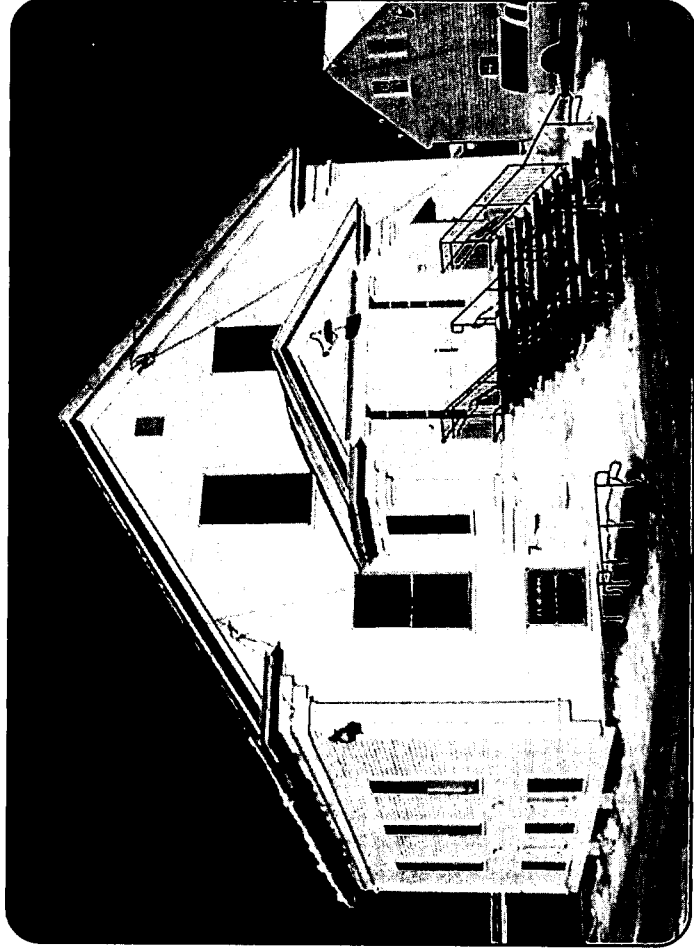


Town of Tunbridge, Vermont



2003 Annual Report of Town Officers

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WARNING FOR TOWN MEETING

The voters of the Town of Tunbridge are hereby notified and warned to meet at the Tunbridge School Auditorium on the Second (2nd) day of March 2004 at 10:00 a.m. to transact the following business:

- Art. 1. To Elect a Moderator for the ensuing year.
- Art. 2. To Elect a Town Clerk for a three-year term.
- Art. 3. To Elect a Town Treasurer for a three-year term.
- Art. 4. To hear and act on the Town Officer's Reports.
- Art. 5. Will the Town pay 2004/2005 taxes to the Treasurer on or before November 1, 2004?
- Art. 6. What will the Town vote to raise for the necessary expenses of the Selectboard and Highway Departments?
- Art. 7. Will the Town authorize the Selectboard to borrow money as needed for current expenses in anticipation of taxes?
- Art. 8. Will the Town appropriate a sum of money to support the Tunbridge Volunteer Fire Department Inc.?
- Art. 9. Will the Town appropriate a sum of money to support the First Branch Ambulance Department, Inc.?
- Art. 10. Will the Town vote to raise \$40,000.00 for the Tunbridge Volunteer Fire Dept. Inc. to use for upgrading new Tanker Truck?
- Art. 11. Will the Town appropriate \$6,975.00 to support the following Organizations?
Central VT Adult Education (\$725); Central VT Council on Aging (\$100); Clara Martin (\$1,900); Central VT Community Action (\$300); Chelsea Senior Center (\$550); Green Up (\$100); Kid's Place (\$100); Upper Valley Services (\$400); Orange County Court Diversion (\$150); Safeline (\$200); VT Association Blind (\$150); VT Center Independent Living (\$150); VT-NH Visiting Nurses Association (\$1900); White River Partnership (\$250).
- Art. 12. To Elect Town Officers as required by Law.
- Art. 13. Other Business

Selectboard
Shane Craig
James Spaulding
Michael O'Donnell

Pre-Town Meeting will be held twenty-fourth (24) day of February 2004 at 7:30 pm. at the Tunbridge School Auditorium.

ELECTED TOWN OFFICERS

Moderator:	Euclid Farnham
Town Clerk:	Wendy McCullough ... Term Expires 2004
Town Treasurer:	Anne Howe Term Expires 2004
Selectboard:	Shane Craig Term Expires 2004
	James Spaulding Term Expires 2005
	Mike O'Donnell Term Expires 2006
Listers:	Benjamin Wolfe Term Expires 2004
	Helen O'Donnell Term Expires 2005
	Judie Lewis Term Expires 2006
Auditors:	Jim Wick Term Expires 2004
	Donna Nelson Term Expires 2005
	Tim Wolfe Term Expires 2006
Town Agent	Larry Mengedoh
Town Grand Juror	Nancy Howe
First Constable	Dan Mullen
Second Constable	John Durkee
Cemetery Commissioners:	Baxter Doty Term Expires 2004
	Euclid Farnham Term Expires 2005
	Floyd McPhetres Term Expires 2006
Trustees of Public Funds:	Townsend Swayze Term Expires 2004
	Scott Terami Term Expires 2005
	John Durkee Term Expires 2006
Library Trustees:	Townsend Swayze Term Expires 2004
	Marsha Higgins Term Expires 2005
	Jeffrey Lent Term Expires 2005
	Donna Nelson Term Expires 2006
	Liz Guth Term Expires 2006
Collector of Delinquent Taxes:	Jacqueline Higgins Term Expires 2006
School Directors:	Sharon Whitcomb Term Expires 2004
	Fred Welch Term Expires 2005
	Anissa Morrison Term Expires 2006

Justices of the Peace, Elected November 2002

Euclid Farnham, Joanne Goodnow, Robert Howe, Helen O'Donnell, Gary Schall,
Roger Welch, John O'Brien.

APPOINTED TOWN OFFICERS AND REPRESENTATIVES**Planning Commission (4 year terms)**

Shane Craig Term Expires 2004
Eleanor Sinkler Term Expires 2003
Ted Hoyt Term Expires 2004
Jessie Mundell Term Expires 2004
Jonathan Pease Term Expires 2005
Benjamin Wolfe Term Expires 2004

Pound Keeper

Dan Mullen

Health Officer

Betsy Stratton

Fire Officer

Brenda Fields

Service Officer

Vacant

Truant Officer

Dan Mullen

Tree Warden

Jim Ludwig

Surveyor of Wood and Lumber

Paul Harwood

Fence Viewers

Ed Howe

Bruce McCullough

Jon Pease Jr.

Recycling Coordinator

Mary-Alice Leonard-Heath

Green Up Coordinator

Jim Ludwig

Emergency Management Coordinator

John Durkee

ADA Coordinator

Vacant

Road Foreman

Rodney Hoyt

Central VT Solid Waste Mgmt District

Mary-Alice Leonard-Heath

Two Rivers Reg. Commission

Arnold Castagner

First Branch Ambulance Service, Inc.

Pam Caron & Deb Mullen

Orange County Mental Health Board

Richard Steele

Green Mtn. Economic Development Board

David Anderson

Chelsea Senior Center

Louise Darrow

O/W Supervisory Union Board

The Three School Directors

CONDENSED MINUTES OF THE ANNUAL TOWN MEETING

March 04, 2003
Tunbridge Central School
10:00 A.M.

Please note that these are condensed minutes only. The original minutes are available at the Town Clerk's Office.

- Art. 1. Euclid Farnham re-elected moderator for a 1-year term.
- Art. 2. The following Officers reports were read and accepted.
Selectboard, Collector of Delinquent Taxes, Treasurers, Trustee of Public Funds, Cemetery, Library, Listers, Town Hall, Planning Comm., Recreation Comm. and Transfer Station.
- Art. 3. Jackie Higgins re-elected to Collector of Delinquent Taxes for a 3-year Term.
- Art. 4. Voted taxes to be paid to the Treasurer on or before November 3, 2003.
- Art. 5. Voted to approve the Selectboards budget of \$192,100.00
Voted to approve the Highways budget of \$243,500.00
- Art. 6. Voted to authorize Selectboard to borrow money as needed for the Expenses of the Town.
- Art. 7. Voted \$33,450.00 for the Tunbridge Volunteer Fire Dept.
- Art. 8. Voted \$13,000.00 for the First Branch Ambulance Dept.
- Art. 9. Voted against the Town Clerk making additions and deletions to the Voter checklist.
- Art.10. Voted against to create a Conservation Comm. in the Town of Tunbridge.
- Art.11. Voted to call upon our Governing bodies to work towards the mandate of genetically engineered products.
- Art.12. Voted against to appropriate a sum of money to replace and repair Stone in the Tunbridge Village Cemetery.
- Art.13. Voted \$6,575.00 to support various organizations.
- Art.14. Election of Town Officers as required by law.

Selectboard	Mike O'Donnell	3 - yr. term
Lister	Judie Lewis	3 - yr. term
Auditor	Timothy Wolfe	3 - yr. term
Town Agent	Larry Mengedoht	1 - yr. term
Town Grand Juror	Nancy Howe	1 - yr. term
First Constable	Dan Mullen	1 - yr. term
Second Constable	John Durkee	1 - yr. term
Cemetery Commissioner	Floyd McPhetres	3 - yr. term
Trustee of Public Funds	John Durkee	3 - yr. term
Library Trustee	Liz Guth elected	3 - yr. term
Library Trustee	Donna Nelson	3 - yr. term

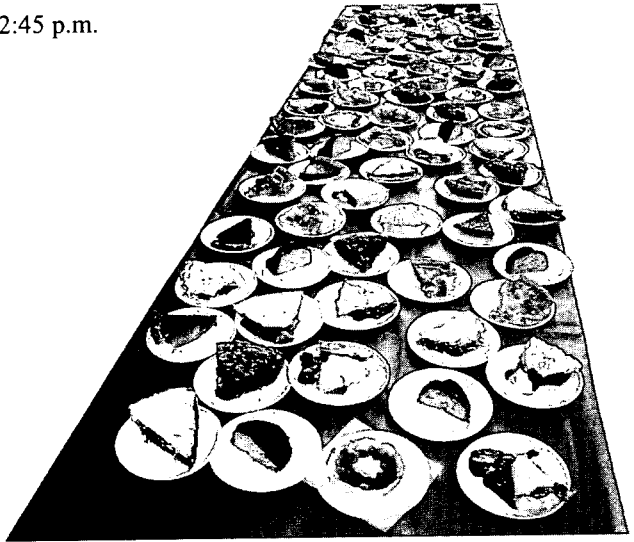
Art.15. Other business:

Jim Wick thanked Doug Giles for his years of service to the Town of Tunbridge.
Mary Alice Leonard Heath stated that the Town is in need of a person interested in represented the Town at the CVSWMD meetings; please talk to her if interested.

Motion to adjourn. Seconded.

Town Meeting adjourned at 2:45 p.m.

Respectfully submitted,
Wendy McCullough,
Town Clerk



Pie Shortage - Town Meeting, 2003

AUDITORS' REPORT

In accordance with Title 24 V.S.A. we have reviewed the accounts of the Town and School District according to "GAITAP" (Generally Accepted in Tunbridge Accounting Principals). We believe the information in this Town Report fairly and accurately represents the financial condition of the town. The treasurer, town clerk, selectmen, school officials, etc. have been most helpful in these efforts, and we believe that everyone is in agreement with the result. For a while we thought there was 4¢ missing in the Highway Fund, but we got that straightened out! Many thanks to all who have helped.

The school has an outside independent auditor for its accounts and we have not tried to duplicate that effort; the independent auditor's report is included on page 59. We do, however, reconcile the school checkbook every month, and review the school treasurer's report on page 60.

We also reconcile the Town's main checking account every month, to the penny.

The Town has a basically good system for its accounts. The system is on computer, but the method is actually quite similar to the original "paper and pencil" system that was

in use back when the world was a simpler place. All payments are made only upon signed orders from the Selectboard or School Directors. Essential records are kept in the vault, and computer records are backed up frequently. Budgets are prepared based on proposals approved by the voters at town meeting, and are followed quite closely. Any surpluses in the town funds every year are credited back to taxpayers in the form of a reduced tax bill; surpluses are not "carried forward." Any borrowing is strictly in accordance with voter approval. The Fund Report and Balance Sheet on page 12 is an attempt to show the starting/ending balances and activity for the year for all town funds; all ending balances shown have been reconciled with bank statements.

We do not audit the accounts of outside organizations, but we do include their financial information in the Town Report upon request.

Town records are public information, and we have tried to be complete and clear about all matters. If any citizen needs further information about anything in this report we would be happy to be of help.

Jim Wick, Donna Nelson, and Tim Wolfe
Board of Auditors

TOWN CLERK'S REPORT

Where has the year gone? It seems like yesterday that I was sitting at my computer doing this very same thing.

The Town Clerk's Office has been a whirl wind of recordings this past year, much like last year. A record this year, filling a land records volume in one month. I remember when we moved upstairs in May 2002, Doug and I evaluated the storage and anticipated in another five years we would need to purchase another book rack. If recording continues at the current rate through this year, we will have to purchase another rack next year. We are fortunate that we have two vaults. The new vault is for records that are current and need to be available. The dungeon vault is to store of records that need to be kept for a number of years and available if needed. This is rare for most Vermont Towns who are struggling for storage space. I am currently trying to get the dungeon vault in order so that the old grand lists from the beginning of time in Tunbridge can be stored in a dry, clean environment, along with old school records, Town Reports and various other valuables.

Other things that keep the Town Clerk busy can include anything from, licensing your dog, handling dog complaints, knowing well in advance when the next World' Fair takes place, to apologizing (with a giggle) to the ones who call a week late. Also knowing the school code off the top of my head, voter registration, marriage licenses and helping you place where your great-great grandmother's uncle was buried and when?

Each day is different, which makes this job interesting and yes sometimes exciting. When asked what's happening in Tunbridge these days, my reply usually is, not much,

it's Tunbridge. But when you think about it, that's a good thing. When I read the local papers of other Town's conflicts I realize how lucky we are to live in a relatively quiet Town. When you take a moment of your day and think about it, life in Tunbridge is pretty good and we are quite fortunate to live where we do.

Respectfully submitted,

Wendy McCullough, Town Clerk

SELECTBOARD REPORT

This year started with a winter that wouldn't end and finished with another snowy winter. Such is life in Vermont. This past year was a lot of fun; we had numerous projects going on. We received grants to have work done on bridges on Potash, Bicknell Hill and Belknap Roads. These projects have been completed. We also received a grant to refurbish the Cilley Covered Bridge.

The remodeling of Town Hall, which was done by Summit Construction, started out only to make the downstairs handicapped accessible. We ended up with so much more. The upstairs is now usable because of work done to the floor system, and the addition of a second exit. The people of Tunbridge owe Nancy Howe a big hug and handshake for all her work, without her this would not have happened.

As you know we had a lot of rain in July and August that caused many roads to washout. Thanks to the hard work of Administrative Assistant Wendy McCullough and Road Foreman Rodney Hoyt; we received financial support from FEMA and the State to help offset the cost of fixing the roads.

This year we purchased our sand from the Barreda's and the Lindstrom's. The sand from Barreda's was purchased straight from the pit; therefore, we had to dig and screen the material ourselves. The sand from the Lindstrom's was screened for us as part of the agreement. Many thanks to the Barreda and Lindstrom families and to the road crew for getting the sand ready in such a short time.

We hired Larry Pickett and his Drott equipment to clean the ditches on Potash, Strafford and the Spring Roads. We also hired a roadside mowing crew. Mowing later in the summer has proved beneficial in the winter months.

The Tunbridge Recreation Association had problems finding people interested in being involved and, sadly, the association was dissolved. So, the Selectboard assembled a hiring committee to find a Recreation Director. We hired Chuck Howe for the position; this has been a great addition to the Town. The Selectboard would like to thank everybody who has helped with Tunbridge Recreation.

Your Selectboard,

Shane Craig, Jim Spaulding, and Mike O'Donnell

BOARD OF LISTERS

Listers are always keeping an eye on the sales and no more so than in the past year. While it seems sales have slowed, the prices continue to be high. This year's residential sale prices far exceed the April 2002 values used as the basis for our town-wide reappraisal. Undeveloped land has not gained, but residential properties are selling, on an average, at 20% more than our listed values. This is great for the sellers but problematic for those of us who are charged with placing assessments at "fair market value." The Common Level of Appraisal (CLA) is the relationship between listed values and sale prices in the past three years. If prices are greater than the listed values, the CLA is lower. This year our CLA is 99.23%. Next year we expect it will drop to 93%.

The new education tax legislation will put new demands on the Listers. The new law calls for two different education-tax rates. The way we assess properties has not changed, but it will take a lot more work to produce the Grand List. [NOTE: Do file your residency with the state. There is a penalty if you do not.]

In an effort to keep our values equitable and to maintain current property data, the board this year initiated a program of rotational maintenance inspections. We will visit a quarter of the town's developed properties each year to update our records. A property assessment will remain the same unless there has been a substantial change or a mistake in data.

Just some facts:

- There are 864 taxable properties on our Grand List.
- 68% of the parcels have dwellings or mobile homes.
- Town residents own 63% of the town's parcels.
- 32% of the dwellings are more than 100 years old.
- 44% of the dwellings are less than 25 years old.
- 421 (49%) of the parcels have 10 acres or less.
- 69 (8%) of the parcels have more than 100 acres.
- Only one parcel has more than 500 acres.
- 58% of those enrolled in Current Use are residents.
- 44% of the town's acreage is enrolled in Current Use.

Judie Lewis, Ben Wolfe, Helen O'Donnell

CEMETERY COMMISSIONERS' REPORT

During the summer of 2003, we have used Tunbridge taxpayers' money and a grant from the Vermont Old Cemetery Association, along with some expenditure of energy by your cemetery commissioners, to improve the Dickerman cemetery. We had seven badly deteriorated stones replaced, some broken stones pinned and glued, and many, many other stones straightened. We filled numerous hollows with topsoil. We would like to thank the selectmen and road crew for trucking several loads of soil to the cemetery

roadside. Next spring we hope to plant some grass seed and have the gate repaired.

In the summer of 2004, we plan to have work done in the Drew, Old Spring Road, and Ordway cemeteries at least – perhaps others also.

We would like to note that, due to the fact that our fiscal year runs from July 1 of one year to June 30 of the next year, the bills for repair work don't show up in the town report for almost two years. For example, the financial statement in your 2004 town report reflects repair work done in the summer of 2002.

Checkbook Balance as of 7/1/02 \$1,113.18

INCOME

Trustees of Public Funds	\$5,000.00
Town of Tunbridge	3,000.00
Vermont Old Cemetery Association	<u>500.00</u>
TOTAL	\$8,500.00

EXPENSES

Bob's House and Lawn	\$3,775.00
Brale's Trucking	180.00
Chris McPhetres	277.50
Ahern Gardens	15.22
Green Valley Memorials	1,873.50
James Kinrney	<u>90.00</u>
TOTAL	\$6,631.22

Checkbook Balance as of 7/1/03 \$2,981.96

PLANNING COMMISSION

Year 2003 Report

The Planning Commission is finishing work on the five-year Municipal Development Plan to be completed in June of 2004. Two Rivers Regional Planning Commission will be providing assistance and information regarding completion of the plan.

The first of 2 public hearings for comment on the plan will be held on March 11 in the Tunbridge Town offices, the second will be announced for April or May. Please contact the Town Clerk for a copy of the current plan.

The Planning Commission encourages everyone to review this and in particular the Appendix 1- "Design Guidelines" before starting any projects or building plans.

Planning Commission meetings are held on the second Thursday of the month at 7:30 p.m. in the town offices and are open to the public.

