,976	\$0	\$40,000
01-4-2510-10	Police Dept-Police Management	\$224,395	\$223,564	\$233,000	\$154,100
01-4-2510-20	Police-Officers-Full time	\$387,900	\$361,030	\$404,855	\$443,100
01-4-2510-25	Police-Officers-Overtime	\$68,000	\$79,025	\$69,000	\$69,000
01-4-2510-27	Police-Overtime-Criminal Investig.	\$1,000	\$0	\$1,000	\$1,000
01-4-2510-29	Police-GHSP Grants-CIOT	\$0	\$1,487	\$0	\$0
01-4-2510-30	Dispatcher-Full time	\$159,100	\$147,551	\$168,265	\$173,200
01-4-2510-35	Dispatcher-Full time-Overtime	\$26,000	\$33,790	\$26,000	\$28,000

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-2510-40	Police-GHSP Grants-DUI	\$0	\$1,694	\$0	\$0
01-4-2510-50	Police-Part time/Prisoner Transport	\$48,000	\$102,364	\$49,000	\$51,000
01-4-2510-55	Police-Special Officer-OT	\$0	\$9,203	\$0	\$0
01-4-2510-60	Dispatcher-Spare	\$29,000	\$30,170	\$30,000	\$32,000
01-4-2511-05	Fire Dept-Fire Chief	\$5,000	\$5,000	\$5,000	\$5,000
01-4-2511-10	Fire Dept-Administration	\$4,000	\$4,000	\$4,000	\$4,000
01-4-2511-20	Fire Dept-Firefighters	\$30,000	\$30,000	\$30,000	\$30,000
01-4-2513-10	Parks/Rec-Full time	\$98,045	\$86,749	\$101,765	\$98,300
01-4-2513-20	Parks/Rec-Part time	\$15,000	\$18,061	\$16,000	\$18,000
01-4-2513-30	Parks/Rec-Pool-Straight Time	\$44,000	\$29,463	\$38,000	\$38,000
01-4-2513-35	Parks/Rec-Pool-Overtime	\$0	\$232	\$0	\$0
01-4-2513-40	Parks/Rec-Pool-Swim Team	\$5,000	\$5,901	\$5,000	\$6,000
01-4-2513-50	Parks/Rec-Camp Counselors	\$15,750	\$13,421	\$17,000	\$18,000
01-4-2513-71	Parks/Rec-AJ Field Wages	\$0	\$333	\$0	\$0
01-4-2513-73	Parks/Rec-AJ Field Concession	\$6,000	\$960	\$4,000	\$4,000
01-4-2513-75	Parks/Rec-OT Streetfests	\$0	\$1,037	\$0	\$0
01-4-2515-10	Town Clerk Salary	\$46,325	\$47,710	\$49,520	\$50,900
01-4-2515-20	Town Clerk Assistant-Salary	\$32,965	\$32,960	\$34,215	\$35,200
01-4-2516-10	BCA - Elections	\$1,500	\$3,084	\$2,000	\$4,000
01-4-2516-20	BCA-Tax Appeals	\$1,000	\$0	\$1,000	\$1,000
01-4-2570-10	Employee Performance Bonus	\$23,000	\$29,937	\$24,000	\$30,000
01-4-2570-20	Longevity/Sick/Holiday Wage	\$9,000	\$0	\$9,500	\$9,500
01-4-2570-30	Police Dept-Bonus Wage	\$27,000	\$33,054	\$28,000	\$34,000
	<b>TOTAL PERSONNEL-SALARIES/WAGES</b>	<b>\$2,186,885</b>	<b>\$2,182,771</b>	<b>\$2,213,500</b>	<b>\$2,211,000</b>
	<b>ALLOCABLE EXPENDITURES</b>				
01-4-2610-00	FICA/MEDI	\$165,000	\$164,452	\$170,000	\$170,000
01-4-2620-00	Insurance-Unemployment	\$12,500	\$1,516	\$12,500	\$9,000
01-4-2630-00	Insurance-Health	\$505,000	\$488,136	\$513,000	\$650,000
01-4-2630-70	Health Care Wellness	\$1,500	\$1,619	\$2,000	\$2,000
01-4-2640-00	Insurance - AD/D, Life, S/T Disab	\$25,600	\$23,752	\$29,160	\$29,000
01-4-2650-00	Insurance- Worker's Compensation	\$82,000	\$96,719	\$82,000	\$101,592
01-4-2660-00	Pension/Retirement	\$110,000	\$118,608	\$126,240	\$128,000
01-4-2680-00	Insurance-Dental	\$26,000	\$23,513	\$25,000	\$25,000
01-4-2690-00	Section 125 Administration Fees	\$300	\$289	\$300	\$300
	<b>TOTAL ALLOCABLE EXPENDITURES</b>	<b>\$927,900</b>	<b>\$918,603</b>	<b>\$960,200</b>	<b>\$1,114,892</b>
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$4,853,369</b>	<b>\$4,926,767</b>	<b>\$4,979,239</b>	<b>\$5,343,326</b>
	<b>CAPITAL EXPENDITURES</b>				
01-4-2806-12	P/Z - Depot Street - Constriction	\$683,000	\$8,215	\$125,000	\$0
01-4-2806-13	Depot Street - Lights/Wiring	\$0	\$3,612	\$0	\$0
01-4-2808-55	Parking Lot Lighting - Town Hall	\$15,000	\$12,008	\$0	\$0
01-4-2808-59	Boiler Replacement - PSF	\$12,000	\$0	\$16,000	\$0

## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-2808-80	PSF-parking lot paving phase II	\$0	\$0	\$70,000	\$100,000
	PSF-FD bay concrete apron	\$0	\$0	\$0	\$70,000
	PSF-parking lot lighting replacement	\$0	\$0	\$0	\$60,000
	PSF-PD parking secured fenced area	\$0	\$0	\$0	\$20,000
	PSF-PD entrance security enhancement	\$0	\$0	\$0	\$20,000
01-4-2809-03	Vehicle Acquisition - Highway	\$67,000	\$56,117	\$258,000	\$55,000
01-4-2809-06	Equipment - Highway	\$48,000	\$47,035	\$105,000	\$65,000
01-4-2809-07	Sidewalk Replacement-Main St.	\$60,000	\$53,567	\$0	\$12,000
	Sidewalk Replacement-Bonnet St.	\$0	\$0	\$0	\$50,000
	Sidewalk Improvement-Rec Park	\$0	\$0	\$0	\$35,000
	Rec Park-Maintenance Facility	\$0	\$0	\$0	\$350,000
01-4-2809-13	Paving - Richville	\$225,000	\$173,938	\$0	\$0
	Paving - Barnumville Road	\$0	\$0	\$0	\$230,000
	Paving - East Manchester	\$0	\$0	\$0	\$70,000
01-4-2809-18	Culvert - Three Maple Drive	\$0	\$426	\$0	\$0
01-4-2809-20	Culverts - Inventory	\$0	\$10,000	\$0	\$0
01-4-2810-50	Transfer To - Police Vehicle Reserve	\$40,000	\$83,967	\$35,000	\$35,000
01-4-2811-11	Equipment Acquisition - Fire Dept.	\$0	\$0	\$13,600	\$6,000
01-4-2811-14	Vehicle Acquisition - Fire Dept.	\$0	\$0	\$0	\$310,000
01-4-2812-30	Communications Radio Upgrade	\$30,000	\$8,977	\$25,500	\$25,500
	Police Department Fingerprint Reader	\$0	\$0	\$0	\$4,400
	Rec Park-Tree Planting	\$0	\$0	\$0	\$10,000
01-4-2813-23	Tennis/Basketball Court Resurfacing	\$0	\$16,881	\$0	\$0
01-4-2813-27	Heater - Pool	\$0	\$0	\$15,000	\$0
01-4-2813-40	Cap-Park Imp-Splashpad/Basketball Courts	\$0	\$29,792	\$250,000	\$0
	Parking Lot Expansion-Rec Park	\$0	\$0	\$0	\$60,000
	Applejack Grandstand-Improvements	\$0	\$0	\$0	\$40,000
01-4-2815-00	Records Preservation - Town Clerk	\$18,000	\$18,000	\$18,000	\$18,000
	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$1,198,000</b>	<b>\$522,534</b>	<b>\$931,100</b>	<b>\$1,645,900</b>
	<b>TOTAL OPERATING &amp; CAPITAL EXPENDITURES</b>	<b>\$6,051,369</b>	<b>\$5,449,301</b>	<b>\$5,910,339</b>	<b>\$6,989,226</b>
<b>TOWN APPROPRIATIONS</b>					
01-4-2941-00	RSVP	\$1,500	\$0	\$1,500	Appropriations will be voted at Town Meeting
01-4-2943-00	SW Vt Council on Aging	\$4,000	\$0	\$4,000	
01-4-2949-00	The Collaborative	\$1,000	\$1,000	\$1,000	
01-4-2950-00	Community Action SW VT	\$1,811	\$0	\$1,811	
01-4-2951-00	PAVE-Against Violence	\$1,850	\$1,850	\$1,850	
01-4-2953-00	Bennington Area Habitat for Humanity	\$2,400	\$2,400	\$2,400	
01-4-2955-00	Neighbor to Neighbor	\$1,500	\$0	\$1,500	
01-4-2957-00	Center for Independent Living	\$420	\$420	\$420	
01-4-2958-00	Tutorial Center	\$2,500	\$0	\$2,500	
01-4-2959-00	Center for Restorative Justice	\$2,000	\$2,000	\$2,000	

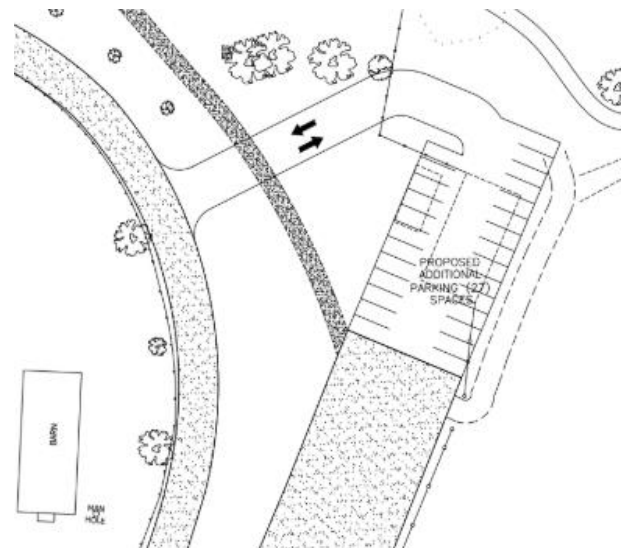
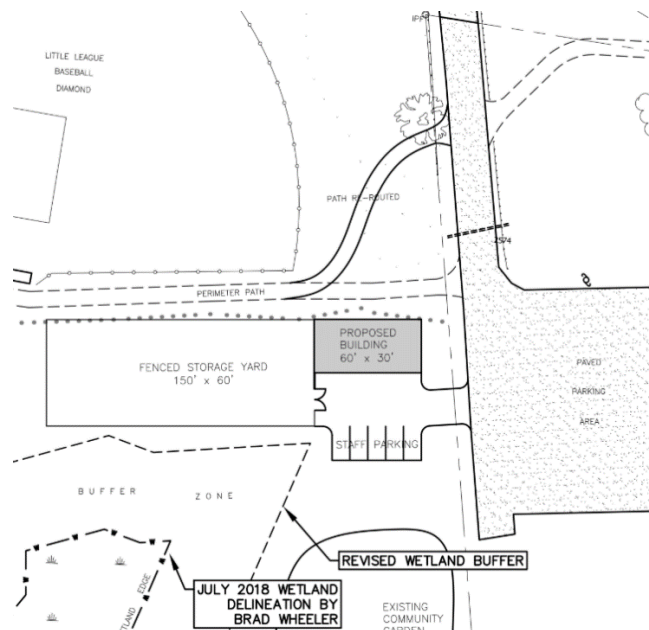


## SECTION 4 - PROPOSED FY 2021 TOWN BUDGET - EXPENSES

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
01-4-2961-00	GNAT-Television Access	\$2,000	\$2,000	\$2,000	
01-4-2962-00	VABVI - Blind & Visually Impaired	\$500	\$0	\$500	
01-4-2963-00	VNA & Hospice of the SW Region	\$0	\$0	\$10,000	
01-4-2965-00	Mark Skinner Library	\$232,773	\$232,773	\$243,740	
	<b>TOTAL TOWN APPROPRIATIONS</b>	<b>\$254,254</b>	<b>\$242,443</b>	<b>\$275,221</b>	<b>\$275,221</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$6,305,623</b>	<b>\$5,691,744</b>	<b>\$6,185,560</b>	<b>\$7,264,447</b>



*Existing Parks & Rec Maintenance Shed*



*New Parks & Rec Maintenance Building, & New Parking Lot (Bond Article 12)*

## SECTION 4 - PROPOSED FY 2021 SEWER BUDGET

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
<b>SEWER DEPARTMENT REVENUE</b>					
02-3-0301-00	Connections	\$30,000	\$30,000	\$30,000	\$30,000
02-3-0302-00	User Charges	\$350,000	\$355,000	\$350,000	\$355,000
02-3-0303-00	Assessment Charges	\$94,000	\$98,000	\$95,000	\$95,000
02-3-0304-00	Miscellaneous	\$50	\$500	\$500	\$500
02-3-0310-00	Sale of Equipment	\$0	\$0	\$0	\$0
02-3-0310-10	Sale of Vehicle	\$1,000	\$0	\$2,500	\$0
02-3-0316-00	Interest - Checking Account	\$0	\$100	\$100	\$100
02-3-0316-10	Interest - Investments - Schwab	\$0	\$10,000	\$15,000	\$15,000
02-3-0318-00	Interest - Delinquent Accounts	\$4,100	\$15,000	\$10,000	\$10,000
02-3-0320-00	Grant-Equipment-VLCT	\$0	\$0	\$0	\$0
02-3-0322-00	Allocated from Surplus	\$10,000	\$0	\$0	\$0
02-3-0325-00	Use of Sewer Capital Reserve	\$66,000	\$125,000	\$112,500	\$32,000
	2021 Bond Proceeds	\$0	\$0	\$0	\$420,000
02-3-0800-10	Cap Reserve-Unrealized Gain in Market Value	\$0	\$15,000	\$15,000	\$15,000
02-3-1850-00	Grant - Asset Management	\$0	\$0	\$0	\$0
	<b>TOTAL SEWER DEPARTMENT REVENUE</b>	<b>\$555,150</b>	<b>\$648,600</b>	<b>\$630,600</b>	<b>\$972,600</b>

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
<b>SEWER DEPARTMENT OPERATING EXPENDITURES</b>					
02-4-0404-00	Salaries/Wages-Full Time	\$79,745	\$82,775	\$76,800	\$79,100
02-4-0408-00	Overtime	\$7,000	\$8,000	\$8,000	\$8,500
02-4-0411-00	Salaries-Administrative	\$58,500	\$55,395	\$56,800	\$58,500
24-4-0412-00	Merit Raise/Performance Bonus	\$2,900	\$2,900	\$2,900	\$2,900
02-4-0412-10	Employee Longevity/Sick/Holiday	\$2,000	\$2,000	\$2,000	\$2,000
02-4-0414-00	FICA/MEDI	\$11,500	\$11,900	\$11,900	\$11,900
02-4-0416-00	Unemployment Compensation Insurance	\$2,500	\$2,600	\$500	\$500
02-4-0418-00	Worker's Compensation Insurance	\$4,400	\$4,500	\$12,051	\$13,000
02-4-0420-00	Health Insurance	\$52,000	\$51,000	\$65,000	\$69,000
02-4-0422-00	Dental Insurance	\$2,400	\$2,950	\$3,200	\$3,400
02-4-0424-00	Pension	\$8,500	\$8,600	\$9,100	\$9,300
02-4-0426-00	AD/D, Life Insurance & S/T Disability	\$2,100	\$2,200	\$2,100	\$2,200
02-4-0428-00	Training	\$1,000	\$2,000	\$1,000	\$1,000
02-4-0432-00	Uniforms	\$2,000	\$2,100	\$2,100	\$2,200
02-4-0506-00	Office Expense	\$3,000	\$3,000	\$3,000	\$3,000
02-4-0518-00	Telephone	\$1,500	\$1,600	\$1,600	\$1,600
02-4-0519-00	Cell Phone	\$850	\$850	\$880	\$900
02-4-0520-00	Internet	\$500	\$650	\$2,350	\$2,900
02-4-0524-00	Photocopies	\$375	\$400	\$400	\$400

