

TOWN OF CALAIS

VERMONT

ANNUAL REPORT FOR THE YEAR ENDING JUNE 30, 2018



SCHOOL AND TOWN MEETINGS ~ TUESDAY, MARCH 5, 2019

CALAIS ELEMENTARY SCHOOL

321 LIGHTENING RIDGE ROAD

SCHOOL MEETING 8:00 AM ~ TOWN MEETING 9:30 AM

POLLS OPEN 7 AM TO 7 PM

PLEASE BRING THIS BOOK TO TOWN MEETING.

Cover photo by Toby Talbot
Town Report layout and design by Laura Fillbach

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Town Meeting Information

Date: Tuesday, March 5, 2019

Time: Voting 7 am to 7 pm
School Meeting 8:00 am
Town Meeting: 9:30 to completion

Location: Calais Elementary School, 321 Lightening Ridge Road

Childcare

Childcare will be available for Town Meeting at the Calais Elementary School. Call CES Administrative Assistant Sandy Savard at 454-7777 for more information and to reserve a spot for your child.

Town Meeting Lunch

Lunch will be available at the Calais Elementary School on Town Meeting day after the meeting, with proceeds supporting the renovation of the Town Hall. The lunch is a variety of delicious donated dishes from townspeople!

Voting Information

Make sure your voice is heard -- be prepared to vote on election days. There is detailed information about voting on the Vermont Secretary of State's website www.sec.state.vt.us under "Elections".

- ❖ Register to vote online at www.sec.state.vt.us or at the Calais Town Office.
- ❖ There is same-day voter registration on election days at the election location.
- ❖ Early voting is available when ballots are ready. You may vote in the Calais Town Office during regular business hours prior to the Election Day or by requesting an absentee ballot. Request an absentee ballot via email or phone: calais.townclerk@gmail.com or 456-8720.
- ❖ The checklist of voters, sample ballots, and warnings are available on the town website www.calaisvermont.gov and are posted in the Calais Town Office, the Maple Corner Store, and the East Calais Store.
- ❖ Stay up-to-date with election and town governance information by signing up for Front Porch Forum online.

Front Porch Forum

Front Porch Forum (FPF) is a highly valuable online newsletter where you can get important Calais news and connect with your neighbors. Signing up for this e-news is the easiest way to stay informed about town governance meetings, initiatives, and important dates and deadlines. FPF is a free community-building service in Vermont that hosts regional networks of online neighborhood forums. Each town's online forum is open only to the people who live there. It's all about helping neighbors connect.

Studies show that well-connected communities are friendlier places to live, with less crime, healthier residents, higher property values, and better service from local government and public utilities. When people have an easy and safe way to communicate with neighbors, they will! After using FPF, people often report feeling more connected to neighbors, more tuned in to local goings on, and more a part of their community. That's what FPF is all about! Sign up by going to <http://frontporchforum.com> or call 802-540-0069 ext. 2.



Photo by Toby Talbot

Important Contact Information

Calais Town Office – 456-8720

3120 Pekin Brook Road, East Calais, VT 05650

Office Hours Monday – Thursday 8:00 a.m. to 4:00 p.m.

www.calaisvermont.gov

Calais.townclerk@gmail.com

Town Garage 456-7466

911 Address Assignments, Anne Winchester	456-7488
Animal Control Officer 1st, Wilson Hughes	456-7442
Animal Control Officer 2nd, vacant	
Calais Elementary School	454-7777
Calais Elementary School Board:	
Susanna T. Culver, Chair	456-7483
Christopher Cadorette	456-8967
Rick Kehne	229-4545
Dorothy (Dot) Naylor	223-5345
Katie Reed	456-1116
Cemetery Sexton, Jennifer Whitman	793-6917
Constable, 1st, Wilson Hughes	456-7442
Constable, 2nd, vacant	
East Montpelier Fire and Ambulance emergency calls	911
East Montpelier Fire and Ambulance non-emergency calls	225-6247
Fire Warden, Greg Pelchuck	454-7377
Fire Warden Assistant, Chris Tuller	456-1317
Fireworks Permits (EMFD)	225-6247
Game Warden, Sean Fowler	793-5817
Greenup Coordinator, Janet Pocarobba	223-0717
Health Officer, Jay Copping	456-1169
Listers	
Wilson Hughes	456-7442
John McCullough	223-1658
Jan Ohlsson	232-1028

Important Contact Information (continued)

Representative to State Legislature, Janet Ancel 249-1660
 Road Commissioner, Alfred Larrabee Town Garage 456-7466;
 home 456-8909

Selectboard:

Denise Wheeler, Chair 456-8730
 John Brabant, Vice Chair 229-9870
 Sharon Winn Fannon..... 454-1173
 Rose Pelchuck..... 454-7377
 Clif Emmons 225-6308
 Town Hall (closed until renovations and re-opening are completed) 456-1110
 Tree Warden, Neal Maker 229-9757
 Tree Warden Assistant, Drew Lamb 456-8192
 U32 High School..... 229-0321
 U32 School Director, Scott Thompson 223-8483
 Vermont State Police, Middlesex Station..... 229-9191
 Zoning Administrator, John McCullough 223-1658
 Zoning Administrator Assistant, Dot Naylor 223-5345



Photo by Toby Talbot

Schedule of Meetings

Meetings are posted on the Town of Calais homepage calendar at www.calaisvermont.gov, and on bulletin boards at the Town Office, Maple Corner Store, and East Calais Store. All meetings are open to the public. Recurring meetings that have a regular, ongoing meeting schedule are listed below.

Cemetery Commission	check Town of Calais website calendar
Conservation Commission	1st Wednesday of every month, 7:00 pm
Development Review Board	1st & 3rd Thursday of every month as needed, 7:30 pm
Elementary School Board	www.wcsu32.org to check the schedule
Historic Preservation Commission	as needed, check Town of Calais website calendar
Planning Commission	1st & 3rd Tuesday of every month, 7:00 pm
Roads Advisory Committee	as needed, check Town of Calais website calendar
Selectboard	2nd & 4th Monday of every month, 7:00 pm
U32 School Board	www.wcsu32.org to check the schedule

Listers

Listers appraise property within the town for the purpose of property tax assessment.

Please call the Town Office at 456-8720 during these hours with any assessment questions, or to make an appointment.

Hours

Mondays 9am to 12noon

Tuesdays 1pm to 4pm

Thursdays 1pm to 4pm

Community Buildings to Rent

Adamant Community Club	Rick Winston	454-7103
East Calais Community Center	Scott Bassage	456-8971
Maple Corner Community Center	Jamie Moorby	595-9525
Old West Church	Barbara McAndrew.	229-0384
Town Hall	tbd after renovations and re-opening	



John McCullough working on Town Hall reconstruction

Town Officials

Gus Seelig Town Moderator
Judy Fitch Robert Town Clerk, Term expires 2020
Barbara Butler Assistant Town Clerk, Appointed
Sandra Ferver Treasurer, Appointed

Selectboard

John Brabant (2-year term) Term expires 2020
Clif Emmons (balance of 2-year term) Term expires 2019
Sharon Winn Fannon (3-year term) Term expires 2020
Rose Pelchuck (3-year term) Term expires 2019
Denise Wheeler (3-year term) Term expires 2021

Elementary School Directors

Chris Cadorette (balance of 2-year term) Term expires 2019
Susanna Culver (3-year term) Term expires 2021
Rick Kehne (2-year term) Term expires 2020
Dorothy Naylor (3-year term) Term expires 2020
Katie Reed (3-year term) Term expires 2019

U32 School Director (3-year term)

C. Scott Thompson Term expires 2021

Listers (3-year terms)

Wilson Hughes (appointed) Term expires 2021
John McCullough Term expires 2019
Janice Ohlsson Term expires 2020

Town Officials (continued)

Justices of the Peace (2-year terms – Expire 2021)

Scott Bassage	Barbara Butler
Charlotte Hanna Bassage	Erica Heilman
Kristina Bielenberg	Dennis Seavey-Windsinger
Dillon Burns	

Law Agent (1-year terms)

Elected from the floor at town meeting

Kristina Bielenberg	Town Law Agent
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Trustees of Public Funds (3-year terms)

Elected from the floor at town meeting

Rodney Buck.....	Term expires 2020
Steve Killoran	Term expires 2019
William Russell.....	Term expires 2021

Cemetery Commissioners (5-year terms)

Elected from the floor at town meeting

Fletcher Dean	Term expires 2022
Juanita Nunn	Term expires 2023
Randy Koch	Term expires 2020
John Simanskas.....	Term expires 2019
Jennifer Whitman.....	Term expires 2021

Appointed by the Selectboard (1-year terms)

Animal Control Officer	Wilson Hughes
Animal Control Officer, Assistant	vacant
Constable	Wilson Hughes
CVRPC Delegate	John Brabant

Town Officials (continued)

Appointed by the Selectboard (1-year terms), cont.

CVRPC Alternate.....	Jan Ohlsson
CVRPC-TAC Delegate	David Ellenbogen
CVRPC-TAC Alternate.....	Karin McNeill
CVSWMD Delegate	William Powell
CVSWMD Alternate.....	John Brabant
Delinquent Tax Collector	Sandra Ferver
E-911 Coordinator.....	Anne Winchester
Emergency Plan Coordinator.....	Toby Talbot
Emergency Plan Coordinator, Assistant.....	Nick Emlen
Energy Coordinator.....	William Powell
Fire Warden.....	Greg Pelchuck
Fire Warden, Assistant	Chris Tuller
Gospel Hollow Warden.....	Andy Felice
Health Officer.....	Jay Copping
Inspector of Lumber.....	Greg Pelchuck
Road Commissioner.....	Alfred Larrabee
Tree Warden	Neal Maker
Tree Warden, Assistant.....	Drew Lamb
Truant Officer, Elementary School Principal.....	Cat Fair
Weigher of Coal	Peter Harvey

Zoning

Administrator	John McCullough
Assistant Administrator.....	Dorothy “Dot” Naylor

Town Officials (continued)

Development Review Board (3-year terms)

Appointed by the Selectboard

Margaret “Peg” Bowen, Chair	Term expires 2021
Walt Amses	Term expires 2019
Trey Martin	Term expires 2019
Jan Ohlsson, Alternate	Term expires 2019
Ruth Porter	Term expires 2020
Barbara Weedon	Term expires 2021
Denise Wheeler, Alternate	Term expires 2020
Anne Winchester, Alternate	Term expires 2021

Planning Commission (4-year terms)

Appointed by the Selectboard

Janice Ohlsson, Chair.....	Term expires 2019
Melanie Kehne	Term expires 2020
John McCullough.....	Term expires 2022
Gary Root.....	Term expires 2021
Ronnie Shaw	Term expires 2019

Conservation Commission (4-year terms)

Appointed by the Selectboard

Stephanie Kaplan, Chair	Term expires 2019
Mark Brown	Term expires 2022
Larry Bush	Term expires 2019
Julie Hand	Term expires 2020
Pat Johnson	Term expires 2022
Drew Lamb	Term expires 2020
Neal Maker.....	Term expires 2020

Town Officials (continued)

Design Advisory Board

Appointed by the Selectboard

Peter Brough	Term expires 2020
Kurt Janson	Term expires 2022
Ernie Parrish.....	Term expires 2019
David Schütz.....	Term expires 2019

Historic Preservation Commission (3-year terms)

Appointed by the Selectboard

David Schütz, Chair	Term expires 2019
Tobin Anderson.....	Term expires 2020
Scott Bassage	Term expires 2019
Susannah Blachly.....	Term expires 2020
Larry Bush	Term expires 2021
Jeremy Ingpen.....	Term expires 2021
Karen Lane.....	Term expires 2021

Trails Committee

Appointed by the Selectboard

Tom Blachly, Chair	Term expires 2019
Randy Allen	Term expires 2019
Charlotte Hanna Bassage	Term expires 2021
Reed Cherington	Term expires 2019
Michael Fullerton.....	Term expires 2020
Gail Graham.....	Term expires 2021
Toni Kaeding.....	Term expires 2020
William Russell.....	Term expires 2021
Denise Wilder.....	Term expires 2020

Calais Town Warning

Tuesday, March 5, 2019

The legal voters of the Town of Calais are hereby notified and warned to meet at the Calais Elementary School on Tuesday, March 5, 2019, at 9:30 a.m., following the conclusion of the school meeting which begins at 8:00 a.m., to transact the following business from the floor. Polls for Australian ballot voting on the Articles so indicated will be open from 7:00 a.m. to 7:00 p.m. at the Calais Elementary School.

ARTICLE 1. To elect a Moderator for the ensuing year.

ARTICLE 2. To ask questions about the reports of town boards and officers.

ARTICLE 3. To elect the following Town officers from the floor:

Town Agent	1-year term
Trustee of Public Funds	3-year term
Cemetery Commissioner	5-year term

ARTICLE 4. Shall the voters approve total highway and general fund expenditures of \$1,606,264 of which \$1,305,229 shall be raised by taxes and \$301,035 by non-tax revenue?

ARTICLE 5. Shall the voters appropriate \$27,132 for the Kellogg Hubbard Library for its operating expenses?

ARTICLE 6. Shall the voters appropriate \$39,000 for the operation and maintenance of the Town cemeteries?

ARTICLE 7. Shall the voters appropriate \$1,500 to assist in the operation and maintenance of Poplar Hill Cemetery a private cemetery?

ARTICLE 8. Shall the voters appropriate the indicated sums as requested by the following organizations in Calais and the Central Vermont area, as follows:

Calais Town Warning (continued)

Calais Community Connections	\$1,000
Central Vermont Basic Education	\$1,000
Central Vermont Council on Aging	\$1,400
Central Vermont Development Corp	\$ 500
Central Vermont Home Health and Hospice	\$3,600
Central Vermont Memorial Civic Center	\$ 800
Circle (Formerly Battered Women's Services & Shelter)	\$ 700
Family Center of Washington County	\$ 500
Friends of Winooski River	\$ 300
Good Beginnings of Central Vermont	\$ 300
Green Mountain Transit	\$ 859
Greenup Vermont	\$ 100
Home Share Now	\$ 600
Montpelier Senior Center	\$4,300
Old West Church	\$ 100
Peoples Health and Wellness Clinic	\$1,500
Sexual Assault Crisis Team	\$ 200
Twin Valley Senior Center	\$3,000
Vermont Association for the Blind	\$ 650
Vermont Center for Independent Living	\$ 800
Washington County Diversion Program	\$ 300
Washington County Youth Service Bureau	\$ 500
Woodbury/Calais Foodshelf	\$ 380
Washington County Mental Health Services	<u>\$1,400</u>
 TOTAL	 \$24,789

ARTICLE 9. Shall the voters authorize payment of property taxes in two equal installments, with the due date of the first installment on or before 4:00 p.m. on a

Calais Town Warning (continued)

date that falls not less than 30 days after the tax bills are mailed, but not earlier than August 1, 2019, and the due date of the second installment shall be on or before 4:00 p.m. on Friday, November 15, 2019?

ARTICLE 10. Shall each property tax installment payment be made via one of the following three options:

- 1) by delivery to the Treasurer by 4:00 p.m. on or before the due dates as set forth in Article 9;
- 2) by U.S. Postal Service, with postmark on or before the due dates as set forth in Article 9; or
- 3) by credit card payment via www.calaisvermont.gov, by 4:00 p.m. on or before the due dates as set forth in Article 9?

ARTICLE 11. Shall interest in the amount of 0.5% per month or any part of a month, be charged on unpaid taxes?

ARTICLE 12. Shall the Town allow an interest-free grace period of fourteen (14) calendar days following each due date as set forth in Article 9 during which no interest shall be charged?

Article 13. Shall a delinquent tax penalty be set at 4.5% of the total amount of the 2019 delinquent tax?

ARTICLE 14. Shall the Town allow a penalty-free grace period of 14 calendar days after November 15, 2019, during which no delinquent tax penalty shall be charged?

ARTICLE 15. Shall the Town appropriate the sum of \$31,000 to the Woodbury Volunteer Fire Department for creation of a Capital Equipment Replacement Fund?


ARTICLE 16. To transact any other non-binding business that may legally come before the meeting.

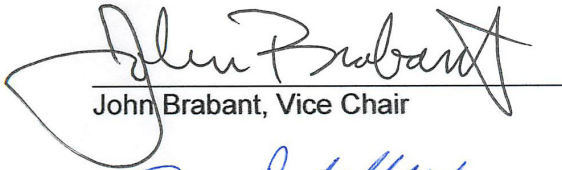
Calais Town Warning (continued)


ARTICLE 17. To elect the following Town Officers by Australian ballot:

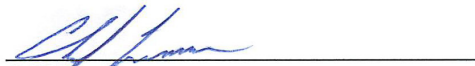
Selectboard member	3 year term
Selectboard member	2 year term
Elementary School Director	3 year term
Elementary School Director	2 year term
Lister	3 year term

Dated at Calais, Vermont this 28th day of January, 2019 by the Calais Selectboard:


Denise Wheeler, Chair


John Brabant, Vice Chair


Rose Pelchuck


Clif Emmons


Sharon Winn Fannon

Candidates for Election

Offices filed for:

Selectboard, 2-year term

Rose Pelchuck

Selectboard, 3-year term

Clif Emmons

Lister, 3-year term

John McCullough

Elementary School Director, 2-year term

John D. Brabant

Christopher Cadorette

Elementary School Director, 3-year term

Katie Reed



*First-time voter Rebecca Thompson with parents
Regina and Scott*

Selectboard Report

The purpose of this annual report is to not only inform the residents of Calais but also to promote a greater understanding of the responsibilities and priorities of operating town government. Evolving statutory requirements impact how business is conducted in the Calais Town Office. There are increased challenges with more complex State and Federal statutory and regulatory requirements. We are always seeking to be proactive on behalf of the Town of Calais and its residents. We continue to strive to make local government more efficient and cost effective to the best of our ability. We hear from many of you on various issues and thank you for your thoughts, ideas and suggestions. Our goal is to be open, accountable and responsive to you. We value and respect your participation and input.

The Selectboard and Town Office Staff would like to thank the 130+ volunteers who serve in various appointed and elected positions who dedicate countless hours to keep our Town operating. Without these volunteers we would have to hire additional employees to perform these duties.

Current highlights:

Town Hall Renovation (Phase II)

The Town Hall Renovation Committee has been meeting every Wednesday to oversee and advise the Selectboard on Phase II of the renovation process. The Town Hall was lifted and repositioned to enable the removal of the decayed sills and crumbling foundation that was replaced. The Town Hall Renovation Committee members are Donna Fitch, John McCullough, Scott Bassage, David Schutz, Artie and Nancy Toulis, Chris Colt, Clif Emmons and Denise Wheeler.

We are very fortunate that Donna Fitch and John McCullough have provided countless hours of free work to acquire a grant, organize and oversee a myriad of projects, architectural work, acted as general contractor, and worked with the state to acquire all necessary permits. John has collaborated on numerous labor-intensive projects along with Ernie Parrish, Jim Clark, Andy Felice and others. We have adopted the hyper-local approach by working with local (mostly Calais) contractors to perform the Town Hall renovation. Green Line Builders will be working to complete the renovation of the downstairs.

The Town also received two significant donations dedicated to this effort one in the amount of \$200,000.00 and another in the amount of \$10,000.00 for which

Selectboard Report (continued)

we are truly grateful. We are looking forward to this phase of the process being completed in early summer of 2019.

Act 46 (School Consolidation)

In September 2018, the State Board of Education voted to merge all the elementary schools in our district against strong protests of our School Board and many Calais and other towns' residents.

The real effect of Act 46 forced merger for Calais is:

1. The State is forcing us to take on more than \$2.1 million of other towns' debt service through the 2037-38 school years, while these same towns enjoy debt relief. Calais Elementary School has no debt and foresees no need for a bond under its 75-year capital plan. The State is not allowing Calais voters a say in this arrangement.
2. We will have no deciding influence on whether our school stays open or is closed and our school will be surrendered to the State.
3. Any reserve funds, as voted by Calais taxpayers and set aside for school maintenance and repairs, will be absorbed by the Supervisory Union.
4. Calais elementary students will be bused to other schools in our district at the discretion of the Superintendent, without the permission or consent of the parents and/or the sending/receiving community.
5. Some teachers and other school employees may lose their jobs.

The Selectboard believes that local schools under local control are the "Vermont way" and a standard of tradition. Local schools are important in maintaining a strong sense of community and cohesion. Rural Vermont communities as we know them will cease to exist if community schools are dismantled and merged. A cornerstone of rural Vermont that supports the values and culture of its people will be lost forever and small towns will be decimated in the process

Calais Elementary School provides critical support in a number of areas beyond educating our children; as with most rural Vermont towns, our school is the heart and soul of our community. It is our town meeting place, community center and emergency shelter. It is where members of our community play basketball in the winter and our children recreate year-round. The intangibles are immeasurable and are the root of rural Vermont values and culture. Ensuring that our school continues to flourish is a vital interest for our town and its people, an interest

Selectboard Report (continued)

that we are fully capable of promoting through our well-established democratic institutions. Act 46 does nothing to respect, promote and encourage districts to work together for our students. Instead, it makes the system divisive giving a louder voice to bigger towns and squashes the voices of smaller towns.

Therefore, the Selectboard and School Board have joined a statewide appeal in opposition to the implementation of the State's Act 46 legislation. Several Vermont attorneys are working on this case pro bono so at this time the towns are not paying any legal fees.

Notable highlights from this past year include:

During the past year, we have dealt with the usual assorted items including, but not limited to, roads, signage, bridges and culverts; animal control and complaints; zoning issues and violation(s); curb cut and right-of-way applications; liquor licenses; beaver management, Town employee benefits; utility line placements; grants; VTTrans projects; ordinances; review of the budget and on-going work and collaboration with other Town Boards, Committees and Commissions.

In 2018, the Selectboard:

- ❖ Converted from Quick Books to the New England Municipal Resource Center accounting system and have a contract with NEMRC that includes municipal accounting software and support to ensure the town is financially sound;
- ❖ Hired a professional auditing firm (Sullivan & Powers) to perform a comprehensive audit of our FY2017 and FY2018 town books and records. We received a favorable management letter from each of these audits;
- ❖ Attended trainings offered by various organizations (i.e., Vermont Leagues of Cities and Towns, Central Vermont Regional Planning Commission) to keep current on changes to the statutes and other issues and to provide suggestions and plans for effective administration of local government;
- ❖ Developed a plan in coordination with the Road Commissioner to promote a greater understanding of invasive species along our roadsides. This resulted in a decision that roadside mowing would not begin until after July 1st and be done twice a season;

Selectboard Report (continued)

- ❖ Access to agendas of all Town Boards, Commissions and Committees is available by “clicking” on an item on the Town’s Website calendar. Additional transparency has been achieved for reviewing the documents for Selectboard meetings by “clicking” on an agenda and “clicking” the documents link;
- ❖ Revise and create policies and procedures;
- ❖ Continue to support a group of residents working to provide sustainable resources to Calais residents in the planting of an “edible garden” behind the Town Hall. The Edible Garden group has applied for and received grants to expand their work. In the years to come, this will be a gathering place for residents to relax and eat the fruits and nuts of these labors;
- ❖ Worked with various State Law Enforcement personnel to learn more about unlawful activities creeping into small communities including the increased presence of the opiate crisis and to address other resident concerns;
- ❖ Collaborated with Vermont Forests, Parks and Recreation, Conservation Commission, Road Commissioner, Tree Warden and local residents to begin the process to conduct a Rural Road Resilient Right-of-Ways Vegetation Management Assessment. This is a pilot project and we will receive a best management practices report that outlines on-the-ground management techniques recommended for specific road segments in Calais. This is a two-year project which began in the spring of 2018;
- ❖ Renewed our contract with Jim Barlow, Esq. as the Town’s attorney to provide an ongoing level of expertise in municipal law in order to better manage legal fees and as a result have saved considerably on legal fees. This will not avoid unexpected and unpredictable situations that arise and must be addressed in the Town’s best interests;
- ❖ Collaborated with the state’s Urban and Community Forestry Program through Forest, Parks and Recreation and the Calais Conservation Commission to become better educated on the invasion of the Emerald Ash Borer;
- ❖ Supported the Historic Preservation Committee on securing a grant to place East Calais Village on the national register. Thereby, leveraging grant opportunities for improvement for pedestrian safety, traffic calming measures, park and ride opportunities and reinvigorating the East Calais village economy;

Selectboard Report (continued)

- ❖ Applied for and received grants for various highway projects to provide cost savings to taxpayers while improving town infrastructure;
- ❖ Continue to collaborate with CVRPC staff to create a Stormwater Master Plan along the Kingsbury Branch in coordination with the towns of East Montpelier and Woodbury for flood mitigation to protect resources and infrastructure;
- ❖ Collaborated with CVRPC to update the Calais Road Sign Inventory;
- ❖ Collaborated with CVRPC and received a Better Roads Grant to conduct a Road Erosion Inventory necessary to meet the obligations of Act 64 and the implementation of the Municipal Roads General Permit requirements which went into effect on May 1, 2018.