TAX REPORT

Funds Required

	<u>As Voted</u>	<u>Less</u> <u>Year-end Surplus</u>	<u>Other</u> <u>Adjustments*</u>	<u>To Be</u> <u>Raised</u>
Selectmen	\$192,100.00		(\$54,459.00)	\$137,641.00
Appropriations	53,025.00		53,025.00	
Fire Truck	20,000.00			20,000.00
Highway	243,500.00	(\$11,028.30)		232,471.70
School	<u>1,558,807.00</u>		<u>1,558,807.00</u>	
	\$2,067,432.00	(\$11,028.30)	(\$54,459.00)	<u>\$2,001,944.70</u>

Tax Rate Calculation	Education Totals	Municipal Totals	
2003 Grand List	\$122,871,180.00	\$122,871,180.00	
Less Land Use	(14,321,381.00)	(14,321,381.00)	
Less Tax Exempt	(5,312,280.00)	(5,312,280.00)	
Less Veterans' Exemption	(260,000.00)	(260,000.00)	
Less Contracts	(150,200.00)	(150,200.00)	
Cable & Grange	<u>162,100.00</u>	<u>0.00</u>	
	\$102,989,419.00	\$102,827,319.00	
1% of Grand List	\$1,029,894.19	\$1,028,273.19	
Tax Rate	<u>\$1.52</u>	<u>\$0.43</u>	<u>\$1.95</u>
Grand List times Tax Rate	\$1,565,439.17	\$442,157.47	\$2,007,596.64
		Lease Land (billed separately)	(66.28)
		Cable & Grange	<u>(2,463.92)</u>
		Total Taxes Billed	\$2,005,066.44
		Lister Corrections and Changes	<u>(4,705.43)</u>
		Total Taxes Billed after Corrections	\$2,000,361.01

Actual Tax Collections

Collections through Nov. 3, 2003	\$1,867,013.44	
Overpayments - refunded	(395.44)	
Overpayments - not refunded	(0.79)	
Lease Land Adjustments	(30.50)	
Rounding Adjustments	<u>0.10</u>	
Net Collections	\$1,866,586.81	\$1,866,586.81
Delinquent as of Nov. 3, 2003		<u>\$133,774.20</u>
		\$2,001,361.01

Allocation of Taxes

Selectmen	\$0.13
Appropriations	0.05
Highway	0.23
Fire Truck	0.02
School	<u>1.52</u>
	\$1.95

* Adjustments are: Hold
Harmless, \$54,314.00; and
VT PILOT, \$145.00

AUDITORS' ESTIMATE OF TAXES (Homestead Rate)

AS RAISED AND PROPOSED

	2001-02	2002-03	2003-04	2004-05
	<u>As Voted</u>	<u>As Voted</u>	<u>As Voted</u>	<u>As Proposed</u>
School				
Local Property Tax	\$994,898.00	\$1,136,774.00	\$1,552,366.00	see explanation
School Bond	<u>114,788.00</u>	<u>97,561.00</u>	<u>97,379.00</u>	page 72
Total School	\$1,109,686.00	\$1,234,335.00	\$1,649,745.00	
School Tax Rate	\$1.63	\$1.87	\$1.62	\$1.33
Town				
Selectmen's Fund	\$182,597.00	\$164,525.00	\$192,100.00	\$222,160.00
Reappraisal	12,500.00			
Highway Fund	211,000.00	227,000.00	243,500.00	251,300.00
Appropriations	39,763.00	47,775.00	53,025.00	43,075.00
Tanker Truck				40,000.00
<u>Fire Truck</u>	<u>20,000.00</u>	<u>20,000.00</u>	<u>20,000.00</u>	
Total Town	\$465,860.00	\$459,300.00	\$508,625.00	\$556,535.00
Town Tax Rate	\$0.68	\$0.69	\$0.50	\$0.54
Grand Total	\$1,575,546.00	\$1,693,635.00	\$2,158,370.00	homestead
	as voted	as voted	as voted*	estimated*
	\$2.31	\$2.56	\$2.12	\$1.87
after reappraisal	actual as billed	actual as billed	actual as billed*	
	\$2.20	\$1.61	\$1.95	

SCHEDULE OF INDEBTEDNESS

	Original	Upcoming Payments			Loan Balance
	<u>Amounts</u>	<u>FY '03-04</u>	<u>FY '04-05</u>	<u>FY '04-05</u>	<u>as of 6/30/03</u>
Long-Term Debt					
Fire Truck (note 1)	\$100,000.00	\$20,000.00			\$20,000.00
School Bus (note 2)	81,711.00	16,342.00	16,342.00	16,343.00	49,027.00
School Bond (note 3)	600,000.00	64,940.00	63,074.40	61,192.80	520,000.00
School Bond (note 4)	310,000.00	40,232.60	39,808.00	29,378.00	<u>240,000.00</u>
					\$829,027.00

Note 1: Principal only shown. Interest is paid by the TVFD.

Note 2: 5-year loan, through FY '05

Note 3: Paid off in FY '15 Note 4: Paid off in FY '18

Short-Term Debt

Town Construction - Line of Credit	\$106,100.00	As of 6/30/03
	\$135,100.00	As of December, 03

Increase from June through December reflects completion of Town Hall project. This debt will eventually be converted into a long-term bond.

FUND REPORTS AND BALANCE SHEET

(see details on:)	Selectman's Fund (page 24)	Highway Fund (page 26)	Equipment Fund (page 22)
Starting Cash Balance	\$9,557.10	\$8,393.31	\$94,378.06
Revenue			
Tax Revenue	\$42,675.00	\$218,606.69	
Other Revenue	201,947.63	3,181.50	5,659.67
State Aid		111,481.00	
Transfers			61,712.00
Interest Revenue	732.71		
Line of Credit or Loan			
Appropriations Revenue	<u>60,700.00</u>		
Total Income	\$306,055.34	<u>\$333,269.19</u>	<u>\$67,371.67</u>
Starting Balance Plus Revenue	\$315,612.44	\$341,662.50	\$161,749.73
Expense	\$314,341.64	\$330,634.16	\$62,610.60
Ending Balances			
Ending Cash Balance	\$1,270.80	\$11,028.34	\$99,139.13
Delinquent Taxes Owed	29,153.42		
Loans, Other Liabilities, Assets	<u>(20,000.00)</u>		
Ending Fund Balance	\$10,424.22	<u>\$11,028.34</u>	<u>\$99,139.13</u>
Ending Fund Balances - Comparisons to Recent Years:			
1996-97 year end	\$131,213.80	\$8,875.39	\$35,484.19
1997-98 year end	109,681.83	19,865.91	104,934.21
1998-99 year end	43,113.58	113,130.60	105,791.04
1999-00 year end	(29,095.28)	76,592.63	103,764.48
2000-01 year end	(46,358.63)	31,304.01	108,907.89
2001-02 year end	(14,697.36)	8,393.31	94,378.06

Notes

Selectmen's Fund: the amounts shown include appropriations, reappraisal fund, and the tree fund. Also, a correction of \$1 was made in the starting balance.

Library Account: due to IRS requirements, the library salaries are paid through the Selectmen's fund. Any amount above the Library's appropriation is then reimbursed by the Library to the Selectmens fund.

Schedule of Indebtedness: see page 11.

ALL FUNDS - AS OF JUNE 30, 2003

Payroll Fund (page 22)	Capital Improvement (page 16)	Library Account (page 34)	Trust Funds (page 18)	Total
\$921.79	\$13,575.68	\$146.35	\$445,129.24	\$572,101.53
				\$261,281.69
	21,665.00	22,667.37	20,003.86	275,125.03
	60,659.00			172,140.00
253,706.41				315,418.41
	64.13			796.84
	40,300.00			40,300.00
				<u>60,700.00</u>
<u>\$253,706.41</u>	<u>\$122,688.13</u>	<u>\$22,667.37</u>	<u>\$20,003.86</u>	\$1,125,761.97
\$254,628.20	\$136,263.81	\$22,813.72	\$465,133.10	\$1,697,863.50
\$253,229.82	\$128,611.91	\$22,687.64	\$18,310.27	\$1,130,426.04
\$1,398.38	\$7,651.90	\$126.08	\$446,822.83	\$567,437.46
				29,153.42
<u>(437.79)</u>	<u>(106,100.00)</u>			<u>(126,537.79)</u>
\$950.59	(98,448.10)	\$126.08	\$446,822.83	\$470,053.09
\$799.69	\$136,519.34	\$1,253.37	\$378,364.23	\$692,510.01
801.49	143,509.38	1,952.37	433,430.64	814,175.83
644.61	146,805.59	5,165.27	480,585.11	895,235.80
803.65	172,029.10	607.11	472,046.52	796,748.21
962.35	(11,609.13)	202.27	492,046.52	575,455.28
972.29	(64,224.32)	44.80	445,129.24	469,996.02

Tax Account: the Tax Account is not included in the above summary. Tax payments are held in this account temporarily before being distributed to town and school accounts. The account started with a balance of \$6,721.92 and ended with \$13,542.43.

Other Funds: the Collector of Delinquent Taxes maintains a small account for "working capital;" the amount is shown in her report. The Recreation Director and Cemetery Commissioners also manage town funds; see their reports on pages 37 and 9 respectively.

DELINQUENT TAX REPORT

Year	Uncollected Taxes <u>1/1/03</u>	Collected thru <u>6/30/03</u>	Abated & Adjusted	Uncollected Balance <u>7/1/03</u>	Collected 7/1/03 Thru <u>12/31/03</u>	Uncollected Taxes <u>12/31/03</u>
2000	\$633.78	\$283.84	\$0.00	\$349.94	\$349.94	\$0.00
2001	5,692.11	780.07	0.00	4,912.04	2,958.14	1,953.90
2002	41,279.60	17,388.16	0.00	23,891.44	5,672.80	8,218.64
2003	<u> </u>	<u> </u>	<u> </u>	<u>\$133,774.20**</u>	<u>61,225.10</u>	<u>72,549.10</u>
Total	\$47,605.49	\$18,452.07	\$0.00	\$162,927.62	\$70,205.98	\$82,721.64

** Turned over 11/12/03.

Checkbook balance as of 6/30/03 is \$1,057.56.

LIST OF DELINQUENT TAXES

<u>NAME</u>	<u>2001 Taxes</u>	<u>2002 Taxes</u>	<u>2003 Taxes</u>	<u>Total</u>
Alfred, Mitchell Et. Al.			\$327.20	\$327.20
Barry, Thomas			1,815.51	1,815.51
Bingham, George & Theresa			1,505.40	1,505.40
Blaisdell, Eugene & Sheila			2,088.45	2,088.45
Boardman, Donald & Wendy			1,017.90	1,017.90
Bradford, JC & Linda			3,763.50	3,763.50
Broe, Everett			3,745.95	3,745.95
Broe, Everett & Janice		779.68	1,981.20	2,760.88 ts
Brooks, Robert & Veronica			48.35	48.35
Brown, Arthur			1,189.50	1,189.50
Chambers, Lincoln & Amber		474.95	575.25	1,050.20 ts
Chambers, Loren & Cindy			843.37	843.37 ***
Christian Energy Mission of Vermont		1,046.95	1,046.95	
Clark, Katrina & Tim			791.70	791.70
Clark, Peter & Susan			654.53	654.53
Colburn, Joan			723.45	723.45
Colson, Beverly			391.25	391.25
D'Ambrosio, James			2,084.54	2,084.54
Davis, Elizabeth			1,070.55	1,070.55 ***
Downer, Steven & Faith			3,053.70	3,053.70
Einwiller, Herbert		1,613.22	1,953.90	3,567.12
Farrar, Cynthia			838.50	838.50
Fillipi, Linda			717.60	717.60

Fillipi, Linda & Kolbann, Donald & Denise			4,190.55	4,190.55	
Fox, Bruce & Janey			2,741.70	2,741.70	
Greer, Edward & Gretchen			1,657.50	1,657.50	
Howe, James & Esther C., Trustee	1,276.37		1,276.37	***	
Howe, Jody & Darlene			257.40	257.40	
Hoyt, John & Samantha			1,386.45	1,386.45	
Hyde, Frank Estate			1,969.50	1,969.50	
Ingoldsby, Roger	254.90			254.90	ts
Joseph, Henry			2,267.85	2,267.85	
Kennedy, Mabel	59.64		1,333.80	1,393.44	***
Kill, Harrison & Vivian			106.58	106.58	***
Legault, Rene			918.45	918.45	
Lowell, Richard	1,699.00	1,640.59	1,987.05	5,326.64	ts
Lyford, Nelson			460.20	460.20	
Lyndes, Jeffrey & Catherine			2,289.30	2,289.30	***
Mattern, Wesley & Susan			2,753.40	2,753.40	
Merriman, Kelly & Christian			836.55	836.55	
Moran, Kevin & Darlene			1,866.15	1,866.15	
Richardson, Bruce & Ruth			1,955.24	1,955.24	***
Rochessen, Edward Louis			955.96	955.96	
Rogers, Lois Anne			744.87	744.87	
Russell, David & Penny	1,703.38			1,703.38	ts
Shepard, Katrina	120.67		251.55	372.22	***
Shirlock, Edward & Jackie			1,802.63	1,802.63	***
Smith, Jonathan & Paulette			1,776.45	1,776.45	
Sweeten, Scott & Barbara	1,083.53		1,312.35	2,395.88	***
Stride, Richard & Julia	644.77			644.77	
Thompson, Ken	98.21		118.95	217.16	ts
Tracy, James			1,366.95	1,366.95	
Tunbridge R.E. Trust			737.10	737.10	
Wood/Caddell, Barry & Lauren			<u>1,000.00</u>	<u>1,000.00</u>	
Totals	<u>\$1,953.90</u>	<u>\$8,218.64</u>	<u>\$72,549.10</u>	<u>\$82,721.64</u>	

ts - Tax Sale *** - payment schedule

CAPITAL IMPROVEMENT FUNDS

	Mill Br - Main Chkg. Acct.	Mill Bridge Acct.	Mascoma Capital Improvement Fund Account					Grand Total
			Town Offices	T. Hall Grant	T. Hall Other	General	Subtotal Mascoma	
Starting Balance	\$897.46	\$7,528.09					\$5,150.13	\$13,575.68
Income								
Gifts from Individuals			\$500.00	\$21,000.00			\$21,500.00	\$21,500.00
Line of Credit				40,300.00			40,300.00	40,300.00
Other Revenue				165.00			165.00	165.00
Federal Grant				60,659.00			60,659.00	60,659.00
Interest		64.13					64.13	
Total Income		\$64.13	\$500.00	\$122,124.00			\$122,624.00	\$122,688.13
Expense								
			\$15,123.44	\$111,582.32	\$1,808.41	\$97.74	\$128,611.91	\$128,611.91
End Cash Balance	\$897.46	\$7,592.22					\$(837.78)	\$7,651.90
Liabilities								
End Fund Balance	\$897.46	\$7,592.22					(106100.00)	(106100.00)
								\$(98,448.10)

	Capital Improvement Fund - Summary by Fiscal Year					Total
	Town Hall	Town Offices	T. Hall Grant	T. Hall Other	Aldrich	
FY 97-98	\$2,266.91	\$515.37	\$2,494.41			\$8,170.66
FY 98-99	1,886.16		1,886.16			27,082.13
FY 99-00	17,552.57	33.33	884.44		10,000.00	20,489.66
FY 00-01	257,461.24		1,442.64			258,928.45
FY 01-02	37,815.66		90,716.72			138,532.38
FY 02-03			111,582.32	1,808.41		128,611.91
FY 03-04 through November '03			57,031.50	19,212.21		4,643.18
	\$316,982.53	\$548.71	\$112,547.80	\$168,613.82	\$10,000.00	\$4,756.22
				\$21,020.62		\$662,702.08

REPORT ON THE TOWN HALL PROJECT

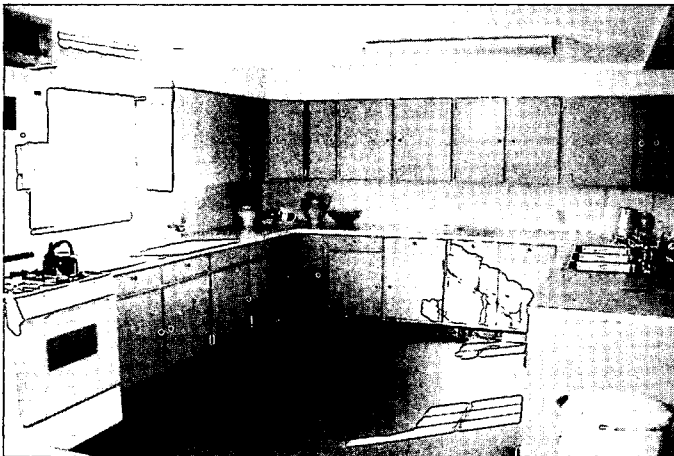
The Town of Tunbridge received a Disaster Relief Recovery Initiative grant through the State of Vermont Agency of Commerce and Community Development. The intent of such a grant is to enable the town to improve our existing town hall for service as a secondary emergency shelter and meeting space and as our polling place.

During 2002 and 2003, the Town Hall Committee and the Selectboard worked together to implement and administer these funds for those purposes. With the assistance of Jonni Spaulding of Catamount Interiors and the Summit/Catamount Construction Group we completed the renovations to the interior and exterior.

Our town hall now has plumbing, heating and electrical systems that are to code. The lower level is handicapped accessible and an emergency exit has been added at the rear of the upper level of the hall without jeopardizing the historic integrity of the exterior of the building. Structural repairs to the foundation and the upper level floor were also completed during the course of the project. The upper level is not handicapped accessible.

In early October, the building was reopened for public use. Since that time, it has been the site of baby and bridal showers, 4-H meetings, family holiday celebrations, SERVE and co-op breakdowns, a Red Cross blood drive, church fellowship and other gatherings. In early January a wedding took place upstairs with the reception following on site. We are so pleased to see this building resume it's role in our community.

On January 7th, the town received our verbal final certificate of occupancy. Some small painting and handyman projects including landscaping remain to be completed during the next few months by volunteers. Fundraising activities to defray the expenses of constructing the second exit are ongoing. We hope you have had an opportunity to visit or use the building.



Refurbished Kitchen at the Lower Level

TRUSTEES OF PUBLIC FUNDS

	Opening Balance <u>7/1/02</u>	<u>Withdrawals</u>	<u>Additional Investments</u>	<u>Changes to Asset Value</u>	End Asset Value <u>6/30/03</u>
Public Cemeteries	\$101,899.84	\$(5,125.00)		\$(3,291.61)	\$93,483.23
School Library	124,270.31	(9,905.00)		(679.90)	113,685.41
Fire Department	13,594.35			156.94	13,751.29
Town Highway	160,952.17		20,000.00	36.50	180,988.67
Public Library	<u>42,337.93</u>			<u>497.80</u>	<u>42,835.73</u>
	\$443,054.60	\$(14,905.00)	\$20,000.00	\$(3,405.27)	\$444,744.33
Checking Account	<u>2,074.64</u>		<u>3.86</u>		<u>2,078.50</u>
	\$445,129.24	\$(14,905.00)	\$20,003.86	\$(3,405.27)	\$446,822.83

The balance sheet shows the opening and closing fair market value balances of the accounts managed by the Trustees of Public Funds. Taking into account withdrawals and investments during the fiscal year, the change in asset value is derived from the difference between the opening and closing balances of the year.

Under the guidelines established for the administration of the funds, disbursements from the accounts, if required, are normally made at the end or very beginning of the fiscal year to provide budget support for the upcoming year. Funds for FY03 for the maintenance of the town's cemeteries were made available in August 2003. In the case of the school account, however, \$6,700 of the withdrawals shown above were for expenditures for the previous fiscal year, FY02. The payments for FY03 amounted to an additional \$3,205.

As in previous years, an anonymous donor made a very generous contribution to the highway fund. In FY03 \$20,000 was donated, as shown above; and in FY04 the town has received a donation of \$28,000.

The fire department and the public library did not withdraw any monies during FY03. The fire department is responsible for the use of their investments. The town library is mounting a campaign to build up its endowment, and during FY04 the Friends of the Library made a very generous contribution to kick off the campaign with a donation of \$30,000. The use of the funds invested on behalf of the town library is the responsibility of the trustees of the public library.

The maximum annual disbursement available for the activities for which the Trustees of Public Funds are responsible are based on a percentage of the fair market value of the closing balance of the previous year's account. This formula protects the funds from being eroded by inflation.

The checking account has an ongoing reserve level of funds of a little over \$2,000 that is available for miscellaneous expenses. The account is used principally for passing withdrawals from the investments to the various town groups.

Investment performance during the fiscal year was down, showing some net losses.

The highway monies are primarily invested in a large capital value fund with the main objective of investing in companies that offer the strongest potential for capital growth over the long-term. Current income is a secondary objective.

Investments on behalf of the other town activities break down into three primary categories: (1) money market, government securities and corporate bonds; (2) a mutual fund of stocks oriented to dividends; and (3) a mutual fund of stocks oriented to growth potential. About fifty percent of these investments are in the more conservative markets of money markets and bonds. About 25 percent are invested in value-oriented stocks; and another 25 percent are invested in growth stocks. This mix limits exposure to any single market activity.

The difficult economic and financial climate continued during FY03 for the third consecutive year due to weakness in capital spending, lackluster corporate earnings, geopolitical instability, and continuing corporate scandals. Slow economic growth, however, lead to record low interest rates resulting in endless waves of mortgage refinancing – thus providing a boost to the economy. The housing market and consumer spending remained strong and bond investments performed well during the fiscal year, earning 7.95%. Stock prices declined during FY03, through the onset of the war in Iraq, marking a three-year bear market bottom. Since then, however, there has been an impressive market advance.

The town's investment bonds return of 7.95% for the fiscal year were offset by modest declines in both growth stocks (-7.73%) and value stocks (-5.88%). Since the fiscal year end stocks have posted meaningful gains through November 2003, with the town's growth stocks during this period increasing by 15.29 % and value stocks by 19.79%, reflecting an improved economic climate.