## SECTION 4 - PROPOSED FY 2021 SEWER BUDGET

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
02-4-0526-00	Travel	\$250	\$250	\$250	\$250
02-4-0527-00	Postage	\$2,550	\$2,600	\$2,400	\$2,400
02-4-0604-00	Electricity	\$26,000	\$30,000	\$12,650	\$13,000
02-4-0614-00	Plant Maintenance	\$5,500	\$6,000	\$6,000	\$6,200
02-4-0614-10	Plant Maintenance-Buildings	\$3,500	\$3,500	\$2,500	\$2,600
02-4-0614-20	Plant Maintenance-Chemicals	\$10,000	\$16,000	\$19,000	\$20,000
02-4-0704-00	Insurance-Property/Liability/Etc.	\$19,000	\$20,500	\$10,965	\$12,000
02-4-0710-00	Reserve for High Deductible Insurance	\$0	\$5,124	\$5,000	\$5,000
02-4-0720-00	Computer Expenses	\$500	\$1,500	\$1,500	\$1,500
02-4-0808-00	Vehicle Fuel	\$2,100	\$2,100	\$2,200	\$2,300
02-4-0810-00	Heating Fuel	\$5,800	\$6,000	\$6,700	\$6,900
02-4-0812-00	Vehicle Maintenance	\$2,000	\$2,000	\$2,100	\$2,200
02-4-0823-00	Equipment Maintenance	\$4,000	\$4,000	\$4,000	\$4,200
02-4-0824-00	System Maintenance	\$20,000	\$21,000	\$25,000	\$28,000
02-4-0825-00	Advertising	\$500	\$750	\$1,000	\$1,000
02-4-0834-00	Tools	\$1,000	\$2,000	\$2,000	\$2,000
02-4-0884-00	Lab Supplies	\$4,500	\$4,000	\$3,500	\$3,600
02-4-1002-00	Audit	\$2,445	\$2,505	\$2,530	\$2,600
02-4-1005-00	Legal	\$4,000	\$4,000	\$4,000	\$4,000
02-4-1012-00	Consultants	\$6,000	\$7,000	\$7,000	\$7,000
02-4-1013-00	Permit Fees	\$1,900	\$2,100	\$2,400	\$2,450
02-4-1045-00	Transfer Out - Capital Impr. Fund	\$30,000	\$30,000	\$30,000	\$30,000
02-4-1825-10	Fleet Vehicle-Lease	\$0	\$0	\$1,300	\$0
02-4-1825-20	Fleet Vehicle-Fuel	\$100	\$100	\$100	\$100
02-4-1825-30	Fleet Vehicle-Maintenance	\$100	\$100	\$100	\$100
02-4-1906-00	Miscellaneous	\$500	\$500	\$500	\$500
02-4-1942-00	Bond Interest	\$45,509	\$48,768	\$45,430	\$43,333
02-4-1944-00	Bond Principle	\$0	\$48,393	\$48,393	\$48,393
<b>TOTAL SEWER OPERATING EXPENDITURES</b>		<b>\$440,524</b>	<b>\$516,210</b>	<b>\$510,199</b>	<b>\$523,926</b>
<b>SEWER DEPARTMENT CAPITAL EXPENDITURES</b>					
	Study: Infiltration and Inflow Study	\$0	\$0	\$17,000	\$0
	Sewer Expansion Study - Main Street	\$0	\$0	\$18,000	\$0
	Sewer Expansion Study - Richville	\$0	\$0	\$0	\$32,000
	Sewer Main - MEMS to Main Street	\$0	\$0	\$50,000	\$0
	Sewer Main - Main St Shaws to Longview	\$0	\$0	\$0	\$150,000
	Sewer Main - MtnView Terrace & Cottage St	\$0	\$0	\$0	\$100,000
	Riverside Heights Pump Station	\$0	\$0	\$0	\$170,000
02-4-7040-00	S Cap-Facility Paving	\$10,000	\$0	\$0	\$0
02-4-7041-00	S Lagoon Blowers-Replace	\$30,000	\$0	\$0	\$0
02-4-7050-00	Service Truck Replacement	\$0	\$0	\$27,500	\$0
02-4-7050-15	S Cap-Sewer Plant Improvements	\$26,000	\$125,000	\$0	\$0

## SECTION 4 - PROPOSED FY 2021 SEWER BUDGET

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
	<b>TOTAL SEWER DEPT CAPITAL EXPENDITURES</b>	<b>\$66,000</b>	<b>\$125,000</b>	<b>\$112,500</b>	<b>\$452,000</b>
02-2-0270-00	Debt Retirement	\$48,393	\$0.00	\$0	\$0
	<b>TOTAL SEWER DEPARTMENT EXPENDITURES</b>	<b>\$554,917</b>	<b>\$641,210</b>	<b>\$622,699</b>	<b>\$975,926</b>



*Water Main Construction Project*

## SECTION 4 - PROPOSED FY 2021 WATER BUDGET

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED REVENUE	2018-2019 ACTUAL REVENUE	2019-2020 BUDGETED REVENUE	2020-2021 BUDGET PROPOSAL
<b>WATER DEPARTMENT REVENUES</b>					
03-3-0301-00	Connections	\$25,000	\$25,000	\$25,000	\$25,000
03-3-0302-00	User Charges	\$655,000	\$695,000	\$700,000	\$710,000
03-3-0303-00	Water Assessment Charges	\$100,000	\$120,000	\$150,000	\$150,000
03-3-0304-00	Miscellaneous	\$100	\$500	\$500	\$500
03-3-0310-10	Sale of Vehicle	\$1,000	\$0	\$2,500	\$0
03-3-0312-00	Special Services	\$1,000	\$1,000	\$1,000	\$1,000
03-3-0316-00	Interest on Investments	\$11,000	\$500	\$500	\$500
03-3-0316-10	Cap Reserve-Int on Investments-Conn Fees Acct	\$0	\$100	\$100	\$100
03-3-0316-20	Cap Reserve- Int on Inv-Hazard Mitigation Acct	\$0	\$11,000	\$12,000	\$12,500
03-3-0318-00	Interest on Delinquent Water Accounts	\$8,000	\$11,000	\$12,000	\$12,500
03-3-0320-00	Grant - VLCT - Equipment	\$0	\$0	\$0	\$0
03-3-0346-00	Sale of Meters	\$1,000	\$1,000	\$1,000	\$1,000
03-3-0350-00	Sprinkler Fees	\$44,000	\$45,000	\$45,000	\$45,000
03-3-1301-00	Allocated from Retained Earnings	\$0	\$12,000	\$0	\$0
	Bond Proceeds - prior	\$0	\$0	\$990,000	\$0
	Bond Proceeds - 2021	\$0	\$0	\$0	\$1,500,000
03-3-8000-00	Use of Water Capital Reserve for Capital Items	\$10,000	\$0	\$0	\$0
	<b>TOTAL WATER DEPARTMENT REVENUES</b>	<b>\$856,100</b>	<b>\$922,100</b>	<b>\$1,939,600</b>	<b>\$2,458,100</b>
ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
<b>WATER DEPARTMENT OPERATING EXPENDITURES</b>					
03-4-0404-00	Salaries	\$79,740	\$82,775	\$76,800	\$79,100
03-4-0408-00	Overtime	\$11,000	\$11,500	\$11,500	\$11,500
03-4-0411-00	Salaries-Administration	\$58,500	\$55,395	\$56,800	\$58,500
03-4-0412-00	Merit Raise/Performance Bonus	\$2,900	\$2,900	\$2,900	\$2,900
03-4-0412-10	Longevity/Sick/Holiday Pay	\$2,000	\$2,000	\$2,000	\$2,000
03-4-0414-00	FICA/MEDI	\$11,500	\$12,000	\$12,000	\$12,000
03-4-0416-00	Unemployment Insurance	\$2,500	\$2,600	\$500	\$500
03-4-0418-00	Worker's Compensation Insurance	\$5,000	\$5,300	\$12,051	\$13,000
03-4-0420-00	Health Insurance	\$52,000	\$51,000	\$65,000	\$69,000
03-4-0422-00	Dental Insurance	\$2,400	\$2,950	\$3,200	\$3,400
03-4-0424-00	Pension	\$8,600	\$8,700	\$9,100	\$9,300
03-4-0426-00	AD/D, Life Insurance, S/T Disability	\$2,100	\$2,200	\$2,100	\$2,200
03-4-0428-00	Training	\$1,000	\$2,000	\$1,000	\$1,000
03-4-0432-00	Uniforms	\$2,000	\$2,100	\$2,100	\$2,200
03-4-0506-00	Office Expenses	\$3,000	\$3,000	\$3,000	\$3,000
03-4-0518-00	Telephone	\$1,500	\$1,500	\$1,600	\$1,600
03-4-0519-00	Cell Phone	\$850	\$850	\$880	\$900
03-4-0520-00	Internet	\$500	\$650	\$2,350	\$2,900
03-4-0524-00	Photocopies	\$375	\$400	\$400	\$400



## SECTION 4 - PROPOSED FY 2021 WATER BUDGET

ACCOUNT NUMBER	DESCRIPTION	2018-2019 BUDGETED EXPENSES	2018-2019 ACTUAL EXPENSES	2019-2020 BUDGETED EXPENSES	2020-2021 BUDGET PROPOSAL
03-4-0526-00	Travel	\$250	\$250	\$250	\$250
03-4-0527-00	Postage	\$3,050	\$3,200	\$3,200	\$3,250
03-4-0531-00	Printing & Publications	\$500	\$250	\$250	\$250
03-4-0604-00	Electricity	\$42,000	\$40,000	\$43,000	\$44,000
03-4-0704-00	Insurance-Property/Liability/Etc	\$19,000	\$20,000	\$10,965	\$12,000
03-4-0710-00	Insurance-High Deductible Reserve	\$0	\$124	\$5,000	\$5,000
03-4-0720-00	Computer Expenses	\$500	\$1,500	\$1,500	\$1,500
03-4-0808-00	Vehicle Fuel-Gas/Diesel	\$2,100	\$2,100	\$2,200	\$2,300
03-4-0812-00	Vehicle Maintenance	\$2,000	\$2,000	\$2,100	\$2,200
03-4-0823-00	System Maintenance	\$15,000	\$25,000	\$25,000	\$25,000
03-4-0823-10	System Chemicals	\$2,000	\$2,000	\$2,000	\$2,000
03-4-0827-00	Leak Detection/Repair	\$10,000	\$0	\$0	\$0
03-4-0828-00	Equipment Maintenance	\$3,000	\$4,000	\$4,000	\$4,000
03-4-0832-00	Advertising	\$500	\$500	\$500	\$500
03-4-0834-00	Tools	\$1,000	\$4,000	\$2,000	\$2,000
03-4-0884-00	Lab Testing/Supplies	\$5,500	\$3,000	\$2,750	\$2,750
03-4-1002-00	Audit	\$2,445	\$2,505	\$2,530	\$2,600
03-4-1005-00	Legal	\$4,000	\$4,000	\$4,000	\$4,000
03-4-1012-00	Consultants	\$10,000	\$10,000	\$10,000	\$10,000
03-4-1013-00	Permit Fees	\$9,000	\$8,500	\$8,000	\$8,250
03-4-1045-00	Reserve for Capital Improvements-Conn Fees Pd	\$25,000	\$25,000	\$25,000	\$25,000
03-4-1825-10	Fleet Vehicle-Lease	\$0	\$0	\$1,300	\$0
03-4-1825-20	Fleet Vehicle-Fuel	\$100	\$100	\$100	\$100
03-4-1825-30	Fleet Vehicle-Maintenance	\$100	\$100	\$100	\$100
03-4-1906-00	Miscellaneous	\$500	\$500	\$500	\$500
03-4-1942-00	Bond Interest	\$192,941	\$193,406	\$169,022	\$163,403
03-4-1942-00	Bond Principle	\$0	\$221,273	\$181,274	\$181,274
	<b>TOTAL WATER OPERATING EXPENDITURES</b>	<b>\$597,951</b>	<b>\$823,128</b>	<b>\$771,822</b>	<b>\$777,627</b>
	<b>WATER DEPARTMENT CAPITAL EXPENDITURES</b>				
	Alternative Well Site Study	\$0	\$0	\$20,000	\$0
03-4-2830-40	Cap-Well Improvements	\$0	\$95,000	\$0	\$0
	Service Truck Replacement	\$0	\$0	\$27,500	\$0
	Main Street/Ways Lane Crossing	\$0	\$0	\$75,000	\$0
	Taconic Ave Water Main	\$0	\$0	\$185,000	\$0
	Prospect Street Water Main	\$0	\$0	\$730,000	\$0
	Barnumville Road Construction	\$0	\$0	\$0	\$1,500,000
03-4-7040-00	Cap-W-Facility Paving	\$10,000	\$0	\$0	\$0
	<b>TOTAL WATER CAPITAL EXPENDITURES</b>	<b>\$10,000</b>	<b>\$95,000</b>	<b>\$1,037,500</b>	<b>\$1,500,000</b>
03-1-5100-00	Debt Retirement	\$221,273	\$0	\$0	\$0
	<b>TOTAL WATER DEPARTMENT EXPENDITURES</b>	<b>\$829,224</b>	<b>\$918,128</b>	<b>\$1,809,322</b>	<b>\$2,277,627</b>

## SECTION 5 - TAXES & GRANDLIST

### STATEMENT OF TAXES RAISED 2018-19 GRAND LIST, JUNE 2019

#### TAX RATES:

Town	0.2572
Voted Exempt	0.0023

#### State Education Tax Rates:

Homestead	1.5253
Non-Homestead	1.5261

#### Homestead Education Tax:

Homestead Education Grand List	3,775,116
Homestead Tax Rate	1.5253
Homestead Education Liability	5,758,184
Total Credits for Tax Bills	(1,736,020)
Municipal Portion of Credits	35,762
Education Portion of Credits	(1,700,258)
Late Fees kept by Towns for Revised Tax Bills	(675)
Amount Raised on Homestead Properties	4,057,251
Amount Retained by Town (0.255 of 1%) Administration Fee	(9,130)
<b>Amount of Homestead Tax Liability for Education Spending (including Credit)</b>	<b>4,048,121</b>

#### Non-Homestead Education Tax:

Non-Homestead Education Grand List	7,992,957
Non-Homestead Tax Rate	1.5261
Non-Homestead Education Liability	12,198,051
Amount Retained by Town (0.255 of 1%) Administration Fee	(27,446)
Net Non-Homestead Education Taxes Available	12,170,605
Local amount of Non-Homestead Tax Liability for Education Spending plus Categorical Grants	(6,260,319)
<b>Non-Homestead Education Liability to State Treasury</b>	<b>5,910,286</b>

Payments to School District by Town: 10,308,440

#### Municipal Tax

Town	3,024,919
Voted Exempt	27,369
<b>Total Municipal Tax</b>	<b>3,052,288</b>

# SECTION 5 - TAXES & GRANDLIST

## Tax Rates Fiscal Year 2020

### SCHOOL TAX RATES

Residential or Homestead. A statewide education tax is levied at different rates based on classification. Questions on these rates can be directed to the Vermont Department of Taxes at (800) 828-5860.