Technology

Just as evolving statutory requirements impact how business is conducted in the Calais Town Office, the infrastructures required to support these operations have also evolved. In 2018 a new phone system was installed at the town office which allows for more efficient handling of incoming calls as well as features that help our office staff more efficiently conduct day to day business. Phone conferencing, call forwarding, and multiline extensions provide the townspeople of Calais with even greater access to departments or individuals within the Town Office.

The issue of cybersecurity is also a growing concern for the townships of Vermont. As more and more personal data is stored within cloud based systems, the means for ensuring the integrity of such data becomes more complex. Not only must this information be secured in a manner that minimizes the threat of breach, it must also be stored in multiple locations as insurance against loss due to system failure. Laws have been enacted that hold towns accountable when robust processes are not in place to prevent the loss or theft of personal data. In order to fulfill this obligation, we must seek out vendors of IT services who can proactively demonstrate their ability to meet these requirements. To this end, we will issue Requests for Proposals inviting IT service companies to submit competitive proposals for contracting with the Town. This approach means that we will be in a position to compare vendors on an apples to apples basis while negotiating terms beneficial to the Town of Calais.

Another challenge we face is the effective management of an ever expanding

Selectboard Report (continued)

inventory of land records. As the volume of indexes and the frequency of record requests increase, the need to document this information in a digital format becomes more manifest. Doing so will help to preserve this living history and legal records of our town for future generations. The initial phase of digitizing town index cards involves scanning 30,000 plus images dating back to 1943. The files will then be organized into a database that allows users to search the records and verify the data contained therein. Digitizing and deploying this database will take approximately 3 years.

Emergency Services (Fire and Ambulance)

The Calais and East Montpelier Selectboards continue to work closely with the East Montpelier/Calais Fire and Ambulance Department (EMFD) and Woodbury Volunteer Fire Department (WVFD). We hold meetings with the EMFD to stay informed on operations, budget, revenue and funding needs.

WVFD is developing a truck and equipment capital plan and asking that Calais contribute a significant amount to that plan each year. In addition, they plan to ask the voters to support a bond for a new fire station in the next year or so.

Emergency Services is a significant and necessary part of our annual budget (about 11%). We need to consider and have a discussion to see if Calais can continue to support two fire departments. We welcome your input and suggestions.

Our community is a safer place to live thanks to these dedicated, committed and professional staff and volunteers. We recognize that fewer people these days are stepping up to the challenge to serve as volunteer firefighters and as EMS personnel. We extend our sincere thanks to members of both departments.

Roads

Road Commissioner Alfred Larrabee and full-time crew members Bruce Campbell, Jacob Earle and Paul Stecker maintain our 79.97 miles of roads. They have a very challenging and often dangerous job. The crew strives to meet the standards of road safety and maintenance while being sensitive to the varying resident views on road maintenance. The crew attends annual trainings to stay up-to-date on the best practices of road maintenance. The road crew members are dedicated professionals who work sometimes grueling hours to keep the traveling

Selectboard Report (continued)

public safe. When you see them, please take the time to thank them – it means a lot!

Winter weather hit us early this year in November 2018 with rapidly changing and unpredictable conditions making it difficult to maintain the roads. The Winter Operations Plan and Frequently Asked Questions are posted on the Town's website to explain the



Road Commissioner Alfred Larrabee

process of winter road maintenance. We appreciate your respectful input to help us track and identify trouble spots and we happily accept compliments as well.

Reminder: You need to obtain a permit to work in the Town's Right-of-Way before commencing any activities.

In Closing

The Selectboard wishes to extend our sincere thanks and gratitude to our committed and dedicated Town Office staff, Judy, Sandra and Barbara who keep the Town running professionally and efficiently.

We also recognize and appreciate all town and school employees, elected officials and volunteers who work countless hours to make Calais a vibrant and caring community.

Respectfully submitted,

Denise Wheeler, Chair

John Brabant, Vice Chair

Clif Emmons

Sharon Winn Fannon

Rose Pelchuck

Town Clerk Report

The Calais Town Office has been a-buzz with activity over the past year. We are a town with an extremely high level of citizen participation—just look at officials (elected and appointed) listed in this Town Report. Glance at the town website at calaisvermont.gov, and you will see a monthly calendar filled with meetings of committees, commissions, and working groups. There were 225 meetings held in the Town Office in the past year! Most days the phone is ringing every few minutes and someone is walking through the door with a question about land records, elections, taxes, roads, ordinances, zoning, dogs...and many times the person at the door is just plain lost and needs directions. Calais has over 1,000 parcels of land. We are busy serving and responding to Calais residents and volunteers, as well as lawyers, realtors, surveyors, appraisers, officials from other government agencies, and vendors that supply materials to the highway and town. Treasurer Sandra Ferver and Assistant Town Clerk Barbara Butler joined the office the year, and are great colleagues as well as top-notch professionals.

In 2018 there were three elections: the March Town Meeting, the August Primary, and the November General Election. We currently have 1,384 registered voters in Calais. This year we had 118 newly registered voters. Voter participation is high -- 927 Calais residents voted in November. Elections require a great deal of preparation in consultation with the Vermont Secretary of the State's office. I am very grateful for the help of our local justices of the peace and election officials on election days. I look forward with great anticipation to the completion of the newly renovated Town Hall on Kent Hill Road. It will be a beautiful resource for the town with space for gatherings, theatrical events, and meetings. That extra, comfortable municipal space in the Town Hall will improve the quality of our daily work life immensely!

An important part of the Town Clerk's job, in addition to elections, is recording legal documents and survey maps for the official Calais Land Records. This is a multi-step process involving original documents, data-input, scanning, printing, and returning originals. I recorded 1,000 pages of documents in 2018. This brought income to the town of \$10,000.

As you probably know, by State law, all dogs need to be licensed and the town office is where it happens. There are currently 337 licensed dogs in Calais. I work closely with Animal Control Officer Wilson Hughes, because each year there are numerous issues related to lost dogs, dog bites, and other animal problems. We all love our pups, but dog "issues" can quickly get very complicated and dangerous. Advice: keep rabies shots

Town Clerk Report (continued)

current, get the dog license each year, keep the tags on in case the dog runs off, and keep the dog under control. We realize the majority of dogs are really cute and well-behaved!

Vital records certification is another responsibility of the town clerk. Calais welcomed 12 babies, celebrated six couples who married, and mourned the deaths of nine members of the Calais community.

I want to thank Selectboard Chair Denise Wheeler who provides enormous support to the town office staff and works very closely with us. Denise devotes more hours to the town than anyone can imagine, contributing hard work when it comes to research, problem-solving, and late-night meetings. And she routinely brings cookies! Denise and SB member Clif Emmons meet with our office team weekly. Clif has been a steady, calm presence amid a roller coaster of town government conundrums. He has produced miracles by solving mind-boggling technical issues related to computers and phone systems. Thank you, Clif! Thank you John Brabant, Sharon Winn Fannon, and Rose Pelchuck for being a supportive and responsive Selectboard.

Also, hats off to the Listers Jan Ohlsson, John McCullough, Wilson Hughes and Zoning Administrators John McCullough and Dorothy Naylor. I'm not sure the average townspeople can fully appreciate how hard these people work and how complex their jobs have become with the ever-increasing State and Federal requirements.

I want to send a huge thank you to my colleagues Treasurer Sandra Ferver and Assistant Town Clerk Barbara Butler. Their support, intelligence, positivity and senses of humor have been a complete delight. I think we make a wonderful team.

And I want to thank and acknowledge Donna Fitch, who, even in her so-called "retirement" from town clerk and treasurer, has undertaken enormous projects on behalf of the town – most visibly the Town Hall renovation project. Donna helped me learn what I need to know to do the job of town clerk, for which I am very grateful.

It is an honor to serve the people of Calais, to not only live but also work in the most vibrant town in Vermont.

Judy Fitch Robert, Town Clerk

Vital Statistics

Births

Name of Child	Gender	Date of Birth	Parents
Allen, Weylin Sterling	M	July 4, 2018	Kaitlyn Ann Allen
Arms, Olivia Jean	F	May 17, 2018	Julie Marie Arms and Brandon Michael Arms
Brooks, Caden David	M	June 1, 2018	Danielle Marie Rubalcaba and David Gil Brooks II
Carey, Ayla June	F	June 24, 2018	Ashley Sarah Carey and Christopher Richard Carey
Dalton, Jacob Franklin	M	July 3, 2018	Ellen Mary Smith
Fortier, Josephine Ellen	F	August 7, 2018	Jessie Lee Leyse and Justin Allard Fortier
Gonzales, Benjamin Augustine	M	June 5, 2018	Shelby Elizabeth Gonzales and Miguel Augustine Gonzales
Hepburn, Ira Elijah	M	June 26, 2018	Brooke Alona Hepburn and Jordan Robert Hepburn
Joy, Riley Ann	F	March 3, 2018	Kathryn Cahill Joy and Ryan Mears Joy
Newman-Mayor, Zehl Cadian	M	December 1, 2018	Kayla Paige Newman and Chris Mayor
Parms, Isaac Charles	M	March 26, 2018	Jericho Hannah Parms and Joshua Charles Sevits
Schultz, Josephine Elizabeth	F	June 21, 2018	Kristin Marie Schultz and Joshua Lee Schultz
Tyler, Tabitha Monique	F	August 22, 2018	Tabitha Renée Tyler and Michael D'Andre Tyler

Vital Statistics (continued)

Deaths

Name	Age	Date of Death
Cherington, Debora Ann	64	August 1, 2018
Davis, Elizabeth H.	95	October 18, 2018
Hudson Jr., James William	88	November 11, 2018
Legare, Merrill Dean	77	March 29, 2018
Murray, Margaret Welsh	67	October 28, 2018
Rhoades, Joyce S.	88	January 13, 2018
Rowell, Douglas Myron	60	December 3, 2018
Wheelock, Rosemary C.	89	September 8, 2018
Wilson, Helen Adelaide	90	November 1, 2018

Marriages

Spouse (Applicant A)	Spouse (Applicant B)	Date
Bayne, Jenna Avera	Pope-Howe, Hans Baden	August 25, 2018
Berry, Ronald Francis	Bador, Roxie Lee	August 25, 2018
Carroll, Tyler Leigh	Dailey, Victoria Anne	February 17, 2018
Eiker, Manon-Francine	Pudvah, Shane Eric	July 14, 2018
Gladding-Hinton, Aneleisa Yinglai	Brillhart, Jacob Korday Trueman	July 28, 2018
Horwitz, Elana Hope Zolit	Benoit, Thomas Peter	August 18, 2018

Highway Report

Our new crew members Jacob Earle from Hardwick and Paul Stecker from Cabot are fitting in to the routine quite well. We also appreciate the part time work from Dana Huoppi of Woodbury, who fits us in between his shifts at Montpelier Fire Department. We have recently added Nate Smith from Cabot, who will work as a spare when needed.

We had 4 grant-funded projects this year, including a large culvert on Jack Hill Rd., two Better Roads projects on Luce Rd. and Bliss Rd. and a grant for a project in Adamant.

We received funding this year for a total \$85,456 in grant monies. We continue to be successful in bringing state and federal money in for town roadwork. Since 2014, we have brought in \$783,235 in state and federal grant monies.

The highway budget came in under budget last year by a total of \$43,441. This will go into the Highway Equipment capital fund.

In addition to all our regular work, the town crew spent three weeks assisting with the Town Hall renovation project. We excavated for the new foundation, removed the rear addition, dug test holes, trucked and installed stone for the base of the interior slab and dug the trench for the electrical service. There will be more work in the spring.

Thanks for your continued support.

Alfred Larrabee, Road Commissioner
Toby Talbot, Operations Manager

Heavy Equipment Inventory 2018

Here is the current equipment inventory.

Model Year	Make	Type	Model/ Year	Estimated Life - New	New Replacement Cost	Current mileage/ hours
2012	International	Dump	2012	7	\$167,500	82,760
2009	International	Dump	2009	7	\$167,500	124,639
2015	Ford	Dump	2015	7	\$84,815	37,346
2017	Western Star	Dump	2017	7	\$167,500	29,946
2016	Western Star	Dump	2016	7	\$160,704	33,848
2016	Ford	Pickup	2016	9	\$33,305	28,231
1981	Home Made	Trailer	1981		\$5,000	
2017	Talbert	Trailer	2017	30	\$21,000	
1997	Caterpillar	Grader	1997	20	\$350,000	12,291
2014	Volvo	Excavator	2014	20	\$100,000	1,350
1997	John Deere	Grader	1997	20	\$350,000	9,075
2010	Caterpillar	Loader	2010	20	\$160,000	2,326

Total replacement cost for the town's heavy equipment is \$1,606, 620.

The service life reflects the normal standard for vehicle life, with the understanding that we maintain 74 miles of Class 2 and Class 3 roads, more miles to maintain than any town nearby.

Highway Capital Plan

Heavy Equipment Liability Schedule		Cost New	FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26
	Service Years									
10 Wheel Truck (1)	2019	7	192,560	41,787	41,787	41,787	41,787			
1-ton Truck	2015	7	85,000	16,963	17,561	17,561	17,000	17,000	17,000	17,000
10 Wheel Truck (2)	2017	7	155,699	17,561	17,561	17,561			35,000	35,000
6-Wheel Truck	2016	7	156,704	31,340	31,340	31,340		33,000	33,000	33,000
F250	2016	10	33,257	6,651	6,651	6,651				
Loader	2010	20	160,000							
Grader Cat (Used)	1997	20	225,000							
Grader JD (used)	1997	20	225,000				24,000	24,000	24,000	24,000
Excavator (Used)	2014	20	100,000	18,419	18,078	17,737	17,398			
Trailer	2017	20	21,700							
			1,354,920							
			Annual Expense	133,062	132,721	115,417	77,085	74,000	109,000	109,000
			Total	133,062	132,721	115,417	77,085	74,000	109,000	109,000
Annual average:	106,309									

Listers Report

The Calais Listers are responsible for maintaining the Grand List which is used to calculate property taxes. Each parcel, with its house, land, and outbuildings, is assessed a value. The data must be accurate and current.

The listers work focuses on four main areas: 1) parcel maintenance which includes new buildings [development] of any kind, 2) monitoring property sales and property transfers, 3) verifying current use allocation, and 4) parcel mapping.

Parcel maintenance

Calais has 1020 parcels, of which 961 are taxable. The non-taxable parcels are exempt from taxes because they are Town owned or nonprofit status or voters voted for the exemptions.

We use 2 computers systems to collect data, one system which uploads data directly to State computer systems. In addition, we are required to access and use 2 State operated systems: one for electronic current use and one for electronic property transfers.

Anytime a property owner applies for a permit to build a house, add a deck, or addition to the house, or build a new outbuilding, the listers must inspect the new development after it is completed and record the data into the computer systems.

Changes in valuation to a parcel or a change in the value of current use allocation will create a change of appraisal notice. We mailed 70 change of appraisal notices in 2018. The property owner has the right to grieve the assessed value or current use allocation of their property. Grievance hearings usually are held in late June.

Sales

Listers monitor all sales listings in the Town to compare sales prices to assessed value. We record all property transfers into a data system that reports sales to the State Tax Department, which uses that information to compute the Common Level of Appraisal [CLA] that is applied to calculate school tax rates.

Listers Report (continued)

Current Use

We verify all parcels enrolled in the current use program. There are 143 parcels in current use, accounting for a little over 13,000 acres. Verification usually requires 7-10 data exchanges between our system and the State's current use system. Data exchanges start in May and can occur until December.

Parcel Mapping

Accurate parcel mapping is important. Each year we provide parcel changes as a result of subdivision or property transfer to our contractor, who then makes changes to the parcel maps. This year we began participating in the Vermont State Parcel Mapping project which must meet State standards for accuracy. We contract with R. J. Turner Company out of Bristol to do our mapping.

We try to maintain regular office hours which are subject to change. Usually one or all of us are in the office on Mondays. Please check the Town's website for current office hours. Feel free to call the town office to leave us a message should you have questions about the assessed value of your property.

Janice Ohlsson, John McCullough, Wilson Hughes

Calais Listers/Assessors



photo by Toby Talbot

Zoning Administrator Report

- 7 – additions (porches, decks, carports, rooms)
- 8 – accessory structures (garages, barns, woodsheds, sugarhouse)
- 1 – change-of-use
- 3 – dwellings (new)
- 4 – miscellaneous
- 3 – subdivisions (minor and major)

28 Total Permit Applications

History of permit applications over the past 14 years.

The majority of Subdivisions were simply making 2 parcels out of one. A few resulted in 3 parcels out of one.

YEAR	TOTAL	Dwellings	Subdivisions
2005	56	5	5
2006	71	14	9
2007	64	11	4
2008	69	8	8
2009	61	7	4
2010	51	2	8
2011	52	4	5
2012	61	6	7
2013	41	5	6
2014	35	1	2
2015	50	10	9
2016	39	3	4
2017	29	3	4
2018	28	3	3
AVERAGE	51	6	6

Respectfully submitted,
Dorothy O. Naylor
Assistant Zoning Administrator

Auditor Letter

Sullivan, Powers & Co., P.C.
CERTIFIED PUBLIC ACCOUNTANTS

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P.O. Box 947
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Fred Duplessis, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Wendy C. Gilwee, CPA
VT Lic. #92-000180

October 22, 2018

Selectboard
Town of Calais, Vermont
3120 Pekin Brook Road
East Calais, Vermont 05650

We have audited the financial statements of the Town of Calais, Vermont as of and for the year ended June 30, 2018.

The financial statements and our report thereon are available for public inspection at the Town Office and on their website at www.calaisvermont.gov.

Sullivan, Powers & Company

Members of The American Institute and Vermont Society of Certified Public Accountants

Statement of Assets, Liabilities & Funds

	General Fund	Cemetery Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS				
Cash	645,635			645,635
Investments-Swim Program Fund	5,453	141,615		147,068
Deposits with Insurance Company-HIRA	5,500			5,500
Due from Other Funds -see pages 53 & 54			238,106	238,106
Total Assets	656,588	141,615	238,106	1,036,309
LIABILITIES				
Payroll Withholdings Payable	417			417
Due to Other Funds	238,106			238,106
Tax Sale Overpayments-Escrow Accounts	13,546			13,546
Due to Others-McCullough Surety Account	29,005			29,005
Total Liabilities	281,074	0	0	281,074

Statement of Assets, Liabilities & Funds (continued)

	General Fund	Cemetery Fund	Non-Major Gov- ernmental Funds	Total Governmental Funds
DEFERRED INFLOWS OF RESOURCES				
Prepaid Property Taxes	47,971			47,971
Total Deferred Inflows of Resources	47,971	0	0	47,971
FUND BALANCES				
Restricted-by statute & donations	0	141,615	34,431	176,046
Committed-approved by voters	9,243		137,564	146,807
Assigned-by Selectboard	0	0	66,111	66,111
Unassigned-everything else	318,300			318,300
Total-Fund Balances as of June 30, 2018	327,543	141,615	238,106	707,264
Total Liabilities, Deferred Inflows of Resources and Fund Balances	656,588	141,615	238,106	1,036,309