Respectfully submitted

John Durkee, Scott Terami, Townsend Swayze

SELECTMENS' ORDERS**Selectmen**

Accura Printing	\$1,825.00
Anne Comstock	40.00
Anne Howe	225.63
Arlene Stockwell	112.00
AT&T	614.54
Barbara Kohn	40.00
Bank Service Charges	442.89
BC & BS Of Vermont	20,750.60
BCST	135.00
Benjamin Wolfe	68.00
Bertha Delano	76.00
Bethel/Royalton Landfill	104.65
Betty Frary	16.00
BGS GSC State Surplus	145.00
Boone's Locksmith Shop	75.00
Bradford/Pratt's Co.	4,246.66
Bruce Godfrey	100.00
Cadastral Data Mapping	480.00
Calvin Johnson	2,000.00
CNA Surety	350.00
Copiers Etc.	950.00
Crystal Rock Bottled Water	526.47
CVPS	6,143.94
CVSWMD	5,090.90
Dan Mullen	144.00
Delta Dental	24.71
Donna Nelson	78.50
F. Gordon Tuthill	1,685.00
Fredrick Welch	328.23
Hazel Welch	44.00
IDS	113.02
Innevi	239.40
Jacqueline Higgins	431.31
JD Gas	1,300.00
John Bicknell	28.00
Joseph J Marotti Co Inc	900.08
Judie Lewis	80.00
Judy Howe	2,163.96
Kathleen Welch	80.00
Leonard's Gas & Electric	144.90

Lorraine Palmer	64.00
Magee	909.99
Mapinfo Corp.	447.60
Mascoma Savings Bank	14,882.19
Mcbee Systems Inc	198.92
Michael O'Donnell	28.00
Mid-Vermont Electric, Inc	98.21
Nelson's Window Service	240.00
NEMRC	100.00
Northeast Waste Services	19,006.11
Orange County Treasurer	16,666.00
Radio North	601.00
Roberta Bicknell	92.00
Roger Welch	72.00
Schwaab Inc	66.85
Spectrum E.R. Lab. Inc.	397.00
Staples Inc.	2,028.96
State of Vermont	280.00
The Flag Shop of Vermont	1,796.65
The Herald of Randolph	421.66
The National Survey	34.51
Tunbridge Cemeteries	3,000.00
Two-Rivers Ottauquechee	1,446.00
US Postal Service	1,434.53
UVM Extension	70.00
Verizon	1,725.94
Vermont Institute for Government	175.00
Vermont State Treasurer	246.00
VLCT	100.00
VLCT Pacif	18,603.79
VLCT Unemployment	423.08
VMCTA- Continuing Ed.	30.00
VMERS (retirement)	1,059.50
VT Dept Of Health	15.00
VT Dept Of Taxes	1,166.22
VT Fire Extinguisher	0.00
Welchs True Value	326.99
Wendy McCullough	41.99
Young's Propane	1,201.57
Reimb. by Employee	(150.00)

Reimb. by Employee (400.00)
 Reimb. by Capital Imp. Fund ... (50.37)
 Total 141,240.28
 Payroll Exp 7,163.06
 Wages 93,634.53
 Subtotal Selex \$242,037.87

Safeline 200.00
 Upper Valley Services Inc 400.00
 VNAVNH 1,900.00
 VT Assoc For The Blind 100.00
 VT Ctr. For Indep. Living 150.00
 Subtotal Appropriations ... \$67,775.00

Appropriations

Fire Truck \$20,000.00
 First Branch Ambulance 13,000.00
 Tunbridge Fire Dept 28,200.00
 Central VT Council On Aging ... 50.00
 Chelsea Sr. Citizen Ctr. 500.00
 Clara Martin Center 1,900.00
 CV Adult Basic Education 725.00
 CVCAC 300.00
 Green-Up Vermont 100.00
 Kid's Place 100.00
 Orange Co Diversion Program . 150.00

Reappraisal

Payroll Exp \$306.72
 Wages 4,009.50
 Subtotal Reappraisal \$4,316.22

Tree Fund

Jim Ludwig \$212.56

Grand Total

Selectmens' Orders \$314,341.64

HIGHWAY ORDERS

Airgas East \$576.68
 Alex Boles 10,740.00
 BC & BS of Vermont 11,668.66
 Blaktop Inc 104.16
 Bob Osgood's Excavating 525.00
 Bradford/Pratt's Co 3,238.62
 Burlington Communications Service
 Center 150.00
 Cargill Inc. 12,200.25
 Coyne Textile Services 1,485.57
 CVPS 1,839.36
 Daniel S. Clay 855.00
 Equipment Fund 61,712.00
 Fredrick Welch 203.10
 FRP Services & Co. Inc. 5,720.00

Giddings Manufacturing 835.71
 Jon's Trucking 2,230.50
 Ken Dunham Trucking 384.00
 Kevin Bagley 7,900.00
 Kevin L. Rogers Inc 4,942.50
 Larry Wight 127.98
 McCulloughs Crushing 36,431.80
 Merriam-Graves Corp 34.65
 Neil Daniels Inc. 5,034.68
 Northstar Farm Supply 161.75
 Picketts Inc 38,523.65
 Radio North 705.32
 Red Hed Supply Inc. 8,497.60
 Red Rooster Construction 108.00
 Richard Barnaby 3,283.50

The Herald of Randolph	96.02
Timothy Higgins	42.88
Town of Chelsea	2,769.09
U.S. Cellular	168.11
Universal Licensing Service	80.00
Verizon	551.59
Vermont Local Roads	50.00
VLCT	500.00
VMERS (retirement)	3,695.99

VT AOT	3,736.34
VT Fire Extinguisher	103.15
VT Municipal Highway Assoc ..	10.00
Welchs True Value	<u>171.14</u>
Subtotal	\$232,194.35
Wages	91,444.31
Payroll Exp.	<u>6,995.50</u>
Total Highway Orders .	\$330,634.16

EQUIPMENT ORDERS

ATCO	\$425.00
B-B Chain, Inc.	64.15
Bradford/Pratt's Co.	20,024.49
Carl Whitney	310.00
Clark's Truck Center	1,566.76
Future Supply Corp	1,513.78
Gateway	2,447.69
Herb Crawford	90.00
Kibby Equipment Inc.	903.77
L.A. Welding	76.50
Lambert's Power Equipment	7.04
Larry Wight	280.00
Lawson Products Inc.	1,005.05
Lowell Mcleods, Inc.	1,181.13
Lucky's Trailer Sales Inc.	707.09
N.T.G.S.	295.03

Nortrax Equipment Co.	515.06
R.N. Johnson, Inc.	1,136.36
Royal Auto Inc.	2,496.73
Sabil & Sons Inc.	472.68
Southworth-Milton Inc.	389.70
Tenco New England Inc.	1,719.42
Vermont Track & Tooth	400.00
Vt Municipal Truck Equip	7,854.76
Welchs True Value	606.15
Wilson Tire Inc.	<u>5,108.10</u>
Subtotal	\$51,596.44
Wages	10,231.45
Payroll Exp.	<u>782.71</u>
Total Equipment Orders .	\$62,610.60

TOWN PAYROLL

Barnaby, Elbert	\$112.00	Higgins, Timothy R.	6,075.00
Barnaby, Susan	831.96	Howe, David	436.20
Bicknell, Henry	1,818.75	Hoyt, James	2,162.00
Craig, Shane	900.00	Hoyt, Rodney J.	472.50
Doty, Baxter A.	175.00	Hoyt, Rodney L.	34,126.20
Giles, Douglas B.	1,100.00	Leonard-Heath, Mary Alice	500.00
Henault, Roberta P.	5,569.28	Lewis, Judie A.	11,750.00
Higgins, Jacqueline M.	8,837.19	Mallary, Anne C.	11,940.00

McCullough, Wendy S. 26,487.59
 Mullen, Daniel 604.00
 Mullen, Robert F. 30,260.38
 Nelson, Donna 327.15
 O'Donnell, Helen L. 913.50
 Sargent, Evelyn 3,642.24
 Spaulding, James H. 900.00
 Spaulding, Jonni M. 1,803.00
 Stockwell, Arlene B. 3,322.68
 Tatro, Bert F. 144.00
 Wick, James 385.31
 Wight, Allen D. 391.50

Wight, Laurence L. 28,013.18
 Wolfe, Benjamin M. 2,527.50
 Wolfe, Jean N. 14,040.00
 Wolfe, Timothy M. 554.68
 \$201,122.79

Retirement 4,755.49
 FICA 15,385.92
 Dental 24.71
 Health Insurance 32,419.26
 Posting Error (1.76)
Total Payroll Expense . \$253,706.41

CAPITAL IMPROVEMENT ORDERS

Town Offices

Green Mountain Paving..... \$970.00
 L. W. Greenwood 245.00
 Higgins Building 3,543.44
 Smith & VanSant 5,105.00
 Albert Sprague 5,260.00
 \$15,123.44

Town Hall Grant

Addison Independent 42.26
 Jack Anderson 750.00
 Behind the Times 75.60
 Richard Doherty 760.00
 The Herald of Randolph 106.10
 I'ts Classified 171.00
 Jonni Spaulding (clerk) 1,939.17
 Northeast Waste Services 558.86
 Summit/Catamount 106,525.00
 Times Argus 352.80
 Valley News 301.53
 \$111,582.32

Town Hall (outside of grant)

It's Classified \$22.00
 Leonard's Gas 1,160.09
 Town of Tunbridge 50.37
 Vt. Labor & Industry 48.00
 WSI VT 100.00
 \$1,380.46

Other

(were reimbursed by Selex fund in FY
 '03-04)
 Bethel Mills \$61.97
 McCulloughs Crushing 240.80
 Royal Auto 34.20
 Welch's 90.98
 \$427.95

General

Bank Service Charges \$97.74

**Total Capital
 Improvement Orders... \$128,611.91**

SELECTMENS' PROPOSAL

	Budget 02/03 <u>Voted</u>	02/03 <u>Actual</u>	Budget 03/04 <u>Voted</u>	Budget 04/05 <u>Proposed</u>
Beginning Fund Balance	\$0.00	\$4,253.58	\$0.00	\$0.00
Receipts:				
Raised from Taxes	\$164,525.00	\$166,677.74	\$192,100.00	\$222,160.00
Raised - Appropriations	67,775.00	60,700.00	73,025.00	43,075.00
Less Delinquent Taxes	<u>(45,000.00)</u>	<u>(124,002.74)</u>	<u>(75,000.00)</u>	<u>(75,000.00)</u>
	\$187,300.00	\$103,375.00	\$190,125.00	\$190,235.00
Other Income:				
Trash Tickets	\$25,000.00	\$24,449.62	\$27,000.00	\$28,000.00
Metals		2,935.00		
Del. Taxes Collected	50,000.00	110,905.51	75,000.00	75,000.00
Penalty - Delinquent Taxes	3,500.00	8,837.19	6,000.00	8,000.00
Interest - Delinquent Taxes	5,000.00	4,149.09	5,000.00	5,000.00
Town Clerk Fees	7,000.00	13,085.60	9,000.00	9,000.00
Town Clerk's Office/Use Fees	1,000.00	2,117.05	1,000.00	1,500.00
Town Hall Rent	500.00	225.00		500.00
Licenses (Dog & Liquor)	1,900.00	1,810.50	2,000.00	2,000.00
School Dist. Treas.	1,100.00	2,200.00	1,100.00	1,100.00
Checkbook Income	100.00	1,319.30	200.00	700.00
ACT 60	800.00	5,999.00		
Misc. Income	1,500.00	5,469.15	1,500.00	1,500.00
Library Reimbursement		12,755.75		
Insurance Reimbursement		<u>6,422.58</u>		
Total Receipts & Income	\$284,700.00	\$306,055.34	\$317,925.00	\$322,535.00
Total Receipts & Beginning Balance	\$284,700.00	\$310,308.92	\$317,925.00	\$322,535.00

	Budget 02/03 <u>Voted</u>	02/03 <u>Actual</u>	Budget 03/04 <u>Voted</u>	Budget 04/05 <u>Proposed</u>
Expenses:				
Selectmen	\$13,300.00	\$23,161.89	\$14,350.00	\$18,600.00
Town Clerk Office	49,100.00	55,571.65	55,700.00	60,200.00
Listers	18,425.00	17,685.24	19,000.00	19,660.00
Auditors & Town Report	4,100.00	3,513.70	4,000.00	4,000.00
Library	18,500.00	29,408.49	21,800.00	24,700.00
Recreation Department			6,000.00	6,000.00
Del. Tax Collector Fee	3,500.00	8,837.19	6,000.00	8,000.00
SS. Tax Del. Tax Collector	300.00	676.05		
Transfer Station	38,000.00	32,177.73	39,000.00	44,800.00
Dump Monitoring	850.00	397.00	850.00	500.00
Town Hall	500.00	7,343.88	5,600.00	7,800.00
Cemetery	3,000.00	3,000.00	3,000.00	3,000.00
Computer	2,000.00	531.37	2,000.00	2,000.00
Elections	1,000.00	932.00	0.00	1,000.00
Street Lights	4,500.00	4,455.62	4,500.00	4,500.00
Construction Loan	20,000.00	14,857.19	20,000.00	25,000.00
Capital Improvement	5,000.00			
Insurance & Bonds	15,000.00	19,376.87	20,000.00	20,000.00
Orange County Tax	16,500.00	16,666.00	17,000.00	21,000.00
Dues	2,150.00	1,446.00	0.00	2,600.00
Legal Fees	1,000.00		6,000.00	6,000.00
Interest	200.00		100.00	100.00
Town Forest		<u>2,000.00</u>	<u>0.00</u>	
Total Selex Expenses	\$216,925.00	\$242,037.87	\$244,900.00	\$279,460.00
Appropriations (see below)	<u>\$67,775.00</u>	<u>\$67,775.00</u>	<u>\$73,025.00</u>	<u>\$43,075.00</u>
Grand Total Expenses	\$284,700.00	\$309,812.87	\$317,925.00	\$322,535.00
Ending Fund Balance	\$0.00	\$496.05	\$0.00	\$0.00

Appropriations:

Fire Truck	\$20,000.00	\$20,000.00	\$20,000.00	
Fire Department	28,200.00	28,200.00	33,450.00	25,100.00
Ambulance	13,000.00	13,000.00	13,000.00	11,000.00
Miscellaneous Appropriations	<u>6,575.00</u>	<u>6,575.00</u>	<u>6,575.00</u>	<u>6,975.00</u>
Total Appropriations	\$67,775.00	\$67,775.00	\$73,025.00	\$43,075.00

HIGHWAY PROPOSAL

	Budget 02/03 <u>Voted</u>	02/03 <u>Actual</u>	Budget 03/04 <u>Voted</u>	Budget 04/05 <u>Proposed</u>
Beginning Fund Balance	\$0.00	\$8,393.31	\$0.00	\$0.00
Income:				
Taxes	\$227,000.00	\$218,606.69	\$243,500.00	\$251,300.00
State Aid	100,000.00	111,481.00	100,000.00	110,000.00
Interest on Sweep	5,000.00		5,000.00	
Interest on Trust Fund	8,000.00		8,000.00	8000.00
Misc.	<u> </u>	<u>3,181.50</u>	<u> </u>	<u> </u>
Total Income	\$340,000.00	\$333,269.19	\$356,500.00	\$369,300.00
Total Income & Beginning Balance	\$0.00	\$341,662.50	\$356,500.00	\$369,300.00
Expense:				
Class 2 & 3 Roads				
Wages, FICA, Benefits	\$115,000.00	\$113,042.76	\$120,000.00	\$122,000.00
Materials	95,000.00	98,375.45	102,000.00	112,300.00
Equipment	75,000.00	61,712.00	70,000.00	70,000.00
Misc.	<u> </u>	<u>1,006.62</u>	<u> </u>	<u> </u>
Total Class 2 & 3	\$285,000.00	\$274,136.83	\$292,000.00	\$304,300.00
Class 4 Roads				
Wages & FICA	1,650.00	761.70	1,650.00	1650.00
Materials	1,500.00	871.50	1,500.00	1,500.00
Equipment	<u> </u>	<u>850.00</u>	<u> </u>	<u>850.00</u>
Total Class 4	\$4,000.00	\$1,633.20	\$4,000.00	\$4,000.00
Bridges	12,000.00	19,511.02	12,000.00	12,000.00
Garage	9,000.00	9,275.61	8,500.00	9,000.00
Special Projects	<u>30,000.00</u>	<u>26,077.50</u>	<u>40,000.00</u>	<u>40,000.00</u>
Grand Total Expense	\$340,000.00	\$330,634.16	\$356,500.00	\$369,300.00
Ending Balance	\$0.00	\$11,028.34	\$0.00	\$0.00

TUNBRIDGE VOLUNTEER FIRE DEPARTMENT

2003 FIRE CHIEF'S REPORT

Dear Taxpayers:

The Tunbridge Fire Department had an average call volume responding to 21 calls for 2003. The calls included 3 structure fires, 2 chimney fires, 6 motor vehicle accidents, 3 wild land fires, 2 automobile fires, 4 mutual aid calls and 1 call related to downed power lines.

Using a Federal Emergency Management Agency ("FEMA") grant received in 2002 the department purchased new personal protective equipment. The grant funded ninety percent of the cost and the remaining ten percent was funded from our fundraising efforts.

We continued our grant-writing efforts and in 2003 received a \$20,000 grant from the Department of Homeland Security, providing 100% towards the purchase of two new air-packs and a thermal imaging camera.

For some time we have been telling the taxpayers that our 1973 tanker truck needs replacing. Now it has failed and we are fortunate to have been notified in December that we were awarded a \$99,000 grant from the Department of Homeland Security for the purchase of a new tanker truck. However, this will provide only 90% of the initial cost estimates. We are asking the taxpayers to fund the remaining \$40,000 for the purchase of this new truck that could cost up to \$140,000. We are still in the process of obtaining quotes based on our specifications.

Equipment, especially fire apparatus, should be replaced on a schedule, and not after it breaks down leaving the Town with inadequate emergency protection. This means fires occurring more than 2000 feet from a viable (in all seasons) water source will have to rely on mutual aid to provide water at the fire scene.

As your Fire Chief, I believe the town needs to seriously consider a capital equipment fund for the volunteer fire department. Our tanker should have been replaced years ago, but because of other financial demands on the town it wasn't feasible. In early November the tanker motor blew and is not worth fixing. We are without a key piece of apparatus until it can be replaced.

Additionally, Tunbridge Engine Two is nearly 25 years old and our Engine Four is almost 20 years old. Realistically, with good maintenance, these two pieces of apparatus will need replacing in the next six to ten years.

The last piece of equipment (our engine 1) was replaced only after the previous pump failed. Now we are replacing a tanker only after the motor has blown. I propose the town vote to support a capital equipment fund at \$25,000 annually beginning in March 2005.

As Chief, I think it is irresponsible to put our firefighters at increased risk and put property owners in greater jeopardy. It just makes good business sense to build the funds in advance, gradually. Both the ambulance and town have capital equipment funds for the purchase of new equipment.

The department is also in need of firefighters.

Finally, I would like to thank all members of the community and the department, who have contributed their time and/or monetary resources for our continued success in meeting our obligations.

Our annual meeting will be held on March 4, 2004. We hope many of you can attend. This is a great opportunity to obtain valuable feedback from the members of our community.

John W. Durkee, Chief

6/30/05

BUDGETED

Town Tax Revenues	25,100.00
Total	25,100.00
Dispatch Expense	1,000.00
Electricity	1,600.00
Gas - Building.....	2,500.00
Gas - Trucks	500.00
Insurance	8,600.00
Maintenance-Fire Station	500.00
Maintenance-Radio & Equip.	2,500.00
Maintenance-Trucks	2,500.00
Medical Expenses	500.00
Miscellaneous	500.00
Supplies	500.00
Telephone	600.00
Training	1,000.00
Bookkeeper	1,000.00
Worker's Compensation	<u>1,300.00</u>
Total	25,100.00

"Volunteers Needed"

Now doesn't that make us each wince? Don't we all feel "busy," each of us?

But stop and read on, please:

One of the aspects of rural living is that our taxes do not pay for all that is around us: they don't pay for street sweepers, we have "Green Up Day" for that, taxes don't pay for trash pick-up, Tunbridge is "self-serve". Nor for sewer or water [now that's a Pandora's box if ever there was one]. In Tunbridge, taxes don't pay for fire fighting, volunteers provide the effort and the Town contributes to the equipment. No Tunbridge resident's time is more valuable than another's; it's not just the doctor or the lawyer who tightly schedule their time; it's the farmer, the farrier, the plumber, and the excavator. We all run around, cramming one more task into our days. Nearly every day. Dazed yet?

The Tunbridge Volunteer Fire Department really needs more members, more volunteers, to help protect property against the ravages of fires, long the plague of rural living. And there's a lot more to the TVFD than hauling on your heavy, protective gear and rushing out with lights flashing, horn roaring [although that is pretty exciting!]. Why, the TVFD needs people to run the pump trucks at the scene (our very own Mission Control), help with paperwork (now that's attractive, huh?), write grant applications (TVFD has been very successful lately but could use many more ideas), or become a scribe on scene for the officers (truly at the heart of all activity), direct traffic (especially valuable for people who like to be in control), or pull hose (who needs a gym membership?). There are lots of jobs, and not only the adrenaline-rush kind. The TVFD tries to repair and maintain our own equipment within our capabilities so we even need help anytime during the week from people with mechanical skills.

Please, give the Tunbridge Volunteer Fire Department consideration or, better, a try. Anyone eighteen over is eligible. Get involved in an aspect of your town, be the first on your street to have a flashing red light on your vehicle, be the first in your law firm, your teachers' parking lot, at your company. The town's composition is changing but everything traditional about the town needn't change as well.

Volunteers Needed! Call John Durkee, Chief, 889-3408 or ask one of the members or trustees!

FIRST BRANCH AMBULANCE AND RESCUE REPORT

First Branch Ambulance & Rescue provides volunteer emergency medical response for the more than 2,600 residents of Chelsea and Tunbridge. The Ambulance, housed at the Chelsea Fire Station, has a full array of equipment on board for life-sustaining medical interventions while transporting patients to a hospital.

The Rescue Truck, housed at the Tunbridge Fire Station, is equipped with basic medical supplies as well as hydraulic and air-powered extrication tools primarily used to free victims of automobile accidents. The Rescue provides initial response to medical emergencies in Tunbridge. (The 21 -year-old Rescue Truck will soon need replacement.)

Licensed and certified Emergency Medical Technicians (EMTs) are trained to assess patients, administer oxygen, start IV fluids, monitor and defibrillate heart attack victims, treat insulin shock and allergic reactions, stabilize fractures and perform other pre-hospital emergency medical procedures. Often our local crew will radio ahead for a Paramedic to intercept our ambulance en route, since the average hospital transport time is more than 40 minutes. Paramedics are trained in Advanced Life Support and carry a wider range of medications.

Eight new EMTs passed their exams this year. The squad has several members with Emergency Care Attendant level certificates. All have CPR and life-saving training. With twice-monthly training sessions and special classes, squad members donated approximately 5,120 man-hours last year.

The Ambulance made 186 calls in 2003, of which 16 were auto accidents, 39 were other trauma injuries and 131 were medical emergencies. The Dartmouth-Hitchcock helicopter was summoned twice for air evacuation. There were 21 Paramedic intercepts made by White River Valley Ambulance in Bethel-a full-time paid service-to provide the highest level of field care for First Branch patients on the way to the hospital.

The Rescue truck responded to 71 calls in Chelsea and Tunbridge during 2003, of which 14 were for auto accidents, one tractor accident, and two fire calls. The balance, 54 runs, were medical or accidental injury calls in Tunbridge. The Rescue has 14 members and in addition to extrication, they can provide oxygen, defibrillation and initial patient stabilization.