<b>Non-Homestead Property Tax Rate</b>	<b>\$1.5274</b>
<b>Homestead Property Tax Rate</b>	<b>\$1.4769</b>

### TOWN TAX RATES

Based on the April 1, 2019 Municipal Grand List of \$1,180,257,025, the Municipal Property Tax Levy of \$3,088,839, the Voted Exempt Tax Liability of \$26,815, the Selectboard hereby sets the following Town Tax Rates:

Manchester Community Library Appropriation	\$0.0207
SW VT Council Appropriation	\$0.0003
All Other Appropriations	\$0.0023
Voted Exempt Tax Rate	\$0.0023
<b>Total Town Tax Rate</b>	<b>\$0.2873</b>

### Grand List Statistics for 10 Year Period

Year	Grand List Homestead Education	Grand List Non-Homestead Education	Grand List Municipal/Act 144/ Voted Exempt	Grand List Village
(Act 144 applies only to taxes prior to 2018-2019)				
2010-11	\$4,876,395	\$8,666,965	\$13,543,360	\$3,579,140
2011-12	\$4,784,648	\$7,984,809	\$12,746,014	\$3,396,789
2012-13	\$4,708,591	\$7,907,692	\$12,588,159	\$3,375,440
2013-14	\$4,754,332	\$7,858,951	\$12,588,159	\$3,177,709
2014-15	\$3,914,681	\$7,781,384	\$11,679,009	\$3,158,532
2015-16	\$3,817,869	\$7,884,499	\$11,682,146	\$3,178,496
2016-17	\$3,994,638	\$7,776,937	\$11,750,940	\$3,667,690
2017-18	\$3,816,255	\$7,988,531	\$11,785,263	\$3,233,261
2018-19	\$3,468,910	\$8,310,010	\$11,760,239	\$3,222,169
2019-20	\$3,534,260	\$8,289,993	\$11,802,570	\$3,248,069

### Voted Exemptions-Municipal Payments to State for Lost Education Revenue 2018-2019

Non-Homestead Property Tax Rate	\$1.5261
Homestead Property Tax Rate	\$1.5253

Organization	Property Description	Assessed Value	Education Tax Payment to State
Adoniram Building Association	.44 acres Masonic Temple Spruce St	269,600	4,114
Battenkill FOE Aerie	2.8 acres Rt 11/30 (Eagles)	749,500	11,438
Manchester Rod & Gun Club	1.6 acres Rec Park Road	151,800	2,317
Manchester Music Festival	1.1 acres Dillingham Ave	322,620	4,924
Veterans' Exemptions	Beyond 10,000 value-Homestead Rate	360,000	4,881
<b>Totals</b>		<b>1,813,520</b>	<b>27,674</b>



## SECTION 5 - TAXES & GRANDLIST

### Taxes Abated 2018-2019

There was a total of \$8,578.43 abated in FY 2019.

### Statement of Delinquent Taxes

Year	Billed	Unpaid 7/1/2018	July 1, 2018 - June 30, 2019		Unpaid 6/30/2018	Percent Delinquent
			Collected	Abated		
1993-94	5,965,268.72	310.63	0.00	0.00	310.63	0.0052%
1994-95	6,521,756.65	334.71	0.00	0.00	334.71	0.0051%
1995-96	7,319,160.58	368.43	0.00	0.00	368.43	0.0050%
1996-97	7,616,032.13	374.45	0.00	0.00	374.45	0.0049%
1997-98	8,136,673.33	402.13	0.00	0.00	402.13	0.0049%
1998-99	10,186,086.08	697.10	0.00	0.00	697.10	0.0068%
1999-00	7,908,796.84	637.00	0.00	0.00	637.00	0.0081%
2000-01	8,054,005.82	637.49	0.00	0.00	637.49	0.0079%
2001-02	8,227,350.25	491.44	0.00	0.00	491.44	0.0060%
2002-03	8,973,416.04	564.19	9.09	0.00	555.10	0.0062%
2003-04	9,789,235.73	721.71	0.00	0.00	721.71	0.0074%
2004-05	15,440,666.67	1,030.66	0.00	0.00	1,030.66	0.0067%
2005-06	17,046,539.02	757.95	0.00	0.00	757.95	0.0044%
2006-07	17,511,557.91	816.13	0.00	0.00	816.13	0.0047%
2007-08	17,974,074.39	844.23	0.00	0.00	844.23	0.0047%
2008-09	19,534,895.95	875.02	0.00	0.00	875.02	0.0045%
2009-10	20,294,177.45	903.30	0.00	0.00	903.30	0.0045%
2010-11	19,980,625.99	1,105.76	224.67	0.00	881.09	0.0044%
2011-12	19,269,397.13	5,742.33	2,412.10	0.00	3,330.23	0.0173%
2012-13	18,523,070.23	14,929.84	672.80	0.00	14,257.04	0.0770%
2013-14	18,683,941.12	4,109.08	189.38	0.00	3,919.70	0.0210%
2014-15	19,550,712.05	14,597.36	739.53	0.00	13,857.83	0.0709%
2015-16	20,082,703.59	17,039.50	2,784.46	0.00	14,255.04	0.0710%
2016-17	20,824,454.36	27,425.75	7,945.88	0.00	19,479.87	0.0935%
2017-18	21,699,447.47	74,988.86	45,120.40	0.00	29,868.46	0.1376%
2018-19	21,266,234.94	21,266,234.94	20,812,407.38	0.00	453,827.56	2.1340%
<b>Totals</b>	<b>376,380,280.44</b>	<b>21,436,939.99</b>	<b>20,872,505.69</b>	<b>0.00</b>	<b>564,434.30</b>	<b>0.1500%</b>



MPD Fire Department

# SECTION 5 - TAXES & GRANDLIST

## Delinquent Taxes as of June 30, 2019

Acct #	Account Name	1993-2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Total
	9301 914 Equities Inc	0.00	0.00	0.00	0.00	0.00	4,670.81	9,901.80	9,941.96	24,514.57
*	0157 Aspen Motel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,555.26	11,555.26
	1845 Bacon, Carlene	0.00	0.00	0.00	0.00	0.00	102.97	142.20	142.77	387.94
*	1731 Banse, Peter	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,097.16	3,097.16
	2198 Barker, Joseph	0.00	20.42	17.22	18.34	18.95	19.12	19.80	19.88	133.73
	1339 Bovey, Harley	0.00	0.00	76.69	81.70	84.44	85.16	88.20	88.56	504.75
	2699 Brice, Michelle	734.69	7.74	42.93	19.52	21.70	116.44	120.60	121.09	1,184.71
*	1592 Bromley Brook, LLC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.02	50.02
*	0925 Bruroe Enterprises	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,616.88	12,616.88
	1389 Butler, Rebecca	0.00	0.00	0.00	0.00	0.00	0.00	25.20	25.31	50.51
	0421 Carey, Cindy	0.00	63.34	164.34	175.08	180.94	115.92	189.00	36.49	925.11
*	0117 D'Eredita, Angela (aka Wood)	255.21	33.55	31.30	33.34	34.46	34.76	36.00	36.14	494.76
*	2511 Giannini, Michael J.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,878.62	2,878.62
*	1668 Green, David	0.00	0.00	0.00	0.00	0.00	0.00	0.00	130.26	130.26
	0874 Griffis, Portia	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.11	27.11
	0876 Gryga, Edward & Kathleen	0.00	0.00	0.00	0.00	0.00	0.00	2,486.54	2,803.99	5,290.53
	1051 Hale, Gregory/Tanya	0.00	0.00	0.00	0.00	0.00	289.91	722.05	657.86	1,669.82
	3149 Hamilton, Jason	0.00	0.00	0.00	0.00	12.70	64.30	66.60	66.87	210.47
	0422 Hazelton, Christal & Sherrill	478.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	478.30
	2639 Higgins, Shelley	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,329.97	6,329.97
*	1050 Hovan, Karen	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,229.08	4,229.08
*	0159 Hubner, Donald P	0.00	7,816.90	0.00	8,762.18	9,055.42	8,132.66	5,487.00	0.00	39,254.16
	1867 Jewett Jr, John	4,661.72	304.81	327.11	348.49	360.15	363.22	376.20	377.72	7,119.42
	2674 Jewett Jr, John	4,419.55	298.98	320.85	341.82	353.26	356.27	369.00	370.50	6,830.23
	2611 Johnson, Robin Trustee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,795.30	1,795.30
	3021 Kapusta, Cynthia	0.00	0.00	0.00	0.00	0.00	0.00	198.41	186.07	384.48
	2822 Kent, Henry	0.00	0.00	0.00	0.00	0.00	18.25	45.00	45.18	108.43
	1382 Kerr, Frank A & Catherine	0.00	0.00	0.00	0.00	0.00	0.00	2,472.12	5,909.87	8,381.99
*	2757 Lane, Robin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,735.39	1,735.39
	1665 Lanni-Gage, Elena	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,836.90	3,836.90
	0475 Linebeck, Jeffrey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,556.67	3,556.67
*	0628 Lord II, John Wesley & Katsuko	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,621.21	11,621.21
	1426 MacDonald, Michael	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,265.11	1,265.11
*	1378 Maier, Siegfried	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.23	61.23
	1244 Majowicz, Adam	0.00	0.00	0.00	0.00	0.00	0.00	0.00	702.59	702.59
*	3233 Manchester Hotel Associates II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83,032.71	83,032.71
*	3234 Manchester Hotel Associates II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,275.06	4,275.06
	0010 Matteson, Tammy	0.00	0.00	0.00	0.00	0.00	86.72	0.00	103.02	189.74
*	1427 Mattison, George	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,591.82	2,591.82
	0635 Mayhle, Dorothy	0.00	0.00	0.00	0.00	0.00	34.76	36.00	36.14	106.90
	2201 Mayhle, Frank J	0.00	0.00	0.00	0.00	0.00	0.00	23.40	23.50	46.90
	0855 Michaels, Kelli G	0.00	0.00	0.00	0.00	0.00	0.00	270.43	1,626.44	1,896.87
	1147 Niles, David	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,644.64	1,644.64
*	2302 Norse, Nancy	0.00	0.00	0.00	0.00	0.00	0.00	0.00	448.59	448.59
	3205 O'Gorman, Jesse	0.00	0.00	0.00	0.00	336.42	363.22	376.20	377.72	1,453.56
	0391 Olsson Jr., Harry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,738.35	2,738.35
*	1174 Perry, William & Elizabeth	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,178.66	4,178.66
	0171 Peterson, Stanley	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,491.02	1,491.02
	1973 Psarianos, James & Margaret	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,353.49	1,353.49

## SECTION 5 - TAXES & GRANDLIST

Acct #	Account Name	1993-2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Total
* 1986	Royal, Dexter	0.00	0.00	0.00	23.11	56.87	57.35	59.40	59.64	256.37
	Rubano, Patricia Estate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,951.25	2,951.25
	0409 Sheldon, Randy L	0.00	0.00	0.00	0.00	0.00	0.00	0.00	392.68	392.68
	0218 Smith III, Thomas	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,453.76	2,453.76
* 3150	Smith, William	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.93	119.93
* 0856	Stannard, Wesley	0.00	0.00	0.00	0.00	0.00	0.00	0.00	490.66	490.66
	3126 Susca, Paul	0.00	0.00	0.00	0.00	0.00	0.00	952.56	2,277.20	3,229.76
* 1996	Taft, Jr Edmund H	0.00	0.00	0.00	0.00	0.00	0.00	1,616.33	3,864.01	5,480.34
	Torano, Raul & Maria	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,465.28	5,465.28
* 1874	Vermont Mountaintop, Inc.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.01	150.01
	Vermont Mountaintop, Inc.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.18	45.18
* 2088	Verruso, Elizabeth	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,761.91	11,761.91
	Werrlein, William J	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,386.43	7,386.43
* 2185	Wilcox, Gerald	2,468.90	5,528.99	2,743.62	2,972.97	3,084.53	3,145.60	3,272.40	1,403.51	24,620.52
	Wilcox, Gerald & Anne	0.00	0.00	0.00	872.86	439.80	1,205.19	1,783.35	1,109.50	5,410.70
* 1610	Young, Betty	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
* 0794	Young, Elizabeth	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,546.76	6,546.76
		<b>13,018.37</b>	<b>14,074.73</b>	<b>3,724.06</b>	<b>13,649.41</b>	<b>14,039.64</b>	<b>19,262.63</b>	<b>31,135.79</b>	<b>236,967.89</b>	<b>345,872.52</b>
<p>* Paid or Partially Paid by 12/31/2019  <b>Note:</b> Amounts do not include Penalty and Interest Charges.</p>										



*Circus Smirkus Big Top*

# SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

## Selectboard Report

The five member Manchester Selectboard, comprised of chair Ivan Beattie, vice-chair Wayne Bell and members Greg Cutler, Jan Nolan and Todd Nebraska met twenty-three times during 2019, handling issues related to all the Town departments and functions, finance, the budget, planning, ordinance updates, and human resources and board appointments.

The beginning of the year focused largely on preparing for the 2019 Town Meeting and finalizing the Fiscal Year 2020 budget.

The Selectboard's 2018 Town Report noted several large capital projects in the planning process. During 2019 the Board and Town staff spent significant energy moving these projects from the drawing board to construction to completion.

First off, the Depot Street project began and finished in 2019. The project was largely funded with State and Federal pedestrian and bicycle grants, with local funds coming from the Town's CIRC (capital) Fund. While the project had its challenges, the final project includes a more friendly layout for drivers, pedestrians and cyclists. Work included the installation of more crosswalks, bicycle lanes, decorative street lighting, landscaping (including a significant number of trees), sidewalk improvements, and signal light upgrades. Along with the previously completed roundabout project, the two projects represent a significant investment in downtown infrastructure. At the same time, the State of Vermont repaved the Town's class 1 highways, including Bonnet Street (Route 30), Main Street (Route 7A) and Depot Street (Route 11/30). While this created some traffic congestion, overall the two projects left the Town's major highways in excellent condition.

Construction started in the spring on the Manchester Skatepark, and a grand opening celebration was held Labor Day weekend to great fanfare and enthusiasm. The \$275,000 skatepark included \$50,000 from the Town's CIRC Fund and several public-private partnerships to fund the remaining costs. Plans have been completed for Phases 2 and 3, and the committee is working on fundraising opportunities and grants. At the same time, the basketball courts were relocated and expanded at the site of the former wooden skatepark. The new courts also include lining for pickleball.

In the fall of 2019, the Town completed the purchase of land from Christ Our Savior Parish that is adjacent to the existing Dana L. Thompson Memorial Park and Route 30. The additional 7.6 acres increased the overall size of the Park to more than 95 acres. The expanded Park continues to be the gem of public parks in Vermont and the larger New England region. Also, in the fall of 2019, the Town solidified an agreement with Burr and Burton Academy to improve and realign Knapp Field and to construct a 400-meter running track around the new Knapp Field. In addition to local assets like our education system, the Board believes that a robust parks system will attract new residents and visitors.

The Board and Town staff also worked on several capital planning projects in 2019, including completing the Manchester Recreation Path Study, which includes a proposed recreation path from Riley Rink to North Road and would join up with the Dana L. Thompson Memorial Park, Manchester Elementary Middle School and downtown Manchester. The Board also considered an updated plan to reconstruct Memorial Avenue and the Town-owned parking lot behind Walgreens Pharmacy and next to the MEMS playing field.