Selectboard Proposed Budget & Expenses

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Highway Expenses				
Wages & Related				
Highway Dept Wages	210,015.00	222,347.00	204,396.00	210,290.00
Operations Mngr Wages	0.00	0.00	0.00	16,000.00
FICA & Medicare	16,448.00	16,276.00	15,636.00	17,255.00
VMERS Retirement	15,212.00	11,777.00	11,497.00	12,092.00
Insurance: Health & Disability	63,420.00	53,533.00	61,760.00	66,908.00
Education & Training	200.00	105.00	1,000.00	500.00
Uniforms	4,800.00	6,903.00	4,800.00	4,800.00
MRGP Fees	0.00	0.00	0.00	1,350.00
Total Wages & Related	310,095.00	310,941.00	299,089.00	329,195.00
Road Maintenance				
Equipment Hired	25,000.00	10,930.00	25,000.00	20,000.00
Roadside Mowing	5,000.00	10,400.00	10,000.00	10,400.00
Miscellaneous	3,000.00	1,641.00	3,000.00	3,000.00
Gravel	110,000.00	70,657.00	95,000.00	95,000.00
Sand	65,000.00	56,365.00	55,000.00	55,000.00
Erosion Stone	0.00	0.00	0.00	6,000.00
Bridges & Culverts	15,000.00	10,392.00	10,000.00	10,000.00
Pavement Seal Crack	1,000.00	10,607.00	1,000.00	1,000.00
Road Salt	25,000.00	17,985.00	20,000.00	20,000.00
Magic Salt	0.00	0.00	0.00	2,000.00
Chloride	20,000.00	21,061.00	17,000.00	19,000.00
Road Signs	3,000.00	4,868.00	4,000.00	4,000.00
Guard Rails	3,000.00	0.00	3,000.00	1,000.00
Hayden Rd. Grant Expense	36,000.00	160.00	0.00	0.00
Total Road Maintenance	311,000.00	215,066.00	243,000.00	246,400.00
Vehicle/Equipment Repair				
Vehicle/Equipment Repair	55,000.00	43,842.00	60,000.00	55,000.00
Total Vehicle Equip/Repair	55,000.00	43,842.00	60,000.00	55,000.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Fuel: Gas Oil Diesel				
Gas Oil Diesel	60,000.00	51,372.00	60,000.00	60,000.00
Total Fuel	60,000.00	51,372.00	60,000.00	60,000.00
Town Garage				
Trash Removal	0.00	0.00	0.00	500.00
Tire Recycle	150.00	223.00	150.00	150.00
Garage Maintenance	7,500.00	4,101.00	2,000.00	2,000.00
Security	0.00	0.00	0.00	0.00
Computer Expenses	200.00	0.00	200.00	1,000.00
Communications	1,000.00	432.00	1,000.00	1,000.00
Radios & Paging	0.00	0.00	0.00	0.00
Welding & Shop Supplies	4,500.00	4,134.00	4,500.00	4,500.00
Utilities	4,600.00	4,138.00	5,000.00	5,000.00
Supplies	0.00	845.00	0.00	1,000.00
Total Garage	17,950.00	13,873.00	12,850.00	15,150.00
Insurance				
Liability Insurance	0.00	0.00	12,000.00	9,390.00
Unemployment Insurance	0.00	0.00	0.00	856.00
Workers Compensation	13,716.00	16,625.00	16,625.00	16,015.00
VLCT PACIF Grant Match	2,000.00	2,748.00	2,000.00	0.00
Total Insurance	15,716.00	19,373.00	30,625.00	26,261.00
New Equipment/Purchases	80,000.00	95,071.00	96,640.00	
2015 Ford Dump-#8708 Principal	0.00	0.00	0.00	16,963.00
2015 Ford Dump-#8708 Interest	0.00	0.00	0.00	461.00
2016 W Star/Ford-#5699 Principal	0.00	0.00	0.00	37,992.00
2016 W Star/Ford-#5699 Interest	0.00	0.00	0.00	1,938.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
2017 West Star-#1842 Principal	0.00	0.00	0.00	17,561.00
2017 West Star-#1842 Interest	0.00	0.00	0.00	1,396.00
2014 Volvo Exvtr-#8014 Principal	0.00	0.00	0.00	17,055.00
2014 Volvo Exvtr-#8014 Interest	0.00	0.00	0.00	1,365.00
2019 West Star- Principal	0.00	0.00	0.00	0.00
2019 West Star-Interest	0.00	0.00	0.00	0.00
Total New Equipment	80,000.00	95,071.00	96,640.00	94,731.00
Transfer to HW Equip Fund				
Transfer to HW Equip Fund	0.00	25,855.00	0.00	0.00
Total Trans to HW Equip Fund	0.00	25,855.00	0.00	0.00
Highway Grant Expenses				
CVRPC Class 4 Roads Grant	0.00	8,000.00	0.00	0.00
CVRPC Roads Inventory	0.00	4,675.00	0.00	0.00
Dugar Brook Road	0.00	928.00	0.00	0.00
Hayden Road Bridge	0.00	52,904.00	0.00	0.00
Jack Hill Road	0.00	200.00	0.00	0.00
Long Meadow Hill Road	0.00	1,631.00	0.00	0.00
Apple Hill Road	0.00	20,337.00	0.00	0.00
Total Grant Expenses	0.00	88,675.00	0.00	0.00
Total: Highway Expenses	849,761.00	864,068.00	802,204.00	826,737.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
General Government				
Selectboard				
Selectboard Admin	40,000.00	21,723.00	35,342.00	6,600.00
Selectboard Wages	3,420.00	3,146.00	3,568.00	3,565.00
SB Recording Secretary	1,500.00	2,349.00	2,500.00	4,200.00
Bank/Credit Card Fees	0.00	366.00	300.00	300.00
Professional Fees	2,500.00	4,488.00	2,500.00	500.00
Legal Fees	25,000.00	15,105.00	15,000.00	10,000.00
Independent Audit	0.00	0.00	14,000.00	14,900.00
Town Website	900.00	900.00	900.00	900.00
Education & Training	750.00	650.00	1,000.00	400.00
Copier Lease & Maintenance	1,200.00	0.00	3,800.00	1,500.00
Mileage Reimbursement	200.00	193.00	300.00	300.00
Volunteer/Comm Appreciation	200.00	1,240.00	500.00	500.00
Miscellaneous	500.00	3,689.00	900.00	500.00
Total Selectboard	76,170.00	53,849.00	80,610.00	44,165.00
Grant Match				
Invasive Species Greeter	0.00	0.00	250.00	250.00
CLG Fundraising Grant	0.00	6,386.00	5,000.00	4,000.00
Total Grant Match	0.00	6,386.00	5,250.00	4,250.00
Town Clerk				
Town Clerk Wages	36,000.00	39,173.00	38,377.00	41,062.00
Assist Town Clerk Wages	15,000.00	8,780.00	6,500.00	19,096.00
Land Record Books	300.00	0.00	300.00	550.00
Digitizing Land Record Cards				10,000.00
State Dog License Fee	1,900.00	1,602.00	0.00	0.00
State Marriage License Fee	300.00	400.00	0.00	0.00
Total Town Clerk	53,500.00	49,955.00	45,177.00	70,708.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Town Listers				
Listers Wages	3,000.00	8,803.00	12,000.00	12,000.00
Tax Map Revisions	3,200.00	1,850.00	1,200.00	2,000.00
Digitizing Survey Maps	660.00	1,091.00	0.00	400.00
Listers Expenses	500.00	593.00	520.00	815.00
Listers Education & Training	0.00	0.00	0.00	400.00
Total Listers	7,360.00	12,337.00	13,720.00	15,615.00
Town Treasurer				
Town Treasurer Wages	36,000.00	54,221.00	38,000.00	49,733.00
Assist Town Treasurer Wages				4,600.00
Total Treasurer	36,000.00	54,221.00	38,000.00	54,333.00
Town Audit				
Town Auditor	6,000.00	1,000.00	6,000.00	6,000.00
Town Report	3,600.00	2,452.00	3,000.00	3,000.00
Accountants World	0.00	0.00	0.00	0.00
Total Town Audit	9,600.00	3,452.00	9,000.00	9,000.00
Delinquent Tax Collector				
Del Tax Collector Wages	12,500.00	8,763.00	10,000.00	10,000.00
Tax Collector Supplies	300.00	53.00	0.00	0.00
Total Delinquent Tax Collector	12,800.00	8,816.00	10,000.00	10,000.00
Election Expenses				
Election Workers	500.00	130.00	305.00	300.00
Election Expenses	800.00	696.00	1,825.00	1,000.00
Total Election Expense	1,300.00	826.00	2,130.00	1,300.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
General Office Expenses				
Contracts/Nemrc/Cott	7,737.00	9,517.00	7,124.00	7,600.00
Comp DRA / IT Support	6,578.00	7,978.00	7,960.00	16,000.00
Maintenance	2,075.00	2,038.00	2,000.00	1,600.00
Facilities Maintenance Stipend	0.00	0.00	0.00	2,500.00
Generator Maintenance	1,135.00	801.00	1,260.00	2,125.00
Telephone and Internet	1,600.00	1,789.00	1,600.00	2,400.00
Advertising	1,600.00	577.00	1,600.00	1,600.00
Postage	2,500.00	2,375.00	2,500.00	2,650.00
Supplies	2,500.00	3,909.00	3,000.00	4,500.00
Equipment	800.00	0.00	0.00	1,500.00
Heat & Electric	3,500.00	3,515.00	3,500.00	4,200.00
Computer Expenses	1,620.00	1,671.00	1,300.00	1,600.00
Town Office Reserve Fund	0.00	0.00	0.00	10,000.00
Accountants World	0.00	1,380.00	0.00	0.00
Total Gen. Office Exp.	31,645.00	35,550.00	31,844.00	58,275.00
Payroll Taxes & Benefits				
FICA & Medicare	11,900.00	10,690.00	11,887.00	12,918.00
VMERS Retirement	7,924.00	13,240.00	6,280.00	5,221.00
Health Insurance	54,490.00	34,070.00	45,362.00	49,992.00
Disabililty Insurance	836.00	666.00	1,106.00	812.00
Total Taxes & Benefits	75,150.00	58,666.00	64,635.00	68,943.00
Taxes, Dues & Assessments				
CVSWMD	1,600.00	1,600.00	1,600.00	1,600.00
Washington County Tax	15,998.00	7,999.00	16,146.00	16,491.00
CVRPC	1,768.00	1,768.00	1,816.00	1,929.00
VLCT Dues	2,812.00	2,812.00	2,872.00	2,948.00
CVSPAB	50.00	0.00	100.00	100.00
Total Taxes/Dues/ Assessments	22,228.00	14,179.00	22,534.00	23,068.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Zoning Administration				
Zoning Wages	4,800.00	5,216.00	4,800.00	6,000.00
DRB - Secretary	1,000.00	1,000.00	1,000.00	1,000.00
Zoning Expenses	600.00	86.00	300.00	300.00
Total Zoning Administration	6,400.00	6,302.00	6,100.00	7,300.00
Planning Commission				
PC Expenses	0.00	0.00	800.00	800.00
Planning Maps	0.00	0.00	0.00	1,600.00
Planning Assistant	0.00	0.00	0.00	750.00
PC Education & Training	0.00	0.00	0.00	200.00
Total Planning Commission	0.00	0.00	800.00	3,350.00
Fire & Ambulance Service				
East Montpelier Fire Dept.	53,347.00	53,347.00	56,785.00	62,219.00
EMFD Ambulance	72,668.00	72,668.00	76,399.00	80,891.00
Woodbury Fire Dept.	28,650.00	21,488.00	30,535.00	30,535.00
WFD Truck Pymt	14,000.00	14,000.00	17,850.00	17,850.00
Rural Fire Protection Program	100.00	100.00	100.00	100.00
Total Fire & Ambulance Service	168,765.00	161,603.00	181,669.00	191,595.00
Police Patrol & Public Safety				
Constable Wages	1,000.00	1,000.00	1,000.00	1,000.00
Sheriff's Patrol	3,000.00	1,382.00	3,000.00	3,000.00
East Calais Street Lights	1,280.00	1,321.00	1,285.00	1,400.00
Total Police/Safety	5,280.00	3,703.00	5,285.00	5,400.00
Animal Control				
Dog Expenses & CVHS	300.00	161.00	700.00	700.00
Total Animal Control	300.00	161.00	700.00	700.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Conservation Commission				
CC Recording Secretary	0.00	230.00	800.00	1,000.00
Green Up Day	200.00	610.00	200.00	200.00
CC Expenses	200.00	55.00	200.00	200.00
CC Education & Training	0.00	0.00	0.00	200.00
Conservation Fund Appropriation	4,000.00	4,000.00	8,000.00	8,000.00
Total Conservation Commission	4,400.00	4,895.00	9,200.00	9,600.00
Swim Program				
Swim Program Appropriation	2,700.00	2,700.00	2,000.00	2,700.00
Total Swim Fund	2,700.00	2,700.00	2,000.00	2,700.00
Town Hall				
Maintenance & Janitorial	1,000.00	1,317.00	1,000.00	1,000.00
Utilities	1,500.00	1,129.00	1,500.00	2,500.00
Town Hall Reserve Fund	10,000.00	10,000.00	30,000.00	10,000.00
Town Hall Grant Expense	2,000.00	2,000.00	0.00	0.00
Total Town Hall	14,500.00	14,446.00	32,500.00	13,500.00
Insurance				
Building & Liability Insurance	27,212.00	24,574.00	27,212.00	9,702.00
Unemployment Insurance	0.00	0.00	0.00	126.00
Worker's Compensation	1,167.00	794.00	1,168.00	627.00
Total Insurance	28,379.00	25,368.00	28,380.00	10,455.00
Long Term Debt				
Town Office Bond	10,000.00	9,361.00	9,360.00	9,343.00
Town Office Bond Interest	0.00	0.00	0.00	2,710.00
EMFD Station Bond	35,000.00	35,000.00	35,000.00	35,000.00
EMFD Bond Interest	0.00	0.00	0.00	18,461.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Town Hall Renovation Loan	0.00	0.00	0.00	40,000.00
Town Hall Renovation Loan Interest	0.00	0.00	0.00	7,124.00
Loan FY15/16 Deficit Principal	0.00	0.00	56,358.00	56,358.00
Loan FY15/16 Deficit Interest	0.00	0.00	0.00	6,274.00
Long Term Debt Interest	20,134.00	21,487.00	27,838.00	0.00
Short Term Debt Interest	3,050.00	4,159.00	2,700.00	0.00
Total Long Term Debt	68,184.00	70,007.00	131,256.00	175,270.00
Tax Abatement				
Tax Abatement Payments	0.00	0.00	0.00	0.00
Total Tax Abatement	0.00	0.00	0.00	0.00
Other Disbursements & Appropriations				
Transfers Out-Cemetery	49,000.00	39,423.00	0.00	0.00
Total Town Disburs/ Appropriations	49,000.00	39,423.00	0.00	0.00
Total: General Government	673,661.00	626,845.00	720,790.00	779,527.00
Total: Highway Expenses	849,761.00	864,068.00	802,204.00	826,737.00
Grand Total: Highway & General Gov.	1,523,422.00	1,490,913.00	1,522,994.00	1,606,264.00
WARNED ARTICLES				
Social Service Appropriations				
Adamant Community Club	3,000.00	3,000.00	0.00	0.00
Circle	700.00	700.00	4,000.00	700.00
Calais Community Connections	1,000.00	1,000.00	1,000.00	1,000.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
CV Adult Basic Ed	1,000.00	1,000.00	1,000.00	1,000.00
CV Community Action (Capstone)	300.00	300.00	300.00	0.00
CV Council on Aging	1,400.00	1,400.00	1,400.00	1,400.00
CV Economic Develop- ment Council	500.00	500.00	500.00	500.00
CV Home Health & Hospice	3,200.00	3,200.00	3,200.00	3,600.00
CV Memorial Civic Center	800.00	800.00	800.00	800.00
Friends of Winooski River	300.00	300.00	300.00	300.00
Family Center of Wash- ington County	500.00	500.00	500.00	500.00
Good Beginnings of Cen- tral Vermont	300.00	300.00	300.00	300.00
Green Mountain Transit	859.00	859.00	859.00	859.00
Green Up Vermont	100.00	100.00	100.00	100.00
Home Share	600.00	600.00	600.00	600.00
Kellogg Hubbard Library	25,760.00	25,760.00	27,132.00	27,132.00
Monpelier Senior Center	3,200.00	3,200.00	4,300.00	4,300.00
Old West Church Associ- ation	100.00	100.00	100.00	100.00
Peoples Health & Well- ness Clinic	1,500.00	1,500.00	1,500.00	1,500.00
Sexual Assault Crisis	200.00	200.00	200.00	200.00
Twin Valley Senior Center	3,000.00	3,000.00	3,000.00	3,000.00
VT Assoc for the Blind	650.00	650.00	650.00	650.00
VT Center for Indepen- dent Living	415.00	415.00	800.00	800.00
Washington County Di- version Program	300.00	300.00	300.00	300.00
Wash Cty Youth Service Bureau	500.00	500.00	500.00	500.00
Woodbury / Calais Foodshelf	300.00	300.00	380.00	380.00
Wash Cty Mental Health	1,400.00	1,400.00	1,400.00	1,400.00
Total Social Service	48,884.00	48,884.00	55,121.00	51,921.00

Proposed Budget & Expenses (continued)

	Budget FY18	Actual FY18	Budget FY19	Proposed FY 20
Other Warned Articles/ Appropriations				
Transfer Out-Cemetery Commission	0.00	0.00	49,000.00	39,000.00
Cross Vermont Trail	1,607.00	1,607.00	0.00	0.00
Reduce FY15/16 Deficit Loan	56,358.00	54,568.00	0.00	0.00
Town Hall Renovation Loan	0.00	0.00	47,500.00	0.00
Poplar Hill Cemetery	0.00	0.00	0.00	1,500.00
WVFD Capital Equip Reserve Fund	0.00	0.00	0.00	31,000.00
Total Other Appropria- tions	57,965.00	56,175.00	96,500.00	71,500.00
Total Budgeted after Town Meeting	1,630,271.00	1,595,972.00	1,674,615.00	1,729,685.00



Memorial Hall. Photo by Jane English

Income Report

	FY18 Budgeted	FY18 Actual	FY19 Budgeted	FY 20 Budgeted
Taxes				
Real Estate Taxes - Current	1,312,591	1,370,156.00	1,404,198	1,428,650
State Current Use	77,000	98,694.00	95,000	100,000
Prior Year Surplus Expended	0	0.00	0	0
Total Taxes	1,389,591	1,468,850.00	1,499,198	1,528,650
Highway Funds				
State Aid	158,840	158,733.00	159,000	159,000
Miscellaneous Credits	500	0.00	1,000	1,000
Excavator Proceeds-Sale	0	28,000.00	0	0
CVRP Class 4 Grant Income	0	15,575.00	0	0
Apple Hill Grant Income	0	34,238.00	0	0
Dugar Brook Rd Grant Income	0	6,243.00	0	0
Long Meadow Hill Rd Grt Inc.	0	8,253.00	0	0
Hayden Road Structures Grt. Inc.	32,400	0.00	0	0
VLCT PACIF Grant	2,500	946.00	2,000	0
Total Highway Funds	194,240	251,988.00	162,000	160,000
Licenses & Fees				
Dog Licenses	3,900	3,338.00	3,600	3,600
Liquor Licenses	325	325.00	325	325
Zoning & Curb Cut Fees	3,000	2,755.00	3,000	2,500
Traffic Fines	2,000	598.00	1,100	1,100
Marriage Licenses	360	400.00	360	360
Miscellaneous Fees	0	75.00	0	0
Tax Collection Fees	5,440	2,219.00	4,500	4,500
Recording Fees	15,000	15,702.00	16,000	10,000
Total Licenses & Fees	30,025	25,412.00	28,885	22,385

Income Report (continued)

	FY18 Budgeted	FY18 Actual	FY19 Budgeted	FY 20 Budgeted
Other Income				
Interest Earned	65	1,688.00	250	4,500
Delinquent Tax Interest	3,000	4,817.00	3,000	1,000
Delinquent Tax Penalty	12,500	5,331.00	5,050	5,500
Green-Up Day Reimbursement	150	400.00	150	150
PILOT Funds	3,900	4,061.00	4,000	5,500
Lister Equaliz & Educ Reimburse	0	987.00	1,000	1,000
Town Hall Grant Income	0	2,000.00	0	0
Cemetery Burial Receipts	0	2,300.00	1,000	0
Transfer from Reappraisal Fund	0	7,000.00	0	0
Proceeds from Long Term Debt	280,000	280,000.00	0	0
Other income	0	2,052.00	0	0
Total Other Income	299,615	310,636.00	14,450	17,650
Total Income	1,913,471	2,056,886.00	1,704,533	1,728,685

FY'20 Estimated Tax Rate

EXPENSES:

Highways826,737
 Selectboard.....779,527
Total Expenses.....\$1,606,264

INCOME:

Current Use100,000
 State Aid Highways.....159,000
 Misc Highway Credits1,000
 VLCT PACIF Grant.....0
 Licenses and Fees23,385
 Other Income17,650
 Cemetery Income0
Total Income\$301,035

Amount to be voted on in Article 4:

		Est. Town Tax	Local Agree. Tax*	Educa- tion H.S. Tax**	Est. Total Tax 2019	Total Tax 2018
Amount to be raised in taxes with expenses above:	\$1,305,229	0.6484	0.0057	1.739	2.3931	2.3829
Amount to be raised in taxes with expenses below:	\$1,428,650	0.7097	0.0057	1.739	2.4544	2.3829

FY19 Grand List is 2,013,117.46.....\$2,013,117

Tax rate = Expenses divided by grand list

OTHER EXPENSES TO BE VOTED ON

	Effect on Tax Rate
Art. 5 Kellogg Hubbard Library27,132	0.0135
Art. 6 Calais Cemeteries39,000	0.0194
Art. 7 Poplar Hill Cemetery1,500	0.0007
Art. 8 Social Services.....24,789	0.0123
Art. 15 WVFD Capital Equip. Fund.....31,000	0.0154
\$123,421	0.0613

If your property is appraised at \$200,000, your grand list value is: \$2,000

In 2018 your town tax would have been: \$4,766

In 2019 if the tax rate is 2.3931 your est. town taxes will be: \$4,786

In 2019 if the tax rate is 2.4544 your est. town taxes will be: \$4,909

*Local Agreement Tax = disabled veterans and non-taxed properties.

**Estimated rate assumes WCSU not WCUUSD

Report of Capital Project Funds

	Lakes & Pond Fund	Curtis Pond Dam Fund	EMFD Equipment Fund	Town Hall/ Town Of- fice Fund	Technology Fund	Highway Equipment Fund	Total
<u>ASSETS</u>							
Due from Other Funds	260	5608	15009	64319	2434	34171	121,801
Total Assets	260	5608	15009	64319	2434	34171	121,801
<u>LIABILITIES AND FUND BALANCES</u>							
Liabilities:	0	0	0	0	0	0	0
Fund Balances:							
Restricted	260	0	0	0	0	34171	34,431
Committed	0	0	15009	64319	2434	0	81,762
Assigned	0	5608	0	0	0	0	5,608
Total Fund Balances	260	5608	15009	64319	2434	34171	121,801
Total Liabilities and Fund Balances	260	5608	15009	64319	2434	34171	121,801

Report of Special Revenue Funds

	Reappraisal Fund	Conserv. Comm & Trail Funds	Total
<u>ASSETS</u>			
Due from Other Funds	60,503	55,802	116,305
Total Assets	60,503	55,802	116,305
<u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:	0	0	0
Fund Balances:			
Committed	0	55,802	55,802
Assigned	60,503	0	60,503
Total Fund Balances	60,503	55,802	116,305
Total Liabilities and Fund Balances	60,503	55,802	116,305



Robinson Sawmill. Photo by Jane English

Schedule of Indebtedness

	Original Principal Balance	Principal Paid FY18	Interest Paid FY18	Principal Due FY19	Interest Due FY19	Principal Due FY20	Interest Due FY18	Principal Due after FY20
Short Term Debt								
Community Bank, NA (Town Hall) Interest 2.74%; principal \$40,000 for five years	200,000	0	0	40,000	5480	40,000	4384	120,000
Community Bank, NA (Deficit) Interest 3.68%; principal \$56358 for five years	280,000	54,568	3388	56358	8273	56358	6273	112,716
Total Short-Term Loan	480,000	54,568	3,388	96,358	13,753	96,358	10,657	232,716
Bond Debt								
Vermont Municipal Bond Bank (Town Office) Interest 4.93% semi-annually, princi- pal \$10,000 annually until 2024	200,000	10,000	3,000	10,000	2,539	10,000	2,052	50,000
Bond Indebtedness (Fire Station) Principal \$35,000 plus variable interest due annually until 2030	693,000	35,000	17,847	35,000	16,491	35,000	18,461	385,000
Total Bond Debt	893,000	45,000	20,847	45,000	19,030	45,000	20,513	435,000

Schedule of Indebtedness (continued)

	Original Principal Balance	Principal Paid FY18	Interest Paid FY18	Principal Due FY19	Interest Due FY19	Principal Due FY20	Interest Due FY18	Principal Due after FY20
Equipment Debt- Short Term Loan								
Community Bank #8708 (2015 Ford 550 dump truck) Interest 2.75%, principal \$16,963 for 5 yrs.	84,815	16,963	1,413	16,963	935	16,963	461	0
Community Bank #5699 (2016 Western Star & 2016 Ford F250) Interest 2.55%, principal \$37,993 for 5 yrs	189,961	37,993	3,875	37,993	2,906	37,992	1,938	37,993
Community Bank #1842 (2017 Western Star truck) Interest 2.65%, principal \$17,561 for 5 yrs	87,809	17,561	2,289	17,561	1,862	17,561	1,396	35,122
VT Municipal Loan Fund (2014 Volvo excavator) Interest 2%, principal \$17055 for 5 years	85,275	17,055	1,706	17,055	1,365	17,055	1,024	34,110
Total Equipment Debt	447,860	89,572	9,283	89,572	7,068	89,571	4,819	107,225
Equipment Debt- Short Term Lease								
Santander Bank, NA (2019 Western Star truck) Interest 3.79%; principal variable for 5 years	192,560	0	0	40124	1663	36010	5777	116426
Total Equipment Lease	192,560	0	0	40124	1663	36010	5777	116426

Delinquent Tax Report

As of June 30 (last day of Fiscal Year)

Year	Taxes	Interest	Penalty	Other	Total
2016	38586.20	2610.18	2779.33		43975.71
2017	32630.03	1235.02	1609.61		35474.66
2018	12904.84	329.44	453.51		13687.79

As of December 31, 2018-

Amount to be collected after 2018 tax effort

Year	Taxes	Interest	Penalty	Other	Total
2016	637.68	57.76	0.00		695.44
2017	1839.13	129.07	67.87		2036.07
2018	160516.01	1303.58	7223.19	18.00	169060.78
	162992.82	1490.41	7291.06	18.00	171792.29

Cemetery Commission Report

Looking to cut expenses in our budget, we initiated a competitive Request for Proposals for a mowing and maintenance contractor for the 2019 season. We awarded the contract to Kirkyard Services. Administrative responsibilities will be taken over by a member of the Cemetery Commission.

Any extra funds in the account beyond mowing and maintenance expenses for the remainder of Fiscal Year 2018/19 will go towards straightening and washing headstones in middle and lower sections of Old Fairview Cemetery.