Of the 23 Ambulance Squad members there are 15 EMTs, three of whom are certified at the EMT-1 level, and trained in advanced assessment and treatment procedures. They are authorized to administer intravenous fluids and medications when appropriate. Four ambulance EMTs reside in Tunbridge and initially respond to local calls with the Rescue Truck's medical equipment until the ambulance arrives.

A Homeland Security Administration grant for \$7,000 was received this year to purchase a stairway evacuation chair; an advanced automatic blood pressure, temperature and pulse oximeter monitor; and four portable radios. Two fully automatic defibrillators (AEDs) were obtained, one for each fire station. These will be available at major public events such as Tunbridge Fair, and for use by all Rescue squad members. Chelsea and Tunbridge firefighters will also be trained to use the AEDs when the ambulance is already out on another call.

The squads are critically short of volunteers who work locally and can respond to daytime emergencies. The ambulance usually operates with a driver and two attendants. At present there are just six members available to cover 180 man-hours of weekday shifts. Thus these six must be "on call" for 12 hours every-other-day to man the ambulance.

Relying on this handful of people year after year for daytime coverage creates a substantial burden as illness, family matters, business trips and vacations needing to be covered as well. The Ambulance is seeking two or three additional people to train as EMTs who would be available for one or two day shifts a week. (Help on all shifts is welcomed.)

Anyone interested in joining the squad, attending training classes and covering daytime, evening or weekend shifts on an on-call basis is urged to contact any member of either squad or to call the squad captains.

Due to fund raising, grants and an improved system for reimbursement collection from insurance companies, each town's taxpayer support of the squad has been reduced by \$2,000 this year. The squad would like to thank Heather Mullen for organizing the fund raising during the last Tunbridge Fair and Donna and Stan Woodard for heading it up in previous years.

Linda Kuban, **Ambulance Capt. 685-2206**

Dan Roberts, **Rescue Capt. 889-5562**

Board Members Appointed By The Selectmen:

Chelsea: Joan Goodrich and Dick Rogers

Tunbridge: Pam Caron and Deb Mullen-Craig

Ambulance Members

Alan Ackerman	Beth Farnham
Peter Amber	Wanda Jackson
Robin Amber	Annette Johnson
John Bowmer	Pete Jorgensen
Dave Bradshaw	Linda Kuban
Deb Button*	Laura Lambert
Ed Coburn	Peggy Pelkman
Cindy Coburn	Larry Mendedoht

Seth Osgood
Dan Roberts*
Betty Roberts
John Upham
Deb Vasseur
Brenda Vermette
Mark Vermette
Shawn Young

Rescue Members

Simon Bradford
Brenda Field
Leyna Hoyt
R. J. Hoyt
Adrian Lakin
Dave Mulvey
Deb Tuttle

(*Also Rescue Sq. Member)

FIRST BRANCH AMBULANCE & RESCUE - FINANCIAL REPORT

	2003		2004
<u>1 Operating Budget</u>	Proposed	To Date	Proposed
Beginning Balance	\$3,841.93	\$3,841.93	\$18,288.01
Income			
Chelsea Funding	13,000.00	13,000.00	11,000.00
Tunbridge Funding	13,000.00	13,000.00	11,000.00
Payment for Services	34,000.00	51,904.11	50,000.00
Interest	300.00	249.82	300.00
Membership Fund	1,500.00	1,500.00	1,500.00
Misc. Income		0.00	
Total Income	\$61,800.00	\$79,653.93	\$73,800.00
Total Funds Available	\$65,641.93	\$83,495.86	\$92,088.01
Expenditures			
Vehicle Replacement	\$6,000.00	\$6,000.00	\$6,000.00
Rent			
Ambulance	1,500.00	1,500.00	1,500.00
Rescue	1,500.00	1,500.00	1,500.00
Vehicle Maintenance			
Ambulance	1,200.00	769.61	1,200.00
Rescue	800.00	508.15	800.00
Gas & Oil			
Ambulance	1,000.00	1,090.89	1,200.00
Rescue	500.00	315.58	500.00
Communications Repair	500.00	655.27	500.00
Telephone	150.00	789.73	150.00
Cell Phone	700.00	468.29	500.00
Medical Supplies	3,000.00	2,041.14	2,500.00
Oxygen	1,500.00	1,242.41	1,500.00
Non-Medical Supplies	300.00	0.00	300.00
Equipment			
Ambulance	2,000.00	691.95	1,500.00
Rescue	2,000.00	1,141.74	2,000.00
Maintenance	400.00	646.71	200.00
Training			
Ambulance	4,500.00	3,945.54	4,500.00
Rescue	1,300.00	872.50	1,300.00
Community Outreach	500.00	0.00	500.00
Insurance	7,500.00	9,070.00	10,000.00
Bookkeeper	2,000.00	2,000.00	2,000.00
Billing Services	4,500.00	4,500.00	5,000.00

Bookkeeping Expenses	1,000.00	681.48	500.00
Reimbursement			
Ambulance	6,000.00	7,605.00	6,000.00
Rescue	2,500.00	2,490.00	3,500.00
Sign Up	11,000.00	9,565.00	15,000.00
Membership Medical	500.00	56.00	650.00
Intercept	1,000.00	2,500.00	2,500.00
Misc.	250.00	1,819.23	250.00
Membership Fund Expenses	1,500.00	741.63	1,500.00
Interest on Loan		<u>0.00</u>	
Total Expenses	<u>\$65,300.00</u>	<u>\$65,207.85</u>	<u>\$77,054.00</u>
Ending Balance	\$341.93	\$18,288.01	\$15,034.01

	2003		2004
<u>2 Capital Account</u>	Proposed	To Date	Proposed
Beginning Balance	\$40,599.05	\$40,599.05	\$62,274.86
Income			
Fundraising	12,000.00	14,707.82	12,000.00
Memorials & Contributions	2,000.00	3,528.95	2,000.00
Interest	1,000.00	642.83	1,000.00
Vehicle Replacement Cont.	6,000.00	6,000.00	6,000.00
Ambulance Sale		13,000.00	
Insurance Claim	<u> </u>	<u>597.80</u>	<u> </u>
Total Income	\$21,000.00	\$38,477.40	\$21,000.00
Total Funds Available	\$61,599.05	\$79,076.45	\$104,274.86
Expenditures			
Fundraising	\$2,000.00	\$3,304.66	\$2,000.00
Equipment			
Portable Radios	2,000.00	0.00	0.00
Rescue		624.97	
Personal Protection			
Ambulance	1,000.00	0.00	1,000.00
Rescue	2,000.00	1,762.20	1,000.00
Homeland Security Exp.		3,257.95	
Insurance Claim		847.80	
Commission Ambulance		1,300.00	
Principal Payment	<u>6,000.00</u>	<u>5,704.01</u>	<u>6,000.00</u>
Total Expenditures	\$13,000.00	\$16,801.59	\$10,000.00
Balance on Hand	\$48,599.05	\$62,274.86	\$73,274.86

TUNBRIDGE PUBLIC LIBRARY

Sunday 11:30-1:30, Monday & Wednesday 6-8, Friday 2-6, Saturday 10-4

Librarian, Jean Wolfe



Telephone 889-9404

At the Library During 2003

The wonders of the new library, space and spirit, never ceases to amaze. Most heartening is the continuing growth of interest and use of the library. The pride that the town has for the still new facility is very much felt. The library is very much part of the community and plays an important role in keeping us connected to one another. Perhaps to mention some of the activities and special events that bring us together:

Various book discussion times: story hours for infants and toddlers and for school aged children. This year's summer program was "Go Wild, Read" where children investigated local natural history. In addition to the adult monthly book group, there is a science discussion group that started talking about astrophysics but this lead to exploring other topics such as chaos theory and genetic engineering.

The continuing series of art exhibitions provides an opportunity for people to enjoy the work of local artists, as well as to give the artists a chance to share their work with us. Peter Jorgensen showed his magnificent photos of perspectives of local barns and buildings. Mary Lynch's exhibit of "thingsies" was of multi-media sculptures of wire and cloth and other materials. Geoff Hansen's love of the farm was expressed in his "On (and off) The Farm" photographs. Shelia Mitchinson detailed life-like pen and ink drawings of landscapes and faces, particularly capturing the beauty of older people. Danielle Taylor's meditative line drawings were not only about physical appearance of light, space, color, repetition, but also about the way the work was created. George Lawrence treated us to his watercolor local landscapes.

Other events, some of which were co-sponsored, included Steven Coronella's stories and music to close out the children's summer program; Jeffrey Lent talking about his books and writing; ghost walks, school field trips; Santa; and the marvelous Karelian music by four artists from a region of Russia near the Finnish border.

	Budget	Actual	Budget	Proposed
	<u>FY 02/03</u>	<u>FY 02/03</u>	<u>FY 03/04</u>	<u>FY 04/05</u>
Receipts:				
Town Tax	\$18,500	\$18,500	\$21,800	\$24,700
Investments	2,100		2,412	3,278
Fundraising	8,000	7,153	7,000	9,000
Friends	6,404	12,601	6,600	8,600
Gifts, Grants, Misc.	<u>4,704</u>	<u>2,885</u>	<u>6,364</u>	<u>5,613</u>
Total Receipts:	\$39,708	\$41,139	\$44,176	\$51,191
Expense:				
Salary, FICA	\$22,253	\$22,325	\$25,526	\$30,618
Health Insurance	5,400	5,183	5,400	5,500
Books	2,600	2,621	2,800	2,700
Programs	650	787	650	1,050
Phone, Postage, I.L.L.	4,105	3,231	4,080	3,348
Heat, Electricity	2,400	2,576	2,500	3,400
Other Operating Expense	<u>2,300</u>	<u>4,464</u>	<u>3,220</u>	<u>4,575</u>
Total Expense:	\$39,708	\$41,188	\$44,176	\$51,191

Meanwhile, the library continued to be a library in the traditional sense – with over 10,000 patron visits, a very high level of computer use, and a variety of special initiatives, ranging from access to the Vermont Online Library to the excellent lecture series on a wide range of subjects by the Teaching Company.

Special Thanks

In addition to the ongoing support from the town's taxes, the library is very appreciative of the substantial contributions of time and effort of the Friend's of the Library, and of their continuing success in their fundraising activities. This year the Friends, over and above their annual operational support, made a very generous donation of \$30,000 to the library's endowment fund. This gift seeds an important initiative to increase the library's investments in order to provide significant annual income to help fund staff salaries.

Gifts in 2003 honored all who do the work of the library, Al Benoit, Barbara Howe, Charlie Howe, Gert Sherlock and Rose Song Terami. Contributions were received in memory of Victor Barreda, Stan Blakeney, Harry Burnor, Agnes Collins, Nancy Durkee Cooley, Eva Doty, the Clyde Farnham family, Phyllis Farnham, Margaret Feierabend, Nellie Folsom Foster, John Howe, Wally Leeds, Rob Sherlock, Bailey Shore, Fern Wilson and the Tunbridge Civic Club donated in memory of Thora 'Tinka' Stockwell.

The value of donated books, magazine subscriptions, videos and audiotapes is extremely valuable. Our very great thanks to those shown below on our bookshelf, as well as many others who have given so much to the library.

Respectfully submitted by the Trustees:

Liz Guth, Marsha Higgins, Jeffrey Lent, Donna Nelson, and Townsend Swayze

Rex Horner Peg Sherlock Brenda Field Bill Freese Nan Frost	Lydia Flanagan	Wonderful Helpers Town Meeting Dinner, Memorial Day Sale	Bob Fenier Rob Howe Michael Landry Brian Farrar S. & Ms. Clause	Savannah Welch Mildred Leahy	David Wolfe Deb Mullen Joyce Miller Barbara Sweeten Brenda Conzo Justin Ferro Daniel Murovski Jonathan Wolfe Andrea Russell June Hendrick Kane Sherlock Nancy Howe Jackie Higgins
Jim Ludwig Mary Merchand	Jerilyn Mulvey Anne Mallary Tripp Edwards Shelia & Gordon Mitchinson Marion Lent Abby Brabham Mary Alice Leonard-Heath Louise Barreda Laura Gillen Pat Davis Linda Clark Ben Wolfe Barbara Kohn	Memorial Day! Books, Plants, Food, Thanks to all!	Meredith Kippen Ellen Bogardus Erik Russell Donna Nelson Jena Trombly Geri Sherlock Linda Hoyt Jim Sweeney Emily Howe Lori Elderd Scott Terami		
Elaine Howe Dot Swayze Heather Hatch Gordon Barnaby	Marion White Jessie Mundell Liz Guth Jeffrey Lent Marsha Higgins	Lisa Kippen and The Fine Arts Squad Excellent Placement!	Bunchie Angell Richard Landry Dennis Cilley Emily Ferro Arlene Stockwell Elizabeth Haas Priscilla Farnham Adele Stride Sue Clark Ruth Mengedohit Lucy Howe Larry Mengedohit Laura Young Felicity Swayze Nate Freese Robert Henuit Kay Jorgensen June Sweeney Ralph Herrick Townsend Swayze		
Luke Barnaby Nancy Chapman Larry Merchand	Yard Magicians Green Miracles	Mary Ellen Van Dusen Byron Angell Anne Constock Cynthia Moore Pearl Landry Elaine Cilley Missy Landry Susan Barnaby Dana Goodnow Mertie Clark Hannah Harwood Jean Wolfe Sharon Lavasseur	Erin Barnaby Calvin Hoyt Catherine Freese Devin Cilley Jim Wick Euclid Farnham Eileen Ahern Alicia Freese Tim Wolfe Haley Thomsen Carol Fenier Joanne Goodnow		

DOG REPORT

For the fiscal year July 1, 2002 - June 30, 2003

230 neutered/spayed @ \$4.00 each	\$920.00
73 male/female @ \$8.00 each	584.00
Special license @ \$31.00 each	62.00
2 Kennel license @ \$10.00 each	20.00
State Fees Collected @ \$1.00 each	303.00
Late Fees	<u>28.50</u>
Total	\$1,917.50

2002 DOG & WOLF HYBRID LICENSES

A dog or wolf-hybrid **MUST** be licensed on or before **APRIL 1st, 2004**, or when it becomes 6 months of age during the year or within 30 days of acquiring the dog or wolf-hybrid. **I CANNOT** accept a certificate of Rabies unless a **LICENSED VETERINARIAN** in accordance with the State Statues, Section 3581 of Title 20 gave it. Also Spaying and Neutering certificates must be filed when licensing.

For the purpose of licensing a dog or wolf-hybrid, a current vaccination against Rabies means that:

1. A dog or wolf-hybrid of less than one year of age has been vaccinated.
2. A dog or wolf-hybrid of one or more years, but less than 2 years of age has been vaccinated within the preceding 12 months; or
3. A dog or wolf-hybrid of two or more years of age has been vaccinated within the preceding 24 months.

The fees below include a \$1.00 assessment for each license sold. The Clerk shall forward the fees collected to the State Treasurers Office on or before the 15th day of January, May and September for each year. The funds collected under the subsection are to be used for the Rabies Control Program.

There is a **50% PENALTY FOR LATE LICENSE REGISTRATION**. Puppies, new dog(s) or wolf-hybrid(s) licensed after October 1st pay half the yearly license amount.

LICENSE FEES:

\$5.00 NEUTERED/SPAYED DOG OR WOLF-HYBRID

\$9.00 UNNEUTERED/UNSPAYED DOG OR WOLF-HYBRID

There will be a Rabies Clinic on Saturday, March 27, 1-3 pm. You may also license your dogs at this time even though they may not need a rabies vaccine. If you have any questions please call me at the Town Office 889-5521.

Respectfully submitted,
Wendy McCullough, Town Clerk

TUNBRIDGE RECREATION DIRECTOR

The following is an outline of activities the Tunbridge Recreation Program was involved in since July '03, as well as the plans for the coming year.

First of all I want to say how sorry I am that we could not open the pool last summer, but there were numerous problems that needed tending to make the pool safe for our kids to swim in as well as safe environmentally. We got great ideas on how to proceed, and this Spring I hope we make the necessary changes so we can enjoy the pool in 2004.

The Recreation ballfield was used extensively by the Little League, TCS Softball and a Tunbridge Adult Softball team. Two adult softball tournaments were held too.

We had a wonderful turnout for the K-4 Soccer program in the Fall. More than 20 children participated. They learned how to have fun playing soccer, and learned skills to help them become better players.

Winter plans call for a K-4 Basketball program as well as Indoor Soccer. We were glad to help sponsor transportation for Ski-Runners this year. In the Spring we will plan on a Rec Field Clean-Up Day. We need to paint the dugouts and fix the fence around the field. I envision a structure up at the swimming pool to protect people from the elements, and provide shade for families enjoying the area. And finally, depending on the interest, we may plan a Summer Recreation program for July.

The success of the program is dependent on the citizens of town. I appreciate your support.

Sincerely,

Chuck Howe

Checking Balance Jan. 1, 2003	\$1,182.23
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Income

Donations	\$209.20	
Tournaments	<u>300.00</u>	
		\$509.20

Expenses

Electricity	\$271.41	
Mowing	880.00	
Toilets	425.00	
Supplies	234.25	
Misc	<u>89.01</u>	
		\$1899.67

Checking Balance Dec. 31, 2003	(\$208.24)
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Withdrawn From Savings	\$400.00	\$191.76
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TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION 2003 YEAR-END REPORT

During 2003, the Regional Commission continued to provide technical expertise and resources for municipal officials as well as advocated for members' needs with the State Legislature and with state and federal agencies. We function as staff for many of our towns and most of our work was initiated at the request of Selectboards, Planning Commissions, and other town officials. Major accomplishments for this past year included:

Regional and Local Transportation Planning - The Commission's Transportation Advisory Committee (TAC) worked with member municipalities on numerous local transportation projects. Two Rivers' staff wrote many Transportation Enhancement Grants and assisted our towns in procuring design engineers, processing requisitions for payment, and organizing public meetings for local input - Two Rivers helped projects get built. This office also assisted communities as they worked their way through the environmental permitting process on transportation projects.

Local Technical Assistance - Over the past year, we provided advice and support to all town officials on a wide range of activities. This included grant writing and administration, assistance on town plan revisions, ordinance development, GIS mapping, transportation planning, and Act 250 development review. The TRORC Region once again received the largest share of municipal planning grants statewide. This allowed our towns to conduct the planning necessary to respond to changes in state and federal requirements.

Emergency Planning Activities - The Regional Commission's emergency management planning program continued to be funded by FEMA and the Department of Homeland Security. Projects focused on all-hazards planning associated with natural and man-made disasters. Our staff helped write and coordinate many of the \$800,000 First Responder Grants for safety equipment received by our towns.

Economic Development Planning - In 2003, the Regional Commission continued working on a \$200,000 Environmental Protection Agency grant to assess the level of contamination on many sites throughout our Region. Once the level of contamination is known, the Regional Commission will help towns locate funding sources for clean-up. Additional federal dollars are being sought to continue this program. In addition, TRORC spent considerable time obtaining and maintaining the eligibility of our Region for federal economic development administration money. This resulted in over \$800,000 for the Town of Randolph.

We value your continued support and look forward to serving you in the coming year. Please contact us if you have any questions.

Respectfully submitted,

Peter G. Gregory, AICP, Executive Director

William B. Emmons, III, Chairperson, Pomfret

THE VERMONT CENTER FOR INDEPENDENT LIVING SUMMARY FOR THE TOWN OF ANNUAL REPORT

The Vermont Center for Independent Living (VCIL) teaches people with significant disabilities how to gain more control over their lives and how to access tools and services to live more independently. We also conduct public education and systems change activities that promote the full inclusion of disabled people into community life.

An estimated one in five Vermonters has a disability. VCIL, a private not-for-profit corporation, is Vermont's first and only cross-disability center for independent living and the first organization in the state to be directed and staffed by a majority of people with diverse disabilities.

Statewide, from October 1, 2002 through September 11, 2003, VCIL responded to 1,974 requests from individuals, agencies and community groups for information and referrals on a broad range of subjects related to living with a disability. We provided on-on-one peer counseling to 342 individuals to help increase their independent living skills and life opportunities; provided 405 households with financial and technical assistance for making their bathrooms and entrances accessible to a disabled family member; provided over 340 with personal assistance and/or assistive technology; provided communications equipment to 67 Deaf, hard-of-hearing or speech-impaired individuals through our Telecommunications Equipment Distribution Program, and served home-delivered meals to almost 533 Vermonters through VCIL's Meals On Wheels program for Individuals Under 60 with Disabilities.

VCIL's central office is in downtown Montpelier with three smaller regional offices in Bennington, Brattleboro and Burlington. The Montpelier office houses our resource library and our toll-free information line, which provides answers to disability-related questions from every Vermont community. Our locally-based Peer Advocacy Counselors are available to people with disabilities in every municipality in Vermont.

During FY 2003, VCIL provided direct services to Vermonters, utilizing the following services/programs:

1. Information & Referral
2. Home and Community Access program
3. Meals on Wheels (people with disabilities under the age of 60)
4. Peer Advocacy Counseling
5. Vermont Telecommunications Equipment Distribution Program
6. Sue Williams Freedom Fund

TO LEARN MORE ABOUT VCIL, CALL US TOLL-FREE AT 1-800-639-1522

CENTRAL VERMONT COMMUNITY ACTION COUNCIL (CVCAC)

Since 1965, the Central Vermont Community Action Council, Inc. has served low-income residents of Lamoille, Orange, and Washington Counties and nine communities in Windsor, Addison, and Rutland Counties. CVCAC's programs and services are designed to help families work toward better lives and to improve the overall quality of life in their communities. This year, CVCAC worked with nearly 9,000 individuals in 4,700 households through Head Start/Early Head Start, our Child Care Food Program, Community Economic Development programs, Family/Community Support Services, Welfare to Work programming, Weatherization assistance, Crisis Fuel resources, and Community Action Motors.

In our most recently completed program year, Central Vermont Community Action helped 57 individuals in 21 Tunbridge families with emergency assistance and comprehensive program services designed to teach important skills and help people access the resources they need to build better futures.