The Town also began working with Bennington County to transfer ownership of the Village Courthouse from the County to the Town. In order to help plan future reuse, the Town appointed an advisory committee of Cynthia Kilburn (chair) and Shawn Harrington, Bill Badger, Katie McNabb, Dave Quesnel, Pauline Moore, Nina Mooney and Selectboard member Wayne Bell. Pauline Moore was later replaced with Gordon Black, the new Economic Development Officer.

2019 marked two significant retirements from public life. Ruth Woodard, Finance Director, and Chief Michael Hall of the Manchester Police Department retired in July. The Town appointed Michael DeCubellis as Finance Director and long-time Manchester Police Department officer Patrick (PJ) Owens as Chief of Police. Later in the year long-time Assessor and Economic Development Officer Pauline Moore retired. The Town appointed Gordon Black as Town Assessor and later additionally as Economic Development Officer. The Board also nominated Dr. Thomas Sterling and Peter Brabazon as health officers.

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

The Board also updated the Town's Ordinances, specifically Chapter IV - Town Parks, to further govern new assets at the Dana L. Thompson Memorial Park such as the basketball courts and skatepark. Lastly, the Board updated the Town's six-year capital master plan.

Despite all this work, the Board and Town still found time to celebrate our community and its residents. 2019 included two great Street Fests, the 4th of July fireworks at Dana L. Thompson Memorial Park, Concerts on the Green in July and August, the community Holiday Tree Lighting at the Town Green, and the annual Holiday Tractor Parade. 2019 also saw the return of Circus Smirkus to Manchester. In December of 2019 the Selectboard awarded the Unsung Hero Award to Carolyn Smith and passed a resolution honoring Sarah Hadden.

*Respectively submitted,  
Ivan C. Beattie, Chair  
Wayne E. Bell, Vice-Chair  
Gregory T. Cutler  
Janet K. Nolan  
Todd Nebraska*

### Assessing Department

The Municipal Grand List saw an increase from \$1,176,023,875 in 2018 to \$1,181,878,225 for 2019 – an *increase* of \$5,854,350. Much of this increase is a result of new residential construction, a number of renovations of existing homes, and the addition of a number of solar panel arrays.

Sales of properties appear to have strengthened from the immediately preceding years, as demonstrated by both sales and price data, as well as reports from Realtors of a significant drop in inventory of homes for sale. During the Grand List Assessment period (April 1, 2018 to March 31, 2019) there were approximately 150 arm's length sales transactions, consisting of 100 residential sales, 29 condominium sales, 7 sales of commercial properties, and 14 land-only sales.

The Assessor's office has been working with the Town's GIS (geographic information system) mapping provider to upgrade the Town's tax and zoning maps. It is our expectation that Manchester will have a far more comprehensive, up-to-date, and user-friendly map available via the Town's website in this coming year. This will allow users to access parcel information easily and

efficiently without the need to come to the Town offices to make photocopies of files, although, of course, the public is always welcome.

The Assessor's office will commence a Town-wide reappraisal process during the summer of 2020. More information will be forthcoming about the reappraisal process in the spring, but we anticipate a two (2) year process, beginning with an examination of residential properties. It is our hope and expectation that we will be able to visit most, if not all properties. Notices will be sent directly to homeowners well in advance of any property visit. Our goal, of course, is to fairly and accurately value all of the property in town. We intend on making this process as transparent as reasonably possible, and we welcome you to visit us in the office during normal business hours to review our appraisal information and process.

Homestead Declaration Reminder: Please remember that an HS-122 Homestead Declaration Form must be filed annually with your state income taxes. An IN 144 Form must also be filed for the purpose of determining eligibility to receive state aid credit to assist with your property taxes. These forms may be completed on-line at

<http://tax.vermont.gov/property-owners/homestead-declaration>.

Finally, please make sure to inform our office of any mailing address change. A change of address form may be obtained from the Town's website under the Assessor's Office category.

*Respectfully submitted,  
Gordon P. Black  
Municipal Assessor*

### Fire Department

The Manchester Fire Department responded to 215 calls for our fiscal year 2019. Of those calls, 134 were for fire related incidents including working fires, false alarms, HazMat incidents, and standbys, 35 calls were rescue related including vehicle collisions and water or wilderness rescues. 18 calls were for Carbon Monoxide, and 28 calls were mutual aid requests (MFD responded to assist other agencies in their district).

Through our fundraising endeavors, we have accomplished a great deal and would like to thank area residents and businesses of Manchester for their continued support.

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

Please remember to check your smoke detectors and Carbon Monoxide detectors in March and November and be sure to practice your family escape plan.

The following is a list of our current members:

Bacares, Orlando, Firefighter  
Beideman, Bill, 1<sup>st</sup> Assistant Chief  
Bourn, Phil, Firefighter/Past Chief  
Bushee, Mike, Firefighter  
Cajzer, Joe, Firefighter  
Casey, Sean, Firefighter  
Chilton, Reeve, Ladder Captain  
Corey, Josh, Firefighter  
Doherty, Jim, Hose Captain  
Dufresne, Alan, Firefighter  
Fielding, Bruce, Hose Captain  
Fox, Katie, Firefighter  
Fuller, Terry, Rescue Captain  
Greene, Jamie, 2<sup>nd</sup> Assistant Chief  
Greene, Jason, Firefighter  
Gribble, Jacob, Rescue Lieutenant  
Holms, Richard, Fire Police  
Johnston, Marc, Firefighter  
Knight, Carrol, Fire Police/Past Chief  
Mariano, William, Firefighter  
Meehan, Mike, Firefighter  
Ouellette, Tom, Fire Police/Past Chief  
Reed, Andy, Hose Captain  
Roberts, Mark, Firefighter  
Royal, Dontrell, Firefighter  
Summers, Randy, Firefighter  
Thompson, Charles, Fire Police/Past Chief  
**Towslee, Chris, Chief**  
Towslee, Mark, Ladder Lieutenant  
Welsh, Scott, Firefighter  
Zoufaly, Tom, Firefighter

Please visit our website at:

[manchesterfiredepartment.com](http://manchesterfiredepartment.com) or find us on your favorite social networking sites including: Facebook, Twitter, Instagram, Google+ and Tumblr. Our department is proud to utilize these services to keep in contact with the community throughout the year sharing messages of safety and current events.

*Respectfully submitted,*  
*Chris Towslee*  
*Fire Chief*

### Investment Advisory Committee

Twenty-nineteen was a spectacular year for the market. After faltering in 2018, the market rally that began more than 10 years ago regained its footing. All major asset classes posted positive returns with the S&P 500 Index rising 31.5%—its best showing since 2013 and only the third time the Index has returned in excess of 30% since 1997. The year ended with economic indicators suggesting continued strength: GDP growth of 1.9% (annualized through the third quarter), unemployment 3.5%, inflation 2.1%, and the 10-year treasury note at 1.92%.

As with 2019, we enter the new year with a sense of optimism—although market valuations are rising, forecasts call for continued corporate earnings growth and economic expansion. Much of 2018's year-ending uncertainty was resolved in 2019: Brexit now seems decided, the prolonged trade war with China appears to be over, and the Federal Reserve is not projecting near-term rate increases. That said, our optimism is tempered by the fact that 2020 is an election year, which introduces significant uncertainty to the post November future.

The Investment Advisory Committee manages eleven separate funds, classified into two groups. Group A Funds have legal restrictions concerning the use of principal and income. Group B Funds are operating reserve funds established by the Town for the purpose of tax stabilization, equipment replacement, large capital outlays, and risk management.

The Investment Advisory Committee met three times during 2019 to monitor and rebalance the portfolios with a focus on cash flow requirements, investment returns, and risk management. The portfolios were managed primarily on a balanced approach and weighted toward U.S. investments using mainly exchange traded funds, mutual funds, short duration bonds, and cash and cash equivalents

Total funds under management as of December 31, 2019:

#### Group A Funds

Factory Point Cemetery Trust	\$209,937
Warner Cemetery Trust	90,332
Otto Condermann Trust	53,972

#### Group B Funds:

Capital Improvement Reserve	1,005,591
Sewer Capital Improvement	932,515
Water Capital Reserve	755,580
Local Option Sales Tax	460,577
Reappraisal Reserve	306,087
Police Equipment Reserve	126,775



## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

Recreation Reserve	46,494
Parking Mitigation	46,752
Fire Equipment	<u>114,940</u>
<b>Total</b>	<b>\$4,149,552</b>

*Respectfully submitted,  
Brian Vogel  
Treasurer*

### Parks & Recreation

2019 was a very busy and exciting year for Manchester Parks and Recreation. There were two noteworthy improvements to staples of recreation at the Dana L. Thompson Memorial Park as well as the construction of Phase I of the Manchester Skate Park. In preparation for this long-awaited addition, the footprint of the old skate park was resurfaced, painted and lined for three new basketball courts. Two of these courts were also lined to specification for pickleball, which continues to grow in popularity. The second improvement was completed in mid-May when the highly-used walking path was 100% resurfaced with new sure pack through a cooperative effort between the Manchester DPW and O'Brien Paving Company.

In June, Grindline Skateparks Inc. of Seattle, WA, began the summer-long construction of the 6,000 sq. ft. Phase I of the Manchester Skate Park. Andy Kropff and his dedicated crew worked tireless hours through the heat of the summer to finish up the skatepark in time for a well-attended grand opening celebration on Labor Day weekend. The Manchester Skatepark continues to draw skaters from local communities as well as surrounding states even in the winter months. The Town of Manchester and Skatepark Committee are continuing to seek donations in hopes of funding the construction of Phase II and III to complete the 17,000 sq. ft. master plan.

The Town of Manchester recently acquired 7.61 acres of adjoining land from Christ Our Savior which is being transformed into a 400-meter track and field facility that includes a new, upgraded Knapp Field. Construction is slated to be completed in the Spring of 2020 and is being funded by Burr and Burton Academy through an agreement with the Town. The track will include eight 100-meter sprinting lanes, six 400-meter lanes, long jump and triple jump areas, a pole-vaulting pit, high jump apron and a dedicated area for shotput and discus.

The MPR Preschool Soccer Program kicked off the spring sports season at the Rec. Park on Eckhardt and McClellan Field. Many young soccer players (ages 3-5) took the field for a four-week program to learn the fundamentals of the game. The Rec. Park also continues to host spring athletics for BBA and MEMS lacrosse, baseball, softball and tennis teams as well as the Fusion Soccer Club, Equinox Lacrosse Association and Manchester Youth Baseball programs.

The Rec. Park was packed during the hot summer months with patrons enjoying the revamped amenities as well as the community pool featuring a newly-installed heater. Heightened maintenance efforts had the pool in ideal condition to offer daily adult and open swim times, group and private lessons, and an American Red Cross Lifeguarding Course which had numerous new participants as well as recertified our Park House staff. The Triton Swim Team, approximately 75 swimmers strong, continues to practice and host swim meets throughout the summer. The Sandlot Soccer and Swim program, generously funded by Gatehouse Financial, was another big hit this summer. Our Equinox Explorers Summer Camp, at full enrollment for 8 weeks, also enjoyed the pool and many indoor/outdoor activities and field trips.

Applejack Stadium, the premier multi-sport venue in Southern Vermont, also received a few notable upgrades as well as hosted its largest calendar of events yet. The Selectboard approved the purchase of a state-of-the-art streaming system, Pixellot (<https://www.pixellot.tv>), which was installed by Mike Cole from Vermont STEMcorps and his volunteers on the old flag pole adjacent to the tower. It is 100% automated and captures a panoramic view of the field in 6K resolution with auto-tracking algorithms that follow the flow of play and produce TV-like footage. The video is streamed in 4K quality to mobile devices and web platforms and offers the ability to zoom into any scene, replay, clip and share.

The grandstand itself received a lighting upgrade with the installation of a new LED layout. This improvement not only increased patron safety within and around the facility, but also makes viewing night games much easier on spectators. These upgrades were put into play as Applejack again hosted a variety of BBA regular season and homecoming events for lacrosse, soccer and football. The College Soccer Series, hosting a variety Division I-III talent, was again a big draw starting in the middle of August. Men's and women's teams from UVM, Castleton,

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

BC, BU, Middlebury, Williams, Skidmore, Westfield State University, MCLA and Franklin Pierce gave aspiring young athletes and spectators alike, many great collegiate performances. As always, Chief's Concession is open during games offering favorites like burgers, hot dogs, chicken tenders, fries, drinks and much, much more. For more information about the upcoming 2020 season at Applejack Stadium, please visit [www.applejackstadium.com](http://www.applejackstadium.com).

The Fall 2019 soccer season was very busy here for many community teams. The fields at the Rec. Park were in use nearly every day as the BBA, MEMS, MYSL and Fusion teams logged countless practice hours and games on Knapp, Eckhardt, McClellan and Applejack. The Equinox Valley Football Club prepared their athletes here on the Lions field from August 1st through October. The BBA Division I State Champion Bulldogs football team packed the stands again for their traditional Friday night game under the lights at Applejack Stadium.

In addition to our weekly Wednesday gatherings with the Precision Walkers, the Activity Room in the Park House was busy throughout the year hosting birthday parties and family gatherings, community organizations, public state forums, local athletic program celebrations and non-profit gatherings for the Vermont Fish & Wildlife, BCRC and the Vermont School Safety Project.

Other special events MPR hosted this year include; BeBrave Kickball Tournament, Street Fests in June and July, Circus Smirkus, Fourth of July Festivities and Fireworks, the Bank of Bennington sponsored Concert on the Green Series, the Vermont Bike Challenge and Maple Leaf Half Marathon.

As the Winter months rolled in, MPR finalized our transition to our new CivicRec online software for user-friendly program registration, field and facility use rental and online invoicing/payment options. Our Youth Basketball Program had another huge turn out with over 100 youth participants from Kindergarten through 6th grade. Our Precision Walkers participation numbers are still on the rise and are faithfully here on Wednesdays come rain, shine or snow to walk the mile loop and have their morning coffee and donuts. MPR wrapped up the calendar year with the Annual Christmas Tree Lighting at the Factory Point Town Green, offering hot chocolate and

crafts for the children while we all waited for Santa to arrive.

Lastly, The Manchester Parks and Recreation Department would like to acknowledge that many programs at the Rec. Park are made possible through tireless efforts by local volunteers. We would like to thank you for your continued support in providing a variety of sports, activities and programs for the residents of Manchester and surrounding communities. As we continue to broaden the scope of our recreation offerings at the Dana L. Thompson Memorial Park, we always welcome your input and volunteer support to assist in our mission to provide a variety of first-class outdoor athletic and leisure activities as well as special events for the community.

For more information about upcoming Parks and Recreation Events and Programs, please check out our website at [www.manchester-vt.gov](http://www.manchester-vt.gov)

*Respectfully Submitted,*  
*Brian Van Horn, Director of Operations*  
*Jacquelyn Lewicki, Director of Programming*

### Police Department

The past year was a busy one at the Police Department with the retirement of Chief Hall after 36 years of dedicated service to our community, and the recruitment of three new officers to bring us up to full staff.

Officer Dontrell Royal joined us from Virginia where he was a Firefighter with the Prince William County Fire & Rescue. Officer Sean Madigan came to us from New York and has served in the U.S. Air Force National Guard and the U.S. Army. Officer Carlton North joined us after working for Castleton and Fair Haven Police Departments. Officers Royal and Madigan recently completed the 16-week Level III Basic Training course at the VT Police Academy and Officer North will attend the Training in 2020.