Beyond regular mowing and maintenance of the cemeteries, highlights of 2018 include:

- ❖ Headstone washing, straightening and repairing in the entire upper section of Old Fairview by Kirkyard Services.
- ❖ Installation of new granite posts and chain fence around Janes Cemetery, to replace the deteriorated wooden fence.
- ❖ Meetings with members of the private Poplar Cemetery Association to consider the possibility and implications of the town taking over ownership of the cemetery, due to their dwindling bank account and the considerable projected expense to remediate the severely eroded bank at the rear of the cemetery. For now the Association will request financial support equally from the towns of Calais and East Montpelier to cover mowing expenses for the 2019 season.
- ❖ Created Board positions of Vice Chair and Sexton
- ❖ Barb Baird of Cabot conducted a community volunteer training in hand-cleaning headstones in lower Old Fairview Cemetery. Thank you, Barb, for your passion and energy.

Planned projects for FY 2019-20:

- ❖ Complete data entry of burial records in the town office software program and update maps in a user-friendly format.
- ❖ New Fairview Cemetery will be the last cemetery to need headstone cleaning and repair. Along with fencing upgrades, these projects have been a significant part of our multi-year plan to bring the cemeteries up to a respectable condition.
- ❖ Annual hedge trimming at Old Fairview Cemetery



Janes Cemetery, old fence (above) and new fence (below)



Cemetery Commission Report (continued)

- ❖ Repair and paint fences at Old West Church and Robinson Cemetery. We will continue to look to replace maintenance-heavy (i.e. costly) old wooden fencing with attractive, traditional granite post and chain fencing.
- ❖ Straighten and repair leaning or broken headstones at Robinson Cemetery.

The Cemetery Commission meets the 4th Wednesday of the month in summer, excluding July, and bi-monthly thereafter. All are welcome to attend. You may also email calaiscemetery@gmail.com with any questions or comments.

Respectfully submitted,

Committee Members:

John Simanskas, Chair, Juanita Nunn, Vice Chair,
Jennifer Whitman, Sexton, Fletcher Dean, Randy Koch



*Old Fairview before
stones were washed
(left) and after
(below).*



Calais Cemetery Proposed Budget FY-20

	FY18 Budget	FY18 Actual	FY19 Budgeted	FY20 Budgeted
Labor & Equipment Hire				
Equipment Hire	14,798.00	13,575.00	17,200.00	0.00
Wages	25,000.00	16,872.00	21,000.00	0.00
FICA & Medicare	1,912.00	1,270.00	1,500.00	0.00
Workers Comp	190.00	1,100.00	1,300.00	0.00
Burials 1 @ \$1,000.00 ea	0.00	893.00	1,000.00	1,000.00
Trim Hedge (Old Fairview Side)	0.00	0.00	0.00	3,500.00
Mowing Contract@\$4250.00 Ea.	0.00	0.00	0.00	17,000.00
Remove Old West Fence	0.00	0.00	0.00	1,100.00
Old West Church Install Granite Post & Chain	0.00	0.00	0.00	4,600.00
Hudson Install Granite Post & Chain (Hold)	0.00	0.00	0.00	0.00
Supplies	1,000.00	3,313.00	7,000.00	0.00
Granite Post for Old West Church	0.00	0.00	0.00	9,460.50
Black Chain (per Ft)	0.00	0.00	0.00	720.00
Master Links	0.00	0.00	0.00	163.50
Eye Bolts (Stainless Steel)	0.00	0.00	0.00	300.00
Cemetery Projects	6,100.00	2,400.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	1,156.00
	49,000.00	39,423.00	49,000.00	39,000.00

Conservation Commission Report

The Conservation Commission continued its work in the past year to conserve important Calais lands and waters and to identify and protect the Town's significant natural resources. The Commission and its members were involved in the following projects:

The Commission worked with the Selectboard and the newly formed non-profit North Calais Memorial Hall Association (NCMHA) on a project to support the purchase and renovation of Memorial Hall and its surrounding lands and shorelines for public use. The commission recommended, and the Selectboard approved, a contribution of \$50,000 over two years from the Conservation Fund toward this project, with the understanding that the property would be subject to conservation and preservation easements. Ecologist Eric Sorenson conducted a natural resources inventory of the property, with participation by NCMHA and Conservation Commission members.

The Commission devoted much of its time in the latter part of 2018 to studying the obligations placed on Vermont towns by Act 171, which amended Vermont planning statutes to encourage municipalities to address protection of forest blocks and habitat connectors, while also supporting the local forest products industry. Matt Peters, who did the Calais Natural Resources Inventory, met with the Commission to explain how he identified habitat blocks that are described in his Phase 2 report. Eric Sorenson, ecologist for the State of Vermont and resident of Calais, also met with the Commission to further explain the importance of Calais's forest blocks and connecting habitat. Members of the Commission also met with a representative of the Vermont Fish & Wildlife Department, to learn more about the state's Biofinder mapping system, which forms the baseline for evaluating forest blocks and corridors. The Commission will continue working to identify, understand, and prioritize these natural resources and ultimately develop recommendations on how to best protect them.

In the Spring, Commission member Neal Maker coordinated with North Branch Nature Center (NBNC) about its amphibian crossing program, which involves data collection for inventories in specific areas as well as helping guide amphibians across roads. The Commission reached out to the public on Front Porch Forum, sharing information about participating in the crossing program offered by the NBNC.

Conservation Commission Report (continued)

Two Commission representatives became members of a committee established as part of a Resilient Rural Roads project coordinated by the Vermont Department of Forests, Parks and Recreation at no cost to the Town. It involves an assessment of existing roadside vegetation in Calais with the goal of developing a work plan that identifies areas where there are hazard trees that should be removed, roads that could use additional tree canopy, unwanted invasive species, and the need for more vegetation to prevent erosion and protect water quality.

The Commission sent out a number of letters to landowners whose properties contain significant natural resources that had been identified as a part of the Natural Resources Inventory (NRI). Several landowners responded to the Commission's invitation to put them in contact with Matt Peters, the environmental consultant who had prepared the NRI, to learn more about the natural resources on their properties and how the landowners might protect them.

In September, the Commission hosted a visit to the Bliss Pond Town Forest by Molly Willard, an instructor at Vermont Technical College and her class, which was studying the forest's Northern white cedar swamp.

In October, the Commission sponsored its annual nature walk as a part of the Fall Foliage Festival. This year's walk, on Robinson Hill, was well attended by a number of Calais residents as well as a pony. As a part of the very informative and enjoyable walk, forester, town tree warden and Commission member Neal Maker pointed out and explained the area's geology, ecology, land use-history and current management.

The Commission has begun a project to develop a strategy for dealing with the Emerald Ash Borer's threats to ash trees in the Town. Current information and differing town policies on the EABs have been reviewed. The Commission's goal is to develop a recommended plan for dealing with ash trees along Town roadsides and on other town properties. The Commission will also sponsor public workshops in the spring to educate private landowners on how best to deal with the ash trees on their land.

The Chair participated in a meeting with other Calais officials and the Regional Planning Commission to identify the worst areas of erosion in the Calais portion of the Kingsbury Branch that will be addressed in the Kingsbury Branch Stormwater Management Plan

Conservation Commission Report (continued)

The Commission has begun working on a Town ordinance to better define the role of the Calais Tree Warden, clarify some of the vague terms of the state tree warden statute, and establish policies for dealing with trees on Town land and road rights-of-way.

The Conservation Commission's monthly meetings are open to the public and the agenda is posted on Front Porch Forum and at the East Calais and Maple Corner stores, as well as on the Town website. We welcome everyone's input on the issues we're working on.

Respectfully submitted,

Committee Members: Stephanie Kaplan, Chair, Larry Bush, Vice Chair,
Julie Hand, Pat Johnson, Drew Lamb, Neal Maker

Historic Preservation Commission Report

In 2011 the Selectboard asked the Calais Historic Preservation Commission (CHPC) to develop a plan to restore the Town Hall. In January of 2018 we made our recommendation and handed the project over to the Selectboard.

Our approach has been to use grants to hire a series of consultants to first assess then make recommendations on how to proceed.

With our most recent grant in 2017 we sent Requests For Proposals (RFPs) to Historic Preservation Architects for architectural plans and specifications as a necessary first step for a major fund raising campaign. The proposals we received came with considerably higher costs than we had expected.

We recommended that the Selectboard reject all three bids from the out of town architects and adopt a "Hyper-Local" approach to restoring the Town Hall. We recommended that the Town borrow \$200,000 to use local volunteers and contractors to raise the building, replace the foundation and begin renovation of the downstairs meeting space.

Historic Preservation Commission Report

(continued)

In January of 2018 the Calais Historic Preservation Commission, having completed our assignment from 2011, handed the project back to the Selectboard.

The Selectboard with phenomenal, prodigious, and stupendous, help from John McCullough and Donna Fitch has taken on the restoration project. The new building will be ready for use sometime in 2019.

For 2018 CHPC is using a grant to work on a project to prepare a National Register Nomination for the East Calais Historic District. Kent's Corner and North Calais are already on the National Register.

The East Calais Historic District consists of 32 structures including a grist mill, a Greek Revival Church, a store, post office, and a number of houses – some built prior to 1850 and more built after the Civil War. The village “retains the appearance



East Calais Historic District



Road Crew members Bruce Campbell and Paul Stecker digging foundation of Town Hall for renovation. The voters approved the “hyper local approach” to save money.



Historic Preservation Commission Report (continued)

of a mid- to late-century village, with much of its well-detailed Greek Revival, Italianate, Gothic Revival, and Queen Anne architecture still extant.” The project will provide historians and citizens with an appreciation and understanding of the historical context in which East Calais developed and changed over time.

National Register documentation for Kent's Corner and North Calais is available now on the Town web site. The documentation for the East Calais National Register nomination will be available when the project is complete. The CHPC will present reports on the project at meetings in the spring or early summer of 2019.

The Calais Historic Preservation meets on the second Wednesday of the Month. We encourage anyone interested to come to the meetings where we can promise good company and fun projects.

Committee Members:

Tobin Anderson, Scott Bassage, Susannah Blachly, Larry Bush, Jeremy Ingpen,
Karen Lane, David Schutz

Planning Commission Report

Who we are:

The Planning Commission is a team of five dedicated volunteers, appointed by the Selectboard, operating under State Statute Title 24, Section 117.

What we do:

The Commission’s function is to maintain and manage the Calais Land Use and Development Regulations (a.k.a. zoning bylaws) and the Calais Town Plan to meet changing federal and state requirements, consider how such changes affect the interests of the Town, and balance the rights of the landowner.

Planning Commission Report (continued)

What we did in 2018:

We worked on proposed changes to the zoning bylaws that affect:

- ❖ Shoreland Overlay zoning,
- ❖ Storm water and erosion control,
- ❖ Flood hazard/river corridor
- ❖ Surface water protection.

How we did our work:

- ❖ Conducted an extensive review – at a parcel level- of our current Shoreland District and the proposed changes using Calais Interactive Map and the latest parcel map
- ❖ Held information meeting
- ❖ Solicited and received valuable feedback from:
 - * Calais Conservation Commission
 - * Lakes and Ponds Committee
 - * Selectboard
 - * Calais residents
- ❖ Drafted and reviewed language changes

Looking ahead in 2019:

- ❖ Plan to hold more information meetings with residents
- ❖ Finalize language changes
- ❖ Hold Planning Commission public hearing
- ❖ Submit final language to Selectboard for their consideration
- ❖ Selectboard will hold a public hearing, and then votes to approve the proposed changes
- ❖ Calais residents vote on Selectboard approved final by-law changes

Town Plan Work:

We plan to review and amend the Town Plan on energy and forest fragmentation as soon as we complete work on the zoning changes.

Planning Commission Report (continued)

We meet every first and third Tuesdays of the month at the Town Offices and welcome the public to our meetings.

The Planning Commission members bring an amazing balance of diverse interests, talents, and perseverance to our work. We enjoy working with each other, and it is our collective pleasure and honor to serve the Town of Calais.

Committee Members:

Janice Ohlsson, Chair, Gary Root, Vice Chair,
John McCullough, Clerk/Secretary (and map guru),
Melanie Kehne, Ronald Shaw

Swim Program Report

Ruby Lamb was the instructor for the 2018 swim season. This was her second season teaching as head instructor at Curtis Pond. Mae Lamb, Alice Lamb, and Sam Clark were swim assistants.

This past summer a total of 72 children participated in four, one-week sessions. Children varied in age from 3-14 years of age. Six children were awarded scholarships to attend. The American Red Cross method of instruction was used.

In addition to organizing swim lessons, the Swim Committee is responsible for the dock system, trash removal, porta-john, mowing and the general upkeep of the area. The program's success is dependent on the continued involvement of community volunteers. If you are interested in joining the swim committee, please contact one of the members.

During the 2018 summer, swim lessons were offered in four, one-week sessions. It is anticipated that swim lessons will be offered in this format again for the 2019 summer. The cost is \$12 per session for Calais residents and \$20 per session for non-residents. Registration forms will go home with each child from school during the first week of June. Extra registration forms are available in three local

Swim Program Report (continued)

stores (Maple Corner, Adamant Coop, and East Calais).

The swim program began over 40 years ago by Marcy Bayne.

Committee Members:

Katie Lane-Karnas, Chair,

Dillon Burns, Laurie Grigg, Lisa McCarthy, Mark Whitman

and Drew Lamb (docks)



photo by Toby Talbot

Trails Committee Report

The Town Trails Committee continues to maintain about 7 miles of recreation trails in the west side of town. Trail maps are available at the Town Office. We are grateful to the 14 landowners that have allowed the trails to cross their property. We are grateful to donors who have supported trail work with gifts of time and money. In August, we received a \$1,000 grant from the Lilla Family Fund, a donor-advised fund managed by the New Hampshire Charitable Foundation. This fall, landowner John Kaeding and Committee member Randy Allen built a truly monumental stone bridge across a small stream on the Ellis-Bruce Trail,

Trails Committee Report (continued)

near the Calais-Worcester town line. Earlier in the season, we completed trail relocations on the Robinson Ridge Trail.

During the coming year, we will continue to pursue the possibilities for trails leading out of East Calais village. We will also continue to cooperate with the Conservation Commission, in helping to mark and maintain trails in the Town Forests.



photo by Jane English

The trails Committee consists of nine individuals appointed by the Selectboard for 3-year terms. The trails are established for non-motorized use (walking, biking, skiing, snowshoeing, etc.). We normally enter into year-to-year agreements with landowners. One trail, the Bradley Loop, is managed by the Calais Trails Committee for the VT Land Trust. VLT holds a trail easement and has appointed the Trails Committee as “Trail Manager”. Vermont law is careful to protect owners who offer free use of their land for recreational purposes. The Town incurs little or no cost in providing these trails, as the Committee relies on generous private donors.

Committee Members:

Tom Blachly, Blachly@together.net (Chair),
Randy Allen, Reed Cherington, Michael Fullerton, Gail Graham,
Charlotte Hanna Bassage, Toni Kaeding, Bill Russell, Denise Wilder

Trustees of Public Funds Report

The Trustees of Public Funds continued their work with the Town clerk/Treasurer to implement the Calais Cemetery Endowment Fund's long-term investment strategy. The primary objective of this strategy is to increase the income generated by the Cemetery Fund's investments and to earn a rate of return which exceeds the rate of inflation so that the purchasing power of the fund can keep pace with the rising cost of cemetery maintenance. The Trustees believe that cemetery funds are very similar to long-term endowment funds that allow the income and earnings on the fund's investments to be spent annually, but the principle is maintained in perpetuity. For cemetery funds the principle provides perpetual care for cemeteries. Historically, many cemetery funds have invested in bank savings accounts and CDs, however banks continue to pay very low rates of interest and in some cases no interest, meanwhile costs continue to rise.

Most endowments use a long-term, broadly diversified investment management strategy. This approach results in the Cemetery Fund's short-term market value moving up and down with changes in financial markets. Over longer-term periods of time this investment approach should result in investment returns that grow with the economy and reflect the growth in corporate earnings and dividends. The Trustees have been gradually transitioning the Calais Cemetery Fund to this kind of investment approach over the last four years. Currently the Calais Cemetery Fund is invested in a broad mix of good quality equity securities (4 7%), fixed income securities (28%), and short-term investments (25%) using seven separate T. Rowe Price mutual funds. T. Rowe Price is a highly regarded investment manager with a strong investment performance track record. The market value of the Cemetery Fund's investments has increased over the last five years.



Rodney Buck
Steve Killoran
Bill Russell

Photo by Toby Talbot

CV Fiber Report

The Town of Calais voted at the March 2018 Town Meeting to become part of CVFiber. CVFiber is a Communications Union District (CUD) created to bring high speed internet to 14 Central Vermont communities.

The mission of CV Fiber is: *Providing Central Vermont residents, businesses, and civic institutions with universal access to a reliable, secure, locally-owned and -governed communications network able to grow to meet future community needs.*

The Selectboard chose David Healy as the town's representative to the CVFiber Governing Board, with Scott Bassage as Alternate. At the time of this report, the Governing Board has met seven times, and committees have met several more times outside our regular meetings. The Governing Board meets on the second Tuesday of the month. We encourage anyone who is interested to attend. The Governing Board meetings are available on ORCA. <https://www.orcamedia.net/>

Many places in Calais have limited access to true high-speed Internet, and in many places wired internet service is monopolized by Digital Subscriber Line (DSL) or cable providers. Even where there is a choice, the providers have little incentive to improve speeds or extend their networks to new customers. This lack of true high-speed internet access stifles economic development, hampers public safety, depresses property values, restricts residents' abilities to access common online services, or participate in telemedicine.

Fiber to the home is the new standard for internet connectivity. The costs for deploying locally owned fiber to the home is not cheap, but success in this model has already happened with ECFiber in Eastern Vermont where seven communities now have fiber access to every home. Under Vermont's CUD statute we are not allowed to use property taxes to support the project. CVFiber will depend on subscribers, grants, donations, and as a municipal entity will have access to the Vermont Municipal Bond Bank to help buildout the connectivity. We are exploring several avenues to finance our initial round of construction, including philanthropic contributions, issuing promissory notes, state and Federal grants, and partnerships with third parties.

We are estimating a budget for 2019 of about \$300,000, none of which will be derived from municipal tax dollars. We are confident that the district will be able

CV Fiber Report (continued)

to begin a first round of construction no later than 2020, and if we're able to raise funds and develop a viable plan quickly enough, we could even begin in 2019.

Even with this work started, we still have much to do before we can start building our network and connecting subscribers. We are surveying residents, businesses, and civic institutions in our 16-member communities to determine their communications needs and willingness to subscribe. That information will help us decide where to do our first construction and establish a solid financial foundation upon which we can build to the remaining member communities.

We ask for your help to complete our survey, and to invest in whatever way you can in our efforts to bring 21st century internet connectivity to Central Vermont.

Respectfully submitted,

David Healy

Scott Bassage

Central Vermont Regional Planning Commission Report

The Central Vermont Regional Planning Commission is a consortium of 23 towns and cities in Washington County and western Orange County. The Commission provides planning, development, and project implementation assistance to communities. All municipalities in the region are entitled to equal voting representation by a locally appointed member to the governing Board of Commissioners.

Regional Commissioner

John Brabant

Alternate

Janice Ohlsson

**Transportation Advisory
Committee**

David Ellenbogen

Central Vermont Regional Planning Commission Report (continued)

2018 Calais Activities

- ❖ Updated web map for Town website.
- ❖ Assisted Planning Commission with stormwater regulation options.
- ❖ Conducted traffic counts, road erosion and sign inventories.
- ❖ Updated Town Plan energy element to increase the Town's standing in the Certificate of Public Good process.
- ❖ Conducted outreach on the Winooski River Tactical Basin Plan to incorporate the Town's needs.
- ❖ Managed a 3-town Stormwater Master Plan for the Kingsbury Branch.
- ❖ Supported emergency preparedness by assisting with a Local Emergency Operations Plan update and organizing town official training in ICS 402 and the Emergency Management Director course.
- ❖ Facilitated workshops to showcase the Town's work to address severe erosion on Class IV roads.

CVRPC Projects & Programs

- ❖ **Municipal plan and bylaw updates:** Focus on predictable and effective local permitting through education, bylaw modernization, and plan updates.
- ❖ **Brownfields:** Complete environmental site assessments so properties can be sold, developed or redeveloped to benefit the community, stimulate the economy, create/protect jobs and increase housing opportunities.
- ❖ **Transportation planning:** Coordinate local involvement in transportation decisions through the Transportation Advisory Committee and provide studies, plans, data collection, and counts.
- ❖ **Emergency planning:** Better prepare our region and state for disasters by coordinating with local volunteers and the state on emergency planning, exercises, and training.
- ❖ **Energy conservation and development:** Foster projects that support energy conservation to save energy and tax dollars and identify opportunities for renewable energy generation.
- ❖ **Natural resource planning and projects:** Implement activities to

Central Vermont Regional Planning Commission Report (continued)

protect water resources/supplies, enhance recreational opportunities, maintain the forest products industry, and enhance environmental health.

- ❖ **Regional plans:** Coordinate infrastructure, community development, and growth at the regional level through the development, adoption, and implementation of a regional plan.
- ❖ **Geographic Information System services:** Provide municipalities, state agencies, and regional groups with mapping and data analysis in support of their projects.
- ❖ **Special projects:** Complete special projects, such as downtown revitalization, recreation paths, farmland preservation, economic development, and affordable housing projects.
- ❖ **Grants:** Identify appropriate grant sources, define project scopes, write applications, and manage projects.

The Commission has no regulatory or taxing authority; each year, we request a per capita assessment from our members in support of local and regional planning activities and to help offset costs and provide local matching funds needed for state and federal funding.

Your continued support for local and regional planning is appreciated! CVRPC is your resource -- please contact us at 802-229-0389 or cvrpc@cvregion.com for assistance.

Central Vermont Solid Waste Management District Report

The Central Vermont Solid Waste Management District serves 19-member cities and towns and approximately 52,000 residents to reduce and manage solid waste. Bill Powell represents Calais on the CVSWMD Board of Supervisors. CVSWMD is committed to providing quality programming, meeting state mandates, and providing information and resources to our member communities

Central Vermont Solid Waste Management District Report (continued)

In FY18, CVSWMD provided \$9,816 in School Zero Waste and Lawrence Walbridge Reuse Grants, and \$6,207 in Green Up Day Grants. The town of Calais received a \$400 Green Up Day Grant. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring.

In FY18, CVSWMD implemented a grant from the High Meadows Fund, which helped the Calais recycling/trash station by paying for equipment, hauling services, and outreach for new food scrap collection service.

The District continues to provide award-winning programming, including:

- ❖ **Residential Composting:** CVSWMD sells Green Cone food digesters, Soil Saver composting bins and kitchen compost buckets at cost to district residents. CVSWMD also offers free workshops about backyard composting, recycling, safe non-toxic cleaning, and zero waste initiatives.
- ❖ **Events Assistance:** In FY18 the district added three events programs: a bin loan program providing recycling, compost, and trash bins with clear signs, an “event kit” for events under 300 people, providing reusable dishware, flatware, linens and more to help community events reduce waste, and staff assistance to larger event organizers, including downloadable templates for zero waste events on our website, cvswmd.org/zero-waste-events.
- ❖ **School Programming:** Our School Zero Waste Program works with all 26 schools in the District, teaching solid waste lessons in classrooms and facilitating the recycling of paint, bulbs, electronics, batteries and more. In FY18, we led students at Calais Elementary School in two waste audits. School Program Coordinators work with maintenance staff and teachers to help schools compost on site and mentor student groups who lead initiatives toward zero waste in their schools.
- ❖ **Special Collections:** In 2017, 10 events were held, in which CVSWMD collected hazardous waste, paint, batteries and fluorescent bulbs.
 - * Collection events for household hazardous waste were held in Barre Town, Montpelier and Hardwick. With an additional paint, battery and bulb collection in Hardwick.
- ❖ **Additional Recyclables Collection Center (ARCC):** The ARCC, at 540

Central Vermont Solid Waste Management District Report (continued)

N. Main St. in Barre, is open M/W/F 12-6 pm and the third Saturday of each month, 9-1pm. Please note that ARCC hours may change in 2019. The ARCC is a recycling drop-off for over 40 hard-to-recycle materials, cvswmd.org/arcc. Blue bin recyclables are not accepted at the ARCC. In FY18, 180 residents from Calais recycled at the ARCC.