Here are some CVCAC program statistics for Tunbridge:

- 16 households (including 49 family members) received emergency assistance with food, shelter, Crisis Fuel, and other basic needs.
- 1 individual participated in our Community Economic Development programs which include micro business development, individual development accounts, the Central Vermont Revolving Loan Fund, and the Vermont Women's Business Center.
- 1 individual participated in our Farmworkers Program designed to help agricultural workers improve their employment status and their financial outlook. Family members benefited from comprehensive supports and services that boosted average annual earnings from \$9,000 to \$19,000.
- 2 households received intensive assistance from CVCAC's Welfare to Work staff to transition from public assistance to gainful employment.
- 1 household was issued a vehicle from CVCAC's Community Action Motors garage to help family members get to work and to access many of the services and resources we tend to take for granted.

Our 2004 Funding Request

Community Action uses a formula for our funding requests to all towns based on population, number of residents served, and dollars spent in each community. Based on that formula, we are requesting \$300 from the citizens of Tunbridge to support Community Action. Your support is critical to our work and the Board and staff of Community Action are most grateful for your help.

Central Vermont Community Action Council is supported in part by the towns we serve!

VISITING NURSE ALLIANCE OF VERMONT AND NEW HAMPSHIRE, INC.

HOME CARE, HOSPICE AND FAMILY HEALTH SERVICES

The Visiting Nurse Alliance is like the local police and fire departments - a strategic part of the community's safety net - with services that must be continuously available to anyone in need. The need varies dramatically from month to month and year to year. The VNA provides a comprehensive range of care, requisitioned by hospital staff and physicians, for everyone, regardless of ability to pay.

We value the continued partnership with the Town of Tunbridge to help us meet your residents' home care, hospice and family health needs. Town funding accomplishes the following:

- Enables your family, friends and neighbors to remain independent and at home as they receive skilled clinical care during times of injury, recovery from surgery or accidents, disability, whether for short-term and chronic illness. For many such patients, many are addressing multiple medical, emotional and social issues at the same time.
- Provides emotional support plus pain and symptom management during terminal illness. Hospice care extends to family members as well. More and more patients want to be at home during their end of life, and through hospice they have that control.
- Provides community-wellness programs and assistance to young families at risk. Clients range from fathers and/or mothers who want to be more effective parents through learning parenting skills or providing a balanced diet; infants who require hi-tech health care; and children who grow and learn through play groups that offer interaction with other children.

The VNA provided the following services in the Town of Tunbridge this past year: (July 1, 2002 through June 30, 2003)

Skilled Nursing	248	<i>Orange County Parent Child Center</i>	
Physical Therapy	110	Families	43
Speech Therapy	155	Children	88
Occupational Therapy	5		
Medical Social Worker	12	<i>MCH</i>	
Home Health Aide	226	Children	7
Homemaker	6	Home Visits	52
Total Tunbridge Visits	762		

On behalf of the people we serve in your community, thank you for your continued confidence.

Respectfully submitted,

Susan H. Larman, BSN, MBA

President and Chief Executive Officer

CLARA MARTIN CENTER

The Clara Martin Center's programs serve children, families, and individuals coping with behavioral challenges, emotional stress, mental illness, alcohol and other drug problems. Services are confidential and include (but are not limited to):

Counseling

Psychiatric Services	Free Walk-in Clinic
Short-term crisis intervention	Help with job training
School-based & Home-based services	Alcohol & other drug treatment
Education for families	Respite Care
Community resource assistance	24-hour emergency system

Why Should You Help?

The Clara Martin Center has continually demonstrated its commitment to the greater Orange County community and the 2003 calendar year has been no exception. In May, our Challenger School was awarded a long-term approval rating from the State of Vermont Department of Education. Staff were noted as being "top notch", with an overall sense of caring and flexibility regarding the needs of children.

In July, the Clara Martin Center received another three-year accreditation from CARF (Commission on Accreditation for Rehabilitation Facilities). This marks the 10th consecutive year in which the Agency has been accredited. A rigorous peer review demonstrated the Agency's adherence to internationally recognized standards. Strengths identified, include the following:

- "Staff members throughout all areas of the organization demonstrate dedication and a commitment to providing quality services to individual persons served and the local community."
- "The collaboration between CMC and other healthcare providers in the community allows for a more thorough and comprehensive approach to the care of persons served."
- "The organization takes pride in and emphasizes maintaining a safe environment for the staff members and the persons served."

It is through the continued financial support from our local towns that we are able to report these Agency successes, and continue to meet our goal of strategically positioning our Agency for the future behavioral and physical health care needs of our local environment.

FY03 TOTAL SERVED AT CMC		TOTAL SERVED FROM TUNBRIDGE	
Children & Family Services	635	Child and Family Services	14
Adult Services	474	Adult Services	14
CSP Services*	180	CSP Services*	3
Substance Abuse Services	1,140	Substance Abuse Services	16
Walk-in Clinic Services	106		
Emergency Contacts	<u>2,274</u>	Total Served	47
Total Served:	4,809		

Additionally, the Clara Martin Center participated in the Annual Tunbridge World's Fair this past year, which marks the third consecutive year in which the Agency has remained involved with this event. We look forward to next year with much enthusiasm.

*CSP is our community support program that serves the chronically mentally ill population.

ORANGE COUNTY COURT DIVERSION PROGRAM

The Orange County Court Diversion Program (OCCDP) is a cost effective alternative to the criminal court system for first offenders referred by the State's Attorney. It offers both juveniles and adults an opportunity to make amends for their offenses in a way that teaches responsible behavior and deters future delinquent or criminal activities. The State's Attorney dismisses the charges of participants who successfully complete Diversion, resulting in a clean record.

The OCCDP is a local non-profit organization run by a Board of Trustees and staffed by a three-quarter time director, a one-fifth time caseworker and the 28 community volunteers from Orange County who serve as Review Board members. A volunteer citizen Review Board interviews each offender and decides who will be accepted into the program. The main criteria for acceptance into the program is an admission of wrongdoing, and no prior history of criminal activity. Each client accepted into diversion is required to discuss all issues and questions concerning their offense with the Review Board. Throughout the discussion, the client is made aware of the concerns and needs of both the victim and the community, and held responsible for the offense. The Review Board designs an individualized contract that specifies the conditions of the person's participation. Contracts may involve an apology to the victim, mediation between offender and victim, restitution, mental health or substance abuse counseling, a jail tour, community service, a donation to a worthy cause, completion of a GED, a job search, writing an essay, or other appropriate activities related to the offense. Diversion clients have performed volunteer work for local libraries, hospitals, cemeteries, road crews, recycling centers, schools, senior centers, volunteer fire departments and the like. Approx. 85% of the clients who participate in the Orange County Court Diversion program successfully complete the program. Less than 5% of the clients who successfully complete the program end up becoming repeat offenders.

The citizen Review Board replaces the judge and jury in deciding how an offender must make amends for his/her wrongdoing. This approach is a powerful way to help the offender realize the impact and seriousness of the crime to his community and its citizens. For the offender, it takes the act out of the abstract and puts it in a real context where responsibility is both unavoidable and an expected outcome of the program.

In addition to processing criminal cases from court, the Orange County Court Diversion program administers Orange County's Teen Alcohol Safety Program for first time, civil cases of underage drinking. All clients who are referred on a civil offense of underage drinking meet with our Review Board and are required, in addition to other contract conditions, to complete an alcohol assessment and any recommended follow-up counseling or treatment services.

A total of 177 clients were referred for services during the fiscal year that ended June 30, 2003. Of this amount, 104 clients were referred from juvenile and adult court for criminal offenses, and 73 clients were referred for a civil offense of underage drinking. With the exception of a few cases that were transferred from other counties throughout the state, nearly all of the client caseload represented crimes and offenses that occurred in Orange County. In cases involving criminal offenses, clients who successfully com-

pleted their Diversion contract during FY03 paid a total of \$11,747.00 in restitution to victims and victim related causes, and performed 368 hours of community service.

Orange County Court Diversion budgeted \$70,421.00 for its FY03 operating budget. Approx. 80% of the operating budget was funded by a State grant and client fees. The remaining 20% of the program's funds came from miscellaneous and local funding sources. These local sources were Green Mountain United Way, town appropriations, and individual donations. For a number of years we have been proud to be supported by appropriations from every town in Orange County.

Thank you for your continued support. Questions and additional information concerning the program should be directed to David Savidge, Executive Director, Orange County Court Diversion, P.O. Box 58, Chelsea, VT 05038. (802-685-3172)

CENTRAL VERMONT COUNCIL ON AGING

The Central Vermont Council on Aging is a private, non profit organization that supports elders to remain independent as long as possible in their own homes and communities. We use federal, state and local funds to provide a variety of programs and services for elders, either directly or under contract with local groups and organizations.

Services include case management, information and referral, community and home delivered meals, senior center services, transportation and a number of volunteer opportunities for people of all ages.

The Case Manager for the Town of Tunbridge is Carol Spooner. Case Managers are trained to assess needs and create a care plan for individuals that includes public, private and volunteer resources.

The Council on Aging contracts with Chelsea Senior Center for the provision of community and home delivered meals for seniors. Noontime meals are served on Monday and Friday at the United Church. Home delivered meals are also delivered to the homes of elders who cannot get out to the mealsite.

Transportation is provided under contract with the local transportation authority. Under this agreement, rides are provided to elders to get to and from mealsites, medical appointments and shopping.

Other services such as legal assistance, health insurance information and referrals to other agencies can be provided by calling the senior helpline at 1-800-642-5119.

We appreciate the support for programs and services for central Vermont elders from the Town of Tunbridge. Please call us for more information or assistance.

Sincerely,
Charles W. Castle, Executive Director

30 Washington Street - Barre, Vermont 05641
(802) 479-0531 - FAX (802) 479-4235

Information & Assistance 1-800-642-5119 EMAIL: CVCOA@SOVER.NET

CENTRAL VT ADULT BASIC EDUCATION IN TUNBRIDGE

Adults in Tunbridge who want help with learning basic reading, writing, math and English as a second language may receive that help through a free program of instruction provided by Central Vermont Adult Basic Education. Men and women 16 years of age and over who are enrolled in the program also have the opportunity to study for their high school equivalency (GED) exam or the adult diploma program.

Students and teachers meet in one-to-one and/or small group sessions and design an individual learning program to suit the requirements of each adult student. This "school without walls" ties together basic literacy and math skills with such practical interest areas as child care, budgeting, beginning computer skills, filling out forms and applications, studying for a driver's permit or a Commercial Driving License (CDL), writing reports and memos and reading work related texts.

Two (2) Tunbridge adults enrolled in the program last year and two (2) volunteers from the community joined others from throughout the central Vermont region to help make the service accessible to everyone who could benefit from it.

For more information about Central Vermont Adult Basic Education services, you may contact:

Central Vermont Adult Basic Education (main office)

46 Washington Street - Suite 100, Barre, Vermont 05641 (802) 476-4588

Central Vermont Adult Basic Education

2 Main Street, PO Box 84, Randolph, Vermont 05060 (802) 728-4492

Central Vermont Adult Basic Education

One Main Street, PO Box 917, Bradford, Vermont 05033 (802) 222-3282

CHELSEA SENIOR CITIZENS CENTER

Chelsea Area Senior Center (comprised of Chelsea, Tunbridge, and Vershire) completed their year October 2003.

The nutrition program served a total of 7,116 meals for the year. 4,089 were home delivered and 3,027 were congregate meals. The total program cost per meal was \$ 5.50. We are making every effort to keep the elderly in their homes where they are happy and comfortable.

We have a case manager/ advocate worker at the center, who helps the seniors with information on such items as fuel assistance, SSI, Medicare/ Medicaid and other problems. The advocate worker is at the center twice a month. She also does home visits by appointment. If you are interested in a home visit or are in the need for some help call Carol Spooner at 763-2907.

The center offers a blood pressure clinic one a month and a flu shot clinic in November. We also have health speakers and entertainment at least once a week come to the center.

We have commodities once a month for those who qualify.

The center does such things as the Christmas bazaar, flea market, card parties, raffles,

food sales and tag sales to earn money to match the government amount.

Our recreation consists of going on trips such as the Indian Head resort, cruises and going out to dinner and seeing plays. The card parties are a lot of fun.

We provide some medical trip transportation, to and from the meal site, and some shopping.

We appreciate the interest and financial support given by the United Church of Chelsea, the area businesses, and the towns of Chelsea, Tunbridge, and Vershire.

Respectfully submitted,
Susan E. Huff, Director

UPPER VALLEY SERVICES, INC.

Upper Valley Services, Inc. is a private non-profit agency, which provides a variety of services to individuals with developmental disabilities in Orange County. We also provide a state-wide crisis program, for the more challenging individual, which is located in Moretown, VT.

The services that we provide are as follows:

Residential Supports - These supports range from minimal supports to individuals, 24 hour supports in a Group Home setting, and 24 hour supports through contracts with private providers, Developmental Home Providers, who take the individual into their home.

Community and Social Supports - These supports include volunteer sites, community integration, social interaction, etc.

Vocational Supports - These supports include 1:1 training for competitive employment as well as job development services for those who do not need the continual 1:1 job support. In the Town of Bradford, we operate the Connecticut River Redemption Center as a job site for those individuals who wish to work there.

Service Coordination - These supports are available to support natural families, guardians, consumers and providers with coordination of services needed by the consumer. Our service coordinators provide 24 hour/7 days a week emergency response.

Assessments and Evaluations - These services determine the eligibility of any individual who requests services from Upper Valley Services. State regulations require that individuals requesting services meet specific eligibility and System of Care priority requirements.

Crisis Services - This service is a statewide service available to any agency/family where the consumer meets entrance criteria. The Department of Developmental and Mental Health Services determines if the consumer meets the criteria for entrance into this program. This is a short-term program, usually not more than two weeks, with assistance to families/agencies with reintroduction into their own communities.

Family Respite - This service provides limited funding to assist families in keeping their family member with developmental disabilities within their natural home.

VT ASSOCIATION FOR THE BLIND AND VISUALLY IMPAIRED

The Vermont Association for the Blind and Visually Impaired (VABVI) thanks the Town of Tunbridge for your most recent gift. The generosity of your townspeople toward their blind and visually impaired neighbors is commendable. Today we respectfully request \$200 for 2004, to again support services for blind and visually impaired residents of your town.

VABVI is the only private, nonprofit organization in the state providing comprehensive training and support for visually impaired Vermonters of all ages. In fiscal year 2003, with the help of concerned donors, VABVI served 1,413 clients - 1,128 adults and 285 children. Eighty-seven cents out of every dollar we received went back into the community in the form of services we provide, and we owe this in part to our dedicated corps of volunteers. Last year, 204 VABVI volunteers drove 181,206 miles and donated 14,631 hours of service, either by driving, reading, shopping, Brailleing, working in the office or other capacities.

Established with assistance from Helen Keller and the American Foundation for the Blind, VABVI has been working for the benefit of Vermonters with vision impairment for over 77 years. We are governed by a 21 -member board of directors who come from eight different counties and who meet quarterly at sites around the state. The mission of VABVI is to enable Vermonters with vision problems, whether blindness or impairment, to achieve and maintain independence. Throughout VABVI's history, our services have been provided without charge to our clients so that people who need our services don't decline them due to financial constraints.

VABVI provides the support and materials necessary for Vermont's blind and visually impaired children and teens to succeed. Our itinerant Teachers of the Visually Impaired (TVI) begin work with infants, children and their families as soon as visual impairment is discovered. We help parents and families learn about resources, teaching techniques and adaptive technology that can ensure the successful development of children in the home, school and community.

VABVI's services for children include one-on-one work with infants and toddlers, Braille instruction, orientation and mobility instruction, classroom assistance, provision of textbooks and materials in alternative formats. Our programs for children and teens include our camps and our transition services. We sponsor two camps per year, one geared toward younger children and another for pre-teens and teens. The camps are designed by our TVI's to address the social, emotional and intellectual needs of blind and visually impaired youngsters. Camp activities have included hiking, camping, community service projects, visits to museums and attendance at sporting events.

Our Transition Program supports our high school students as they explore their post-graduation options. Our TVI's assist in the college application and enrollment process, the search for jobs and adapting the workplace using tools and technology.

VABVI served two adults in Tunbridge last year. Services for adults include low vision screenings, orientation and mobility training, home adaptation, and training and procurement of vision loss aids and appliances. One of our core programs for adults is the Peer Assisted Learning and Support (PALS) groups which meet in eleven locations

around the state, including Montpelier. PALS groups were established for those adapting to vision loss, in order to provide instruction, training, and peer support in a friendly and encouraging environment.

Another very important service that VABVI provides is transportation. Imagine if you were unable to drive. How would you get to the grocery store, the bank or do other errands? Most of us take driving for granted. Most of our older clients could drive before they lost their vision. Prior to their vision loss they did not seek out alternative modes of transportation, and even if they had, very few transportation options exist in Vermont for those who cannot drive. VABVI's transportation program provides statewide transit for our clients. Funded in part with Federal dollars, VABVI's program coordinates the services of our volunteer drivers with those of paid drivers, cab services, and paratransit services to eliminate service gaps and provide a system of transportation that is reliable throughout the state.

The latest addition to our services is the Central Vermont Mini Center, a training facility for people coping with vision loss, located in Montpelier. The building was acquired last year and renovated to make the space more conducive to our client's training needs. We are using it for rehabilitation training and introduction to aids and appliances. A small group of clients are leading cooking classes in cooperation with instructors from New England Culinary Institute. They are collaborating on teaching our clients how to cook with little or no vision. In addition, clients have approached us about exercise and craft classes, which will be client run and led. The Mini Center was established in response to the rising demand for our services. It gives us the capability to increase our outreach to clients in a more timely way. It has a direct impact on six counties and supplements the services we provide itinerantly to nearly 400 clients.

All of VABVI's services work to accomplish our mission. Thank you for considering including us in your upcoming budget at \$200. If you need more information, please do not hesitate to contact me at (802) 863-1358 ext. 33 or spouliotgvabvi.org.

Sincerely,

Steven P. Pouliot, Executive Director

SAFELINE, INC.

Safeline, Inc is the Domestic/Sexual violence agency for all of Orange County and the five upper tier towns of Windsor County, Vermont. We provide the following area services confidentially and free of charge.

- Crisis Counseling (24 hours a day, seven days a-week)
- Legal Advocacy
- Medical Advocacy
- Information & Referral
- Safety Planning
- Safe housing

VERMONT GREENUP

Green Up Day, May 1, 2004

Thirty-three years strong, "Green Up Day" is a special -day when Vermonters clean and spruce up their communities. We were the first state in our nation to designate a day for such cleaning of tile entire state. Working together, we can keep our unique Green Up spirit growing for Vermont.

Green Up Vermont is the not-for-profit 501 C (3) organization that promotes litter-free communities by supporting Green Up Day, civic pride, and education.

Over 13,000 Vermonters participated in Green Up Day 2003, using over 33,000 Green Up bags, collecting over 200 tons of trash, piles of mixed metals and tires. Green Up Vermont arranged widespread promotional support in excess of \$25,000.

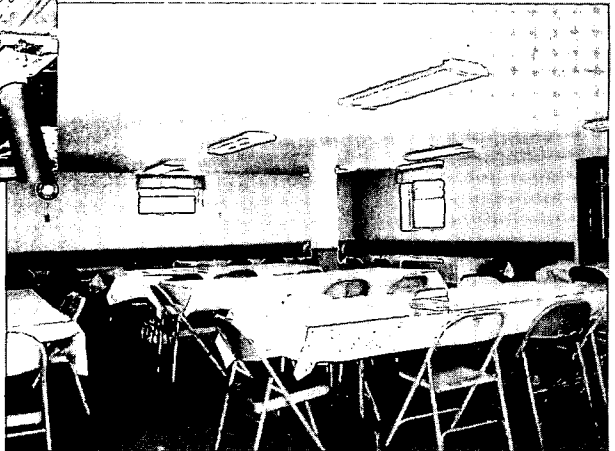
The success of Green Up for Vermont depends upon two essential ingredients. One is the combined efforts of individuals and civic groups who volunteer to make it all possible; and two, the financial support given by the public and private sectors throughout Vermont.

With your town's help, we can continue our unique annual Vermont tradition of taking care of our beautiful landscape and promoting civic pride so our children grow up with Green Up.

Careful use of resources minimizes Green Up's costs. The State appropriates funds that cover- about 15 percent of our budget. The rest comes from gifts from towns, individuals, and businesses. These funds pay for supplies, promotion, and services of two part-time employees. We ask your community to contribute, according to population, to keep Green Up growing for Vermont.



Before



*Refurbished Meeting Room in the Town Hall
There's a report on the project on page 17.*

VERMONT LEAGUE OF CITIES AND TOWNS

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

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

- Advocacy representation before the State Legislature, administration and judiciary, ensuring that municipalities have the resources and authority to serve their citizens. VLCT is a leader in the education finance debate and in securing revenues for town highway and bridge maintenance programs.
- Training, technical assistance and publications to strengthen the ability of municipal officials to serve their communities. In the past year, we have responded to almost 50,000 telephone calls, 21,200 of them from local officials on the toll-free telephone line available to them. Our Municipal Assistance Center and Group Services staffs provided over 750 workshops and small group training sessions attended by over 4,000 municipal officials and answered over 2,300 legal questions posed by municipal officials. VLCT distributed over 575 copies of local government publications and distributed over 3,200 hard copies or electronic mail versions of VLCT's Weekly Legislative Report to municipal officials each week during the legislative session.
- Purchasing opportunities to provide needed services at the lowest cost. These include an array of municipal insurance programs, among many others. Examples of how this saves local taxpayers dollars are the securing of municipal employee health insurance and liability coverage for town operations. The VLCT Health Trust represents the most affordable option available to provide health insurance to municipal employees. The value of VLCT PACIF to all our members was made painfully clear last year when the major re-insurer for the largest private sector option available for municipal property and casualty insurance was declared insolvent by the State of Pennsylvania, threatening the payment of claims made under those policies.