During the year, members of the department were recognized for their dedication to their job and our community. Officer Ryan Matteson, Cpl. Jason Thomas, Cpl. Chris Mason and Dispatcher Tom Best were recognized with the department Lifesaving Award for actions which resulted in the saving of a person's life. Cpl. Thomas was also recognized with the Police Commendation Award.



## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

In August, the department held our Second Annual National Night Out at the Dana L. Thompson Memorial Park. The purpose of National Night Out is to promote police-community partnerships and neighborhood camaraderie. We had an excellent turnout from the community and partner agencies and received much positive feedback about the event. We look forward to seeing you all again this summer!

In 2019 the department handled 4,243 incidents, including 1,178 traffic stops resulting in 242 issued tickets and 914 warnings. We made 108 arrests. The top offenses were Driving Under the Influence, Driving with a Criminally Suspended License, Unlawful Trespass, Drug Possession, and Violations of Conditions of Release.

We have worked closely with neighboring agencies on removing drugs from our communities and will continue this interdepartmental collaboration into the future.

*Respectfully submitted,  
Chief Patrick Owens*

### **Sewer & Water**

#### Sewer

2019 saw several valuable improvements to the Town's sewer collection system, and plant. The third of three large air blowers at the wastewater treatment plant was installed, replacing the last 40-year-old unit. 400 linear feet of old, problematic sections of sewer main were replaced on Lincoln Avenue, and Riverside Heights. Buildings at the treatment plant received upgrades including new insulation & roofs, new windows, new furnace, high 'R' insulated overhead doors, and internet service. Plans are underway for updating treatment system controls and data collection at the plant to a new "Supervisory Control and Data Acquisition" (SCADA) system. The system will be phased in in small steps, and will greatly simplify daily record keeping, reporting, and will allow operators the ability to monitor and control equipment at the plant from remote locations once it is fully implemented. The Town's wastewater collection system is undergoing an "Inflow and Infiltration" (I&I) study to locate the sources of ground water getting into the sewer system and burdening the treatment plant with unnecessary flow during wet and high ground water seasons of the year. The wastewater treatment facility received and treated 108,934,000 gallons of raw sewage in calendar year 2019.

#### Water

The water system received 1200 linear feet of new replacement water mains on Lincoln Avenue and Roberts Road this year. These were the last two streets fed by the problematic, undersized, 100-year-old mains on Richville Road and East Manchester Road, allowing over 4000 feet of old water main to be abandoned. A 50-year-old system pressure reducing valve on Main Street near Orvis was replaced, and relocated to Ways Lane. This allowed for increased fire flows for Main Street, Longview Drive, Ways Lane, Equinox Terrace, and Equinox on the Battenkill. Upgrades scheduled for 2020 include replacement of water main on the North end of Prospect Street, replacement of variable frequency drive (VFD's) motor starters for primary and backup pumps at the Battenkill Wells, replacement of aged out SCADA system, and replacement of check valves and master water meters to each well. The water system supplied 141,572,000 gallons of drinking water to its users in calendar year 2019.

#### Water and Sewer

We are pleased to announce the hiring of Journeyman System Operator Nicholas Woodard in February. Nick brings his experience working for Uncle Bob's Septic Service and his family's construction business with him, and has been a valued addition to the Department's staff. As always, the Water and Sewer Department employees are available to help with problems or questions regarding user's connections. Please don't hesitate to call if you see, hear, or even smell anything unusual regarding your Town water or sewer connections.

*Respectfully submitted,  
Eric Severance, Superintendent  
Roger Sheehan, Senior Water & Sewer Operator  
Nicholas Woodard, Water/Sewer Technician*

### **Zoning, Planning & Economic Development**

The Planning, Zoning, and Economic Development Offices saw another momentous year with the retirement of long-time Economic Development Officer, Pauline Moore. Pauline's duties will be taken up by our new Assessor, Gordon Black. We also have a new Assistant Zoning Administrator in Peter Brabazon. Pauline will be missed, but please welcome both Peter and Gordon into the fold as you interact with us in the coming year.

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

In other news, the long-awaited Depot Street bicycle and pedestrian enhancements were happily realized this year. A final report for Phase I of the Mixed Use Development Market Feasibility Study is due to be completed within the month, and the Town received additional Vermont Municipal Planning Grant funding for Phase II of the project to be pursued in 2020. It is hoped that this will be a key component of realizing the development of workforce housing in the downtown, along with new commercial space. Also, this year, the Planning Commission held a public hearing on a draft energy plan, which has been forwarded to the Selectboard for public hearing and potential adoption. The Planning Commission also prepared revisions to the zoning ordinance, which include a comprehensive overhaul of the sign regulations. The Planning Commission's public hearing on these zoning revisions were held on January 13, 2020. The revisions will then be forwarded to the Selectboard for consideration and additional public hearings.

Permitting and development review in 2019 saw a modest increase in activity over 2018. A total of 134 permits were issued, including the permit for conversion of 40 lodging units to housing units at the former Inn at Willow Pond, which had been approved by the Development Review Board (DRB) late in 2018. Only three permits were issued for new single-family home construction, but an additional 10 new housing units were approved as changes of use of existing commercial space (2 units), accessory dwellings (4 units), or duplexes (4 units). One house was approved to be demolished. In addition to these, there were 42 permits issued for alterations to existing residential property. Non-residential permits included 24 commercial alterations, 24 changes of use (the most noted being a permit for TJ Maxx coming in 2020), and 20 sign permits. Four boundary line adjustments and 3 minor residential subdivisions were approved (resulting in a total of 3 new lots with no new development proposed).

The Zoning Administrator (ZA) responded to requests for two administrative opinions. The ZA also issued three notices of violations, one affecting two properties. The determination of violation affecting these two properties was appealed to the DRB. The DRB issued two separate decisions, one upholding the violation on one property and another reversing the ZA's determination of a violation on the second property. Over the course of the year, the DRB denied two applications and its approval of a bulk propane

storage facility was appealed to the Vermont Environmental Court.

Janet Hurley continues as the Planning & Zoning Director providing guidance and support to the Planning Commission, Conservation Commission/Energy Committee, Design Advisory Committee, and Development Review Board. She also functions to administer the Manchester Land Use and Development Ordinance as the Town's ZA and serves to represent the town as a commissioner and Chair of the Bennington County Regional Commission (BCRC). Peter Brabazon will assist in the administration of the ordinance and may serve as ZA if needed. As the Town's new Economic Development Officer, Gordon Black facilitates the town's association with the Manchester Business Association, as well as with the Regional Economic Development Organization through the BCRC. Gordon also represents the Town in regional efforts to develop a comprehensive economic development strategy (CEDS) for southern Vermont.

*Respectfully Submitted,  
Janet Hurley, Planning & Zoning Director  
Peter Brabazon, Assistant Zoning Administrator  
Gordon Black, Economic Development Officer*

### Town Clerk

The Town Clerk's Office dedicated 2019 to special projects to improve search efficiency. Vermont Property Transfer Tax Returns from 1968 to 2006 have been restored and placed in protective books. Recent legislation updates allowed us to free up some vault space by purging obsolete freeman's oaths. Grand Lists from 1957 to 1966 were restored, thus completing year four of the current five-year restoration project all while staying current on an array of other duties. Services offered by this office include, but are not limited to, issuing dog licenses, motor vehicle registration renewals, Green Mountain Passports for seniors over the age of 62, Fish and Game licenses, vital records, managing elections, being a big game check in station, providing free Notary services and helping constituents and visitors alike.

We are busy preparing for an eventful election season, with elections in March, August and November. If you or someone you know is interested in giving back to your community and/or becoming more involved in Town

## SECTION 6 - TOWN DEPARTMENT ANNUAL REPORTS

government, we are seeking additional election officials. Absentee/Early voting is available in the Clerk's Office for each and every election. Requests may be made by phone, email, online using your "my voter page," or in person. Remember, your vote is your voice!

**Dog licenses are due prior to April 1st. If you have not already done so, please obtain your dog license(s) prior to April 1st to avoid late fees and fines.** Manchester will co-host a rabies clinic with Dorset in mid-March at the East Dorset Fire House. Dog licensing will also be available for Manchester residents.

I would like to thank my Assistant, Laura Streiber for her continued support and service to the Town. I have increased my involvement in the Vermont Municipal Clerks and Treasurers Association, New England Association of City and Town Clerks, New England Municipal Clerks Institute and Academy and the International Institute of Municipal Clerks thanks to Laura's ability to handle day-to-day tasks while I'm away at conferences or board meetings. When Laura and I must be at seminars, we are grateful for Joyce Scribner's willingness to fill in as needed in the Clerk's Office.

Lastly, we are here to serve the public. Our office is open to ideas, suggestions and feedback for the betterment of the Town Clerk's Office. We strive for excellence through education, outreach and knowledge of our area, ever-changing legislation and desire to serve our constituents to the best of our ability. Laura and I appreciate the continued support we receive daily from our community. As Robert Collier would say, "success is the sum of small efforts repeated day in and day out."

*Respectfully Submitted,  
Anita L. Sheldon, CVC  
Manchester Town Clerk*

2019 Vital Statistics			
Births		Deaths	
Female	8	Females	33
Male	20	Males	26
Total	28	Total	59
Of the 28 births, 20 occurred in Bennington; 7 in Rutland; and 1 in Manchester.			

2019 Marriages	
New York	49
Massachusetts	27
Manchester, VT	21
New Jersey	12
Connecticut	12
California	3
Pennsylvania	3
Colorado	2
Florida	2
Illinois	2
Minnesota	2
Rhode Island	2
Tennessee	2
Washington DC	2
Alabama	1
Delaware	1
Georgia	1
Louisiana	1
Maine	1
New Hampshire	3
Texas	1
Australia	2
<b>Total</b>	<b>152</b>

# SERVICES PROVIDED BY THE TOWN CLERK'S OFFICE

The Town Clerk's Office is responsible for the recording and safe-keeping of all the records of the Town.

- Vital Records: Birth, Death, Marriage and Land Records
- Dog Licenses
- DMV Registration Renewals
- Green Mountain Passports for seniors over the age of 62
- Manages Elections and Maintains the Voter Checklist
- Fish and Game Licenses and Gift Certificates
- Free Notary Services
- Big Game Reporting Station

## The New Vital Records Law (Act 46) and What It Means for You

The Vermont Legislature passed Act 46 in May 2017, which significantly changes the state laws that govern vital records –namely, birth and death certificates. The new law and rules will enhance the safety and security of birth and death certificates, provide better protection against misuse of these legal documents, and reduce the potential for identity theft. Additionally, the changes streamline the entire statewide system for creation, storage and tracking of birth and death certificates. Act 46 will impact anyone who seeks a copy of a Vermont birth or death certificate. The changes go into effect on July 1, 2019.

The most notable changes are:

- Only family members (as defined in Act 46), legal guardians, certain court-appointed parties or legal representatives of any of these parties can apply to obtain a certified copy of a birth or death certificate. In the case of a death certificate only, the funeral home or crematorium handling disposition may apply for a certified copy.
- An individual must complete an application and show valid identification when applying for a certified copy of a birth or death certificate.
- An individual who refuses to complete the application or cannot provide valid identification will be ineligible and referred to the Vital Records Office.
- Certified copies of birth and death certificates can be ordered from any town, not just where the birth or death occurred or where the person was a resident.
- Certified copies will be issued on anti-fraud paper.
- Access to noncertified copies (previously called “informational” copies) is not significantly changed by the new law or rules.
- Marriage, civil union, divorce or dissolution certificate copies and processes are not affected by the new law or rules.

For text of Act 46, go to

<https://legislature.vermont.gov/Documents/2018/Docs/ACTS/ACTo46/ACTo46%20As%20Enacted.pdf>

## SECTION 7 - NON-PROFIT ANNUAL REPORTS

### **Bennington County Habitat for Humanity**

Habitat for Humanity International (HfHI) is a global non-profit housing organization whose vision is a world where everyone has a decent place to live. Habitat works in all 50 of the United States and in 70 countries. Since its founding in 1976 by Linda and Millard Fuller, Habitat has helped more than 22 million people achieve strength, stability and self-reliance through safe, decent and affordable shelter.

Bennington County Habitat for Humanity (BCHfH) is an affiliate of HfHI. BCHfH works in partnership with Bennington County residents who cannot otherwise become homeowners or afford needed home repairs. Applicants must have a need for better housing, the ability to pay, and the willingness to partner with BCHfH. Once accepted into the homeownership program, each adult family member must complete 200 hours of sweat equity. Homebuyers pay an interest free mortgage thru monthly payments that include escrow for property taxes, insurance, and Homeowner Association fees, where applicable. Homebuyers' monthly payments never exceed more than 30% of their income. The monthly mortgage payments help build more homes.

BCHfH is locally run and funded. With the exception of some contract services, volunteers build Habitat houses. Businesses, subcontractors, and individuals help build, donate materials, and provide financial support. Town appropriations purchase building supplies and materials for our construction programs.

In Fiscal Year 2019 (July 1, 2018- June 30, 2019), BCHfH took on a tremendous task in order to meet conditions of a generous matching grant. We are pleased to report that we met our commitments pursuant to the terms of the Orton Matching Grant Award. Three houses, 10 home repair projects, three donor-related events, and \$100,000 in individual donations drove BCHfH to bring affordable housing to more people in Bennington County. This is a three-year grant award, so we are working hard to meet our commitments again in FY20! Right now we have three houses under construction, one in our North Branch Street neighborhood of Bennington and two in our Jennifer Lane neighborhood of Manchester Center. We are busy with home repair projects and have found the good work of building ramps to be particularly rewarding for the people who could not stay safely home without them. We are partnering with the students of the Building and Trades

Division of the Southwest Vermont Career Development Center to build one of our FY20 houses. We have started a partnership with the Vermont Center for Independent Living to build ramps.

Our Resale Store in Manchester sells, at reasonable prices, new and gently used furniture, building supplies, appliances, housewares, tools, and home improvement products that have been donated to us. Not only does the store provide people with quality furnishings they can afford, it also keeps items out of the landfill. The proceeds from the store provide meaningful support for our construction programs.

Nine of our 28 homes are located in Manchester, providing safe and affordable housing for nine Manchester families. One Manchester family has received repairs on their home. Many Manchester residents have helped with these projects. Two Manchester residents serve on our Board of Directors. We encourage residents of Manchester to apply for homes and home repair projects. We are grateful for the Town of Manchester's continued support and hope we can count on your assistance in the future. None of our projects would be possible without the support we receive from area towns, businesses, houses of worship, and individuals. Together, we do make a difference in the lives of hard-working, lower-income area residents. For more information about our work, please visit our website [www.benningtoncountyhabitat.org](http://www.benningtoncountyhabitat.org).

*Respectfully submitted,*  
*Ellen Leeds*  
*President, Board of Directors*

### **Bennington County Regional Commission**

The Bennington County Regional Commission (BCRC) works with and on behalf of its member municipalities to build strong, resilient, and sustainable communities, to foster economic prosperity, and to promote a high quality of life for residents of the region. The BCRC plays an important role in coordinating work among local governments, state and federal agencies, regional public and nonprofit organizations, educational institutions, and private interests.

In addition to its ongoing role in supporting the comprehensive planning work of municipal officials and volunteer boards and commissions, the BCRC serves as a regional center for work in community and economic development, transportation, energy, environmental

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conservation, water quality, solid waste management, and emergency management. The BCRC regularly conducts and sponsors public meetings and workshops on these topics throughout the region.