CVSWMD posts useful information including what can be recycled, what can be composted, how to dispose of hazardous waste, leaf and yard waste, Act 148, details of our special collections, and an A to Z Guide listing disposal options for many materials. Go to cvswmd.org.

East Montpelier Fire Department Report

December 2018 closes out another successful year for the East Montpelier Fire Department. This year has been one of our busiest years. As we look forward to a successful 2019, we want to reflect on some of the 2018 highlights.

In 2018, we expanded ambulance service to cover the Town of Marshfield. We currently serve Calais, East Montpelier, Plainfield and Marshfield providing Paramedic and Advanced Life Support services. This expansion of service has allowed us to increase staffing day and night and to offset some of the operation expenses.

The ambulance service requires our staff to constantly keep up with EMS standards, protocols and trainings. This past year brought another year of state protocol changes. The new protocols allow us to provide higher levels of care and additional drug interventions for our Paramedics and A-EMTs. Another change is the move to high performance CPR that changes our process and procedure for cardiac arrest patients and will hopefully bring a higher success rate.

Our communities still struggle with the best way to deal with the rising number of overdoses from heroin, opiates, cocaine and prescription drugs. The availability

East Montpelier Fire Department Report

(continued)

of Naloxone has saved the lives of some. However, there have been others that have not been as fortunate. Our best defense is education. Please take the time to talk with your children about the use of alcohol and drugs and give them a fighting chance to survive.

The fire department had another steady year. We have been able to welcome several new young people into the organization who show good prospect for the future. This year highlighted a large weekend vehicle extrication drill with Plainfield and Marshfield, teaching basic to advanced skills and techniques. There were also search and rescue trainings at U-32 and the East Montpelier farmhouse. We also covered multiple fires in our towns and we provided mutual aid to Montpelier, Barre City, Berlin, Woodbury, Plainfield and Marshfield.

East Montpelier Fire Department continues to provide community outreach in addition to our everyday operations. This year we became the Charter sponsor for our local Boy Scouts and Cub Scouts. Thank you to their leaders for their commitment and dedication. We have been able to provide them with needed trainings for their honor badges and they have helped us with our rabies clinic and holiday food and gift drives. This year EMFD sponsored 18 families at Thanksgiving and 21 families including 41 children at Christmas. Thank you to those who donated; we encourage more folks to participate as the need is great. A special thanks to the Calais Elementary School and Orchard Valley School for the food donations and their visits to the firehouse to make cards and decorate cookies.

What does the future hold for East Montpelier Fire Department? The reality is that fewer people are volunteering. What we do takes a big commitment and we need people in the community to come forward and be part of the future. If you are certified in EMS or work as a firefighter, come see us. If you are willing to commit your time, come see us and we will pay for your training. Emergency Services are essential to our communities and we will continue to add paid ambulance staff coverage to provide the highest level of service. Since some of the paid staff are firefighters, this improves how quickly we respond with the first engine. In FY20, EMFD will be contributing \$100,000 dollars from ambulance revenue to support the budget. This includes 100% of the cost to replace our heavy rescue truck. If you have thoughts or ideas of what you would like to see from your emergency services, come see us. East Montpelier Fire Department is committed to building

East Montpelier Fire Department Report

(continued)

a strong sustainable model for the future.

To the men and women of East Montpelier Fire Department: Thank you for your commitment and service.

To the communities of East Montpelier and Calais: Thank you for your support.

For fireworks permits call 225-6245 or 225-6247. Fireworks permits are required to be submitted 15 days in advance of your display.

For burn permits call your Town Fire Warden, Greg Pelchuck at 454- 7377.

Respectfully,
Chief Ty C. Rolland
President Toby Talbot

East Montpelier Fire Dept. 2018 Call Statistics

	Calais	E. Mont.	Plainfield	Marsh-field	Mutual Aid	
Fires	15	41	2		21	
Fire Assist Amublarnee	2	3	1	1		
Burn Permits	2	79	1			
Car Accidents - Fire	6	27			1	
Medical	64	176	64	49	13	
Ambulance Fire Assist	8	14	1		2	
Car Accidents - Ambulance	8	54	13	5		
Annual Total	105	394	82	55	37	673

EMFD Membership by Seniority with Rank, **January 2019**

1	Morse, Elliott	Safety Officer, Founding Member
2	Brazier, Tom	Firefighter
3	Winston, Jon	Firefighter
4	George, Bill	Firefighter
5	Parker, Todd	Firefighter
6	Pelchuck, Greg	Firefighter
7	Huoppi, Karl	Firefighter
8	Rolland, Ty	Fire Chief, Firefighter, EMT
9	Copping, Jay	Firefighter, AEMT
10	Copping, Robin	Asst. Chaplain, Firefighter, AEMT
11	Barstow, Rick	Firefighter
12	Talbot, Toby	Deputy Chief EMS, President, Firefighter-1
13	Tuller, Chris	Firefighter
14	Wong, Jason	Captain, Firefighter, Board Member
15	Quesnel, Sara	Firefighter, AEMT
16	Guare, Paul	Asst. Chief, Firefighter, Board Member
17	Conti, Sandy	Lieutenant, Firefighter, Board Member
18	Brown, Larry	Deputy Chief Fire, Firefighter-1, AEMT
19	Nutbrown, Brad	Firefighter
20	Fleury, Brad	Firefighter, ECA, Board Member
21	Boguzewski, Alex	Firefighter
22	Petrella, Albert	Lieutenant, Firefighter, Board Member
23	Lowe, Veronica	EMT
24	Casto-Gordon, Melissa	Firefighter
25	Taylor, Ray	EMT
26	Parker, Thomas	Firefighter, EMT
27	Lamson, Justin	Firefighter
28	Cook, Riley	Firefighter
29	Lovely, Nate	Firefighter
30	Southworth, Mara	Firefighter

EMFD Membership by Seniority with Rank,
January 2019 (continued)

ACTIVE SUPPORTING

Gray, Jason	Firefighter-2, AEMT
Larrabee, Jake	Firefighter-1, AEMT
Bagg, Scott	Firefighter, Paramedic
Wood, Jay	Paramedic
DeCoursey, Ryan	Paramedic
Gero, Jeannine	AEMT
Truedson, Marc	Paramedic
LeBlanc, Jacob	Firefighter, Paramedic
Carlson, Amanda	AEMT
Warman, Jim	Firefighter, AEMT
Rhoades, Gage	Paramedic
Romei, Matt	Paramedic
<hr/>	
Judy Woodbeck	Treasurer/Administrative Assistant

Washington County Sheriff's Report

The Washington County Sheriff's Department was very productive throughout the County during fiscal year 2018. In addition to transporting prisoners, mental health patients, juveniles and serving civil process, we made a valid effort in keeping our highways and roadways a safer place. The Sheriff's Department is able to assist in highway safety through the nine (9) patrol contracts with towns within the County and through Grant Funding from Governor Highway Safety for DUI and SHARP (Safe Highway Accident Reduction Patrol) patrols.

County wide, our patrol efforts during FY18 generated 2,395 incidents reports, 802 traffic citations, 1,386 traffic warnings and 58 civil violations.

During the year we continued reaching out to the community by offering a Hunter Education class at the East Montpelier Elementary School and assisting

Washington County Sheriff's Report

(continued)

with Hunter Education at the Barre City Elementary School. The Department also took part in instructing a Snow Mobile Safety course offered in Barre Town. We reached out to the community in many ways, including updates and education through our Facebook page, press releases and putting out signs over the Christmas Holidays/New Year's Holiday, reminding people to drive safely. The Department also has a car seat tech, who participated in car seat events and assisted in providing and installing numerous car seats. The Department also took applicant fingerprints of over 2,000 people.

During FY18 the Washington County Sheriff's Department was contracted by the Town of Calais to provide motor vehicle patrol. During these patrols we provide motor vehicle enforcement and preventive patrols to deter offenses. The Department also has an agreement with the Vermont State Police to be first responders to calls as requested if we are patrolling the town at the time of the complaint. This allows quicker law enforcement response to serious complaints.

The following Vermont Traffic Complaints and Warnings were written by the Washington County Sheriff's Department while on patrol in your town during FY18, as well as incidents generated:

Tickets

- 1 8NC - By a person born after July 1 1983
- 1 CRS - Failure to use child restraint system- First offense
- 1 DP - Failed to display front registration plate
- 1 FYY - Stop sign
- 5 LBR - 11-20 MPH over speed limit - Local
- 1 OSC - Operating after suspension/revocation/refusal- Second Offense
- 8 SL2 - 11-20 MPH Over speed limit
- 3 SL3 - 21-30 MPH Over speed limit
- 4 VNI - Vehicle not inspected within 15 days of VT registration
- 1 VO - Regulations in municipalities

Washington County Sheriff's Report

(continued)

Warning Tickets

1 ATF - Operation along public highway
3 BR - 1-10 MPH Over speed limit
1 BR - 11-20 MPH Over speed limit
5 DEF - Condition of vehicle
2 DIS - Inspection sticker not assigned to vehicle
5 DP - Failed to display front registration plate
2 FYY - Stop sign
3 LBR - 11-20 MPH over speed limit-Local
1 LOP - Limitations on passing
1 SL1 - 1-10 MPH Over speed limit
10 SL2 - 11-20 MPH Over speed limit
9 VNI - Vehicle not inspected within 15 days of VT registration

Total Ticket/Warnings: 69

Incident Reports: None for FY 18

The Washington County Sheriff's Department will continue to work to keep your community a safe place to live.

Professionally,
W. Samuel Hill
Sheriff

Woodbury Fire Department Report

The Woodbury Volunteer Fire Department responded to 107 emergency calls in 2018. There were 80 calls in Woodbury. Of those, 44 were medical emergencies and 36 were fire / rescue. We responded to 25 fire/ rescue calls in Calais, and 2 mutual aid calls to assist our neighboring communities.

The calls break down as follows:

	Woodbury	Calais
Building Fires	6	2
Chimney Fires	3	2
Vehicle fire, motor home	1	0
Boat fire	1	0
Hazardous materials spill	1	0
Carbon monoxide	1	2
Fire alarms	1	5
Motor vehicle crashes	8	8
Medical emergency	44	2
Power lines down	2	1
Smoke in building	3	0
Propane leak in house	2	1
Illegal burning	1	1
Trees down in road	2	1
Service call	3	0

Mutual Aid was provided to:

Hardwick	1
East Montpelier	1

The fire department was active and busy this year. We experienced a sharp increase in the number of building fires. Of the eight building fires, three were intentionally set, and in two of those buildings, we discovered the remains of two individuals who were victims of homicide. This was a difficult call to deal with and took a very heavy toll on our members. I can't stress to you enough, that your

Woodbury Fire Department Report (continued)

fire rescue department is on the front lines of the opiate crisis. Our members are routinely exposed to the dangers associated with this in the form of the senseless acts of violence, overdoses, suicide and self-harm that we are called to remedy. Please be sure to share a kind word and a smile with our firefighters and EMT's, and thank them for their service.

We were excited to provide fire prevention programs at the local schools to teach our children to be fire safe. We held our annual open house, participated in Old Home Day, and our annual Halloween event at the firehouse. We are interested in keeping people informed about our calls as well as anything that could affect you, such as hazardous weather. We have a face book page that we update regularly. We will have a new web page that will go live in 2019!

We have completed our second year providing emergency medical first response to Woodbury and we feel the program has been a great success. Over the last year our members responded to forty four medical emergencies, and eight car crashes and have been able to provide life-saving care to our neighbors within five to seven minutes. This has been done with a negligible effect on the budget, a true value-added service. As of the end of 2018 we have 6 EMR's (Emergency Medical Responders). We have 7 members who are taking the EMT (Emergency Medical Technician) class which is over 200 hours. This will increase the level of emergency care we can provide. When completed we will have 8 EMT's, EMR's who can provide care in your time of need.

The budget overall is rising around 2.3% this year. This is primarily due to increases in the cost of dispatching (+10%), and insurance (+ 7.5%). Woodbury's portion for operating expenses will be increasing by \$539 and Calais will be increasing by \$2125.

This year we are proposing a new capital fund. The proposed fund, which is modeled after the highway equipment replacement fund (HERF), is intended to deal with our need to replace very expensive things like trucks, self-contained breathing apparatus (SCBA), thermal imaging cameras and our air monitoring meters. These items are very costly to purchase and expensive to maintain as they get older. We do not have a fund set up to pay for these items when they need to be replaced.

Woodbury Fire Department Report (continued)

In 2019 our SCBA will be 15 years old. This essential equipment was purchased in 2004 with grant funds. The United States Department of Transportation says all of the air cylinders, which contain the air we breathe, when we are in a hazardous environment, have to be replaced this year at an anticipated cost of \$20,000 to \$30,000. We do not have the funds to make this required change. We need to look forward in 5 or so years and plan to replace the SCBA units. They currently cost around \$8500 each so we will need to have \$120,000 for this when the time comes. Again, we do not have any funds for this.

A second, but equally important purpose for the proposed fund would be for apparatus replacement. Our fire apparatus fleet is old, with an average age of 15 years. This means our cost for maintenance is high, \$12,650 in 2018, and its reliability is low. Not ideal for an essential emergency service. Engine one, a 1998, and our rescue truck, a 1999, are 20 and 21 years old, and need to be replaced. There are no funds for this. The proposed fund would allow us to replace these vehicles in the next year, increasing reliability and reducing maintenance costs. Please help us provide this necessary service by supporting this new fund.

Space for our vehicles, training, and day to day operations continues to be a problem. The current fire station facilities are inadequate. Last February the Vermont State Employees Credit Union donated the former Aronson property to the fire department. The property had been listed for sale at \$94,000. We are very excited and thankful. We are taking a look at the site to see what can be done to build a new facility there. We look forward to seeing some movement on this in 2019. As always we will keep you informed when we have some answers.

I would like to thank you for the support that we have enjoyed. Our goal is to provide the best service possible to the community and to create safety for our members by having a properly staffed, equipped and trained fire-rescue department. Without your support, this would not be possible and for this we are truly thankful!

We have 17 active firefighters and 5 active members. Our dedicated staff of volunteers has worked hundreds of hours serving our communities between emergency calls, training and equipment maintenance. This is indeed a

Woodbury Fire Department Report (continued)

sacrifice that has reaped immeasurable benefits for people in their time of need. I would like to personally thank everyone who has given so selflessly of their time and energy to this worthy cause.

I would like to thank all of you have so generously donated to our annual fund raising campaign. As of the end of December we raised \$11,275 to offset the cost of Rescue 2. **Thank you!**

We need some new members! Our recruitment rate is at a trickle. We need volunteers to maintain the high level of service that you have come to expect. If you would like to find a way to serve your community and make a difference, we are always looking for new members, feel free to contact me if you would like more information on how you could help the fire department. We will provide all necessary equipment and training.

If you have any questions I may be reached at 802-917-1642 or email me at pcwoodbury@gmail.com.

Respectfully submitted,

Paul Cerutti

Fire Chief

Woodbury Volunteer Fire Department

Central Vermont Economic Development Corporation

PO Box 1439

Montpelier, VT 05601-1439

Toll Free: (888) 769-2957

Phone: (802) 223-4654

Website: www.cvedc.org



Central Vermont Economic Development Corporation continues to play an important role in addressing the needs of businesses in our community. By fostering entrepreneurs, supporting manufacturing, and assisting communities to plan and implement strategies, CVEDC is able to play a positive role in expanding the economic quality of life that supports this region.

While we continue to assist businesses with real estate, finance, and regulatory supports, CVEDC has significantly expanded our focus on workforce development. We are working to create collaborations that will lead to a qualified pool of skilled labor matched with high-wage jobs. Currently the growth of many businesses has been slowed or stalled due to a lack of candidates with the required skills. At the same time, we are searching to find ways to keep our youth living in Vermont. By engaging with students earlier and introducing them to the opportunities that exist within our community today through career exploration opportunities, we hope to help address the needs of businesses and the workforce that makes them successful. At the same time, we continue to work directly with businesses to upgrade and enhance their current workforce to meet the needs of tomorrow.

Each year we ask for support from the communities we serve through a request for funding. These monies are leveraged with State and Federal dollars, as well as revenue generated through private sector support, to provide significant business resources at no cost to current and future businesses.

This year CVEDC asks for your continued support with level funding of \$500.00. We appreciate your support in the past and look forward to continuing to work with you in the future to build a strong and vibrant regional economy.

600 Granger Road

Central Vermont Home Health and Hospice

Barre, VT 05641

(802) 223-1878

www.cvhhh.org



Central Vermont
Home Health & Hospice

Central Vermont Home Health & Hospice (CVHHH) is a 107 year-old full service, not-for-profit Visiting Nurse Association governed by a local voluntary Board of Directors. Serving the residents of 23 central Vermont towns in the comfort and privacy of their own homes, CVHHH is committed to providing high quality, medically-necessary home health and hospice care to all central Vermonters regardless of their ability to pay, geographic remoteness or complexity of health care needs. The agency also promotes the general welfare of local community members with long term care and health promotion activities including flu and pneumonia vaccinations, health screenings, foot care clinics, international travelers' health and caregiver support. In addition to direct patient care, our hospice program offers comprehensive bereavement services and volunteer training.

CVHHH Services to the Residents of Calais January – December, 2018

Program	# of Visits
Home Health Care	858
Hospice Care	79
Long Term Care	15
Maternal Child Health	28
Total Visits/Contacts	980
Total Patients	66
Total Admissions	82

Town funding will help to ensure that CVHHH provides services in Calais through 2019 and beyond.

Circle

(formerly Battered Women's Services and Shelter)

PO Box 652

Barre, VT 05641

24-Hour Toll-free Hotline: 1-877-543-9498



Fiscal Year 2018 has proven to be a year of development and progress for Circle. We have welcomed a number of new staff and board members to our organization; we have conducted a Safety Audit in collaboration with community partners so that together, we can address victim safety and offender accountability; we have continued to work with law enforcement to provide enhanced first response; and we have updated our existing materials and website so that they are more accessible to any individual in need of services. In addition, Circle advocates have also been very busy providing the following core services:

- ❖ Over the past year, staff and volunteer advocates responded to 5,781 hot line calls, an average of 481 calls per month.
- ❖ Shelter services were provided to 12 women and 9 children for a total of 2,869 bed nights.
- ❖ Our prevention school-based programs reached a total of 236 Washington County students through the 11 presentations held during this fiscal year.
- ❖ Circle provided community presentations to 220 people through the 12 presentations offered to in Washington County.
- ❖ Advocates provided support to 138 plaintiffs during Final Relief from Abuse Hearings, and assisted 139 individuals file for temporary orders.
- ❖ Circle offered 142 evening support groups, reaching a total of 43 women and children.
- ❖ 1,974 duplicated people received direct services from Circle, which are maintained by trained staff and volunteer advocates.
- ❖ Circle relies heavily on the vast support of its many dedicated volunteers; Board Members, Hotline Advocates, and Shelter Support have all contributed 9,278 hours to the work of Circle.

Our Services Include:

- ❖ Emergency Shelter for women and children fleeing domestic abuse

Circle (continued)

- ❖ Shelter Youth Program: available to children staying in shelter
- ❖ Toll free confidential 24-hour hotline (1-877-543-9498)
- ❖ Emergency, civil and criminal court advocacy
- ❖ Support groups
- ❖ Prevention education offered to schools throughout the county
- ❖ Educational presentations and trainings
- ❖ Information and referral: about domestic violence and community resources, as well as individualized advocacy and referral to social service, legal, employment, counseling, and housing options.

Friends of the Winooski River

PO Box 777

Montpelier, VT 05602

info@winooskiriver.org



Friends of the Winooski River is proud to report that we planted 1,800 trees and shrubs along Pekin Brook in Calais this year.

The Vermont Land Trust has conserved the former Armstrong family farm, and a new young family is now farming the land now the name Hoolie Flats Farm. Dozens of volunteers from Ben & Jerry's, National Life Group, Maplehill School, Vermont Land Trust, Friends of the Winooski River, and the Calais community turned out over three days to get the plants into the ground.

We were delighted to work just across the road from a stretch of stream that we had planted years earlier, and see the healthy buffer along the brook, supporting diverse wildlife.

We thank the Town of Calais for working with us toward a clean, healthy, resilient Winooski River watershed.

Good Beginnings of Central Vermont

174 River Street

Montpelier, VT 05602

info@goodbeginningscentralvt.org

www.goodbeginningscentralvt.org

802.595.7953



The mission of Good Beginnings is to bring community to families and their babies. Founded in 1991, we offer the following programs free-of-charge to any Central Vermont family with a new baby.

- ❖ **Postpartum Angel Family Support Program:** Trained community volunteers visit families weekly to provide respite, community connections, and hands-on help during the postpartum period. Any new parent in central VT is eligible, regardless of income or circumstance. During a typical visit, a Postpartum Angel may hold the baby, give attention to older siblings, offer baby wearing or infant soothing support, accompany parent to an appointment or on errands, or help the family access other resources. Through our In Loving Arms service, specially-trained volunteers provide “in-arms care” to babies boarding at Central Vermont Medical Center due to health issues.
- ❖ **The Nest Parent Drop-In Space:** Our cozy community space in Montpelier is open to the public Wednesdays through Fridays. Parents can drop in to nurse a baby or give older toddlers a break from running errands. Available are hot tea/coffee, age-appropriate toys and books, and a lending library of parenting resources. La Leche League volunteers are available monthly for breastfeeding support. Reduced price baby carriers are available for purchase. The Nest is also available for parent-organized meet-ups or peer support groups.
- ❖ **The Birthing Year Early Parenting Workshops:** Free two-hour workshops for parents-to-be, held at convenient locations around Central Vermont, covering a wide range of prenatal, childbirth and postpartum topics, including one workshop specifically for dads-to-be.
- ❖ **Assistance with Basic Needs:** Our Infant Carrier Program provides eligible families with a free baby carrier. Our Emergency Fund is available to assist families in crisis with financial needs.

Good Beginnings of Central Vermont

(continued)

How We've Helped Families in Central Vermont

- ❖ 253 families served (totaling 342 adults and 302 children) in FY17-18
- ❖ Our 60+ Postpartum Angel volunteers provided over 900 hours of respite, support, and community connections to 75 families
- ❖ 5 newborns boarding at the hospital were cuddled
- ❖ 15 families received free infant carriers and 5 families received a total of \$1252 in emergency funding to help with basic needs
- ❖ 114 families visited our Nest drop in space, representing 31 towns
- ❖ 38 families attended our Birthing Year early parenting workshops

How We've Helped Families in Calais in FY17-18

- ❖ A total of 3 families served (including 5 adults and 3 children)
- ❖ 20 hours of respite, support, and community connections to 2 families
- ❖ 1 family attended our early parenting workshops

Green Mountain Transit

Green Mountain Transit

15 Industrial Parkway

Burlington, VT 05401

802-864-2282

RideGMT.com



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

Green Mountain Transit (continued)

GMT provides essential medical and non-medical transportation service to those who qualify for Medicaid, Elderly and Disabled, non-Medicaid medical, human service and/or critical care funds. We offer individual coordinated services for those who qualify and are in need of scheduled rides through GMT volunteer drivers or special shuttle service.

In FY19, Calais residents were provided special transportation services, totaling 41 trips. Special services offered direct access to:

Medical treatment, meal site programs, prescription and shopping, social and daily services, radiation, chemo and dialysis treatments, VT Association for the Blind and Visually Impaired.

In FY18, total rural statewide GMT ridership was 335,115. This general public transportation ridership was in addition to Special Service ridership, (above). Calais residents have the opportunity to access the US2 Commuter in Marshfield which provides direct service to Montpelier with connections to Burlington, Waterbury, Northfield, Barre and Berlin.

FREE! Community Health Center in Plainfield Shuttle Service

GMT continues to operate the free Health Center in Plainfield Shuttle for weekly shuttle service to an affordable and multi-service federally qualified health care center. The Health Center in Plainfield Shuttle operates each Wednesday and Thursday and is available for service by calling GMT at 223-7287 at least 24 hours prior to service day.