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

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

TUNBRIDGE SCHOOL BOARD

ANNUAL REPORT 2003

The following are highlights of topics discussed and actions taken by the Board of Directors for the Tunbridge School District for the year 2003.

January

The board met twice.

- Reviewed the '03-'04 budget and adopted a proposed budget of \$2,158,074.00.
- Because of weight limitations on the Flint bridge, the bus will no longer use that bridge.
- Signed a one-year employment contract with Principal Bruce Bellemeur.
- Sent a resolution to our state leaders, calling for adequate funding for education from broad based taxes and to reduce property taxes.

February

Met once.

- Met with state area representative Rosemary McLaughlin to discuss Act 60.
- Prepared for town meeting.

March

The Board met 3 times.

- At the annual school meeting, the proposed budget for '03-'04 was voted to be tabled.
- Anissa Button Morrison was elected as school director for a 3-year term.
- Fred Welch was elected by the Board as chairperson, Aaissa Morrison, vice-chair and Sharon Whitcomb as clerk.
- Discussed teacher negotiations and signed a master contract agreement
- Revised '03-'04 proposed budget, and voted to notify Tunbridge Teachers Association of potential reduction in staff if budget gets substantial cuts.
- Discussed 2004 school calendar.

April

Met 3 times.

- Smoking will no longer be allowed on school property, as per state law.
- Discussed school calendar with much concern about too many ° days.
- Reviewed superintendent goals for 2003.
- Prepared for upcoming special school meeting.
- The town voted to add, not more than \$10,000.00 from surplus funds to a bus replacement fund.
- Town voted to pass school budget of \$2,126,235.00.

May

The Board had 3 meetings.

- Voted to increase support staff salaries by 3% for fiscal year 2004, but will not sign

contracts until we have a firm budget, as concern of a revote is expected.

- Board received a petition from voters calling for a revote of the budget for '03-'04.
- The Board signed a revised addendum to the teachers' master contract concerning where new hires will be placed on the pay scale.
- Bids will be sent out asking to paint 2 classrooms.
- Voted to remove playground equipment built from pressure treated lumber.

June

The Board met 7 times.

- Approved to get a "Line of Credit" with Mascoma bank to be used, if needed, in anticipation of taxes.
- A letter from Principal Bruce Bellemeur was read, asking the Board to let him out of his employment contract. The Board approved this request with much regret and gratitude for 21 years of service to the Tunbridge School District.
- The Board also accepted a letter of resignation from Administrative Assistant Rhonda Murphy. Again, with much regret.
- A letter from music teacher Randy Neal was shared with the board. Mr. Neal suggested, because of lack of interest from students, that the music program be eliminated in the middle school. The Board concurred with his thoughts and reduced the teaching position accordingly.
- Decided to form a committee of community members and school staff to participate in the search for a new principal. We invited Jean Slayton, Diane Parker and Penny Brailey from the school and community members Hayden Thomsen, Andrea Russell, Missy Landry, Cheryl Densmore, Byron Angell, Susan Harwood and Ben Wolfe. All accepted.
- Signed employment contracts with some staff.
- Met with principal hiring committee and made list of questions for interviews. 27 resumes received for principal position. Five will be interviewed by committee. Spent June 25, interviewing principal candidates.
- Signed all teachers' contracts.
- Spent June 30, interviewing 3 principal candidates a second time. Narrowed choice down to two.
- Set policy for support staff benefits .

July

Met 3 times.

- Unanimously voted to offer principal position to Mr. Amos Kornfeld and he accepted.
- Discussed cleanliness of school building.
- Letter of resignation was read and accepted from P.E./Health teacher Barrett Williams.
- Principal Kornfeld will talk with hot lunch cook to look for places to cut cost.
- Signed contract for new "multi-line " insurance policy. This will save \$2,565.00 per year. Many thanks to business manager Donna Benoit for her work on this.
- Discussed creating a wage scale for paraprofessionals.

August

Board met 3 times.

- Reviewed and signed principals employment contract.
- Motions made and carried to hire a new P.E. teacher, administrative assistant and a music teacher to replace Randy Neal, who resigned.
- Met with parents to discuss changes in bus routes.
- Fiscal year ended with a \$68,644.00 deficit. General fund balance is \$37,962.00 due to a carry over of funds from previous year.
- Overview of Act 68 was handed out by superintendent
- Will send a letter to the teachers union requesting to reopen negotiations.

September

- Discussed pay for substitute teachers.
- A support staff person will be out for 6 weeks on medical leave. Rest of staff has volunteered to fill in where needed.
- Received gifts in memory of Rodney Ackerman.
- So. Royalton high school is beginning to experience capacity issues that may affect Tunbridge.
- Met, in special meeting, to discuss and set goals for 2003-2004. They are as follows:
 1. Develop steps to follow-up on commitments made to public around cost containment, tax relief and general public credibility;
 2. Improve school / community relations;
 3. Expand educational opportunities for all children by providing a variety of alternative activities that enrich the general school program;
 4. Increase the high achievement and healthy development of all children by fostering a professional learning community that emphasizes collaborative work, professional development and a collegial support;
 5. Set annual Board goals and periodically evaluate those goals throughout the year.

It is the intend that these goals provide a framework for school-based action planning and individual goal setting for all staff members at the Tunbridge Central School. It is also the Board's intent to provide the necessary resources to support these goals within the confines of responsible development and management.

October

Met once.

- Board members met with Chelsea and So. Royalton school boards to discuss tuition increases. Much discussion around increased collaboration between schools due to declines in student population and increased budgets.
- Tunbridge teachers union declines the invite to reopen negations.
- Discussed and will look into selling larges bus and replace it with a smaller one.
- With help from the School Club, new picnic tables have been built for the playground.
- Teacher Linda Bellemeur has been recognized by the University of Vermont as an outstanding teacher. Now the rest of the world knows what we've known all along.

- 30 students signed up for Mr. Gardner's chess club.
- Principal Kornfeld will collect information on "multi-aged" classes and combining classes.

November

The Board met once.

- We have a projected fund balance of \$37,699.00 from fiscal year '03-'04.
- Reviewed state education funding law Act 68.
- Discussed property donation with Roger and Hazel Welch. They would like to see a larger soccer field and the old soccer field used for parking. The Board will look into options and associated cost. Mr. and Mrs. Welch do not want this to add any expense to the school district.
- Student grades were reviewed. Discussed how to help students with failing grades.
- Board chair will approach Chelsea's' chairman to consider a joint committee to look at common issues between the two schools.
- Approved hiring a one- day a week instrumental music teacher.

Finally, December

The board met 3 times.

- Held a special meeting to discuss the proposed upcoming budget and get public input. 5 Residents attended.
- Would like to add a part-time student counselor to the staff.
- The board is looking at cutting teacher positions because of declining student population. We are looking at part-time positions.
- The school was approved to spend up to \$20,000.00 from the states Safe Drinking Water Revolving Fund. This is a loan from the state, which does not need to be repaid.

Every Meeting Issues

- Through out the year the Board reviewed and /or wrote 10 policies.
- Each meeting we have on the agenda a "cost and tax control" line. During this time we look at expenses and budget cuts. Two of the most asked questions are "Is it worth the expense?" and " Is it worth the savings?"
- We've started inviting our area legislators to every meeting to give them an up-close look at our issues.

We cannot express enough, the support this town receives from the superintendent's office. Lanning Nicoloff and his entire staff work very hard to provide us with any help and information we need.

We also want to thank the School Club. No one group works harder at picking up the loose ends and taking care of the little, but very important things, than they do. We've also notice that many more Tunbridge residents have been willing to volunteer their share. It really makes a difference.

Remember that our children do not learn only at school. School is just a small part of their education. We all must be more aware of what we teach them at home.

PRINCIPAL'S REPORT

It is with great pleasure that I submit this principal's report to the townspeople of Tunbridge. Thank you for giving me the opportunity to serve in this important role, and I appreciate the warm welcome I have received.

In addition to myself, we welcomed two new full-time staff members this year. Mr. Matt Crow is a recent graduate of Plymouth State University and is our physical education and health teacher. Mrs. Tracy Vesper of Tunbridge is our new school secretary. We are also excited to be able to continue to provide music instruction as Mrs. Sharon Groblicki is here Fridays for general music and Mrs. Phyllis Kadlub is teaching instrumental music on Tuesdays. Also, Linda Bellemeur was recognized at UVM as one of Vermont's outstanding teachers. We are fortunate to have such enthusiastic and skilled professionals.

Many of our students continue to do quite well on standardized assessments. The Action Team, comprised of community members, administration and teachers, is developing new goals to strive to improve our students' learning. A spreadsheet with our most recent Vermont standardized test scores compared to past years and the Vermont average follows this report.

Besides our daily academics and related arts, many students access after-school activities at the school. Each Monday afternoon Mr. Garner provides chess instruction and an opportunity for about 25 students in kindergarten through eighth grade to play chess. Mrs. Herrick and Mrs. Higgins directed several after-school drama presentations, *Rip Van Winkle* this winter and *Spirit* with junior high students last spring. Further, thanks to many dedicated parents and community members, a large number of students participated on interscholastic soccer and basketball teams at Tunbridge. Mrs. Groblicki directed this year's holiday concert with help from all the teachers.

Students have had numerous opportunities to participate in academic challenges. Students competed in the Readers Digest Word Power Challenge, the National Geographic Geography Bee, the OWSU Quiz Bowl, and the Science and International Fair to name some of the continuing activities.

The Student Council has been busy this year. With the goals of providing a democratic voice to the student body, promoting school spirit, and offering service, the Council meets weekly. To date it has sponsored a food drive for the Tunbridge Food Shelf and spirit days, helped establish rules for sledding and indoor recess, organized a clothing sale, and volunteered in the preschool program.

Students have had many opportunities to visit historical and significant places in Vermont and to have speakers show and tell them about the world. Some of these are mentioned here. Award winning authors Kathryn Paterson visited the 5th grade and Susan Bartlett came to the 3rd grade. Euclid Farnham shared his vast historical knowledge on a number of occasions as did Priscilla Farnham, Shirley Jefferson, and Ken Borie. Erick Tichonuk from the Champlain Maritime Museum spoke to the 5th graders and the entire school participated in Ecology Day at the Fairgrounds. The seventh graders attended the Civil War Expo and the Karelian folk ensemble Sattuma, from Russia, performed for all of us this autumn. The younger grades participate in the Red Clover

program to celebrate outstanding books and the upper elementary grades read the Dorothy Canfield Fisher award winning books. Miss Howe took a group to hear and see Sharon Creech, last year's DCF winner.

We have been working to maintain good communication with the community. To that end we have been bulk mailing *Tiger Tales* every 6-8 weeks to all Tunbridge residents. You can also read a bit about school events in our weekly column in the *Randolph Herald*. We are glad that the community has been able to use the school and visit. Community members have used the gym, used the library for the Brownies club and political caucuses, joined us for concerts and shows, dined with us on Veterans' Day, spent time in the classes on Mothers' and Fathers' Day. Our turnout for parent-teacher conferences was close to 100%!

The school continues to recognize students who attain high marks by posting an academic honor roll. These students are treated to either a special breakfast, lunch or ice cream sundae. In an effort to promote positive citizenship at TCS, we have instituted a Citizenship Honor Roll. The criteria was drawn from expectations that the 4th-8th graders developed at the onset of the school year and will be recognized in the same way as the academic honor roll.

There have been a few physical changes at the school over the past year. The play structure's wood became unsafe and the structure was removed. We are exploring new playground options. The school is designated as the town emergency shelter and the generator is on line and working; we used it twice successfully during power outages. The upstairs lockers were rearranged to provide for more space in the hallways and we received the grant to improve our water system. The school is receiving its internet services via cable, which proves to be faster and less expensive. With help from the school club, four new picnic tables adorn our grounds. The school was awarded a wellness grant and received a number of snow shoes.

The School Club provided many things to the school over the past calendar year. They supported and/or sponsored the Halloween Party, poinsettias for staff, candy for Santa, food for Fathers' and Mothers' Day, snowshoes, an artist in-residence, history essay awards, sports equipment for recess, recorders, supplies for bird houses, the Science Fair, graduation, and the end of the year picnic. We are always looking for your participation in our school. Thank you to all who have donated their time, talents, and goods. Whether it be serving on the school board, participating in the School Club, volunteering in classrooms, chaperoning dances and field trips, helping with class projects, donating to school events, we are a better place because of your efforts.

Respectfully submitted,
Amos Kornfeld, Principal

Tunbridge Central School
Vermont Comprehensive Assessment System
Percent of Students in the Highest two Performance Levels:
Achieving the Standard or Achieving the Standard with Honors

	95/96 or 96/97	97/98	98/99	99/2000	00/2001	01/2002	2002-2003	VT (most recent)
Developmental Reading - Tested at Grade 2		91%	31%	27%	72%	93%	91%	82%
Elementary Mathematics -Tested at Grade 4								
Mathematical Concepts	7%	13%	38%	29%	7%	60%	77%	46%
Mathematical Skills	57%	47%	56%	41%	36%	73%	100%	73%
Mathematical Problem Solving	29%	33%	44%	35%	7%	27%	54%	41%
Elementary English/Language Arts-Tested at Grade 4								
Reading: Basic Understanding	74%	94%	80%	89%	64%	94%	100%	80%
Reading: Analysis & Interpretation	58%	73%	60%	65%	50%	80%	77%	70%
Writing Effectiveness	79%	47%	73%	53%	43%	74%	93%	60%
Writing Conventions	52%	74%	66%	18%	43%	67%	62%	62%
Elementary Science - Tested at Grade 6		30%	53%			20%		
Vermont Science Assessment Grade 5							47%	46%
Middle Level Mathematics - Tested at Grade 8								
Mathematical Concepts	53%	83%	46%	34%	18%	35%	38%	40%
Mathematical Skills	59%	100%	87%	84%	58%	75%	44%	67%
Mathematical Problem Solving	30%	41%	53%	58%	29%	45%	38%	48%
Middle Level English/Language Arts-Tested at Grade 8								
Reading: Basic Understanding	88%	100%	94%	93%	100%	95%	94%	62%
Reading: Analysis & Interpretation	82%	100%	81%	71%	82%	90%	94%	37%
Writing Effectiveness	94%	100%	87%	71%	94%	60%	94%	66%
Writing Conventions	94%	100%	88%	71%	94%	95%	88%	52%

TUNBRIDGE SCHOOL STAFF

<u>Name</u>	<u>Position</u>	<u>FY 04 Contract</u>
Allen Rebecca	T 1 / Ms Math	\$32,340.00
Bellemeur Linda	Grade 2	44,100.00
Butler Ann	Read Rec .5/Gr 1 .5	39,060.00
Matthew Crow	Physical Education	28,000.00
Duffy John	Grade 4	32,900.00
Garner Walter	Grade 5	44,100.00
Sharon Groblicki	Music	9,016.00
Joanne Herrick	Grade 3	41,329.00
Marsha Higgins	Ms Lang .5/Ss .5	44,688.00
Elaine Howe	Librarian	25,038.00
Phyllis Kadlub	Instrumental Music	4,403.20
Michael Kornfeld	Principal	58,000.00
Stephanie Loeffler	Art .6	24,797.00
Marilyn Lyford	Grade 1	44,633.00
Parker Diane	Spec Educator	45,378.00
Stephanie Rhoades	T I / Resource Rm	28,960.00
Linda Jean Slayton	Kindergarten	36,167.00
Deidra Thomas	Sci.4/Span.4/Pln .2	28,980.00

Support Staff

<u>Name</u>	<u>Position</u>	<u>FY 04 Contract</u>
Abigail Brabham	Lunch Agent /Cook	\$17,042.08
Penny Braley	Title I Paraprofessional	14,502.40
Ralph Herrick	Facilities Manager	29,356.00
Elaine Howe	Library Aide	4,569.74
James Kinnarney	Bus Driver	10,876.80
Kevin Moran	.5 Custodian/.5 Bus Driver	25,173.00
Tracey Vesper	Secretary	13,717.50

INDEPENDENT AUDITORS' REPORT (School District)

To The School Board
Tunbridge School District

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

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

The general-purpose financial statements referred to above do not include the General Fixed Assets Account Group which should be included in order to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Assets Account Group is not known.

The general-purpose financial statements referred to above do not include the fixed assets in its Proprietary Fund which should be included in order to conform with generally accepted accounting principles. Purchases of fixed assets are charged to current operations and are not depreciated over their estimated useful lives as required by generally accepted accounting principles. The amounts that should be recorded as fixed assets and charged as depreciation expense in the Proprietary Fund is not known.

In our opinion, except for the effects on the general-purpose financial statements of the omissions described in the preceding paragraphs, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of Tunbridge School District, Vermont, as of June 30, 2003, and the results of its operations and the cash flows of its proprietary fund types and non-expendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated August 13, 2003 on our consideration of Tunbridge School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit per-

formed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of Tunbridge School District, Vermont taken as a whole. The combining and individual fund and account group financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements of Tunbridge School District. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, except for the effects on the general, special revenue, and capital projects funds of the omissions described in the preceding paragraphs, is fairly stated, in all material respects, in relation to the general-purpose financial statements taken as a whole.

Angolano & Company
Shelburne, Vermont
Firm Registration Number 92-0000141

August 13, 2003

TUNBRIDGE SCHOOL DISTRICT

TREASURER'S REPORT

Balance 07/01/02	\$108,073.49
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Income

Property Tax	\$1,234,335.00
State of Vermont	572,743.77
OWSU	69,500.13
Reimbursements	54,841.10
Trustee of Public Funds	9,905.00
Vermont Hot Lunch	26,200.36
Hot Lunchs	17,247.28
Interest	<u>4,401.79</u>

Total Income	\$1,989,174.43
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Expenses

Payroll	\$443,888.48
Accounts Payable	1,580,359.11
Interest Paid	234.86
Service Charge	<u>384.41</u>

Total Expenses	\$2,024,866.86
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Balance 06/30/03	<u>\$72,381.06</u>
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TUNBRIDGE SCHOOL DISTRICT

PROPOSED REVENUE 2004-2005

<u>Description</u>	<u>Budget 2002</u>	<u>Actual 2002</u>	<u>Budget 2003</u>	<u>Actual 2003</u>	<u>Budget 2004</u>	<u>Proposed Budget 2005</u>
<u>CARRYOVER FROM PRIOR YEARS</u>	\$20,000		\$23,000			
<u>REVENUES FROM LOCAL SOURCES</u>						
Property Taxes Current Exp.	\$276,645	\$264,919	\$355,942	\$330,762	\$542,224	
Interest	8,500	5,729	8,500	3,518	6,000	4,000
Miscellaneous				100		100
Rentals	1,400		300	471	300	300
Refunds/Reimbursements		3,306		5,792	4,565	4,000
Prior yr refund		6,423		16,924	5,000	5,000
Donations	<u>7,500</u>	<u>1,887</u>	<u>7,500</u>	<u>11,126</u>	<u>5,500</u>	<u>5,500</u>
Total Local Source Revenues	\$294,045	\$282,264	\$372,242	\$368,693	\$563,589	\$18,900
<u>REV. FROM STATE/FED. SOURCES</u>						
General State Support Grant	\$1,190,720	\$1,205,098	\$1,172,628	\$1,198,416	\$1,225,969	
Local Share Support	41,017	38,365	10,732	10,124	(22,097)	1,737,848
Education Spending Revenue New Act 68						
Small Schools Grant	32,232	33,669	45,460	45,460	54,786	56,328
ACT 60 Related Transportation	24,500	26,768	22,188	22,575	25,788	28,931
Transportation Adj (prior yr)		7,146				
State Ward Reimbursement				7,250		
Medicaid Reimbursement		<u>2,700</u>		<u>7,500</u>	<u>2,700</u>	<u>2,700</u>
Total Rev. from State/Fed. Sources	\$1,288,469	\$1,313,746	\$1,251,008	\$1,291,325	\$1,287,146	\$1,825,807

SPECIAL ED. REIMBURSEMENT

Block Grant	\$57,752	\$57,752	\$60,547	\$60,547	\$58,237	\$63,431
General Intensive	107,207	64,078	75,591	77,266	77,179	116,627
Extraordinary	3,000		7,900		6,840	39,805
Early Education Grant	8,449	8,449	9,637	7,581	10,181	9,679
Care & Custody Reimbursement		<u>13,285</u>	<u>30,625</u>			
Total Special Ed. Reimbursement	\$176,408	\$143,564	\$184,300	\$145,394	\$152,437	\$229,542

OTHER GRANTS

Title I Grant	\$72,749	\$49,105	\$35,616	\$36,585	\$36,585	\$34,025
Title IIA (formerly Title VI CSR)	15,434	23,807	24,000	25,577	24,470	22,320
Title IID				6,307		
Title VI Innovative Prog		<u>(8,162)</u>	<u>4,347</u>			
Total Other Grants	<u>\$88,183</u>	<u>\$64,750</u>	<u>\$63,963</u>	<u>\$68,469</u>	<u>\$61,055</u>	<u>\$56,345</u>

Total Operating Revenues (pre Act 68) \$1,867,105 \$1,804,324 \$1,894,513 \$1,873,881 \$2,064,227 \$2,130,594

Other Revenue Sources/Grants
Voc Ctr- paid by State 22,026 22,026 169 169 5,000 5,000
 39,389 39,389 35,678 35,678 27,888 22,471

Total Act 68 Revenue
(without Hot Lunch) \$1,928,520 \$1,865,739 \$1,930,360 \$1,909,728 \$2,097,115 \$2,158,065