During the past year, the BCRC has worked to implement its comprehensive plan through a variety of programs and cooperative work with member municipalities. Economic development planning in the region has become one of the BCRC's main program areas. Economic development planning at the BCRC, including dedicated staff directed by a committee with representatives appointed by the Regional Development Corporation, supports business retention, growth, and recruitment. An outgrowth of this economic development work involves a cooperative effort across the region and with Windham County to develop a US EDA approved Southern Vermont Comprehensive Economic Development Strategy. The BCRC also has provided staff support for a major downtown redevelopment project in Bennington that grew from brownfields and community development work overseen by the Commission. Concern over the state's water quality has led the BCRC to identify and implement local projects that not only reduce stormwater runoff, but also protect roads, bridges, culverts, and private property. Other important accomplishments have included: assistance with updates to several municipal comprehensive plans and land use bylaws, development of municipal energy plans and support for local energy committees, village center and neighborhood development area designations, implementation of the regional solid waste management plan in cooperation with the Bennington County Solid Waste Alliance, and planning for transportation and other local infrastructure.

Some of the key projects to be undertaken by the BCRC in the coming year include: continued work on the Southern Vermont Comprehensive Economic Development Strategy, energy plan implementation activities, workforce and business development initiatives, cooperative programs with the Lightning Jar entrepreneurial center, water quality management plans and projects, assessment of brownfield sites throughout the region, building redevelopment and reuse strategies, regional food systems planning, expanded education and outreach to support waste reduction and recycling goals, completion of municipal hazard mitigation plans, and a management of intersection improvement and multi-use pathway projects.

The BCRC is governed by locally appointed commissioners from seventeen area municipalities and commissioners

who represent interests ranging from public health to economic development. Our office, located at 111 South Street in Bennington, is open Monday through Friday. Regular meetings are held on the third Thursday of every other month, with frequent special meetings throughout the year (information at: [www.bcrcvt.org](http://www.bcrcvt.org))

*Respectfully submitted,  
Jim Sullivan  
Director*

### **Bennington County Solid Waste Alliance**

Arlington, Bennington, Dorset, Glastenbury, Manchester, Pownal, Rupert, Sandgate, Searsburg, Shaftsbury, Stamford, Sunderland, and Woodford.

The Bennington County Solid Waste Alliance provides programs to reduce the amount of waste disposed in landfills by promoting recycling and reuse as well as resource conservation. The Alliance offers education, outreach and other assistance to businesses, schools, institutions and event organizers in 1) complying with the Universal Recycling Law and other solid waste management requirements, 2) increasing reuse and recycling, and 3) reducing the amount of solid waste disposed in landfills. These programs help residents, businesses, schools and institutions find solutions to recycling, food scrap diversion and the disposal of items such as electronic waste, fluorescent bulbs, paint and others that are banned from landfills.

The Alliance website at [www.bcswavt.org](http://www.bcswavt.org) and Facebook page ([www.facebook.com/solidwastealliance](http://www.facebook.com/solidwastealliance)) provide information on:

- Battery recycling through the Call2Recycle program
- Disposal of used motor oil at retail establishments and transfer stations that accept motor oil
- Recycling of paint through the PaintCare program, including lists of retail stores that accept paint
- Prescription drug disposal including drop-off locations
- Recycling of textiles by the One World Center, Goodwill and others
- Events for disposing household hazardous waste
- Disposing of fluorescent bulbs, CFLs and other mercury items at transfer stations, some retail establishments and at household hazardous waste collection events.

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- Disposal of E-Waste at area transfer stations, Goodwill and retail establishments
- Diverting food scraps by composting and annual sales of compost bins and kitchen compost containers

This past year the Alliance provided technical assistance to over 40 businesses and three schools, as well as several major event organizers, held two household hazardous waste events, supported an E-Waste collection at the Dorset School and sold compost bins to residents. In 2020, we plan to hold two household hazardous waste events for residents and small businesses of all thirteen towns. The spring event will be held at the Bennington Transfer Station and the fall event at the Dorset School. Check the website above for updates and details. The Alliance receives most of its funding from the 13 towns, but this past year received grants from the Vermont Agency of Natural Resources and the Agency of Agriculture and Markets.

### **BROC: Community Action In Southwestern Vermont**

To the Citizens of the Town of Manchester,

On behalf of BROC Community Action and the thousands of people with low income or living in poverty that we serve throughout Rutland and Bennington counties, I want to personally thank you for supporting us as a budget line item over the years. BROC Community Action continues to experience many people seeking our programs and services.

Over the past year, BROC Community Action has assisted 51 Manchester residents who had their needs met including food at our Community Food Shelf, case management and counseling, forms assistance for benefits such as 3SqVT and budget counseling through our Community Services department, 6 homes/units were weatherized reducing energy costs and increasing energy efficiency through our Weatherization Assistance Program and 4 individuals worked with our business counselor to start a small business through our Micro Business Development Program.

Despite those outcomes BROC Community Action has achieved for the residents of the Town of Manchester over the past year, there is still more work to do. People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your appropriation helps ease the struggle for nearly 10,000 people who seek assistance from

us each year as we meet the basic needs of their families and provide a path forward whenever possible.

We value our partnership with Manchester to assist those most in need.

*Sincerely,*  
*Thomas L. Donahue*  
CEO

### **Center for Restorative Justice**

Serving all of Bennington County using restorative justice principles as our guide, the Center for Restorative Justice (CRJ) is a true community agency helping both young people as well as adults to take an active role to repair the harm they caused, give back to their community and learn new ways to be a positive, contributing community member. With your town's support, this past year:

- 45 community members volunteered their time and talents sitting on one of eight monthly restorative justice panels and CRJ's governing Board.
- CRJ collected over \$6,500 in donations from clients and distributed funds out to various charities and non-profit groups throughout Bennington County.
- Over \$10,000 in restitution was collected by CRJ and given back to victims of crime.
- Over 1,400 individuals went through one of CRJ's many programs. Specific examples include:
  - 74 students received truancy and restorative justice programming in schools
  - 288 young people and adults participated in CRJ's Court Diversion Program and had their charges dismissed after making amends and repairing harm caused
  - 196 individuals were assisted to get their driver's license reinstated and, in many cases, had their fines significantly reduced
  - 213 youth were served through one of CRJ's Juvenile Restorative Programs such as Community Support and Supervision, Afterschool Programming and Mentoring.
  - 32 individuals returning to the community from incarceration were served through one of CRJ's many Community Reentry Programs

CRJ was able to bring on several new programs this past year:

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- CRJ's afterschool program evolved from only one day a week to everyday afterschool (except Fridays) giving at-risk teens a supervised, substance-free place to hang out after school.
- A week-long summer program called the Youth Empowerment Program was offered to 10 at-risk youth allowing them to experience opportunities focused on building self-esteem, teamwork and leadership skills.
- CRJ's new Mediation Services assisted in resolving numerous neighbor disputes, helping keep these cases out of the court system.
- CRJ provided Expungement Petition Assistance to 23 people, helping to file petitions with the court to have their records expunged.
- CRJ's DRIVE (Driving Responsibly in Vermont) Program provided 102 people with victim impact classes revealing how their criminal driving violations have impacted others and the community as a whole.

Town support is greatly appreciated and is invaluable in helping CRJ continue to expand its programming and to reach as many people as possible. Your continued support has helped individuals to get their lives on the right track, helped empower victims to have a voice in the justice process, and helped restore and strengthen our communities.

*Respectfully Submitted,  
Leitha Cipriano  
Executive Director*

### The Collaborative

The Collaborative appreciates your vote of confidence as you vote for the 2020-21 budget. In 2019, The Collaborative marked **twenty years** of providing quality education related to alcohol, tobacco, and other drug prevention along with substance free events and programs for area youth. Since 1999, we have grown from a small after school program to an organization providing a wide range of individual, youth, and family programs focused on preventing youth substance use, supporting working families and creating a healthy community.

In the town budget we are requesting funds for The Collaborative mission to support substance free middle and high school youth. This year we had a record number of students from middle and high school participate in

programs and events that include student empowerment groups, Skate Nights, Refuse to Use, Learning Kitchen, Harvest Festival, Ice Cream Social, Friday Night Live, and other fun activities during out of school time. The Collaborative is committed to healthy, happy, and resilient children and teens; children and teens who can grow up to be healthy, happy, and resilient adults. Combining education with activity alternatives encourages positive lifelong habits.

In 2019, the Refuse to Use Program provided over 20 hours of substance use prevention education to over 400 middle and high school students. Additionally, we provided twenty substance free activities for middle and high school students, five family fun events, a healthy alternatives fair and sent a team to the Jr. Iron Chef Competition. We have found that our outreach materials and display boards at local farmers markets have become successful developmental assets.

We are requesting your approval of \$1000 in your town's budget to assist The Collaborative in continuing to provide these services to our community. We appreciate your involvement!

*Respectfully submitted,  
Maryann Morris  
Executive Director*

### Greater Northshire Access Television (GNAT)

Thank you for your past support of GNAT-TV. Your financial support enables us to provide video coverage of your local government meetings. GNAT-TV is a 501c3 Not for Profit Organization created by community members in 1995. GNAT-TV employs local citizens to videotape the meetings and makes these meetings (and other educational, civic and community events) available to all citizens on our cable channels, on YouTube and our website: [www.gnat-tv.org](http://www.gnat-tv.org). In 2020 we will launch distribution on Apple TV and Roku.

In addition to our meeting coverage, GNAT-TV offers free and low-cost media services and provides a platform for local voices to be heard. Residents, government entities, community organizations and schools within our eleven-town service territory may produce and broadcast non-commercial television programs. GNAT-TV maintains community television studio facilities, lends high quality video equipment and provides technical training. GNAT-



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TV maintains a vibrant youth program including internships, media production camps and school collaborations. The News Project provides local news and information (in 2019 GNAT-TV Produced 258 local News Project programs).

Local media coverage is vital to our democracy. We ask for your financial contribution to help support your community media. Thank you again for your thoughtful consideration and support.

### **Service Area:**

Arlington, Dorset, Londonderry, Manchester, Peru, Rupert, Sandgate, Stratton, Sunderland, Winhall

### **Ways to watch:**

GNAT-TV.org

YouTube.com/gnataccess

Comcast Cable Channels:

1074(Public), 1084(Government), 1094(Education)

Roku & Apple TV

*Respectfully submitted,  
Tammie M. Reilly  
Executive Director*

### **Green Mountain RSVP And Volunteer Center**

Green Mountain RSVP, a program of the Corporation for National and Community Service- Senior Corps, is nationwide and for people age 55 and older who want to contribute to their communities through volunteering. Volunteers donate their skills and knowledge and provide meaningful services to programs and nonprofit organizations in the local area.

Green Mountain RSVP helps local non-profit and civic organizations by recruiting and matching volunteers to meet community needs. They address community concerns that are vital for our senior population and their neighbors. They include supporting Healthy Futures and Aging in Place through food pantry support, meal delivery, tax assistance, money management, companionship and transportation.

We offer 13 Bone Builder classes throughout Bennington County, serving over 600 seniors around Southern Vermont. There are two active Bone Builder classes which meet twice per week in Manchester, benefitting close to forty residents. Volunteers in Manchester have served hours delivering Meals on Wheels, assisting residents with

tax preparation, bill paying assistance and by giving rides to seniors for medical and social appointments.

All GMRSVP Volunteers enjoy the benefits of supplemental insurance, direct support from the volunteer coordinator, newsletters, volunteer recognition events, information and social gatherings, supplies and equipment. In addition, Bone Builder classes are provided weights for the group and instructor training and certification. Nonprofit organizations benefit from GMRSVP recruitment and orientation of volunteers. DMV and Criminal Record Checks are done on all volunteers expected to work one on one with a child or senior which is a significant savings for organizations where volunteers are placed. We are seeking additional grants to support a new training program for older adults in our communities to educate them on financial exploitation.

For more information, contact Cathy Aliberti, GMRSVP Director at (802)447-1546. Thank you for your continued support and consideration.

*Respectfully,  
Cathy Aliberti  
GMRSVP Director*

### **Manchester Dog Park**

The Manchester Dog Park was established in 2008 by a group of dedicated volunteers and dog lovers. We are southwestern Vermont's premier public space that offers dogs a chance to romp, socialize, meet and greet in an off leash, safe, and welcoming environment. The MDP is centrally located within the Dana L Thompson Recreation Park at 340 Recreation Park Road, Manchester, VT. The dog park is free and open to the public from dawn to dusk, year-round. The MDP offers a 1/2 acre of securely fenced, open play area with three sections; a large open play area, a fenced in smaller section for the more timid, elderly dogs and a third section for training and agility sessions. All friendly, healthy and licensed dogs are welcome at the park, whether they are from Manchester, the surrounding towns or visitors to our region. There are park benches and potable water. New additions include agility training equipment and a storm shelter. The park provides Mutt Mitts to pick up the inevitable doggie deposits. Keeping the park clean is everyone's responsibility! The MDP is a 501 (c) (3) organization and relies solely on your donations. We need your help to ensure this valuable community asset

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remains vibrant and thrives. Consider donating your time to one of the MDP committees or a charitable donation to the MDP. Donations can be sent to the Town of Manchester Parks & Recreation, 40 Jeff Williams Way, Manchester Center, VT 05255.

For further information please be sure to check out the Manchester Dog Park Facebook page or the website: [manchesterdogparkvt.org](http://manchesterdogparkvt.org)

### Manchester Community Library

With your continued generosity and support, the Manchester Community Library (MCL) has established itself as a bustling hub of community life over the last five years. We have cultivated a reputation as an inspiring gathering place, a trusted resource, and a welcoming and stimulating environment for personal enrichment and social connection. Open to all, the MCL is a place that not only connects patrons with books and ideas but with one another. Individuals from all walks of life—of all ages, interests, and socio-economic backgrounds visit our beautiful building, attending family and community movie nights, practicing yoga and tai chi, learning Mah Jongg, and finding companionship.

To fulfill our mission to serve the community and tend to the growing demands of our over 100K annual visitors (up from 60K when we opened in 2014), we continue to evolve. Over the last year, we offered 240 adult programs and 122 children's programs. The diversity of these programs reflects our community and ranged from trivia nights to mental health awareness to imaginary adventures through a game of Dungeons & Dragons. The MCL trustees are mindful of and sensitive to the demands placed on Manchester residents and have constructed, yet again, a lean operational budget. After much careful thought and consideration, the Trustees have decided to hold our town appropriation request constant in FY21. Though our budget is increasing, the majority of this increase relies on sources other than the taxpayers. In fact, 72% of our FY21 budget relies upon the generosity of individual donors, grants, our endowment, fundraising events, non-resident membership fees, and corporate giving. This amounts to nearly a 3% decrease in town support from our FY20 budget.

The benefits from supporting the Library with tax dollars are many and the cost amounts to around 1% of a

Manchester tax bill. We are committed to operational and financial transparency and to ensuring that every dollar invested in the Library is well spent. To that end, we completed our first financial audit following our 2018 budget year and will soon wrap up our FY19 audit. In exchange for community-based support, taxpayers receive a free membership. People who utilize the Library do so in many ways, including as a civic, cultural, and entertainment center. Attending cultural programming is out of reach for many. Some lectures elsewhere cost \$15 and even a senior, student, or children's ticket can run \$5. Library programs are free to attend and enlighten all. Programs on health, financial, historical, and workforce topics inform community members at no cost. Our children's programming provides educational and fun activities while building critical literacy skills and providing social interaction for our youngest residents. Our designated area for young adults provides a safe space for middle school age students to complete homework after school—it is hopping with activity in the afternoon hours. Again, while the Library and its programs may be open and free to attend, they are not free to present.

Many patrons also use the Library as a technology center. In fact, over 3,700 individuals made use of our 17 public-use computers in FY19. Purchasing a laptop or desktop computer can cost upwards of \$1,000. Our wireless internet was accessed over 11,000 times by individuals using their own digital devices—subscribing to a wireless provider can cost \$60 a month. Again, although these services are free to members, the costs of providing such technology and the wear-and-tear on equipment is not free for the Library. Your taxpayer support makes these services possible.