Volunteer Driver Program

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

Green Up Vermont

P.O. Box 1191

Montpelier, Vermont 05601-1191

(802) 229-4586

greenup@greenupvermont.org

www.greenupvermont.org



Green Up Day marked its 48th Anniversary on May 5, 2018 with

22,700 volunteers participating and 225 tons of litter collected throughout the state. Always the first Saturday in May, Green Up Vermont is a nonprofit private organization that relies on your town's help to continue the annual tradition of cleaning up our roadways and waterways, while promoting civic pride. The tradition of Green Up Day began in 1970 by Governor Deane C. Davis and will celebrate its 50th Anniversary in May 2020.

Green Up Vermont also offers a statewide educational component for grades K-2 by providing free activity booklets to schools and hosts its annual student poster design and writing contests for grades K-12. To learn more please visit www.greenupvermont.org.

Support from cities and towns is an essential part of our budget, enabling us to cover 14% of our annual operating budget. All town residents benefit from clean roadsides! Funds help pay for administrative and program support, which includes over 55,000 Green Up trash bags, an educational component, and promotional outreach.

Seventy-five percent of Green Up Vermont's budget comes from corporate sponsors and individual donors. Individuals can donate to Green Up Vermont on Line 23 of the Vermont State Income Tax Form or anytime online at www.greenupvermont.org.

Keep in touch with Green Up Vermont news by joining our newsletter, liking us on Facebook, Instagram, and Twitter, and following our blog by visiting our website.

Save the dates: Green Up Day, May 4, 2019 and Celebrating 50th Anniversary, May 2, 2020. A Vermont tradition since 1970!

Kellogg-Hubbard Library

Since it was founded in 1894, the Kellogg-Hubbard Library has promoted literacy, culture and the free exchange of ideas. The library now offers over 70,000 books, CDs, and DVDs, 84 magazine subscriptions, 6 daily newspaper subscriptions, 14 public computers, internet access, outreach services, hundreds of programs for adults and children, and much more.



Today the library holds 70,631 items in its physical collection and provides access to 60 subscription databases and to a wealth of other online resources. While patrons borrowed only 300 e-books and e-audio books the first year we offered them over a decade ago, last year they borrowed 16,253 digital downloads. We subscribe to an online service, paying both a membership fee and a charge for each download, so our patrons have free access. Last year, patrons used our 14 public computers an average of 303 times per week, and those bringing their own devices used our wi-fi over 1,000 times a week. We continue to be one of the most visited and busy libraries in the state. Last year, our patron visits totaled 203,086 and patrons borrowed 278,896 items. That is, they borrowed 262,643 physical items and another 16,253 items electronically. We borrowed 2,555 books for our patrons through interlibrary loan.

Our Outreach program provides a self-service library branch at the Adamant Coop, with a volunteer bringing a new selection of books, DVDs and audio books every three weeks. Last year our volunteers made 41 daycare visits, read 71 books to children and lent 331 books. Volunteers also made occasional story time and craft visits to a few locations, including Calais Elementary School. Outreach also maintains a free book exchange at the East Calais General Store.

This year, although we received modest increases from all five towns, we still had a budget shortfall. We covered the gap between income and expenses by reducing our budget lines for both staff and administration; however, this also meant reducing the hours we are open—staying open two evenings instead of four and half days instead of full days on Saturday.

We live on a perpetually tight budget, which in the current year is \$913,926. The library receives 52% of its funding from taxpayers, with the largest part of that coming from Montpelier. Fundraising, donations, grants and earnings on the library's endowment, provide the other 48% of the library's revenue. We

Kellogg-Hubbard Library (continued)

are asking Calais voters to again approve \$27,132 (no increase) in support of the library. This is only 3.0% of the cost of running the library, and for that amount Calais residents get full access to one of Vermont's premier public libraries. Craig Line is your Calais representative to the Kellogg-Hubbard Library.

People's Health & Wellness Clinic

553 North Main Street Barre, VT 05641 479-1229	People's Health & Wellness Clinic has been providing primary health care and wellness education to uninsured and underinsured central Vermont residents since 1994. High quality medical, mental health, oral health, and bodywork services are provided at no cost to our patients. We also continue to provide extensive case management, referrals, and assistance enrolling in health insurance and financial assistance program.
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In calendar year 2018, People's Health & Wellness served 484 unduplicated individuals who came for 1,190 clinical visits, requiring 2,374 patient interactions. 180 of these patients were new to the clinic. We had 818 medical visits and 671 medical consults. 149 individuals came for 212 dental hygiene visits and 62 referrals to dentists for more advanced treatment. We provided 179 pharmaceutical samples, immunizations, and vouchers, and wrote hundreds more prescriptions.

Our services include screening all patients for eligibility in a variety of health insurance and financial assistance programs, such as Vermont Health Connect, Medicaid, Ladies First, and hospital patient financial assistance programs. 105 patients were assisted with enrollment in these programs.

Volunteer practitioners are the heart of our service model. In 2018, over 60 volunteers gave over \$95,000 worth of their time serving our patients. Over \$69,000 worth of pharmaceuticals, medical supplies, and other services were donated for our patients.

6 separate Calais residents sought our services in 2018, 5 of whom were new to the clinic. They required 9 separate patient interactions. They came for 3

People's Health & Wellness Clinic (continued)

medical visits and 6 dental visits. 1 patient received assistance enrolling in health insurance and 1 received tobacco cessation services.

As a federally-deemed free clinic, we cannot charge for services. We depend on grants, donations, and municipal funding. We are grateful to the voters of Calais for many years of support and are very pleased to be able to provide free and accessible healthcare to the central Vermont community. For additional information, please contact Rebecca Goldfinger-Fein, Executive Director, at 802-479-1229 or rebecca@phwcvt.org.

The Woodbury Calais Food Shelf & Joanne Eldred Elder Care Program

P.O. Box 142
Woodbury, Vermont 05681
472-6292

The Woodbury/Calais Food Shelf would like to thank Calais for their generous financial support. Currently, the Food Shelf serves 19 Calais monthly by providing vegetables, canned and packaged goods and meat including turkeys as well as USDA commodities.

Our 2019 request for \$380 covers the \$20 per client per year recommendation by the Food Bank. If we follow their recommendation that we provide individuals with $\frac{2}{3}$ of a pound of food each day, then our cost per day per client is \$0.056 or \$20 per year per client. This amount does not cover our expenses and we also rely on private donations to cover our costs.

During 2019 we will be open from 9 a.m. to 11 a.m. on the third Saturday each month and on Wednesday evening from 5:30 to 7 pm that follows our Saturday opening.

The Woodbury Calais Food Shelf & Joanne Eldred Elder Care Program (continued)

If you would like to donate food or money or have questions about the Food Shelf or have an emergency need for food, please call Carol Ray at 472-6292.

The Woodbury Calais Food Shelf is a non-profit community organization. It began as a project by students at the Woodbury Elementary School in 1995, the same year that we became members of the Vermont Foodbank. The Food Shelf is available to any resident of a funding town, regardless of income. We encourage use of the Food Shelf by anyone whenever there is a need. We offer a hand up, not a hand out. We are also a USDA food site, which means that we distribute monthly commodities supplied to us by the United States Department of Agriculture, to clients from across Washington County. An income eligibility requirement must be met prior to receiving USDA commodities. Following these income eligibility requirements, a family of four can make up to \$46,435 per year and qualify for USDA commodities.

We are funded by the towns of Calais, Woodbury and Cabot and by private donations. We appreciate being able to make a request for funds to the town of Calais and thank you for your continued sustaining support.

For Information and Assistance, call 229-9151

Washington County Youth Service Bureau/ Boys & Girls Club

24 Hours a Day - 7 Days a Week

www.wcysb.org



WCYSB mission is “To provide a wide range of innovative and effective programs that empower and enrich the lives of youth and families in Washington County, and to provide leadership and support to other youth programs throughout Vermont.”

During the past year (July 1, 2017 through June 30, 2018) the Washington County

Washington County Youth Service Bureau/ Boys & Girls Club (continued)

Youth Service Bureau/ Boys & Girls Club served 1,304 young people and families in Central Vermont.

Specifically, 6 youth and their families from Calais received services from the following programs:

The \$500 received from the Town of Calais represents a small fraction of the cost of the services provided by the Bureau. Most of the services provided to Calais residents have involved multiple sessions, were provided by certified or licensed counselors, and when needed, emergency temporary shelter included 24-hour supervision, meals, and transportation. The Washington County Youth Service Bureau is a private, non-profit, social service agency. All programs and services are funded by foundations, state and federal grants, Medicaid and other insurance, private donations, area towns, and fundraising activities.

While the above identifies the specific services delivered to residents in FY '18, the types of Bureau services accessed by Calais residents vary from year to year. Calais residents are eligible to participate in any of our community based programs as outlined below:

The following Bureau services are available to Calais residents:

- ❖ The Basement Teen Center (afterschool/school vacation drop-in center; prevention activities)
- ❖ Country Roads Crisis Services (individual youth & family counseling/emergency shelter)
- ❖ Healthy Youth Program (adolescent substance abuse treatment; family support)
- ❖ Transitional Living Program for Homeless Youth (housing & life skills development; ages 16-22)
- ❖ Youth Development Programs (supports youth in foster care; referrals via VT Dept. for Children & Families)
- ❖ Return House (housing & life skills supports; referrals from DOC)
- ❖ Annual Free Community Thanksgiving Dinner (sit-down meal and home deliveries).

2018 Town Meeting Minutes

Tuesday, March 6, 2018 at 9:30am at the Calais Elementary School

ARTICLE 1. To elect a Moderator for the ensuing year: The Treasurer presided over the election of a moderator. Denise Wheeler motioned to nominate Gus Seelig. The motion was seconded and unanimously approved.

The Moderator reviewed the rules and best practice for Town Meeting, according to Robert's Rules of Order, and thanked mic runners Sonny Colt and Avery Cochran. The Moderator announced that, without opposition, the order of Articles 19 and 20 would be switched; there was no opposition.

ARTICLE 2. To ask questions about the reports of town boards and officers: Barry Bernstein commented on the town budget, and on the report regarding WEC net metering; John Brabant responded regarding town budget.

ARTICLE 3. To elect the following Town officers from the floor:

Agent to Convey Real Estate: Denise Wheeler nominated Judy Fitch Robert for a 1-year term. Rose Pelchuck seconded. Denise Wheeler moved to close nominations and have the Clerk cast one ballot for Judy Fitch Robert; Clif Emmons seconded. The motion carried unanimously.

Law Agent: Denise Wheeler nominated Tina Bielenberg for a 1-year term; Rose Pelchuck seconded. Denise Wheeler moved to close nominations and have the Clerk cast one ballot for Tina Bielenberg; Clif Emmons seconded. The motion carried unanimously.

Grand Juror: Denise Wheeler nominated Tina Bielenberg for a 1-year term; Clif Emmons seconded. Denise Wheeler moved to close nominations and have the Clerk cast one ballot for Tina Bielenberg; Rose Pelchuck seconded. The motion carried unanimously.

Trustee of Public Funds: Rod Buck nominated Bill Russell for a 3-year term and Denise Wheeler seconded. Denise Wheeler moved to close nominations and have the Clerk cast one ballot for Bill Russell. Motion was seconded by Clif Emmons and carried unanimously.

Cemetery Commissioner: Fletcher Dean nominated Juanita Nunn for a 5-year term; it was seconded. Denise Wheeler motioned to close nominations and have the Clerk cast one ballot for Juanita Nunn. Motion was seconded and carried unanimously.

2018 Town Meeting Minutes (continued)

The Selectboard Chair introduced Sandra Ferver, the soon to be appointed Town Treasurer, thanked retiring Delinquent Tax Collector Nadine Martin, and expressed appreciation for retiring Town Treasurer Donna Fitch. Donna Fitch shared sentiments on her time serving the town.

ARTICLE 4. Shall the voters approve total highway and general fund expenditures of \$1,525,150 of which \$1,224,815 shall be raised by taxes and \$300,335 by non-tax revenue?

Barry Bernstein moved to approve this article, and it was seconded.

Craig Line inquired about the line items for liability insurance, sand, reappraisal fund, salaries, Conservation Fund's move from being an article to be a budget line item. Jack Russell inquired about why the Conservation Fund was doubled, and conversation included the Fund's past projects and current role in Memorial Hall. Larry Bush mentioned the handout on Conservation Commission activity. Art Edelstein and the Selectboard discussed road maintenance, trainings and climate change. Stephanie Kaplan identified the difference between the Conservation Fund and the Conservation Commission and spoke about the river corridor easement on the Pekin that runs through the Armstrong Farm. Barbara McAndrew asked for clarification on the Conservation Fund amounts. Barry Bernstein commented on WEC's perspective on weather and road conditions and his appreciation for working with the Road Commissioner.

The motion was called to question and voted; the article passed.

ARTICLE 5. Shall the voters appropriate \$27,132 for the Kellogg Hubbard Library for its operating expenses?

Craig Line motioned to move article five, it was seconded.

Craig is the Calais Representative on the Kellogg Hubbard Board of Trustees and explained that they are looking for an increase from \$16 to \$17 per household in Calais and compared this to other towns and statewide average. Gail Graham commented on the increasing funding of the Library over previous years. Andrea Serota and Erica Heilman commented in support of the Library as a community resource. Sue Cioffi asked Craig Line to provide information supporting the appropriation, and Craig itemized programs, services, circulation, resources, and membership details. Pat Finnie commented on his dislike of the method of voting to decide on Library funding. Caroline Morton thanked Craig for serving and suggested including the Library item in the budget in the future. Doug Lilley commented on items related to smartphones, library, and resources for battered

2018 Town Meeting Minutes (continued)

women.

Doug Lilley moved to reduce the expenditure by \$7,000; the motion was seconded.

Craig Line, Janet Pocorobba, Art Edelstein and Mercedes Pinon added to the vibrant discussion about the library.

A motion to call the question was seconded and carried. The moderator called for a vote on the proposed amendment. The amendment failed.

The original article was motioned for vote, and the article passed.

ARTICLE 6. Shall the voters appropriate \$49,000 for the operation and maintenance of the Town cemeteries?

The article was moved and seconded.

Cemetery Commissioner Fletcher Dean explained that statute requires the budget be separate from the Selectboard budget, and details on the Commission's efforts to bring cemeteries up to standard were shared. Rolf Mueller inquired about and Rod Buck, Trustee of Public Funds, discussed the endowment fund and current strategy. The Town Treasurer added fund goals for the Cemetery Commission and commented personally on the expenses of maintaining the cemeteries compared to in the past and suggested moving to a contracted position for cemetery maintenance. John Simanskas, Cemetery Commissioner, commented on the goal to get cemeteries to a position of requiring mowing only, and updated details on each cemetery in Calais. Stephanie Kaplan commented on the work of the Cemetery Commission in the recent past and improved appearance of the public space. Mary Alice Proffitt added sentiments on cemetery maintenance and supported the suggestion to contract for a lower cost for maintenance.

Jan Ohlsson motioned to call the question, was seconded and the vote carried. The Moderator called for a vote on the article. The article passed.

State Representative Janet Ancel addressed the meeting, presenting a State of Vermont Legislative Resolution honoring Donna Fitch for her lifetime and professional accomplishments as retiring Town Clerk and Treasurer of Calais. Representative Ancel updated the meeting with a report of her activities. The Moderator took questions for Rep. Ancel, which included discussions on challenges of dairy farmers and activities of the Agriculture Committee and comments of appreciation for Rep. Ancel's work on Act 68.

2018 Town Meeting Minutes (continued)

ARTICLE 7. Shall the voters appropriate the indicated sums as requested by the following organizations in Calais and the Central Vermont area, as follows:

Calais Community Connections \$1,000; Capstone Community Action \$300; Central Vermont Basic Education \$1,000; Central Vermont Council on Aging \$1,400; Central Vermont Development Corp \$500; Central Vermont Home Health and Hospice \$3,200; Central Vermont Memorial Civic Center \$800; Circle (Formerly Battered Women's Services & Shelter); \$700; Family Center of Washington County \$500; Friends of Winooski River \$300; Good Beginnings of Central Vermont \$300; Green Mountain Transit \$859; Greenup Vermont \$100; Home Share Now \$600; Montpelier Senior Center \$4,300; Old West Church \$100; Peoples Health and Wellness Clinic \$1,500; Sexual Assault Crisis Team \$200; Twin Valley Senior Center \$3,000; Vermont Association for the Blind \$650; Vermont Center for Independent Living; \$415; Washington County Diversion Program \$300; Washington County Youth Service Bureau \$500; Woodbury/Calais Foodshelf \$380; Washington County Mental Health Services \$1,400; TOTAL \$24,304

The Moderator shared that there is no longer a Town committee advising on the details of this article. The article was moved and seconded, and discussion ensued. Rick Winston discussed the increase in funding request for the MSAC, including the increased participation in the past year, and MSAC offerings in addition to classes.

Barry Bergstein moved to increase the VCIL line item from \$415 to \$800; the motion was seconded and passed.

Gail Graham inquired about the number of MSAC participants from Calais. Fletcher Dean shared his perspective from having served on the now-disbanded review committee.

Doug Lilley moved to amend the amount allocated for Circle from \$700 to \$7,000. The amendment was seconded, voted on, and defeated.

Tammy Leno moved to amend the amount for WCYSB from \$500 to \$2000. The motion was seconded. The amendment was voted on and defeated.

Doug Lilley moved to amend the amount for Circle from \$700 to \$4000. The amendment went to a yellow card vote. The amendment passed.

Paul Hannon stated his frustration with voting for amounts without more information on funding requests and proposed reinstating the committee advising on non-profit organizations requesting funding from the Town. Several people volunteered to be on this committee. Scott Robbins commented on non-profit

2018 Town Meeting Minutes (continued)

perspectives on the process of applying for town funding; the Treasurer advised how Calais has made it easier for non-profits to apply. Tammy Leno commented on opportunities for seniors within Calais.

The Moderator called for a vote on the original article, with amendments. The article passed.

ARTICLE 8. Shall the voters exempt from taxation real property of the Adamant Cooperative, Inc., for a period of five years, pursuant to 32 V.S.A. §3840?

A motion to pass the article was made, and seconded. Scott Thompson discussed the value of Adamant Coop to the town. A motion to call the question was seconded and carried. The Moderator called for a vote on the article. The article passed.

ARTICLE 9. Shall the voters authorize the Selectboard to borrow an amount not to exceed \$200,000, for a term not to exceed five years, for continued renovation of the Calais Town Hall?

Denise Wheeler moved the article, and it was seconded.

The Selectboard Chair outlined the municipal function of the building, as well as the modern needs for municipal services, year-round meeting space that is up to code, storage, community space, and discussed work done so far and limitations to utilizing the school. Artie Toulis commented on the community use of the space and the due diligence that the committee has exerted in pursuing grants and possibilities. Fees from community groups will generate additional income. Mercedes Pinon, Gail Graham, Rick Kehne and Warner Shedd spoke in support of the article. Betsy Parah inquired about the funding payback. Mack Gardner-Morse asked about effect on the project if a grant is not secured, and committee members and Selectboard discussed applying for more grants and meeting ADA needs. A motion to call the question was seconded and carried. The Moderator called for a vote on the article. The article passed.

ARTICLE 10: Shall the voters authorize payment of property taxes in two equal installments, with the first installment due on or before 4:00 p.m. 30 days after the tax bills are mailed, but not earlier than August 1, 2018, and the second installment due on or before 4:00 p.m. on November 15, 2018?

Denise Wheeler moved to pass this article; it was seconded. The article passed.

2018 Town Meeting Minutes (continued)

ARTICLE 11: Shall each property tax installment payment be made by delivery to the Treasurer by 4:00 p.m. on or before the due date or U.S. Postal Service postmark made on or before the due date?

The Article was moved and seconded, and the article passed.

ARTICLE 12. Shall interest in the amount of 0.5% per month or fraction thereof, be charged from the due date of each property tax installment?

The Article was moved and seconded, and the article passed.

ARTICLE 13: Shall the Town allow a grace period of 14 days after the due date of the second property tax installment payment, during which no delinquent tax penalty shall be charged?

The Article was moved and seconded. Mack Gardner-Morse inquired about the details of the grace period and the Treasurer clarified.

The Article was voted and passed.

ARTICLE 14: Shall the delinquent tax penalty be set at 4.5% of the total amount of the delinquent tax?

The Article was moved and seconded; the article passed.

ARTICLE 15: Shall the Town compensate the Collector of Delinquent Taxes by a salary, determined by the Selectboard, in lieu of compensation by the delinquent tax penalty?

The Article was moved and seconded. The Delinquent Tax Collector commented on the benefit of this article. Tammy Leno inquired on the amount of the salary, and the Selectboard pointed out the budgeted amount.

The article was voted on and the article passed.

ARTICLE 16. Shall the Town of Calais enter into a communications union district to be known as Central Vermont Internet, under the provisions of 30 V.S.A. Chapter 82?

The article was moved by Denise Wheeler and seconded by John Brabant. John Brabant discussed the details of the communications union. Judy Copa, Ginny Sassaman, Barry Bernstein and Tammy Leno asked clarifying questions which

2018 Town Meeting Minutes (continued)

the Selectboard discussed.

The Moderator called for a vote on the article. The article passed.

ARTICLE 17. Shall the Town of Calais appropriate \$31,448 to purchase a wood chipper contingent upon the receipt of \$10,000 in grant monies, for a total cost of \$41,448?

The article was moved by Denise Wheeler and seconded by Clif Emmons.

Donna Smyers inquired about sharing this equipment and the Selectboard discussed timing, competition for rentals, and woodchips being available to residents. Paul Hannon raised questions about the timing and length of time requirements for the chipper. Tammy Leno suggested donating wood that is in the road way. Mercedes Pinon expressed concerns regarding ongoing expenses of maintenance and storage. The Road Commissioner discussed the springtime branches in the roadway hitting the highway vehicles; the state closing of the stump dump and lack of places to put cut wood, and stated the department has space and maintenance resources; the equipment should last 20 years.

The Moderator called the question to end debate, and there was a yellow paper vote on whether to overrule the calling of the question by the moderator. The ruling was upheld, and the question was called.

The Moderator called to vote the question to end debate; it was defeated, and discussion continued.

Craig Line asked about use of surplus funds, and the Selectboard clarified. Doug Lilley raised questions on chipper training, certification and cost. The Treasurer commented about the source of funds.

Barry Bernstein moved to amend the article to appropriate the funds, subject to the availability of \$10,000 in grants, and to the maximum extent possible, be funded by town surplus funds. The motion was seconded.

Stephanie Kaplan motioned to amend the proposed amendment: The purchase of a chipper would only be approved if it comes out of a surplus fund, and taxes are not raised to pay for it. The Moderator pointed out that the amendment to the amendment takes away the discretion of the Selectboard; they would need to find the money in an existing fund. The amendment of the amendment was seconded, voted on, and was carried.

The amendment was then voted on and carried.

Paul Hannon raised questions regarding the size of the chipper. The Road Commissioner commented that the road crew currently cut firewood size logs

2018 Town Meeting Minutes (continued)

and leave it on the side of the road; the chipper is for rotten wood and brush. The Selectboard considered the reasons for the size of the machine discussed.

A motion was made to call the question, which was seconded and passed. The Moderator called for a vote on this article, as amended, and the article passed with the amendment.

ARTICLE 18. To transact any other non-binding business that may legally come before the meeting.

Wilson Hughes, Calais Animal Control Officer thanked residents for registering their animals. Rose Pelchuck acknowledged first time voters at the polls, and first time Town Meeting attendees; this is her 30th consecutive Town Meeting. Larry Bush thanked Gus Seelig for his role as Moderator. Janet Pocarobba announced that she is the new Green Up Day Coordinator, along with Jamie Moorby. David Shutz announced the lunch and fundraising benefitting the Town Hall renovation.