TUNBRIDGE SCHOOL DISTRICT

PROPOSED BUDGET 2004-2005

Description	Budget 2002	Actual 2002	Budget 2003	Actual 2003	Budget 2004	Proposed Budget 2005
K-8 PROGRAM						
<u>Regular Programs</u>						
Substitutes Salary	\$4,200	\$2,556	\$4,000	\$7,018	\$4,000	\$7,000
Employer FICA	321	196	306	537	306	536
Workers Comp						32
Total Regular	<u>\$4,521</u>	<u>\$2,752</u>	<u>\$4,306</u>	<u>\$7,555</u>	<u>\$4,306</u>	<u>\$7,568</u>
<u>Special Education</u>						
Regular Salary Elem	\$40,341	\$41,955	\$43,004	\$43,633	\$59,868	\$46,740
Tutors		1,500		1,880		
Aide Salary Program	11,040	21,951	11,368	19,978		
Health Ins Benefits	3,238	5,382	7,090	7,527	10,811	8,222
Employer FICA	3,931	1,794	870	1,672	1,109	
Workers Comp	224	224	196	152	239	215
Unemployment	32	32	82	82	106	122
Prof Development					600	600
Dental Ins.	428	384	408	768	594	407
Psychological Serv.	8,000	4,834	1,000	3,950	4,100	4,000
Secondary Psych Serv		1,173				
Early Ed. Services	5,000	1,374		2,780		10,400
Pur. Serv. Speech	3,000	4,200				
Other Purchased Services	16,000	172	3,462	5,168		5,980
Excess Costs		14,007				
Transportation	10,000	3,296				
Tuition Other LEA	62,505	3,181				
Tuition to Pri. Sch.		2,267				
Telephone/Postage						
Supplies Elem.	1,000		1,000	291	300	300
Speech Supplies				171	2,000	
Books & Per. Elem		1,000	1,200	494		
Equip	<u>6,500</u>	<u>992</u>	<u>400</u>	<u>1,235</u>		
Total Spec. Education	<u>\$171,239</u>	<u>\$109,718</u>	<u>\$70,079</u>	<u>\$89,781</u>	<u>\$79,727</u>	<u>\$76,986</u>

TUNBRIDGE SCHOOL DISTRICT
PROPOSED BUDGET 2004-2005 (continued)

<u>Title 1/Compensatory Ed/Title II A</u>	Salaries	\$61,652	\$40,668	\$31,765	\$61,027	\$50,190	\$37,990
	Aide Salaries			24,823	10,933	14,420	15,024
	Health Ins. Benefits	4,760	5,319	7,191	9,540	10,218	8,366
	Employer FICA	3,951	3,088	4,329	5,427	4,943	4,056
	Municipal Retirement		405	519	560		751
	Workers Comp.	195	195	204	204	258	244
	Training Exp		1,800				
	Dental Ins.	641	384	792	1,088	627	814
	Supplies	500		350		150	150
	Books & Periodicals	800		900		200	300
	Total Title 1/Compensatory Ed	\$72,499	\$51,859	\$70,873	\$88,779	\$81,006	\$67,695
<u>Support Service Pupils</u>	Contracted Services				\$2,200		500
	Report Cards, Etc	2,000	746	1,000	128	1,000	500
	Total Support Serv.	\$2,000	\$746	\$1,000	\$2,328	\$1,000	\$500
<u>Guidance Services</u>	Salaries						\$14,616
	Employer FICA						1,118
	Workers Comp						67
	Total Guidance Services						\$15,801
<u>Achievement Testing</u>	Supplies	\$860	\$371	\$860			
	Total Achievement Testing	\$860	\$371	\$860			
<u>Health Services</u>	Contracted Services	\$1,500	\$4,737	\$2,500	\$3,238	\$2,500	\$3,300
	Supplies	400	112	400		400	150
	Total Health Services	\$1,900	\$4,849	\$2,900	\$3,238	\$2,900	\$3,450
<u>Staff Support Services</u>	Course Reimbursement	\$7,000	\$12,825	\$7,000	\$8,589	\$8,000	\$8,000

Travel 100 171 200 873 1,000
 Total Support Services \$7,100 \$12,996 \$7,200 \$9,462 \$9,000

School Library

Teacher Salary \$18,690 \$19,720 \$20,213 \$23,501 \$25,038
 Aide Salary 5,573 5,546 5,712 4,437 4,568
 Health Ins. Benefits 3,141 3,071 3,596 3,382 3,896
 Employer FICA 1,856 1,907 1,983 2,113 2,265
 Workers Comp 92 92 93 186 118
 Dental Ins. 428 384 396 384 396
 Supplies 45 14 500 100
 Books/Periodicals 153
 Edith Grant Books 1,500 2,169 3,500 3,500 3,500
 Edith Grant Equip. 5,500 8,599 1,000 2,000 1,000
 Total School Library \$36,780 \$41,533 \$36,494 \$37,375 \$42,281
 \$43,402

School Board

Board Stipend \$2,500 \$2,500 \$2,500 \$2,561 \$2,500
 Employer FICA 191
 Sect 125 Admin 640 540 765 600
 Audit Services 2,300 2,200 2,450 2,450
 Errors & Omissions Ins 750 773 750 1,136 900
 Advertising 1,500 892 1,500 1,846 1,000
 Supplies 298
 VSBA Dues 1,300 1,098 1,300 1,100 1,100
 School Board Conferences 300 300 300
 Total School Board \$7,450 \$8,203 \$8,650 \$9,631 \$9,041

Treasurer

Contracted Services \$1,100 \$1,100 \$1,100 \$1,100 \$1,100
 Postage 400 640 400 433 700
 General Supplies 300 175 400 274 200
 Dues & Fees 300 243 200 358 250
 Total Treasurer \$2,100 \$2,158 \$2,100 \$2,165 \$2,250

Technology-Supplies
 Copier
 Supplies/copier paper
 Total Instructional Equip.

1,174
 4,070
 24
 \$7,191

5,000
 1,200
 \$13,700

5,000
 1,200
 \$13,700

4,070
 532
 \$12,690

1,000
 5,000
 500
 \$14,000

1,000
 5,000
 1,200
 \$14,700

Buildings & Grounds

Custodial Salaries
 Health Ins.
 Employer FICA
 Municipal Retirement
 Workers Comp
 Dental
 Rubbish Removal
 Repairs & Maint.
 Building Projects
 Liability Ins.
 Supplies
 Electricity
 Bottled Gas
 Fuel Oil
 Equipment
 Total Buildings & Grounds

\$39,512
 9,020
 3,022
 1,500
 2,200
 650
 700
 15,000
 5,800
 14,000
 14,000
 500
 7,500
 6,000
 \$119,404

\$38,927
 11,164
 2,962
 1,974
 2,200
 768
 2,564
 10,697
 8,031
 7,792
 14,951
 20,900
 774
 10,277
 4,500
 \$138,481

\$40,094
 11,533
 3,067
 1,612
 2,005
 594
 2,400
 7,220
 6,500
 15,000
 21,000
 12,000
 2,200
 \$125,225

\$40,700
 10,930
 3,008
 1,728
 2,840
 752
 2,784
 22,635
 8,157
 14,574
 20,819
 1,008
 9,660
 2,394
 \$141,989

\$41,942
 14,096
 3,240
 1,887
 1,804
 594
 2,600
 10,000
 3,500
 8,500
 15,000
 21,000
 11,000
 2,000
 \$137,163

\$43,200
 15,134
 3,305
 2,160
 2,290
 611
 2,600
 12,000
 500
 8,000
 15,000
 22,000
 12,000
 1,600
 \$140,400

Grounds

Repairs & Maint
 Total Grounds

\$1,500
 \$1,500

\$784
 \$784

\$1,500
 \$1,500

\$1,241
 \$1,241

\$1,000
 \$1,000

\$1,000
 \$1,000

Transportation

Salaries
 Substitutes
 Health Ins
 Soc Sec/Med
 Municipal Retirement
 Workers Comp
 Bus Insurance

\$22,663

1,672

354

2,447

\$21,697
 600
 2,624
 1,706
 868
 1,519
 1,500

\$23,113
 255
 3,397
 1,718
 485
 1,497
 2,304

\$23,402
 600
 3,829
 1,791
 600
 1,474
 2,420

\$24,230
 600
 4,111
 1,899
 648
 1,756
 1,500

TUNBRIDGE SCHOOL DISTRICT
PROPOSED BUDGET 2004-2005 (continued)

Contracted Service				540			
Regular Contract	\$50,000	63	3,000	6,586	7,000	8,000	
Repairs & Maintenance		6,177	1,000		500	100	
Supplies		97	4,717	2,500	5,500		
Fuel	2,060		16,342	19,373	16,342	19,000	
Bus Purchase-debt service		19,845	2,000	1,056	3,000	2,000	
Field Trip Trans.	\$2,000	1,972			1,000		
Equipment		2,687			150		
Dues & Fees		105					
Total Transportation	\$52,000	\$60,142	\$52,855	\$65,041	\$64,608	\$69,344	
<u>Debt Service</u>							
Interest	\$49,455	\$28,555	\$39,719	\$37,078	\$37,379	\$32,884	
Principal	65,333	40,000	56,342	40,000	60,000	60,000	
Total Debt Service	\$114,788	\$68,555	\$96,061	\$77,078	\$97,379	\$92,884	
<u>Short Term Debt Service</u>							
Interest		\$2,723	\$1,500	\$235	\$2,500	\$1,500	
Total Short Term Debt Service		\$2,723	\$1,500	\$235	\$2,500	\$1,500	
<u>General Elementary</u>							
Salaries	\$273,691	\$319,746	\$312,108	\$325,614	\$337,157	\$344,697	
ESL Teacher				5,425			
Aide Salary	23,582	226		2,655			
Health Ins. Benefits	36,632	41,041	43,612	48,124	50,571	58,691	
Employer FICA	22,741	19,508	1,979	21,125	21,327	21,769	
Municipal Retirement	527	19					
Workers Comp.	1,125	1,125	1,124	1,155	1,349	1,586	
Unemployment	408	925	415	1,377	560	664	
Dental Ins.	2,979	2,733	2,594	2,041	3,109	3,018	
Contracted Service		3,949		3,654	4,000	-	
504 Services		1,952		1,590	2,000	2,000	
Tuition to Other LEA'S	5,800						
Supplies	8,490	8,159	9,523	9,242	7,000	7,000	
Books & Periodicals	4,285	8,108	7,664	5,064	5,000	5,000	

Instructional Equip.	5,700	3,560	3,665	974	2,000	2,000
Act 60 Action Plan	2,000	2,000	3,000		500	
Total General Elem.	\$387,960	\$413,051	\$385,684	\$428,040	\$434,573	\$446,425

Middle School

Salary	\$92,328	\$52,676	\$64,886	\$70,311	\$75,432	\$82,277
Health Ins.	9,090	3,641	7,480	5,677	7,186	7,946
Employer FICA	7,063	2,174	2,840	3,180	3,480	3,935
Workers Comp	349	380	234		302	378
Dental Ins.	912	340	879	468	772	770
Supplies	2,470	846	2,257	1,304	2,000	2,000
Books & Periodicals	2,600	2,765	1,236	457	1,200	1,200
Equipment	1,780	152	775	2,041	500	500
Act 60 Action Plan	1,000	1,000	1,000		500	
504 Other Expense	6,000					
Total Middle School	\$123,592	\$63,974	\$81,587	\$83,438	\$91,372	\$99,006

Athletics

Salaries	\$1,600	\$2,650	\$2,350	\$2,600	\$2,650	\$1,393
Employer FICA	160	203	180	199	203	107
Supplies	1,200	310	1,200	235	1,000	1,000
Equipment			400	458	500	500
Game Officials	500	200	650	625	600	-
Total Athletics	\$3,460	\$3,363	\$4,780	\$4,117	\$4,953	\$3,000

Title VI

Music Coordinator	\$2,100	\$4,607	\$4,038			
Employer FICA	161	353	309			
Total Title VI	\$2,261	\$4,960	\$4,347			

Lunch Program

Subsidy	\$8,000	\$14,568	\$10,180	\$10,530	\$13,936	\$12,000
Total Lunch Program	\$8,000	\$14,568	\$10,180	\$10,530	\$13,936	\$12,000

TOTAL K-8 PROG. EXPENDITURES	\$1,308,643	\$1,188,863	\$1,158,147	\$1,244,474	\$1,279,619	\$1,301,226
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TUNBRIDGE SCHOOL DISTRICT TUITION EXPENSES

<u>To Whom Paid</u>	<u>Total Tuition Paid</u>	<u>Tuition Rate</u>	<u>Student FTE</u>
Bethel Town School	\$3,203	\$7,000	0.46
Chelsea School Dist.	97,620	7,000	13.95
Hartford School Dist.	7,200	7,200	1.00
Randolph School Dist.	32,880	7,952	4.13
Oxbow UHSD#30	1,227	8,100	0.15
Royalton School Dist	285,589	7,250	39.39
Sharon Academy	80,052	7,757	10.32
Thetford Academy	<u>39,088</u>	9,772	4.00
Total Secondary	\$46,859		
Randolph Area Voc.	\$19,469	\$3,592	5.42
Riverbend Career	613	1,535	0.40
Hartford School Dist.	<u>1,244</u>	2,108	<u>0.59</u>
Total Vocational	\$21,326		
Special Education	<u>\$145,398</u>	varies	<u>6.86</u>
Total Special Education	\$145,398		
Total	\$713,583		86.67

SCHOOL ENROLLMENT

<u>School Year 2003-2004</u>	<u>Enrollment (as of 10/1/03)</u>	<u>Average Daily Membership (40 day ADM- 10/21/03)</u>
EEE	1	1.00
PreKindergarten		
Kindergarten	13	12.75
Grade 1	15	14.75
Grade 2	9	9.00
Grade 3	19	19.00
Grade 4	12	12.50
Grade 5	13	12.75
Grade 6	17	17.00
Grade 7	16	16.72
Grade 8	19	19.00
Grade 9		17.00
Grade 10		23.00
Grade 11		19.47
Grade 12		14.00
Adult Program		
Total	<u>134</u>	<u>207.94</u>

District: Tunbridge	
County: Orange	
Expenditures	
	Budget (local budget approved in prior years)
	82% of base payment per FTE paid to tech centers by the State on behalf of the district in FY2005
	S.U. assessment (included in local budget)
	Deficit (if included in local budget)
+	Block grant paid by State to tech center in prior years
+	1. Separately warned article passed at town meeting
+	2. Separately warned article passed at town meeting
+	3. Separately warned article passed at town meeting
-	Act 144 Expenditures, (excluded from "Education Spending")
	Act 68 local adopted budget
+	Union school or joint school district assessment
+	Deficit if not included in budget or revenues
+	Special programs expenditures (if not included in local budget)
	Gross Act 68 Budget
	Act 144 expenditures (if any - excluded from "Education Spending")
Revenues	
+	Local revenues (categorical grants, donations, tuitions, surplus, etc., including Act 144 revenue)
+	Capital debt aid
+	Special program revenues (if not included in local budget)
-	Deficit if not included in budget or expenditures
-	Act 144 revenues
	Total revenues
-	Fund raising (if any)
	Adjusted local revenues
Education Spending (Act 68 definition)	
Equalized Pupils	
Education Spending per Equalized Pupil	
Excess Spending per Equalized Pupil (if any)	
Per pupil figure used for calculating District Adjustment	
District spending adjustment (minimum of 100%)	
(\$8,202 / \$6,800)	
Anticipated homestead tax rate, equalized	
(120.618% x \$1.10)	
Household Income Percentage for income sensitivity	
(120.618% x 2.0%)	

Local Auditor’s Note

This chart is now required by law to be a part of the Town Report. The appearance and content are determined by the state.

This chart is the **only** way to get an idea about the relationship between the proposed budget and property taxes. The estimated homestead school tax rate is shown on line 30, and is \$1.33. A different rate will apply to businesses and non-homestead property.

LEA: 210			
S.U.: Orange - Windsor			
FY2002	FY2003	FY2004	FY2005
1,920,805	1,948,013	2,119,726	2,158,065
not applicable	not applicable	not applicable	22,471
73,187	63,352	69,479	64,097
-	-	-	-
39,389	35,678	27,888	not applicable
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
1,960,194	1,983,691	2,147,614	2,158,065
-	-	-	-
22,026	169	5,000	-
1,982,220	1,983,860	2,152,614	2,158,065
-	-	-	-
412,423	408,711	373,631	397,746
-	-	-	-
22,026	169	5,000	-
-	-	-	-
-	-	-	-
434,449	408,880	378,631	397,746
-	-	-	-
434,449	408,880	378,631	397,746
1,547,771	1,574,980	1,773,983	1,760,319
228.43	221.72	215.81	214.62
6,776	7,103	8,220	8,202
not applicable	not applicable	not applicable	-
not applicable	not applicable	not applicable	8,202
not applicable	not applicable	not applicable	120.618%
not applicable	not applicable	not applicable	\$1.327
not applicable	not applicable	not applicable	2.41%

Estimated
Homestead Tax
Rate

Under the most recent version of the school funding law (Act 68) it is not possible to calculate at this time the total school taxes to be raised locally. This figure is calculated by the state and sent to the school treasurer later in the year.

The Legislature may be making changes to the formula prior to Town Meeting.

TUNBRIDGE SCHOOL DISTRICT FOOD SERVICE PROGRAM

(informational only)

	Budget <u>2002</u>	Actual <u>2002</u>	Budget <u>2003</u>	Actual <u>2003</u>	Budget <u>2004</u>	Budget <u>2005</u>
EXPENDITURES						
Salary	\$14,391	\$15,972	\$16,266	\$16,452	\$16,941	\$17,652
Health Insurance	6,870	6,440	7,090	7,746	8,436	8,428
Employer Taxes	1,101	1,166	1,244	1,180	1,296	1,350
Workers Comp Ins.	-	304	-	732	712	943
Municipal Retirement	604	534	683	658	855	883
Dental Insurance	428	384	397	384	396	407
Repairs/Maintenance	1,806	1,512	1,000	960	2,000	200
Bottled Gas	-	-	500	130	800	800
Cost of Food	36,500	32,692	36,500	32,884	35,000	34,800
Equipment					<u>3,000</u>	
Total Expenditures	\$61,700	\$59,004	\$63,680	\$61,126	\$69,436	\$65,463
REVENUES						
Lunch Sales	\$18,800	\$18,608	\$21,800	\$18,638	\$21,800	\$20,000
State Milk Match	1,200	1,615	1,200	906	1,700	1,000
Lunch Match				309		300
Lunch Reimb.	24,500	16,820	24,500	18,916	24,500	20,163
Breakfast Reimb.	9,200	7,393	6,000	8,181	7,500	8,200
Commodities				3,646		3,800
Subsidy/School Budget	<u>8,000</u>	<u>14,568</u>	<u>10,180</u>	<u>10,530</u>	<u>13,936</u>	<u>12,000</u>
Total Revenues	\$61,700	\$59,004	\$63,680	\$61,126	\$69,436	\$65,463



Local Residents Learn More About Act 68

ORANGE WINDSOR SUPERVISORY UNION

Superintendent of Schools Report

I am happy to submit this report which addresses the work of the supervisory union office during the 2002-2003 school and fiscal years. I have had the privilege of serving as superintendent of the Orange Windsor Supervisory Union for nearly three years. I have genuinely enjoyed working with the board members, administrations, staff members and citizens of Tunbridge as well as the other four schools and towns that comprise the supervisory union.

Report on the 2002-2003 School Year

Throughout my tenure as superintendent of the Orange Windsor Supervisory Union, I have been guided by the following mission statement for the central office which has been approved each year by the Orange Windsor Supervisory Union Board as a part of my annual goals:

To assist in the provision of quality education for each and every child in the supervisory union by providing needed service, relevant information, and professional leadership focused on improving student achievement.

The following are some of the areas addressed by the central office during the 2002-2003 academic year in pursuit of this mission:

1. We have continued work on school board policies which state the locally-adopted rules and procedures under which each school operates. Policies are a fundamental responsibility of each local board of school directors. The central office works continuously with each local board to review existing policies and to develop new policies as needed. The task of keeping board policies up-to-date is an arduous and never-ending task, and progress continued in all our schools over the last year.
2. During the 2002-2003 school year OWSU schools worked on new drafts of their respective school's "Action Plan." These plans, which are mandated by state law, address the improvement of pupil performance using performance data from test results and other relevant information. The central office strives to provide the necessary financial support for initiatives included in the local action plans through various grant-funded sources. Our schools are now implementing the activities called for by these plans.
3. Under the capable leadership of our business manager, Donna Benoit, the amount of current financial information provided to our school boards has continued to be substantial. Ms. Benoit attends board meetings regularly and meets with principals frequently to keep up-to-date on all information needed by the boards to make reasonable financial decisions and projections. The central office also sought to keep all its school boards informed of the many proposals for school finance reform before the Vermont state legislature during the 2003 spring session, and subsequently to help boards understand the funding that resulted when Act 68 was passed into law.