People still use the Library to borrow books and materials that also include audiobooks, e-books, magazines, and newspapers. We have a rich collection, which includes over 18,000 print books for adults and 6,353 print books for children and young adults. Our DVD selection of 2,300 ranges from the classics to feature films. The return on taxpayer investment in the Library adds up quickly—just one hardcover book can cost \$25. Audiobook streaming providers charge \$14.95 monthly. A single magazine subscription can run \$80 a year—our members have access to 64 for free. Manchester taxpayers receive access to these and other value-added benefits through the amount that appears on their tax bill—their membership “fee”. Over

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3,000 Manchester adults have active Library memberships. And, 1,845 non-resident adults pay their fair share for Library memberships through an annual non-resident fee. To maintain equity between residents and non-residents alike, our non-resident fee will be increased January 1, 2020 by 12%. Many of these individuals have libraries in their own towns that they no doubt appreciate and support as taxpayers—they choose to pay a non-resident fee to be MCL members because they also value the information, materials, and programming that is unique to ours.

The Board of Trustees and Staff strive to make the MCL an inspiring community-gathering place, open to all, providing resources for personal enrichment and growth. We welcome your questions, comments, and suggestions and hope you will come and see all the great

things happening at your public library. We invite you to join us as we continue to respond to the ever-changing needs of our wonderful community. Most importantly, we thank you for your continued support.

**Library Board of Trustees:** Bob Allen, Dave Citron, John Clark, Martha Heilemann, Tony Hoyt, Susan Hunter, Linda McKeever, Martha McLaughlin, Susan McManus, Christine Miles, Katherine Monahan, Robin Mowrey, Kate Orme, Linda Oskam, Dave Quesnel, and Nancy Wolf

**Library Staff:** Jennifer Amatruto, J. Violet Gannon, Kelsey McBride, Kellie Morrison, Stephen Niles, Lauren Roppolo, Judy Reid, Rebecca Ventola, Kristin Williams, and Cindy Waters

*Respectfully submitted,  
J. Violet Gannon  
Executive Director*

### MANCHESTER COMMUNITY LIBRARY FY21 BUDGET

#### Inflow

	FY19 Actual Pre-Audit	FY20 Approved Budget	FY20 Year End Anticipated	FY21 Projected Budget
41110 · Individual Giving	195,781	240,000	247,478	300,000
41210 · Fundraising Events	22,722	38,000	71,003	40,000
41310 · Corporate Giving	35,874	36,000	36,000	46,000
41315 · Grant Income-Operating	53,400	20,000	15,000	20,000
41510 · In-Kind Gifts	<u>420</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Contributions &amp; Grants Subtotal</b>	<b>308,198</b>	<b>334,000</b>	<b>369,481</b>	<b>406,000</b>
43110 · Interest	2	0	0	0
46100 · Memberships	19,185	23,000	23,000	23,628
46150 · Facilities Rental	29,224	33,000	33,000	35,000
46180 · Desk Donations, Copies & Book Sales	11,270	15,000	15,000	15,500
46190 · Café Proceeds	4,825	5,000	5,000	5,200
47240 · Program Income	5,891	5,000	5,000	6,500
48010 · Town Appropriation	232,773	243,740	243,740	243,740
48030 · Other Misc. Income	<u>1,963</u>	<u>5,000</u>	<u>5,000</u>	<u>2,500</u>
<b>Revenues</b>	<b>613,331</b>	<b>663,740</b>	<b>699,221</b>	<b>738,068</b>
Hunter Fund Grant Draw	73,734	40,000	40,882	40,000
Endowment Draw	89,439	89,439	94,864	97,126
Capital Campaign Account Draw	<u>36,898</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Inflows</b>	<b>813,402</b>	<b>793,179</b>	<b>834,967</b>	<b>875,194</b>

#### Outflow

##### 50000 · Payroll, Taxes & Benefits

50110 · Gross Wages	428,742	453,372	432,905	514,574
50210 · Payroll Taxes	33,357	29,856	34,780	40,015

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MANCHESTER COMMUNITY LIBRARY FY21 BUDGET	FY19 Actual Pre-Audit	FY20 Approved Budget	FY20 Year End Anticipated	FY21 Projected Budget
50310 · Health, Dental, Vision & Disability	62,888	51,705	55,582	60,683
50315 · Retirement Funding	5,841	8,539	10,940	14,359
50320 · Workers' Compensation Insurance	2,231	2,947	2,947	3,250
50900 · Payroll Service Charges	<u>1,962</u>	<u>2,510</u>	<u>2,510</u>	<u>2,300</u>
<b>Total 50000 · Payroll, Taxes &amp; Benefits</b>	<b>535,022</b>	<b>548,929</b>	<b>539,663</b>	<b>635,181</b>
<u>51000 · Administrative Expense</u>				
51010 · Office Supplies	1,393	1,750	1,750	1,600
51030 · Postage (inclu. Interlibrary Loans)	2,569	2,800	800	800
51110 · Collection Supplies & Repairs	2,036	3,000	2,600	2,600
51300 · Technology, AV & Digital Services	10,442	11,000	11,000	11,500
51310 · Technology Equipment	0	7,000	12,000	1,500
51510 · Professional Development	1,306	5,000	5,000	5,000
51520 · Mileage	365	650	650	1,000
51530 · Memberships, Dues & Subscriptions	3,991	3,000	3,000	3,500
51710 · Library Communications & Outreach	1,691	3,500	3,500	3,500
51720 · Volunteer Recognition	629	600	600	600
51730 · Board Expense	2,363	4,400	4,400	4,000
51900 · D&O Insurance	1,017	1,300	1,269	1,300
51910 · Misc Admin Expense	2,530	1,000	1,000	1,000
54010 · Bank, Paypal & Credit Card Fees	<u>1,283</u>	<u>1,000</u>	<u>1,300</u>	<u>1,300</u>
<b>Total 51000 · Administrative Expense</b>	<b>31,616</b>	<b>46,000</b>	<b>48,869</b>	<b>39,200</b>
<u>52000 · Development Expenses</u>				
52110 · Development Program Expenses	4,121	9,000	9,000	8,500
52150 · Annual Fund Expenses	2,777	6,000	6,000	2,700
52210 · Fundraising Events Expenses	<u>5,763</u>	<u>10,000</u>	<u>23,250</u>	<u>7,250</u>
<b>Total 52000 · Development Expenses</b>	<b>12,662</b>	<b>25,000</b>	<b>38,250</b>	<b>18,450</b>
<u>53000 · Professional Fees</u>				
53100 · Bookkeeping/Tax Acct/Auditing	14,463	15,000	16,000	15,000
53150 · Legal Fees	695	0	2,000	1,200
53510 · Other Prof Fees/Strategic Planning	<u>11,077</u>	<u>5,000</u>	<u>5,000</u>	<u>7,000</u>
<b>Total 53000 · Professional Fees</b>	<b>26,235</b>	<b>20,000</b>	<b>23,000</b>	<b>23,200</b>
<u>55000 · Materials &amp; Programs</u>				
55010 · Books & Media - Adult	23,139	27,000	27,000	27,500
55050 · Books & Media - Youth	4,804	6,500	6,500	7,000
55210 · Programs - Adult	6,136	8,000	8,000	8,500
55220 · Programs - Youth	2,147	3,000	3,000	3,500
55230 · Programs - Summer	2,295	3,000	3,000	3,000
55250 · ILL System Supplies	0	0	2,400	2,400
55240 · Data Management System: ILS	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,400</u>
<b>Total 55000 · Materials &amp; Programs</b>	<b>38,521</b>	<b>47,500</b>	<b>49,900</b>	<b>54,300</b>

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### MANCHESTER COMMUNITY LIBRARY FY21 BUDGET

	FY19 Actual Pre-Audit	FY20 Approved Budget	FY20 Year End Anticipated	FY21 Projected Budget
<u>56000 · Facilities and Equipment</u>				
56111 · Electric	27,352	24,750	27,500	27,500
56121 · Fuel	4,779	3,500	4,850	5,000
56130 · Telephone/Internet	7,310	7,500	7,500	7,500
56151 · Water/Sewer	1,901	1,900	1,900	2,000
56160 · Fire Alarm System	1,372	1,650	1,650	1,650
56162 · Elevator Service & Maintenance	3,414	1,950	1,950	2,600
56210 · Trash Removal	364	400	400	700
56220 · Grounds	11,395	10,000	10,000	12,000
56310 · Cleaning Services	15,517	18,000	18,000	18,000
56350 · Facilities & Cleaning Supplies	2,920	3,000	3,000	3,200
56360 · Cafe Supplies	2,682	3,000	3,000	3,000
56510 · Repairs & Maintenance	13,680	20,000	20,000	17,000
56520 · Minor Furnishings & Equipment	2,481	3,000	3,000	2,500
56710 · Property & Liability Insurance	3,705	5,400	4,856	5,100
<b>Total 56000 · Facilities and Equipment</b>	<b>98,871</b>	<b>104,050</b>	<b>107,606</b>	<b>107,750</b>
<b>Capital Purchases</b>	36,145	0	0	0
<b>Transfers to Reserves: Building, Grounds, &amp; Equipment</b>	0	0	27,679	0
<b>Total Outflows</b>	<b>779,072</b>	<b>791,479</b>	<b>834,967</b>	<b>878,081</b>
<b>Operating Surplus/(Deficit)</b>	<b>34,330</b>	<b>1,700</b>	<b>0</b>	<b>(2,887)</b>

### Neighbor to Neighbor

Our volunteers assist Manchester care recipients with tasks including friendly visits and phone call reassurance, transportation to doctor appointments, transportation to run errands (bank, shopping), help with gardening and other yard work, chores around the house, and transportation to and attendance at our monthly social events.

Second Annual Pie Auction: We held our second annual pie auction fundraiser on October 6<sup>th</sup>, 2019 at the BBA café. We had over 100 pies, the majority of which came from local home bakers. All of our food this year was donated by local farms and businesses. It was a wonderful afternoon of food, music, community, and of course, pie! We are grateful to everyone who participated and look forward to continuing this annual tradition.

Flower Power: We had a Flower Power fundraiser in spring fall this year. We work with a company that sells bulbs and plants. Neighbor to Neighbor makes 50% of what people purchase. We will be doing it again this year.

Newsletters: Once again, we published two newsletters, one in the spring and one in the fall.

Monthly Events: We continue to hold monthly social events for our care recipients, most often at the First Congregational Church in Manchester Village. We provide a delicious home-cooked lunch and some form of entertainment. Highlights include a custom Jeopardy game designed by Long Trail School students, musical bingo, and our annual bus trip in October to view the fall foliage. This year, we had lunch at the Mount Anthony Country Club in Bennington. Our care recipients look forward to these events, and we are happy to be able to provide much-needed social interaction and good food.

Neighbor to Neighbor celebrated its 15<sup>th</sup> anniversary. Our mission to assist elderly and housebound residents of the Northshire remains more relevant than ever, and we look forward to the next 15 years of helping our elder neighbors to feel engaged and appreciated.

*Respectfully submitted,*  
*Robin Galguera*  
*Program Director*

## SECTION 7 - NON-PROFIT ANNUAL REPORTS

### Northshire Rescue Squad

Manchester Rescue Squad, Inc, operating under the name Northshire Rescue Squad (NRS), is a private non-profit organization that provides primary EMS coverage to Manchester, Dorset, Danby, Mt. Tabor and parts of Winhall as well as mutual aid coverage to neighboring EMS services.

We provide the communities we serve with paramedic level service and strive to keep abreast of the ever-changing medical technology available for the pre-hospital setting. NRS prides itself with having the most technologically advanced equipment available.

In addition to providing emergency medical coverage, mutual aid to neighboring EMS services and scheduled medically necessary transfers when available, NRS also provides education to the community in the form of CPR, AED (Automated External Defibrillation) and First Aid courses.

Calls per town fiscal year 2018-2019

Arlington	31	Rutland	4
Bennington	9	Sandgate	2
Bondville	23	Shaftsbury	1
Danby	83	South Wallingford	1
Dorset	136	Sunderland	11
East Dorset	60	Tinmouth	1
Londonderry	4	Village of Granville	1
Manchester	907	Wells	2
Mount Tabor	19	West Rupert	1
Peru	3	Weston	1
		Total	1300

P.O. Box 26

Manchester Center, VT 05255

Phone 802-362-1995 Fax 802-362-8175

NorthshireRescue@gmail.com

*Respectfully Submitted,  
Michael Casey, NRP  
Chief Operations Officer*

### Project Against Violent Encounters

Project Against Violent Encounters (PAVE) is committed to providing compassionate support, practical services and the pathway to healing and safety for countless victims of domestic violence and sexual assault throughout Bennington County. Our organization has grown from a crisis hotline to the multiple and comprehensive support services we now provide. These services include 24-hour hotline, court and social service advocacy, case management, emergency financial assistance, access to legal services, access to emergency housing, supervised visitation, parenting classes, community awareness, school-based prevention education and more.

The hotline is still where it often begins for victims accessing our services and our volunteers remain the backbone of the support we offer. In the past year, we provided 63 Manchester residents with comprehensive services; this number has nearly doubled since last year. 23 of those residents made initial contact with us through the emergency hotline. These residents received advocacy services including emotional support, safety planning, court advocacy, case management and housing services. In addition, 3 families with 4 children received supervised visitation services through our Family Time Program.

Domestic violence is the third leading cause of homelessness among families. Our emergency shelter program provides families with short-term housing and case management services with the goal of obtaining safe, permanent housing. In the past year, we provided 89 adults and 58 children with 3,745 nights of shelter services.

To stop the generational cycle of abuse, we must start early and invest in prevention strategies that provide healthy parent-child relationships, friendships and dating relationships. Through our education and empowerment programs pre-kindergarten to college; Nurturing Parenting classes, Women's Support Groups, Healthy Mind, Body and Family workshops and Financial Literacy Program, we've helped over 3,500 children, teachers and other adults learn new skills and techniques.

On behalf of the Board of Directors, staff and families served, I thank the residents of Manchester for your ongoing support to PAVE. Your support creates greater

## SECTION 7 - NON-PROFIT ANNUAL REPORTS

opportunities for the people impacted by domestic and/or sexual violence who need our services each year.

*Respectfully submitted*  
*Nadia Lucchin*  
*Executive Director*

### **Southern Vermont Communications District**

The SoVT CUD Task Force is working to bring modern high-speed internet service (fiber) to underserved areas of the Bennington County region.

By creating the Southern Vermont Communication Union District (SoVT CUD), we aim to take advantage of the recently passed "broadband bill," Act 79. This bill encourages the formation of CUDs and provides money for feasibility studies to help them succeed.

A CUD is a governance structure (like a water or wastewater district) allowing multiple towns to band together to attack their internet problems as a region. Recent history has shown that neither the State nor the federal government are going to solve the rural internet problem for us, and it is too big for one town. Multiple towns working together is the proven solution.

The first CUD in Vermont was ECFiber and it is a huge success. Serving 27 towns in east central Vermont, they are providing super high-speed Internet directly to homes in rural areas. In partnership with ValleyNet, an Internet service provider (ISP), they have blazed the trail that the rest of us hope to follow.

The key things to know about joining a CUD:

1. Joining a CUD will not raise taxes. By state law, tax money cannot be used to pay for communication infrastructure. The build-out will be paid for with grants, donations, and service fees. Most of the funding will come from the subscribers who buy the internet service.
2. Your town's responsibility to the CUD is to appoint a representative and an alternate to the governing board. The governing board will run the CUD, define its rules and policies, and contract an ISP to provide service.
3. CUDs are forming all over the state, including Windham County, the Northeast Kingdom, and other areas.