ARTICLE 19. Shall the voters adopt the following Calais Climate Resolution? Whereas extreme and erratic temperatures, increasingly severe storms, a rise in tick-borne diseases, and threats to farmers and maple sugarers clearly demonstrate that climate change is one of the most urgent problems facing our state, nation, and the world, and whereas the State of Vermont has a goal in the Comprehensive Energy Plan to achieve 90% of its energy from renewable sources by 2050, yet is making insufficient progress towards achieving that goal; Now, therefore, be it resolved:

1. That the Town urges the State of Vermont to:
 - a) Halt any new or expanded fossil fuel infrastructure, including but not limited to pipelines;
 - b) Firmly commit to at least 90% renewable energy for all people in Vermont, with firm interim deadlines; and,
 - c) Ensure that the transition to renewable energy is fair and equitable for all residents, with no harm to marginalized people, or rural communities.
2. That the Town will do our part to meet these demands by committing to efforts such as:
 - a) Protecting town lands from fossil fuel infrastructure, denying easements or agreements for any pipelines crossing town lands;
 - b) Weatherizing town buildings and schools;
 - c) Enlisting state support to install solar for town and school buildings;



2018 Town Meeting Minutes (continued)

d) Other initiatives to improve residents' quality of life while helping us reduce overall energy use.

The Article was moved by Ginny Sassaman. Ginny Sassaman commented regarding climate change and the bi-partisan nature of the resolution and the state of energy usage within Vermont. Barry Bernstein commented on his support of energy efficiency and his concerns with moving toward solar panels on Town buildings, trading one renewable energy for another. Larry Bush commented on his experiences with energy saving technologies.

Fletcher Dean motioned to amend the article to add the words "if appropriate" to item 2C; the motion was seconded and passed.

Tammy Leno added to the discussion on moving away from fossil fuels. John Rosenblum commented on the process of generating solar energy and selling it back to WEC.

The moderator called for a vote on Article 19 as amended. The article, as amended, passed.

The following Articles will be voted by Australian Ballot:

ARTICLE 20. To elect the following Town officers by Australian ballot:

Selectboard Member	3-year term
Selectboard Member	2-year term
Selectboard Member	2-year term
Elementary School Director	3-year term
Elementary School Director	2-year term
Union 32 Middle & High School Director	3-year term
Lister	3-year term

The meeting adjourned at 12:57 pm.

Respectfully Submitted,

Katie Lane-Karnas, Recording Secretary

Approved by the Selectboard at the 3/26/18 meeting

Dog Licenses & Rabies Clinics

The deadline for registering dogs is April Fool's Day, Monday, April 1, 2019 by 4 pm.

Fees:

- ❖ Neutered/Spayed dogs \$9.00
- ❖ Unneutered/unsprayed \$13.00
- ❖ After April 1, Late Fee: Add \$4.00

Puppies must be licensed by age six months. Even if your dog is old or sick, it must be registered. You may register by mail or in person at the office during regular business hours. Please provide a copy of your current rabies vaccination certificate (unless already on file) and a description of your dog, (name, age, color, breed, size). The office will give you dog tags and a license. The Animal Control Officer Wilson Hughes will follow up if you do not register your dog.

Affordable rabies vaccinations are available at local clinics. Call the East Montpelier Town Office at 223-3313, or the Hardwick Veterinary Clinic at 802-472-8400 for hours and fees for clinics.

Hardwick Veterinary Clinic at 64 N Main Street in Hardwick will be conducting its Rabies Clinics this Spring during the first four Saturday's in March (March 2, March 9, March 16, and March 23). The clinics will run from 8:30 am through 10:00 am. It will be \$20 for a Rabies Only Vaccine. No appointments are necessary. If you have any questions, please feel free to call at 802-472-8400 or email frontdesk@hardwickvet.com.

Trash & Recycling

Calais Transfer Station: Moscow Woods Road, East Calais
Saturdays, 8:00 am to 12:00 noon

Additional Recyclables Collection Center (ARCC):
540 North Main Street, Barre
Mon/Wed/Fri, 12:00 to 6:00 pm and
3rd Saturday of the month 9:00am to 1:00pm
www.cvswwmd.org or call 476-1900

Electronics Recycling: www.vtecycles.org or call
1-855-6ecycle

Hazardous Waste and Special Collections:
www.cvswwmd.org or call
229-9383

Fireworks Permits

To request a fireworks permit, contact the East Montpelier Fire Department (EMFD) at 225-6247, or stop by anytime during front office hours to pick up a permit application. Applications cannot be copied or reproduced and are good for only one show.

According to Vermont State Law, you must submit a signed application and a site map a minimum of 15 days in advance of a fireworks display. Any person not shooting the display on their own property must also show proof of permission from the land owner.

A site visit is typically made and the only officials authorized to sign fireworks permits are the EMFD Chief and the two Deputy Chiefs. Any permit not submitted 15 days in advance will not be approved.

For further information, contact the Vermont Department of Public Safety, Division of Fire Safety, 479-7561, <https://firesafety.vermont.gov/>

TOWN OF CALAIS

2018 SCHOOL DISTRICT REPORT



SCHOOL MEETING
TUESDAY, MARCH 5, 2019, 8:00 AM
CALAIS ELEMENTARY SCHOOL
TOWN MEETING TO FOLLOW

The 2017-2018 Audit was conducted by RHS Smith & Company, Certified Public Accountants. The audit report has raised no concerns of form or substance. A complete copy of the audit reports for Calais Elementary, U-32 and Washington Central Supervisory Union is available at both the Town Clerk's Office and the Calais Elementary School.



CALAIS TOWN SCHOOL DISTRICT WARNING

The legal voters of the Calais Town School District are hereby warned to meet at the Calais Elementary School in the Town of Calais on Tuesday, March 5, 2019 at 8:00 A.M. to act on the following:

- ARTICLE 1.** To elect a Moderator for the year ensuing.
- ARTICLE 2.** To hear and act upon the report of the Town School Directors.
- ARTICLE 3.** To transact any other business that may legally come before the meeting.
- ARTICLE 4.** To authorize the Board of School Directors to hold any audited fund balance as of June 30, 2019 in a reserve fund to be expended under the control and direction of the Board of School Directors for the purpose of operating the school.
- ARTICLE 5.** To authorize the Board of Directors to borrow money in anticipation of the receipt of revenues of the school year.

Article to be voted by Australian Ballot Polling Times – 7:00 A.M. Through 7:00 P.M.

- ARTICLE 6.** To elect the following School Directors by Australian ballot:

One (1) School Director	Two (2) Year Term
One (1) School Director	Three (3) Year Term

- ARTICLE 7.** Shall the voters of the school district approve the school board to expend \$1,970,738, which is the amount the school board has determined to be necessary for the ensuring fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$17,475 per equalized pupil. This projected spending per equalized pupil is 9.82% higher than spending for the current year.

A public hearing will be held at the Calais Elementary School on Monday, March 4, 2019 at 6:00 P.M. to provide information on articles to be voted by Australian ballot at Town Meeting.

The legal voters of Calais Town School District are further notified that voter qualification, registration, and absentee voting relative to said annual meeting shall be as provided in Section 553 of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.



SCHOOL DIRECTORS

Susanna Culver
Susanna Culver, Chair

Catherine Reed
Catherine Reed, Vice Chair

Richard Kehne
Richard Kehne, Clerk

Dorothy Naylor
Dorothy Naylor

Christopher Cadorette



Calais Elementary School

321 Lightening Ridge Rd. Plainfield, VT 05667
(802)454-7777 FAX (802)454-1580 www.calaisschool.org

CALAIS TOWN SCHOOL DISTRICT WARNING Minutes - Approved

3/6/2018, 8am Calais Elementary School

1. Call to Order - Judy Fitch Roberts called the meeting to order at 8:10 a.m. Board In attendance: Susanna Culver (Board Chair), Drew Lamb (Board), Katie Reed (Board), Dorothy Naylor (Board), Keith MacMartin (Board), Cat Fair (Principal), and Bill Kimball (Superintendent).

The legal voters of the Calais Town School District are hereby warned to meet at the Calais Elementary School in the Town of Calais on Tuesday, March 6, 2018 at 8:10 a.m.

Article 1: To elect a Moderator. Judy Fitch Roberts asked for nominations. A motion was made and seconded to elect Gus Seelig as Moderator. The motion carried unanimously. Gus Seelig reviewed rules for the meeting.

Article 2: To authorize the board of school directors to hold any audited fund balance as of June 30, 2018 in a reserve fund to be expended under the control and direction of the Board of School directors for the purpose of operating the school. - Moved and seconded. Gus Seelig asked for discussion. Mack Gardner Morse asked for clarification about the progress of Act 46 and the fund balance. Dot Naylor shared that on Thursday, March 8th, there would be a 30 minute meeting with the AOE to ask questions about the alternative governance structure (AGS) plan submitted. She said they had many AGS plans to review before they decided and a decision wouldn't be made until the summer. Dot said the board would post on Front Porch Forum when had an answer. Mack asked about carrying a big fund balance. Dot said there would be time to consider this before a merger happened. Katie Reed shared that the board was carefully planning, knowing that the Calais Elementary septic system was fragile and may need replacement. Gus called the question. Article 2 passed unanimously.

Article 3: To authorize the board of school Directors to borrow money in anticipation of the receipt of revenues for the school year. - Scott Thompson moved the question and Denise Wheeler seconded it. Gus asked for discussion. Gus called the question. Article 3 was approved.

Article 4: To transact any other business that may legally come before the meeting. Katie Reed, Vice Chair of the Calais Board presented how the budget was created, and Cat Fair, Principal presented highlights of what had been happening at Calais Elementary School, meeting the Student Learning Outcomes (SLOs) for WCSU which focuses the work of the teachers.



Katie Reed explained how the proposed budget was created. Three drafts were presented to the board in November, December and January. The proposed budget of \$1,904,291 was a reduction from the current year's budget in two ways: 1) in budget spending and also in equalized pupil spending.

Katie Reed explained that two-thirds of the budget was for staffing. She showed the breakdown of the budget comparing FY 17-18 and the proposed FY 18-19. The largest portion of the budget was in direct instruction. She explained that WCSU assessments have increased due to special education spending. WCSU changed their delivery service model to provide direct instruction through special educators and to reduce paraeducators. The budget has two full-time special educators contracted through central office.

The next slide showed major changes to the budget. Katie explained that there was a salary increase which was a result of negotiated contracts, a health care increase and a major reduction in staffing of \$191,000, from two reduced 2 paraeducator positions, and a reduction of classrooms from seven to six due to lower enrollment. FY 18-19 will have a combined K-1 classroom but Katie shared it was so hard to lose one full time teacher. The budget also reflected a .4 reduction in allied arts which includes music, library, PE and art.

There was an increase in non-salary items which included contracting two full time Special Educator teachers. There was also an increase in Pre-Kindergarten voucher payments and a small increase in transportation. There was a total reduction of \$75,000 and also a reduction in revenues of \$46,000 mostly in Special Education because our costs were lower. In the end, there were savings of \$29,000.

Enrollment was important in building the budget. Last year, Calais had 122 students. This year there are 126 students and it is projected that next year there will be 108, but numbers change between now and when school begins in the fall. Katie shared that WCSU had contracted with a company to study enrollment and had worked to project enrollment for the next 10 years by looking at birth rate, housing sales etc. Projected enrollment will continue to decrease, so there is a critical need for more young families to move to Calais.

Enrollment effects costs of equalized pupil. The Calais equalized pupil rate is lower because the board brought the budget down. Katie shared a slide comparing the equalized pupil rate between towns and the 6 schools. The budget was reduced by 3.82% yet there was a tax increase of 6.8 cents. Why? Katie explained there was a complicated tax formula. There were four factors which affect the tax rate including the CLA, state tax, property yield and the budgets of Calais and U-32. Katie explained that the impact on Calais will be a 6.8 cent increase or \$68 for \$100,000 of property value. Katie stressed that in Calais, 66% receive some kind of income sensitivity based on a sliding scale. Katie concluded by saying that the board worked hard to create the proposed budget to maintain quality in the school and

Barry Bernstein thanked Katie for the great presentation. He knew how hard the board worked on the budget and on the merger and he thanked them all.

Cat Fair presented a slide showing highlights which demonstrated much of work the school does to achieve SLOs for students. Cat shared a list of SLOs which are the core essential academics and transferable skills. She highlighted the group of volunteers at Calais Elementary including parents and community members who teach Four Winds curriculum which was aligned with the Next Generation science standards. She shared photos of the third and fourth grade students engaged in content area work and fun. Cat hoped people had a chance to walk in the halls to see the art work and creativity of the students. She shared about the winter art show and music concert.

Next, Cat showed slides of how students from K-6 have learned about different aspects of coding with Jill Abair, Librarian/Tech Integrationist. She highlighted the fall wellness hike, and fall and spring play. Gifts for Giving, a 17 year tradition started by retired art teacher Heidmarie Holmes Heiss, continued this year, and was an event where local artists and community members come to school to help students create gifts to give to their family. The tradition continued this year with the new art teacher. The next slides showed pictures of the Kindergarten engaged in learning about engineering.

Cat highlighted school celebrations and the five year PBis initiative in the SU which was a positive behavior intervention system. Students learned to be safe, be kind and to work hard. Calais has made adjustments this year to provide effective strategies and the kids had input. Next, she shared photos of PE and health instruction and shared that many young families are drawn to Calais because the board has prioritized having PE four days a week and health instruction one day a week. Cat shared pictures of Pre-Kindergarten kids engaging in their own version of Hands on Nature, led by Deb Cherington, who comes in twice a month and takes the kids on a little adventures in the building. The final slide showed the demonstration of hard work and artistic expression by new music teacher. Brad Olson, who began a new tradition of a winter concert. Cat concluded by stating that the purpose of Calais Elementary is to educate the children and have a safe and connected community.

Cindy Gardner Morse asked about math and literacy scores. Cat shared that in grades 4-6, ELA scores are doing well in comparison to the SU and state, but there was more work to do in math. By comparison, Calais was slightly above average but the school wanted to set a higher bar. Barry Bernstein asked about the costs of wood chips. Cat said the budget showed only an estimated figure based on trends.

Gus Seelig asked for other questions. Barry Bernstein asked for an update on the CO2 in classrooms. Katie Reed said it was a priority for the coming year to recheck the HVAC systems and airflow, gather data and if needed, make changes to the system. Gayle Rand commended the Calais School Board and Scott Thompson for all the hard work this past school year. Scott Thompson shared that now that Act 46 has moved on, the next big thing at U-32 will be to look at school start times. On March 26, at 6 pm at U-32 he invited everyone come to the meeting to



talk about this. In 2012, there were beginning steps in this direction, but it was met with resistance. Dot Naylor shared that she had posters about the meeting.

Gus Seelig shared that Articles 5 and 6 are on the ballot.

Drew Lamb spoke to recognize Chauntelle Eckhaus for her years of service on board. She was an extremely dedicated board member who served on committees and as Board Chair for several years through Act 46. In the tradition of Calais Elementary, the board presented Chauntelle with a bell and asked for a round of applause. Gus asked for a movement to adjourn. It was moved and seconded. All voted in favor. The meeting adjourned by consensus at 8:46 p.m.

Respectfully submitted,

Michele Tofel Murray
Board Recording Secretary



The school portion of Town Meeting will be held on Tuesday, March 5th, 2019 at 8:00am at the Calais Elementary School. We will be having an information meeting on Monday, March 4th, 2019 at 6:00pm also at the Calais Elementary School. We welcome and encourage you to attend both meetings to be better informed and to celebrate our students and school.

Ask anyone what Calais Elementary School means to them and you are likely to hear the words: family, support, respect and of course fun. We as a community have worked tirelessly throughout the years in an effort to make our school a unique and effective place of learning provided in a supportive environment. We continue to strive for better student outcomes for all students despite the many challenges that face us.

As we move forward into the next year we do not expect those challenges to be any less demanding of our time and resources. Act 46 consolidation, continued diminished enrollment and the ever changing school funding piece continue to be ever present in our quest for a balance with student outcomes and school excellence. What I have come to understand in my 13 years on this board is that a board that is comprised of dedicated, diverse and respectful members will be the most effective. I am pleased to say that I believe we have just that.

I would like to take a moment to express my deepest appreciation for the hard work and dedication of our staff and administrators. Our staff continues to put students first and focus on the betterment of our school. We so appreciate their commitment. Our principal, Catherine Fair is a force to be reckoned with. Her desire and drive are second to none. We are so lucky to have her. The support and guidance from our superintendent, Bill Kimball, is unparalleled. His dedication to a rich and complete education for all students is evident in all he does. The hours he puts in are superhuman. Thank you Cat and Bill for all that you do.

Please be assured that a rich and supportive teaching and learning environment for both staff and students that is also cost effective is our utmost concern.

Thank you for the support you provide now and throughout the year.

Respectfully,

Susanna T. Culver, Chair
Calais School Board

Letter from the Principal

I'm feeling so fortunate to be able to report out as principal of Calais Elementary for the fourth year! This is actually my 12th year serving the students of Calais and having been a student myself at Calais many moons ago...gives me the unique perspective of knowing just how incredibly special our school community is! Thank you for all the support we receive from our staff, students, families, and community members. You are what makes me feel lucky to work here every day.

The three strategic objectives of *Clear Learning Targets*, *Comprehensive and Balanced Assessment System*, and *High Quality Instruction and Interventions*, as part of the WCSU Implementation Plan, continue to be at the forefront of our work at WCSU. Teacher Professional Development time has focused on scoring and reporting student work through our new parent portal in Infinite Campus. In addition, we have set student achievement goals in both math and literacy for the first time this year, highlighting our commitment for continuous improvement in these areas. Teachers have had opportunities to participate in SU work together this year in the areas of allied arts, data collection and analysis, math and literacy instruction, and trauma transformed practices. At Calais we have focused on updating our approach to MTSS (multi-tiered systems of support) by improving our use of data to identify students who need additional supports and to inform future instruction.

As a Responsive Classroom school, we are dedicated to the philosophy that social and emotional learning is as important as our core content areas so our focus in the first six weeks of school is on building community and classrooms that feel safe, healthy, and promote a culture for learning. We have had a lot of success in building a positive school community in the start of school this year though there have been some moments where it has been clear we still have some work to do. This is not unexpected given the changes we went through last year with our PBIS (Positive Behavioral Interventions and Supports) system. We have established our school-wide expectations and boosted our universal use of PBIS at Calais. We are fortunate to have healthy partnerships with PBIS VT and systems within WCSU that support this work. Please know that our goal in promoting social emotional learning and setting limits around challenging behaviors is to ensure that our school feels safe, healthy and provides a culture for learning for ALL our students and we work hard to use trauma-informed approaches and restorative practices. Our supervisory union has continued this commitment to our work with Dave Melnick around trauma-informed approaches and I will take a graduate course this spring with Dave on Transforming Trauma: Helping Schools Become Healing Communities.

Our drama and sports program continues to be strong since we took on oversight a few years ago and is even stronger with the structure and leadership that comes from our athletic director, Candi Smith. We have finished our fall soccer season, are in the midst of basketball season and are exploring options for our spring musical. In January we plan to work with artist Gowri Savor for a "Rangoli Residency" highlighting: mindfulness, the artistry of math and science, place-based art, and the culture of southern India. We also have a number of incredible traditions at CES including our all-school hike; WCLT Music Day; Gifts for Giving in December; Winter Wellness, Field Day, and PTNO sponsored events like the Spaghetti Dinner, Bingo, and the artist in residence.

Respectfully submitted, Cat
Fair, CES Principal

Updated 1/14/2019

Calais Elementary enrollment & enrollment predictions

Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Actual 2017-18	Actual 2018-19	Projected 2019-20
3 year olds= 7	3 year olds= 9	3 year olds= 7	3 year olds= 6	3 year olds= 4	3 year olds= 8	3 year olds= 11	3 year olds= 8
4 year olds= 13	4 year olds= 9	4 year olds= 14	4 year olds= 7	4 year olds= 7	4 year olds= 4	4 year olds= 9	4 year olds= 11
Kindergarten= 17	Kindergarten= 16	Kindergarten= 13	Kindergarten= 16	Kindergarten= 10	Kindergarten= 6	Kindergarten= 5	Kindergarten= 10
Grade 1= 18	Grade 1= 13	Grade 1= 17	Grade 1= 12	Grade 1= 17	Grade 1= 13	Grade 1= 6	Grade 1= 5
Grade 2= 14	Grade 2= 17	Grade 2= 14	Grade 2= 18	Grade 2= 14	Grade 2= 15	Grade 2= 13	Grade 2= 6
Grade 3= 17	Grade 3= 13	Grade 3= 19	Grade 3= 14	Grade 3= 19	Grade 3= 18	Grade 3= 18	Grade 3= 13
Grade 4= 22	Grade 4= 17	Grade 4= 14	Grade 4= 19	Grade 4= 15	Grade 4= 20	Grade 4= 20	Grade 4= 18
Grade 5= 8	Grade 5= 22	Grade 5= 16	Grade 5= 17	Grade 5= 20	Grade 5= 14	Grade 5= 19	Grade 5= 20
Grade 6= 18	Grade 6= 8	Grade 6= 24	Grade 6= 17	Grade 6= 15	Grade 6= 24	Grade 6= 19	Grade 6= 20
Total = 134	Total = 124	Total = 138	Total = 126	Total = 121	Total = 122	Total = 120	Total = 111

CALAIS ELEMENTARY SCHOOL STAFF DIRECTORY 2018-19			
NAME	DEPARTMENT	FTE	EMAIL
Beauregard, Carolyn	Cook	1.0	cbeauregard@u32.org
Bohn, Jamie	Special Education Teacher	1.0 WCSU	jbohn@u32.org
Carpenter, Mary	Paraeducator	.50	mcarpenter@u32.org
Carpenter, Mary	Math Interventionist	.50	mcarpenter@u32.org
Creeden, Mary	SLP	.3	mcreeden@u32.org
Downing, Beth	Preschool Teacher	.84	edowning@u32.org
Ecklund, Cheryl	Grade 2 Teacher	1.0	cecklund@u32.org
Fair, Cat	Principal	1.0	cfair@u32.org
Fish, John	P. E. Teacher	.8	jfish@u32.org
Flaherty, Peter	Grade 6 Teacher	1.0	pflaherty@u32.org
Griffith, Darryl	Custodian	.30	dgriffith@u32.org
Hodgson, Lisa	Special Education Teacher	1.0 WCSU	lhodgson@u32.org
Hudson, Monie	Paraeducator	1.0	mhudson@u32.org
Langevin, MaryBeth	Guidance Counselor	.50	mlangevin@u32.org
Larrabee, Marcy	Literacy Interventionist	.50	malarrabee@u32.org
Levangie, Lisa	Grade 1/2 Teacher	1.0	llevangie@u32.org
Melekos, Maria	School Nurse	.5	mmelekos@u32.org
Middelton, Damien	Grade 5/6 Teacher	1.0	dmiddelton@u32.org
Mishkin, Samantha	Music Teacher	.40	sgelfon@u32.org
Morse, Alexandra	Art Teacher	.40	amorse@u32.org
Rob, Kate	Grade 4 Teacher	1.0	krob@u32.org
Rowell, Rich	Evening Custodian	1.0	
Rupp, Stacey	Library/Tech	1.0	srupp@u32.org
Savard, Sandy	Administrative Assistant	1.0	ssavard@u32.org
Tillinghast, Phyllis	Paraeducator	1.0	ptillinghast@u32.org
Tuller, Chris	Maintenance	1.0	ctuller@u32.org
Weller, Callie	Grade 3 Teacher	1.0	cweller@u32.org
Weston, Fran	Preschool Assistant	.34	fweston@u32.org

History of Enrollment and Staffing Changes

Year	Student population size (As of Oct. 1 of each year)	Staffing Changes
2007-2008	136	Increased physical education position by .4 FTE to provide mandatory health instruction along with additional physical education instruction
2008-2009	151	Added kindergarten teacher for one year; Added paraeducator for special education needs; Reduced .2 FTE kitchen staff (funded by private sources)
2009-2010	145	Included funding (\$6,000) to contract mandatory ELL (English Language Learners) instruction; Reduced 1 year kindergarten position
2010-2011	139	Reduced .5 FTE paraeducator; Reduced .2 FTE Technology Integrationist;
2011-2012	131	Increased Special Educator from .8 to 1.0 FTE; Increased paraeducator from .78 to 1.0 FTE; Increased SLP from .4 to .5 FTE; Increased Reading Specialist from .3 to .4 FTE (grant funded)
2012-2013	134	Increased kindergarten teacher from .8 to 1.0 FTE; Reduced one 5/6 teacher (leave of absence); Created one year .5 FTE math position to teach 4 th and 5 th grade math; Increased guidance from .4 to .6 FTE; Added 1.0 FTE one-on-one paraeducator; Added .14 FTE recess monitor; Added .4 FTE technology integrationist (grant funded); Increased SLP from .5 to .6 FTE to include Preschool
2013-2014	133	Eliminated 3.0 FTE of paraeducator time to create .6 FTE of additional special educator time to meet the needs of a larger caseload; Bring back 5/6 teacher; Eliminated .5 FTE math position; Increased nurse from .4 to .5 FTE; Reduced guidance from .6 to .5 FTE to accommodate district-wide needs; Reduced SLP from .6 to .4 FTE; Add back .77 FTE of paraeducator time to cover unanticipated student needs; Increased reading specialist from .4 to .5 FTE due to extra grant funds; Decreased preschool teacher from .72 to .5 FTE due to temporary combining of parts of EMES and CES preschool programs
2014-2015	134	Returned to .72 FTE preschool teacher as EMES preschool is again entirely separate; Returned to .6 FTE guidance as district needs changed; Added 1.0 FTE paraeducator to accommodate unanticipated student needs; Eliminated .28 FTE kitchen assistant due to budget constraints
2015-2016	127	Eliminated .6 FTE special education teacher in response to projected reduction in student needs; Decreased preschool teacher from .72 to .36 FTE and assistant from .6 to .34 FTE in response to low enrollment; Added .36 Math Interventionist for Tier 2 support; Eliminated .4 FTE Spanish teacher – retained half of funding for other cultural and language learning opportunities such as hosting an exchange teacher or artist-in-residence
2016-17	123	Decreased Operations & Maintenance staffing costs by \$10,000; Eliminated remaining .2 FTE Spanish teacher from budget. Added .5 paraeducator position for 1 year to accommodate student needs; increased Math Interventionist position from .36 to .5 FTE for increased Tier 2 support.
2017-18	121	Increased .3 FTE Evening Custodian; Decreased 3.0 FTE Paraeducators, Increased Special Education Teacher from 1.0 FTE to 2.0 FTE.
2018-19	120	Projected to Decrease 1.0 FTE Classroom Teacher; Decrease .4 FTE Allied Arts Teacher(s) based on reduced number of classrooms.
2019-2020	Projected 111	Projected to Decrease 1.0 FTE Classroom Teacher; Decrease .2 FTE Allied Arts Teacher(s) based on reduced number of classrooms.