4. Ms. Benoit has also helped our boards move toward compliance with financial requirements of "GASB34" which requires school districts to keep records on the value of their fixed assets effective for the 2004-2005 school year. This work has continued into the 2003-2004 year, and our schools will be ready when these requirements go into effect.
5. The central office staff continued to endeavor to be responsive to school building administrators, board members, and citizens in dealing with their inquiries and meeting their needs. Our staff is committed to friendly, courteous, helpful service. I am very proud to be working with Lori Ballou, Karen Johnson, Lori Pickett, Anne Simoni, Cynthia Powers and Regina Vogt who are sincerely dedicated to serving our schools and communities well.
6. During the 2001-2002 school year our office initiated an effort to promote regional cooperation with two of our neighboring supervisory unions. Similar efforts were begun on a broader scale during the 2002-2003 school year by Douglas Shiok, Superintendent of the Orange North Supervisory Union. The result has been the formation of the Green Mountain Forest Collaborative composed of five supervisory unions (those with central offices in Royalton, Bethel, Randolph, Williamstown, and Northfield) committed to working together whenever there can be mutual benefits. The "Articles of Agreement" for membership in this collaborative was approved by our Orange Windsor Supervisory Union Board in December of 2003. All parties involved believe there are many potential gains and savings from this effort to share and to support one another.
7. Two other collaborative memberships also promise benefits for Orange Windsor schools. The Orange Windsor Supervisory Union was accepted into the East Central Vermont Literacy Consortium which provides supervision and training for Reading Recovery Teachers in four of our schools as well as professional development opportunities for teachers of reading and writing. Orange Windsor has also become a member of the Lamoille Area Professional Development Academy which provided high quality, readily accessible, and reasonably priced learning opportunities for educators. Costs for both these memberships are paid with federal grant funds.
8. Working with building principals, we were able to continue taking bids for fuel oil supervisory-union-wide and accepted a firm bid of 96.9¢ per gallon. We also took bids for propane and received a firm bid of \$1.07 per gallon. Further, the central office arranged for copier paper at a competitive price for two of our schools which lack adequate space to store a year's supply of the product. We continue to look for other ways our schools can save through joint purchasing and sharing services.
9. Our schools were faced with a difficult situation this last spring when for various reasons three of our four speech & language staff members left Orange Windsor. Don McMahon led an aggressive effort to find well-qualified replacements in this high-shortage specialty. Ultimately, three replacements were found, but for the 2003-2004 school year, we have one less fully-trained speech language pathologist than we did the previous year. Turn-over of personnel has been a problem for our schools in this field. With the cooperation of the supervisory union board, efforts have been

made to make these positions in our schools more attractive and rewarding to speech and language personnel.

10. The Orange Windsor Supervisory Union assumed the fiscal management of "Project Advance" beginning with the 2003-2004 school year. This happened after a struggle lasting over a year to keep this very successful alternative, pre-vocational program available to area students. Orange Windsor played an important role in this effort. Project Advance serves some of our students in a program that is significantly less expensive for our schools than many other alternative programs.
11. Special Education continues to be major focus of the central office. Under the leadership of our Director of Special Education, Don McMahon, OWSU has provided training for special educators to help them serve their students better and comply more fully with special education requirements. Mr. McMahon has worked hard to reduce psychological testing costs by arranging for a course in the administration of one of the most commonly used tests, the Woodcock-Johnson Psycho-Educational Battery, Third Edition, in order that our own personnel can administer and score the test accurately. This obviates the need for a psychologist to do this testing. Further savings for testing are being realized as testing for the required three-year evaluations for students on IEPs have been more carefully planned and unnecessary test administration avoided.
12. Mr. McMahon also negotiated a contract with Safe-T-Transit to provide special education transportation. By working with this single contractor, we were able to achieve better compliance with state pupil transportation laws, more reliable performance with greater accountability, and cost savings.

Many positive steps were taken at Tunbridge Central School during the 2002-2003 school year. Principal Bruce Bellemeur had each teacher set and implement three personal goals for actions to improve pupil achievement. To protect the students and to prevent unnecessary disruptions, a visitor pass system was set up. Mr. Bellemeur organized Orange Windsor's first two "Quiz Bowls" in which Tunbridge joined with other schools in the supervisory union in academic competition. Chuck Stoufler gave a presentation on the prevention of bullying in schools. The high participation in the school's unique Mothers' and Fathers' Days continued.

At the same time, the district faced a serious financial situation due in large measure to declining enrollment and rapidly inflating real estate values which resulted in sizable tax increases under the state's Act 60 funding formula. The result was a community understandably divided over whether or not it could support the school budget. Three school district meetings were required to finally approve funding for the school. The school board made several promises to the citizens in response to their concerns, and has worked hard to honor those promises, keep school costs down, and address other financial issues.

The school went through a major transition last spring when long-time principal, Bruce Bellemeur, moved on to another position. A search committee composed of citizens, staff, and board members worked diligently to find the best candidate to serve the

school as its new principal and selected Mr. Amos Kornfeld who began his service to the school in July. Mr. Kornfeld is now working with the school staff to continue the progress being accomplished on behalf of the students of the Tunbridge community.

I am happy to be associated with the on-going work being done at Tunbridge Central by the staff, administration and school board all of which is focused upon serving the students and community as effectively as possible.

In closing, let me emphasize that the supervisory union office continues to strive to meet the needs of all five of our local schools and, thereby, to serve all our citizens and impact the education of all our children in a positive manner. I am proud to be part of this effort, and will do my best to contribute to the goal of high achievement and healthy development for all of our children.

Lanning Nicoloff

Superintendent of Schools

ORANGE WINDSOR SUPERVISORY UNION

REVENUE BUDGET 2004-2005

	Budget 2002	Actual 2002	Budget 2003	Actual 2003	Budget 2004	Budget 2005	November-03 Enrollment	Assessment % Bsd on Enroll.
Local Assessments								
Chelsea	\$126,887	\$126,887	\$118,028	\$118,028	\$114,985	\$115,369	232	20.81%
Royalton	218,192	218,138	225,614	225,614	238,285	243,171	489	43.86%
Sharon	61,582	61,582	57,198	57,198	57,736	69,122	139	12.47%
Strafford	67,603	67,437	64,915	64,915	67,033	62,658	126	11.30%
Tunbridge	73,134	73,187	63,100	63,100	69,479	64,149	129	11.57%
Total Local Assessments	\$547,398	\$547,231	\$528,855	\$528,855	\$547,518	\$554,469	1,115	100.00%
State/Federal Sources								
IDEA B	\$114,815	\$121,724	\$160,000	\$184,630	\$183,500	\$195,000		
Title I	57,000	38,253	25,995	91,255	50,358	90,596		
Transfer to Royalton EEE		2,850						
Total State/Fed. Sources	\$171,815	\$162,827	\$185,995	\$275,885	\$233,858	\$285,596		
Other Sources								
Interest	\$2,500	\$1,782	\$5,000	\$2,643	\$2,500	\$2,500		
Medicaid Admin Fees	23,000	23,951	20,000	11,969	14,000	12,000		
Rent		900	900	900	900			
Project Advance Admin						3,500		
Misc.		4,231		1,055				
Balance from Prior Years								
Total Other Sources	\$25,500	\$30,864	\$25,900	\$16,567	\$17,400	\$18,000		
Grand Total	\$744,713	\$740,922	\$740,750	\$821,307	\$798,776	\$858,065		

ORANGE WINDSOR SUPERVISORY UNION

EXPENSE BUDGET 2004-2005

Description	Budget 2002	Actual 2002	Budget 2003	Actual 2003	Budget 2004	Budget 2005
<u>Office of the Superintendent</u>						
Administrator's Salary	\$72,000	\$73,000	\$74,000	\$75,000	\$78,000	\$79,950
Clerical Support	23,406	23,600	26,000	26,000	27,040	27,716
Health Insurance	7,744	9,378	8,940	9,074	10,544	11,549
Employer FICA	7,299	7,413	7,650	7,533	8,036	8,236
Life Ins Premiums		220	880	880	880	880
Support Staff Retirement Cont.	702	702	1,092	1,300	1,352	1,386
Workers Comp		250			452	474
Professional Development	2,025	359	1,725	876	1,500	1,500
Dental Insurance	412	430	430	516	443	457
Legal Fees	3,850	53	2,000	33	1,000	1,000
In-Service, Meetings, Etc.	525	506	825	425	825	825
Printing	200		200		200	200
Superintendent's Travel	1,500	1,391	2,240	2,380	2,240	2,240
Staff Travel	1,400	1,697	250	1,380	250	250
Books & Periodicals	2,000	610	2,000	872	2,000	2,000
Equipment Contingency	1,500	110	500	1,669	737	500
Dues & Fees	4,500	3,938	5,290	3,943	5,290	5,290
Fingerprinting Expense	150	1,602	800	2,442	1,300	1,300
Total Office of the Superintendent	\$129,213	\$125,259	\$134,822	\$134,323	\$142,089	\$145,753
<u>Special Services Department</u>						
Administrator's Salary	\$62,400	\$66,000	\$65,000	\$65,000	\$67,600	\$69,290
Clerical Support/Medicaid Clerk	21,960	22,361	24,560	24,560	25,542	26,181
Medicare Billing Clerk	18,000					
Support Staff Retire. Contrib.	659	659	1,032	1,228	1,277	1,309

Health Insurance	11,010	12,297	12,001	12,034	14,279	15,719
Employer FICA	6,454	6,753	6,851	6,712	7,125	7,304
Workers Compensation				313	419	420
Professional Development	1,335	1,178	1,725	1,216	1,725	1,725
Dental Insurance	825	753	861	539	886	913
Contracted Services				12,070		
Travel Reimbursement/Conference	2,000	1,888	4,000	1,933	3,000	3,000
Supplies	1,800	918	1,800	5,027	1,000	1,000
Medicaid Supplies		470	500	277	500	500
Books & Periodicals	1,000	1,028	1,000	235	1,000	1,000
Equipment & Contingency			300	6,435	300	300
Dues & Fees	<u>1,000</u>	<u>1,128</u>	<u>1,000</u>	<u>322</u>	<u>1,200</u>	<u>1,200</u>
Total Special Services	\$128,443	\$115,433	\$120,630	\$137,901	\$125,853	\$129,861

Fiscal Services

Administrator's Salary	\$50,000	\$51,986	\$54,000	\$54,000	\$58,000	\$59,450
Clerical Support	53,154	53,475	57,009	57,009	59,288	61,771
Health Insurance	15,460	15,459	16,848	16,903	20,051	22,088
Employer FICA	7,891	8,137	8,492	8,462	8,973	9,273
Workers Comp Ins					504	535
Support Staff Retire. Contrib.	4,094	4,094	4,662	5,550	5,864	6,062
Professional Development	600	105			300	300
Dental Insurance	1,237	861	861	861	886	913
Treasurer Services		600	600	600	600	600
Audit Services	1,000	1,300	1,500	1,875	1,550	1,550
Computer Maintenance	5,700	3,390	4,000	1,766	3,000	3,000
Travel/Conference	1,500	1,100	2,200	1,255	1,500	1,500
Supplies		1,144	1,000	1,502	1,000	1,000
Equipment Contingency	1,500	189	500		300	300
Dues & Fees	<u>450</u>	<u>227</u>	<u>300</u>	<u>307</u>	<u>300</u>	<u>300</u>
Total Fiscal Services	\$142,586	\$142,067	\$151,973	\$150,090	\$162,116	\$168,642

ORANGE WINDSOR SUPERVISORY UNION

EXPENSE BUDGET 2004-2005 (continued)

<u>Central Office</u>				
Merit Pay	\$600			
Workmen's Comp.	45	1,900	2,952	180
Unemployment Tax	165	75	176	260
Section 125 Admin			259	
Custodial Services	1,665	2,500	2,420	2,580
Repairs & Maint.	6,307	5,500	5,321	1,700
Rental of Building	16,164	17,103	17,192	18,321
Property & Liability Insurance	917	1,000	929	900
Bond Premiums	196			200
Telephone Expense	6,712	7,500	6,630	7,300
Postage	4,220	3,500	3,577	4,000
Advertising	3,953	6,000	2,594	4,000
Supplies	10,071	9,500	9,829	9,500
Phone Equipment	4,066			
Software	9,809			
Electricity	2,533	2,800	3,100	3,100
Heat	567	1,000	1,229	1,000
Equipment/lease			1,114	5,000
Total Central Office	\$71,427	\$58,378	\$57,322	\$57,841
<u>Central Office Wellness</u>				
All Expenses	\$300			
Total Central Office Wellness	\$300			
<u>EEE Direct Instruction</u>				
Salary	\$40,405	\$37,191	\$42,562	\$45,236
Aide Salary	14,560	5,431	5,871	7,835
Health Insurance	6,097	7,744	8,712	11,049
FICA Expense	4,204	3,261	3,508	4,060

[illegible]

ORANGE WINDSOR SUPERVISORY UNION

EXPENSE BUDGET 2004-2005 (continued)

Tutoring Services	739	995	6,475			
Soc Sec/Med			2,899	2,648	2,714	
Health Ins			3,060	400	6,967	
Workers Comp				149	156	
Dental Ins			119			
OWSU Office Networking and Server	6,949					
Consolidated Grant Assistance						
Professional Development/Training Exp	12,720	7,500	27,396	7,500	13,259	
Technology Audit			4,500			
Technology Training						
New Tech Recruitment activities/advertising					6,768	
Other Contr Services-Story Lady	2,979		4,686	3,000	1,000	
Repairs/Maintenance	724		36		13,100	
Pupil Transportation			7,115			
EEE Tuition			1,204			
Travel/Mileage Reimb	227		1,491			
Supplies	1,124	500	1,029	500		
Clerical Support		3,000				
Equipment	2,124					
Dues & Fees			1,500			
Audit Services	1,000	1,000	625	1,550	1,550	
Total Title I	\$38,252	\$25,995	\$91,255	\$50,358	\$90,596	
Fund Transfers						
Surplus Rebates	\$52,904		\$34,496			
Total Fund Transfers						
Total Supervisory Union Budget	\$744,713	\$740,750	\$840,770	\$798,776	\$858,065	

CONDENSED MINUTES OF THE ANNUAL SCHOOL MEETING

March 03, 2003, Tunbridge Central School, 7:30 P.M.

Please note that these are condensed minutes only. The original minutes are available at the Town Clerk's Office.

- Art. 1. Euclid Farnham re-elected moderator for a 1-year term.
- Art. 2. School Director's report approved by voice vote.
- Art. 3. Voted to table School Budget in the amount of \$2,158,074.00.
- Art. 4. Voted to authorize School Directors to borrow money as needed for expenses of the school.
- Art. 5. Voted to table article to authorize School Directors to add money to the reserve fund.
- Art. 6. Anissa Morrison elected School Director for a 3-year term.
- Art. 7. Other business.

Nancy Howe asked what the time frame we have for setting the next school meeting? The date must be at least 30 days from the date it is set for to allow for warning.

Motion to adjourn. Seconded. School meeting adjourned 9:37 p.m.

CONDENSED MINUTES SPECIAL SCHOOL MEETING

April 29, 2003, Tunbridge Central School, 7:30 P.M.

Please note that these are condensed minutes only. The original minutes are available at the Town Clerk's Office.

- Art. 1. Article 3 was taken up first.
- Art. 3. Voted to authorize School Directors to apply for a loan not to exceed \$25,000.00 from the Drinking Water State Revolving Fund Program.
- Art. 1. To raise \$2,126,235.00 for the 2003-2004 school year.
 - Voted against reducing the budget \$20,000.00.
 - Voted against reducing the budget \$40,000.00.
 - Voted against passing the school budget of \$2,126,235.00.
- Art. 2. Voted to allow School Directors to add, not to exceed \$10,000.00 to the reserve fund for school bus replacement.

Motion to adjourn. Seconded. Meeting adjourned 9:40 p.m.

CONDENSED MINUTES OF SPECIAL SCHOOL MEETING

June 24, 2003, Tunbridge Central School, 7:30 P.M.

Please note that these minutes are condensed minutes only. The original minutes are available at the Town Clerk's Office.

Art. 1. Voted to have a new budget for the 2003-2004 school year.

Art. 2. Vote to raise \$2,119,726.00 for the 2003-2004 school year.

Defeated amendment to reduce budget by \$55,000.00.

Defeated amendment to reduce budget by \$107,509.00.

Voted \$2,119,726.00 for the School Budget.

Motion made to adjourn. Seconded. Meeting adjourned 10:20 p.m.

TOWN OF TUNBRIDGE SCHOOL DISTRICT

WARNING FOR ANNUAL MEETING

MARCH 1, 2004

The legal voters of the Tunbridge Town School District are hereby WARNED AND NOTIFIED to meet at the Tunbridge Central School, Tunbridge, on Monday, March 1, 2004, at 7:30 P.M. to transact the following business:

Art. 1. To Elect a Moderator.

Art. 2. To Hear and Act upon the report of the School Directors.

Art. 3. To Vote a sum of money for the support of the School for the 2004-2005 school year.

Art. 4. To See if the Tunbridge School District will authorize the School Board to add money, not to exceed \$10,000, to its previously established Reserve Fund for School Bus Replacement, from fiscal year 2003-2004 surplus funds.

Art. 5. To Elect one School Director for a term of three (3) years.

Art. 6. To Transact any other business proper to come before the meeting.

Dated: January 7, 2004

Tunbridge Board of School Directors

Fred Welch, Chairperson

Anissa Morrison, Vice Chairperson

Sharon Whitcomb, Clerk

VITAL STATISTICS

BIRTHS

<u>NAME</u>	<u>FATHER'S NAME</u>	<u>MOTHER'S MAIDEN NAME</u>	<u>DATE</u>	<u>PLACE</u>
Henault, Emma Pearl		Henault, Rebecca Susan	04/17/03	Randolph
Gokey, Izaak Xander	Gokey, Aaron Frank	Whitney, Jessica Marie	07/02/03	Randolph
Welch, Lydia Marie	Welch, Anthony Earl	Welch, Sharon	08/20/03	Randolph
Jones, Kiley Lewis	Jones, Joseph William	Baker, Jennifer Susan	10/09/03	Randolph

DEATHS

<u>NAME</u>	<u>DATE</u>	<u>AGE</u>	<u>PLACE</u>
Sherlock, Robert W.	January 08, 2003	92	White River Jct.
Durkee, Carol H.	January 15, 2003	68	Randolph
Decato, Edna M.	January 23, 2003	70	Tunbridge
Shore, Bailey M.	February 17, 2003	73	Tunbridge
Sargent, Helen E.	March 19, 2003	83	Tunbridge
Sargent, Louise M.	June 03, 2003	93	Berlin
Ackerman, Rodney A.	June 28, 2003	29	Rutland
Fenlason, Manilva	July 08, 2003	71	Randolph
Binzen, Mary Lou	September 07, 2003	76	Tunbridge
Swenor, Clayton A.	September 22, 2003	76	Tunbridge
Tuttle, Fred H.	October 04, 2003	84	Burlington
Bicknell, Bernice W.	November 03, 2003	79	Berlin
Barreda, Victor H.	November 11, 2003	63	Berlin

BROUGHT HERE FOR BURIAL

<u>NAME</u>	<u>DATE</u>	<u>CEMETERY</u>
McCrillis, Maebell	April 05, 2003	Spring Road
Burnor, Harry L. Jr.	April 27, 2003	Spring Road
Rivers, Lewis M.	April 29, 2003	Hunt
White, Gertrude	June 07, 2003	Spring Road
Allison, Thomas Jr.	June 08, 2003	Tunbridge Village
Morrill, Lillian G.	June 28, 2003	Tunbridge Village
Menei, Amanda	September 22, 2003	Spring Road

MARRIAGES

(The place is Tunbridge unless otherwise noted.)

<u>GROOM</u>	<u>RESIDENCE</u>	<u>BRIDE</u>	<u>RESIDENCE</u>	<u>DATE</u>
Bradford, Paul J.	Tunbridge	Meagher, Amanda L.	Sharon	02/14/03
Welch, Jerry R.	Tunbridge	Ingham, Paula P.	Tunbridge	04/05/03
			Barnard	
Chambers, Lancer D.	Tunbridge	Webster, Erin L.	Tunbridge	06/21/03
			Randolph	
McIntosh, Kenneth A.	Tunbridge	Tipton, Laurie J.	Tunbridge	06/28/03
			S. Royalton	
Moore, James L.	Hartland	Farrar, Cynthia A.	Tunbridge	07/15/03
Bicknell, Jonathan V.	Grafton, NH	Gayle, Laura S.	Grafton, NH	08/02/03
Chang, Walter T.	Lebanon, NH	Ballew, Nicole L.	Lebanon, NH	08/10/03
Thomas, Michael J.	New York, NY	McNeil, Elizabeth F.	New York, NY	08/10/03
Bogardus, Michael S.	Tunbridge	Parker, Amy J.	Tunbridge	08/16/03
Misenko, Darren R.	Tunbridge	Porter, Stacey K.	Tunbridge	08/31/03
			Waitsfield	
Whitney, Neal C.	Tunbridge	Brown, Pamela A.	Tunbridge	12/27/03

CIVIL UNIONS

<u>PARTNER</u>	<u>RESIDENCE</u>	<u>PARTNER</u>	<u>RESIDENCE</u>	<u>DATE</u>
None				

HELPFUL INFORMATION

Phone Numbers

Town Clerk	889-5521, fax: 889-3744
Town Library	889-9404
Town Garage	889-3319
Fire or Ambulance Dispatcher	911
Fire Permits	889-5548, 889-3408
VT State Police	234-9933, 685-7777
Orange County Sheriff	685-4875
Chelsea Health Center	685-4400
Gifford Medical Center	728-4441
Central VT Hospital	229-9121
Dartmouth-Hitchcock Medical Center	(603) 650-5000
VT Poison Center	658-3456
N.H. Poison Information Center	1-800-562-8236
Tunbridge Central School	889-3310
U.S. Post Office	889-3769
CVSWMD	1-800-730-9475
Chelsea Animal Hospital	685-3232
Listers	889-3571
Orange/Windsor Supervisory Union	763-8840

Office Hours:

Town Clerk:	Monday-Tuesday-Thursday-Friday: 8:00 a.m.-Noon, 1-4 p.m.
.....	Wednesday: 9 a.m.-6p.m.
Transfer Station Hours:	Saturday 9-3.
Central Vermont Landfill Hours: ...	Monday thru Friday 7-3:30 p.m., Sat. 9-2 p.m.
Library Hours:	Friday 2-6, Saturday 10-4, Sunday 11:30-1:30, Monday 3-8,
.....	and Wednesday 6-8 p.m.
Selectmen's Meetings:	at the Upstairs Meeting Room
.....	every other Wednesday at 7:30 p.m.
Planning Commission Meetings:	at the Upstairs Meeting Room
.....	2nd Thursday at 7:30 p.m.
School Board Meetings:	at the School Library 3rd Mondays at 6:30 p.m.

State Representative

Rosemary McLaughlin 763-5262

State Senator

Mark McDonald 433-5876

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