### **Southwestern Vermont Council on Aging**

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to elders in Manchester in 2019:

#### ***Senior Meals:***

The Council helped provide 4,373 meals that were delivered to the homes of 35 elders in your community. This service is often called "Meals on Wheels". In addition, 69 Manchester elders came together at a luncheon site in your area to enjoy a nutritious meal and the company of others; 648 meals were provided.

#### ***Case Management Assistance:***

SVCOA case management and outreach staff helped 58 elders in your community for a total of 255.75 hours. Case managers meet with an elder privately in the elder's home or at another agreed upon location and assess the elder's situation. They will work with the elder to identify needs and talk about possible services available to address those needs. If the elder desires, the case manager will link the client to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help elders connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail elders facing long term care placement who still wish to remain at home.

#### ***Other Services and Support***

SVCOA also provided a host of other services to support older adults in your community. These services included:

1. "Senior HelpLine" assistance at 1-800-642-5119. Our Senior HelpLine staff provide telephone support to elders and others who need information about available programs and community resources;
2. Medicare and health benefit counseling information and assistance through our State Health Insurance Program (SHIP);
3. Legal service assistance through the Vermont Senior Citizens Law Project;
4. Information about elder issues via various agency articles and publications;
5. Nutrition education and counseling services provided by SVCOA's Registered Dietician;
6. Senior Companion support for frail, homebound elders;
7. Outreach services to elders dealing with mental health issues through our Elder Care Clinician. This service is provided in cooperation with Rutland County Mental Health;
8. Transportation assistance;

## SECTION 7 - NON-PROFIT ANNUAL REPORTS

9. Caregiver support, information and respite to family members and others who are providing much needed help to elders in need of assistance; and
10. Money Management programs that offer either a volunteer bill payer or representative payee services to elders and younger disabled individuals.

*Respectfully submitted,*  
SVCOA

### **The Tutorial Center**

We are proud to be the Northshire's longtime community education center, and a recognized national model for what a community education center can do for its community. 2019 marked The Tutorial Center's 48th year of helping the region's children and adults achieve educational, career, and life success! The Tutorial Center has long-established learning centers in Manchester and Bennington, enabling residents up and down Bennington County to have easy access to our assistance.

As recognized during the Manchester 2020 forum, The Tutorial Center is Vermont's most comprehensive community education center, offering learning opportunities that meet the school, personal, and career learning goals of children and adults. Our educational services include tutoring for all ages, adult literacy, dropout prevention, alternative high school education, English language classes for non-English speakers, the High School Completion program, GED preparation and testing, job readiness training, enrichment classes, and our innovative and nationally-acclaimed Youth Agriculture Project (YAP). The Tutorial Center's work is recognized both nationally and internationally.

This past year, we provided tutoring services for 160 students in subjects ranging from beginning reading to calculus and foreign languages, to support or enrich these students' success in school. 82 of those students were served in Manchester accounting for 2200 hours served. Another 139 adults were enrolled in our FREE adult education services and received over 9683 hours of instruction in basic skills, computer skills, and work readiness preparation. 9 were in enrolled at the Manchester center receiving 850 hours of instruction.

Our exciting Youth Agriculture Project (YAP) is a work-readiness program for at-risk 16-24 year olds that teaches

work skills in the context of growing, tending and harvesting vegetables. YAP maintains and manages the Manchester Community and Educational Garden at the Recreation Center, in partnership with MEMS, Transition Town Manchester, and the Town of Manchester. Look for the YAP booth at the Manchester Farmers Market where our youth offer their produce for sale!

For more information on all of The Tutorial Center's educational services, you can visit [www.tutoringvermont.org](http://www.tutoringvermont.org). High-quality educational activities that respond to community needs – and produce lasting community impacts – this is what your town funding supports. We, and our students, thank you.

*Respectfully submitted,*  
Peter Fish  
Executive Director

### **Vermont Association for the Blind and Visually Impaired**

The Vermont Association for the Blind and Visually Impaired's 2019 Fiscal Year was an exciting one. The number of clients we serve has continued to increase annually, and we have made significant updates to our SMART Device Training Program (formerly known as the iOS Training program) for adult clients.

It's clear to us at VABVI that our mission and services will continue to play a critical role in the lives of many Vermonters well into the future. We are working harder than ever to support anyone living in Vermont who is experiencing vision loss.

**SMART Device Training Program (formerly known as iOS Training Program):** The program served 116 clients in its first year. After the launch of this program, several updates were made to reflect lessons learned, advances in technology, and additional client needs. Initially, the program only utilized tablet and smartphone devices with iOS capabilities. Our Teachers of the Visually Impaired underwent additional training and now have the capability to show clients how to use smart devices and speakers of several makes and models: Android, Google, Apple and Amazon.

**PALS (Peer Assisted Learning and Support) Groups:** PALS Groups, held throughout Vermont, are monthly meetings where members share coping strategies and to



## SECTION 7 - NON-PROFIT ANNUAL REPORTS

discuss the practical, social and emotional challenges of vision loss.

**HAPI (Helping Adolescents Prepare for Independence):** The HAPI program enables Teachers of the Visually Impaired and Certified Vision Rehabilitation Therapists to work one-on-one with students to practice daily living skills, and improve self-advocacy skills.

**IRLE Summer Camp (Intensive Residential Life Experience):** IRLE Camp helps VABVI students develop skills, meet fellow visually impaired peers, meet adult mentors, learn independent living skills, and improve self-advocacy skills.

During Fiscal Year 2019, we served 1,431 clients from all 14 counties in Vermont. This included 9 adult clients and 1 Student in Manchester, and 45 adults and 21 students in Bennington County.

For more information about VABVI's services or to volunteer, please contact Shannon Turgeon at (802) 863-1358 ext. 217, or at [sturgeon@vabvi.org](mailto:sturgeon@vabvi.org). Visit our website at [www.vabi.org](http://www.vabi.org) and feel free to "like" us on Facebook at <https://www.facebook.com/vabvi802/>.

*Respectfully submitted,*  
VABVI

### Vermont Center for Independent Living

For the past 40 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'19 (10/2018-9/2019) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to 250 individuals to help increase their independent living skills and 6 peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted 163 households with information on technical assistance and/or alternative funding for modifications; 122 of these received financial assistance to make their bathrooms and/or entrances

accessible. Our Sue Williams Freedom Fund (SWFF) provided 86 individuals with information on assistive technology; 46 of these individuals received funding to obtain adaptive equipment. 499 individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served 40 people and provided 31 peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors (PACs) and services are available to people with disabilities throughout Vermont. Our Montpelier office also houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings. During FY'19, 9 residents of **Manchester** received services from the following programs:

- Meals on Wheels (MOW) (over \$2,700 spent on meals for residents)
- Sue Williams Freedom Fund (SWFF) (\$1,200.00 spent on assistive technology)
- Peer Advocate Counseling Program (PAC)
- Information Referral and Assistance (I, R & A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:

1-800-639-1522, or, visit our web site at [www.vcil.org](http://www.vcil.org).

*Respectfully submitted,*  
Linda J. Meleady  
Development Coordinator

### VNA & Hospice of the Southwest Region

In 2018, the VNA & Hospice of the Southwest Region, formerly known as Manchester Health Services provided Bennington County residents with exceptional home care, hospice and community health services. From infants with hi-tech needs to our most senior population

## SECTION 7 - NON-PROFIT ANNUAL REPORTS

facing end-of-life care, we continued to bring medically necessary healthcare wherever it is needed, regardless of location of residence, or complexity of health issues.

In the face of shrinking government and state reimbursements and rising healthcare costs, VNAHSR has continued to identify community needs and provide essential cost-effective health care services to some of Bennington County's most vulnerable individuals.

In 2018, VNAHSR's dedicated staff made more than 149,978 visits to 3,158 patients. In the Town of Manchester, we provided 8,892 visits to 189 individuals.

In closing, we wish to thank you for your consideration. With your vote of confidence, we will continue to meet our mission to enhance the quality of life of all we serve through comprehensive home and community health services.

*Respectfully submitted,  
Ronald J. Cioffi, Executive Director  
Carrie Allen, President of the Board of Directors*



*Community Pool*



*New PD Officers Madigan, North & Royal*

## SECTION 8 – FINANCIAL REPORTS

### Financial Reports

Below is fund balance summary. The final Fiscal Year 2019 audit report is expected from the Town auditors in February and will be available online at <http://manchester-vt.gov/document-center/>, filed with the Town Clerk, and available at Town Meeting.

#### Governmental Funds

	<b>General Fund</b>	<b>CIRC Fund</b>	<b>Other Governmental Funds</b>	<b>Total</b>
Revenue	5,533,088	78,804	394,006	6,005,898
Expenditures	5,719,823	79,000	186,439	5,985,262
Transfers in(out)	88,147	(29,650)	(50,507)	7,990
Increase (decrease) in balance	(98,588)	(29,846)	157,060	28,626
Fund Balance July 1, 2018	271,219	1,406,012	1,017,987	2,695,218
Fund Balance June 30, 2019	172,631	1,376,166	1,175,047	2,723,844

#### Proprietary Funds

	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Total</b>
Revenue	680,585	424,774	1,105,359
Expenditures	726,495	459,044	1,185,539
Increase (decrease) in net position	(45,910)	(34,270)	(80,180)
Fund Balance July 1, 2018	4,823,538	1,771,032	6,605,570
Fund Balance June 30, 2019	4,788,628	1,736,762	6,525,390

#### Private-Purpose Trust Funds

	<b>Madeline Warner Cemetery Fund</b>	<b>Otto Conderman Fund</b>	<b>Joseph Burr Fund</b>	<b>Yetta Issacs Fund</b>	<b>Total</b>
Revenues	5,592	4,279	3	1,018	10,892
Expenses	58	-	-	-	58
Transfers in(out)				(7,990)	
Increase (decrease) in net position	5,534	4,279	3	(6,972) #	2,844
Fund Balance July 1, 2018	78,667	45,130	7,052	6,972	137,821
Fund Balance June 30, 2019	84,201	49,409	7,055	-	140,665

## SECTION 9 – OTHER INFORMATION & REPORTS

### Taconic and Green Regional School District Annual Meeting Notice

The Taconic and Green Regional School District Annual Meeting will take place on Tuesday February 25, 2020 at 7:00pm at The Dorset School, Dorset VT.

### State Representatives' Report

State Reps. Cynthia Browning (D) and Kathleen James (D) are holding office hours the first two Saturdays of every month in Arlington and Manchester during the 2020 legislative session. Browning and James represent the two-seat Bennington-4 district of Arlington, Manchester, Sandgate, and part of Sunderland.

The 2020 legislative session began on January 7, so there had not yet been significant legislative activity at the time this report was submitted. We will be providing a full mid-session report at Town Meeting time. Rep. James serves on the House Education Committee and Rep. Browning serves on the House Ways and Means Committee.

The office hours, open to the public, are held on the first and second Saturday of each month from 8 to 9:30 a.m. at Chauncey's in Arlington (5403 Route 7A) and Charlie's Coffee House in Manchester (39 Bonnet Street). Browning and James switch locations each of those two Saturdays.

We hope to see you at our upcoming office hours, so we can share news from Montpelier, answer your questions, and discuss your ideas, issues and concerns. See below for full contact information.

February 1: Browning at Chauncey's, James at Charlie's Coffee House	8:00 to 9:30 am
February 8: James at Chauncey's, Browning at Charlie's Coffee House	8:00 to 9:30 am
March 7: Browning at Chauncey's, James at Charlie's Coffee House	8:00 to 9:30 am
March 14: James at Chauncey's, Browning at Charlie's Coffee House	8:00 to 9:30 am
April 4: Browning at Chauncey's, James at Charlie's Coffee House	8:00 to 9:30 am
April 11: James OUT OF TOWN, Browning at Charlie's Coffee House	8:00 to 9:30 am
May 2: Browning at Chauncey's, James at Charlie's Coffee House	8:00 to 9:30 am
May 9: James at Chauncey's, Browning at Charlie's Coffee House	8:00 to 9:30 am
June 6: Browning at Chauncey's, James at Charlie's Coffee House	8:00 to 9:30 am
June 13: James at Chauncey's, Browning at Charlie's Coffee House	8:00 to 9:30 am

Cynthia Browning (D-Arlington) can be reached at 375-9019 and [cbrowning@leg.state.vt.us](mailto:cbrowning@leg.state.vt.us). You can also find her on Facebook (Cynthia Browning) and her Website ([cynthiabrowning.com](http://cynthiabrowning.com)).

Kathleen James (D-Manchester) can be reached at 366-1158 (home) and 733-1435 (cell), as well as email ([kjames@leg.state.vt.us](mailto:kjames@leg.state.vt.us)), Facebook (Kathleen James VT State Representative) and her Website ([kathjamesforstaterep.com](http://kathjamesforstaterep.com)).

## SECTION 9 – OTHER INFORMATION & REPORTS

U.S. DEPARTMENT OF VETERANS AFFAIRS  
White River Junction VA Medical Center  
215 North Main Street  
White River Junction, VT 05009  
866-687-8387 (Toll Free)  
802-295-9363 (Commercial)

December 23, 2019

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully,  
Becky Rhoads, Au.D.  
Associate Medical Center Director

## SECTION 9 – OTHER INFORMATION & REPORTS

### U.S. CENSUS

Every ten years, the U.S. Constitution requires an enumeration of all persons in the United States, commonly referred to as The Census. For the next ten years, the numbers produced in this effort will help determine how more than \$675 billion will be distributed to states and localities annually through more than 65 federal programs. These programs include special education funding, school lunch programs, meals on wheels, fuel assistance, Medicare, housing rehabilitation, community economic development and revitalization block grants, early childhood education, cooperative extension offices, and more. This year, you will have the option of responding online, on the telephone, or with a traditional, short-form written response. Look for your invitation to respond in the mail or at your door. It is critical that *everyone* participate and that all household members be included. The 2020 Decennial Census begins in March. Make sure that *your* community counts!



*Depot Street Improvement Project*



*Newly Surfaced Basketball Courts*



## NOTES

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



## In Memory



**David Forrest** - Town employee for 20 years attended Manchester schools, graduating from Burr & Burton Seminary class of 1954. Dave worked as a farmer for most of his life. He also was a bus and truck driver, driving a truck for Van Hornesville Co-op and worked for the Town of Manchester.



**Hendrica Newhouse** - MEMS Teacher and world traveler. At 55, she realized her dream of becoming a teacher and had a fulfilling career at Manchester Elementary Middle School for 17 years. She loved renovating houses and entertaining friends and colleagues in her beautiful homes.



**Patrick Monroe** - Chair and a member of the Manchester Planning Commission for seven years and a term as President of the Manchester Rotary Club, Chair of the GNAT-TV board and member for eight years, host of the TV program "Focus", treasurer of Manchester Health Services, volunteer for the Center for Restorative Justice, Meals on Wheels, Habitat for Humanity, the Dorset Players, and covered local events as a Manchester Journal reporter.



**Margie Mattmiller Wilbur** - Planning Commission member for three terms, from 1996-2008. She also served on the Town's Transportation Initiative Committee, notably participating in the development of Centerbridge round-about. She served on the Board of Directors of Mark Skinner Library, Manchester Historical Society and Dorset Theatre Festival, an Associate Member of Garden Club of Manchester, Inc. (VT) serving as president from 1990-92.

## Retiring Town Staff - Congratulations & Thank You!



**Michael L. Hall** - Chief of Police 1983-2019



**Ruth Woodard** - Director of Finance & Accounting 1986-2019



**Pauline Moore** - Lister, Assessor & Economic Development Officer 2003-2019