Updated 1/14/2019

**Calais Elementary School Budget
Approved by Voters**

Year	Total Expenses	Percent Increase Over Previous Year	Net Percent Increase for Tax Calculation
2014-2015	\$1,980,384	3.27%	1.88%
2015-2016	\$2,013,965	1.70%	3.06%
2016-2017	\$2,058,287	2.20%	0.63%
2017-2018	\$1,979,978	-3.80%	3.47%
2018-2019	\$1,904,291	-3.82%	-1.48%
Requested 19-20	\$1,970,738	3.49%	1.35%

Town of Calais
Estimated Tax Calculations
As of January 23, 2019

These calculations assume Washington Central Supervisory Union NOT Washington Central Unified Union School District(WCUUSD)
 NOTE: Includes Calais Elementary and U32 Proposed Budgets to the WCUUSD Transition Board.

	Education Spending Per Eq Pupil	Property Yield	District Spei Adjustment	Equalized Pupils	TAX RATES:			
					Equalized Homestead	Actual Homestead	Equalized Nonresidential	Actual Nonresidential
Town Projected Budget 19-20 Budget 18-19	\$17,900	\$10,666	167.83%	238.61	\$1,678	\$1,739	\$1,580	\$1,637
	\$17,048	\$10,220	166.81%	240.01	\$1,668	\$1,693	\$1,580	\$1,604
	5.00%	4.36%		-0.58%				

Common of		Actual Homestead		Actual Nonresidential Tax Rate
Appraisal	Appraisal	Appraisal	Tax Rate	
FY13-14	97.69%		\$1,541	\$1,474
FY14-15	91.73%		\$1,739	\$1,652
FY15-16	92.43%		\$1,758	\$1,661
FY16-17	98.49%		\$1,636	\$1,559
FY17-18	98.48%		\$1,690	\$1,559
FY18-19	98.51%		\$1,693	\$1,604
FY19-20	96.53%		\$1,739	\$1,637
Local Tax Impact-Increase(Decrease)			\$0.046	\$0.033
Impact on a \$100,000 property			\$46	\$33

Education Spending Per Equalized Pupil		TAX RATES:		Current Common Appraised at 100%	
Amount Per Town	\$17,900	FY19-20	Level of Appraisal	Equalized	Total Tax Rate
Elementary	\$16,740	Elementary Tax Rate	\$0.026	\$0.715	\$0.741
U32	\$18,872	U32 Tax Rate	\$0.035	\$0.963	\$0.998
		TOTAL Tax Rate	\$0.060	\$1.678	\$1.739

****Note: the tax rate is allocated as follows:**

Calais Elementary School
Budget Changes For 2020 vs. 2019

	FinalTown Meeting	Entire Budget % Increase		
Negotiated Items & Staffing Changes				
Salary Increases	\$31,531	1.66%		
Health Insurance-Inflation @11.8% with current enrollment	\$24,609	1.29%		
Other Miscellaneous Benefits	\$928	0.05%		
Increases Required By Union Agreements	\$57,068	3.00%		
Other Payroll Changes:				
FY19-20				
Salary & Benefits-Loss of Title I CFG Grant Support	\$49,979	2.62%		
Salary & Benefits-Addl Cost-Music Staffing changes	\$13,407	0.70%		
Salary & Benefits-RIF-1.0 Professional Staff	-\$102,089	-5.36%		
Salary & Benefits-RIF-.20 Professional Staff-Specials	-\$14,825	-0.78%		
FY18-19				
Salary & Benefits-Addl Preschool Staffing	\$47,155	2.48%		
Salary & Benefits-Addl Cost-School-wide Personnel changes	\$13,421	0.70%		
Subtotal Salary And Benefits	\$64,116	3.37%	BUDGET FY2018-2019 \$1,258,417	BUDGET FY2019-2020 \$1,322,533
WCSU Assessments-Operations	-\$3,083	-0.16%		
WCSU Assessments-SPED	\$7,224	0.38%		
WCSU Assessment-Student Transportation Services	-\$1,810	-0.10%		
Subtotal Nonsalary Items	\$2,331	0.12%	BUDGET FY2018-2019 \$645,874	BUDGET FY2019-2020 \$648,205
Total Expense Change(A)	\$66,447	3.49%	\$1,904,291	\$1,970,738
Revenue Changes Related to Budget Increases & Other Revenues:				
Special Education Expense Reimbursement	\$2,635	0.14%		
Small School Grant-budget FY18-19	\$38,123	2.00%		
Subtotal Revenue Changes(B)	\$40,758	2.14%		
Net Impact on Taxes(A-B)**	\$25,689	1.35%		

**Calais Elementary School
Budget 2019-2020**

FinalTown Meeting

DESCRIPTION	ACTUAL 2018	BUDGET 2019	PROJECTED 2019	BUDGET 2020
REVENUES				
TUITION SCHOOL DISTRICT AND INDIVID	\$3,178	\$0	\$0	\$0
INVESTMENT EARNINGS INTEREST	\$24,863	\$20,010	\$18,499	\$20,010
MISCELLANEOUS INCOME-OTHER	\$17,516	\$3,095	\$3,095	\$3,095
EDUCATION SPENDING REVENUES	\$1,813,246	\$1,794,832	\$1,788,936	\$1,820,521
SMALL SCHOOLS GRANT	\$41,710	\$26,694	\$64,817	\$64,817
SPED EXPENDITURE REIMBURSEMENT	\$60,761	\$59,660	\$59,660	\$62,295
FUND BALANCE-USE	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$1,961,274	\$1,904,291	\$1,935,007	\$1,970,738

EXPENSES

INSTRUCTIONAL SERVICES

SALARIES-TEACHERS	\$547,419	\$491,146	\$498,783	\$472,014
SALARIES-PARAEDUCATOR	\$0	\$2,745	\$2,745	\$2,827
SALARIES-TEMPORARY-SUBSTITUTES	\$21,638	\$16,695	\$16,695	\$17,196
GROUP HEALTH BENEFITS & HRA	\$116,359	\$120,912	\$113,178	\$115,147
SOCIAL SECURITY CONTRIBUTIONS	\$41,616	\$37,584	\$38,136	\$36,100
MISCELLANEOUS BENEFITS	\$12,544	\$12,043	\$13,694	\$13,257
TUITION REIMBURSEMENT	\$8,574	\$14,000	\$14,000	\$14,000
PROFESSIONAL EDUCATION SVC	\$2,791	\$4,388	\$4,388	\$4,388
TUITION REFUND-PRIOR YEAR	\$292	\$0	\$0	\$0
TRAVEL	\$67	\$1,500	\$1,500	\$1,500
GENERAL SUPPLIES	\$12,782	\$14,300	\$14,300	\$14,300
BOOKS AND PERIODICALS	\$2,538	\$4,000	\$4,000	\$4,000
EQUIPMENT	\$2,387	\$0	\$0	\$0
DUES AND FEES	\$418	\$700	\$700	\$700
TOTAL INSTRUCTIONAL SERVICES	\$769,425	\$720,013	\$722,119	\$695,429

PRESCHOOL PROGRAM

SALARIES-TEACHERS	\$21,464	\$22,065	\$48,295	\$49,744
SALARIES-PARAEDUCATOR	\$8,709	\$8,302	\$19,369	\$19,950
SALARIES-TEMPORARY-SUBSTITUTES	\$0	\$0	\$0	\$0
GROUP HEALTH BENEFITS & HRA	\$486	\$5,846	\$12,543	\$13,599
SOCIAL SECURITY CONTRIBUTIONS	\$10,451	\$2,255	\$5,026	\$5,164
MISCELLANEOUS BENEFITS	\$2,764	\$608	\$998	\$1,281
TUITION REIMBURSEMENT	\$90	\$570	\$570	\$570
TUITION & SU SHARED SERVICES	\$12,712	\$21,339	\$21,339	\$21,339
GENERAL SUPPLIES	\$790	\$1,100	\$1,100	\$1,100
TOTAL PRESCHOOL PROGRAM	\$57,466	\$62,085	\$109,240	\$112,747

GUIDANCE SERVICES

SALARIES-TEACHERS	\$34,685	\$35,656	\$35,317	\$36,377
GROUP HEALTH BENEFITS & HRA	\$9,764	\$9,652	\$9,652	\$10,578
SOCIAL SECURITY CONTRIBUTIONS	\$2,653	\$2,596	\$2,570	\$2,635
MISCELLANEOUS BENEFITS	\$694	\$781	\$781	\$790
TUITION REIMBURSEMENT	\$113	\$650	\$650	\$650
GENERAL SUPPLIES	\$2	\$500	\$500	\$500
TOTAL GUIDANCE SERVICES	\$47,911	\$49,835	\$49,470	\$51,530

HEALTH SERVICES

SALARIES-TEACHERS	\$34,596	\$23,442	\$21,485	\$29,095
GROUP HEALTH BENEFITS & HRA	\$0	\$0	\$4,634	\$4,969
SOCIAL SECURITY CONTRIBUTIONS	\$2,647	\$1,793	\$1,596	\$2,173
MISCELLANEOUS BENEFITS	\$223	\$541	\$541	\$631
OTHER PROFESSIONAL SERVIC	\$0	\$200	\$200	\$200
GENERAL SUPPLIES	\$1,830	\$1,300	\$1,300	\$1,300
TOTAL HEALTH SERVICES	\$39,296	\$27,276	\$29,756	\$38,368

SCHOOL LIBRARY SERVICES

SALARIES-TEACHERS	\$30,686	\$26,287	\$31,177	\$32,113
GROUP HEALTH BENEFITS & HRA	\$11,685	\$10,012	\$8,548	\$9,302
SOCIAL SECURITY CONTRIBUTIONS	\$2,136	\$1,879	\$2,278	\$2,337
MISCELLANEOUS BENEFITS	\$705	\$667	\$747	\$793
TUITION REIMBURSEMENT	\$0	\$1,000	\$1,000	\$1,000

**Calais Elementary School
Budget 2019-2020**

FinalTown Meeting

DESCRIPTION	ACTUAL 2018	BUDGET 2019	PROJECTED 2019	BUDGET 2020
GENERAL SUPPLIES	\$1,111	\$600	\$600	\$600
BOOKS AND PERIODICALS	\$6,959	\$6,100	\$6,100	\$6,100
TOTAL SCHOOL LIBRARY SERVICES	\$53,282	\$46,545	\$50,450	\$52,245

INSTRUCTIONAL REL-TECHNOLOGY SERVICES

SALARIES-TEACHERS	\$20,457	\$15,773	\$20,785	\$21,408
GROUP HEALTH BENEFITS & HRA	\$7,790	\$6,151	\$5,699	\$6,201
SOCIAL SECURITY CONTRIBUTIONS	\$1,424	\$1,127	\$1,519	\$1,558
MISCELLANEOUS BENEFITS	\$423	\$358	\$439	\$482
TUITION REIMBURSEMENT	\$0	\$0	\$0	\$0
OTHER PROFESSIONAL SERVICES	\$0	\$250	\$250	\$250
REPAIRS & MAINTENANCE	\$56	\$500	\$500	\$500
RENTALS AND LEASES& REPAIR-COPIER	\$1,945	\$3,400	\$3,400	\$3,400
COMMUNICATION-INTERNET & TELEPHO	\$8,830	\$8,700	\$8,700	\$8,700
GENERAL SUPPLIES	\$1,747	\$2,500	\$2,500	\$2,500
COMPUTER SOFTWARE	\$243	\$1,000	\$1,000	\$1,000
EQUIPMENT	\$14,550	\$23,500	\$23,500	\$23,500
TOTAL INSTRUCTIONAL REL TECHNOLC	\$57,465	\$63,259	\$68,292	\$69,499

OFFICE OF SUPERINTENDENT

SUPERVISORY UN SERV-SUPT	\$147,636	\$153,527	\$153,527	\$150,444
TOTAL OFFICE OF SUPERINTENDENT	\$147,636	\$153,527	\$153,527	\$150,444

BOARD OF EDUCATION SVCS.

SALARIES-ADMINISTRATION	\$1,000	\$1,035	\$1,035	\$1,066
SALARIES-CLERICAL	\$1,200	\$707	\$707	\$728
SOCIAL SECURITY CONTRIBUTIONS	\$168	\$133	\$133	\$137
TUITION REIMBURSEMENT	\$32	\$0	\$0	\$0
OFFICIAL SVC TAX COLLECT.	\$2,300	\$2,300	\$2,300	\$2,300
OTHER PROF SVCS	\$0	\$0	\$0	\$0
LEGAL SERVICES	\$113	\$4,000	\$4,000	\$4,000
INSURANCE	\$5,801	\$6,461	\$6,461	\$6,461
COMMUNICATIONS	\$0	\$250	\$250	\$250
ADVERTISING	\$114	\$600	\$600	\$600
GENERAL SUPPLIES	\$541	\$800	\$800	\$800
DUES AND FEES	\$1,143	\$1,150	\$1,150	\$1,150
TOTAL BOARD OF EDUCATION SVCS.	\$12,412	\$17,436	\$17,436	\$17,492

OFFICE OF THE PRINCIPAL

SALARIES-ADMINISTRATION	\$82,910	\$85,397	\$85,066	\$87,618
SALARIES-CLERICAL	\$39,875	\$40,635	\$40,635	\$41,749
SALARIES-TEMPORARY-SUBS	\$848	\$5,099	\$5,099	\$5,252
GROUP HEALTH BENEFITS & HRA	\$7,303	\$7,469	\$7,469	\$8,138
SOCIAL SECURITY CONTRIBUTIONS	\$9,336	\$9,936	\$9,911	\$10,192
MISCELLANEOUS BENEFITS	\$4,658	\$5,308	\$5,308	\$5,427
TUITION REIMBURSEMENT	\$285	\$1,500	\$1,500	\$1,500
OTHER PROFESSIONAL SVCS	\$0	\$0	\$0	\$0
COMMUNICATIONS-POSTAGE	\$822	\$1,400	\$1,400	\$1,400
TRAVEL	\$623	\$500	\$500	\$500
GENERAL SUPPLIES	\$4,083	\$3,000	\$3,000	\$3,000
EQUIPMENT	\$0	\$0	\$0	\$0
DUES AND FEES	\$912	\$850	\$850	\$850
TOTAL OFFICE OF THE PRINCIPAL	\$151,655	\$161,094	\$160,738	\$165,626

INTEREST EXPENSE

INTEREST EXPENSE -REVENUE ANTIC. L	\$17,237	\$19,500	\$17,989	\$19,500
TOTAL INTEREST EXPENSE	\$17,237	\$19,500	\$17,989	\$19,500

OPERATION AND MAINT.PLANT

SALARIES-TECHNICAL/TRADES	\$110,340	\$104,621	\$105,147	\$108,091
SALARIES-TEMPORARY-SUBS	\$1,402	\$998	\$998	\$1,028
GROUP HEALTH BENEFITS & HRA	\$0	\$0	\$0	\$0
SOCIAL SECURITY CONTRIBUTIONS	\$8,548	\$8,082	\$8,120	\$8,348
MISCELLANEOUS BENEFITS	\$3,997	\$7,823	\$7,867	\$8,074

**Calais Elementary School
Budget 2019-2020**

FinalTown Meeting

DESCRIPTION	ACTUAL 2018	BUDGET 2019	PROJECTED 2019	BUDGET 2020
UTILITY SERVICES	\$3,359	\$2,600	\$2,600	\$2,600
CLEANING SERVICES	\$5,455	\$5,700	\$5,700	\$5,700
REPAIR AND MAINTENANCE SERVICES	\$24,751	\$18,240	\$18,240	\$18,240
TRAVEL	\$1,045	\$700	\$700	\$700
SERVICES PURCHASED-SU	\$44	\$6,872	\$6,872	\$6,872
GENERAL SUPPLIES	\$12,602	\$12,000	\$12,000	\$12,000
ELECTRICITY	\$17,029	\$18,690	\$18,690	\$18,690
OIL	\$2,639	\$5,980	\$5,980	\$5,980
OTHER ENERGY-WOOD CHIPS	\$8,463	\$9,629	\$9,629	\$9,629
EQUIPMENT	\$0	\$2,000	\$2,000	\$2,000
TOTAL OPERATION AND MAINT.PLANT	\$199,674	\$203,935	\$204,543	\$207,952
STUDENT TRANSPORTATION SV				
SU ASSESSMENTS	\$68,875	\$74,495	\$74,495	\$72,685
TOTAL STUDENT TRANSPORTATION SV	\$68,875	\$74,495	\$74,495	\$72,685
STUDENT TRANS-OTHER				
STUDENT TRANS-FIELD TRIPS	\$2,947	\$2,500	\$2,500	\$2,500
TOTAL STUDENT TRANS-OTHER	\$2,947	\$2,500	\$2,500	\$2,500
DEBT SERVICE				
REDEMPTION OF PRINCIPAL	\$0	\$0	\$0	\$0
INTEREST LONG TERM DEBT	\$0	\$0	\$0	\$0
TOTAL DEBT SERVICE	\$0	\$0	\$0	\$0
FUND TRANSFER OUT				
FUND TRANSFER-BUILDING IMPROV.	\$163,000	\$43,000	\$43,000	\$43,000
FUND TRANSFER-FOOD SERVICE	\$21,000	\$21,000	\$21,000	\$21,000
TOTAL TRANSFER TO OTHER FUNDS	\$184,000	\$64,000	\$64,000	\$64,000
INSTRUCTIONAL SVC-SP ED.				
SALARIES-TEACHERS	\$0	\$0	\$0	\$0
SALARIES-PARAEDUCATOR	\$65,562	\$68,847	\$68,857	\$70,818
SALARIES-TEMPORARY-SUBSTITUTES	\$3,850	\$776	\$776	\$799
GROUP HEALTH BENEFITS & HRA	\$26,851	\$26,427	\$26,427	\$28,908
SOCIAL SECURITY CONTRIBUTIONS	\$4,903	\$4,973	\$4,973	\$5,084
MISCELLANEOUS BENEFITS	\$7,334	\$5,512	\$5,512	\$5,632
TOTAL INSTRUCTIONAL SVC-SP ED.	\$108,500	\$106,535	\$106,545	\$111,241
SU ASSESSMENTS				
SU ASSESSMENTS	\$113,282	\$132,256	\$132,256	\$139,480
TOTAL SU ASSESSMENTS	\$113,282	\$132,256	\$132,256	\$139,480
ENGLISH LANGUAGE LEARNER				
SU SHARED SERVICES	\$5,352	\$0	\$0	\$0
TOTAL ENGLISH LANG LEARNER	\$5,352	\$0	\$0	\$0
TOTAL EXPENSES	\$2,036,415	\$1,904,291	\$1,963,356	\$1,970,738
	-4.47%	-10.67%	-3.59%	3.49%
NET PROFIT(LOSS)	-\$75,141	\$0	-\$28,349	\$0

WCSU Central Office Budget and Calais Elementary School Share

The Central Office budget is paid for by all the member schools, and appears in each school's budget. Each school's share is determined by its equalized pupils. Using the equalized pupils, the allocation for Calais Elementary School is 7.5% for FY2019-2020. The total assessment for Calais Elementary is \$362,609 which is an increase of \$2,331 over 2018-2019. The increase of \$2,331 represents a 0.12% increase to the Calais budget. The full budget detail is available from the WCSU Central Office.

Summary of Services Received From WCSU Central Office:

Function & Services (not an exclusive list): Calais share is \$150,444

Administration Services- SU leadership, planning & coordination; background checks; contract administration; legal issues; legislation; school quality standards; SU calendar; oversight of teacher and principal evaluation; new required accounting & software standards.

Curriculum Services- Curriculum planning, implementing and evaluating; technology integration; state and local assessments planning and results reporting; job-embedded professional development across the SU; grant writing.

Technology Services- Technology planning; supervision of tech staff; network administration and support; SU wide purchases; system development and implementation; and integration of technology into SU operations are included in this total.

Fiscal Services- Budget development for all schools; monthly financial reports; accounts payable, purchase orders; payroll and benefits; SU wide bidding; investments and loans; bus contract; oversight of audits, food services, Community Connections and all grants.

Student Special Services- Oversight, planning, implementation, tracking and funding of all students with disabilities PreK-12 plus homeschoolers, private school students and homeless students, special education summer programs and evaluation team are included in this total.

Preschool Administration- Planning, coordination and implementation of the preschool program, systems, practices and support for all schools; preparation for accreditation.

Special Education – All Special Education costs are included in the WCSU Budget (except paraeducators.) Calais share is \$139,480

**Calais Elementary School
Capital Budget Plan
As of January 23, 2019**

Description	Purchase Price	2018	2019	2020	2021	Beyond
PA system for the school	\$18,000					
Security system \$10,000	\$10,000					
Camera \$10,000	\$10,000					
Blinds \$3000	\$3,000					
Picnic tables \$3000	\$3,000		\$1,000			
Playgroud and Basketball Court	\$8,000	\$10,850				
Gym floor, \$30,000-\$65,000	\$65,000		\$65,000			
Doors, get them fixed one time capital	\$10,000					
Septic testing & system	\$5,000	\$78,103				
Paving	\$60,000			\$60,000		
Heating system	\$125,000				\$125,000	
Water heaters (\$6500)	\$6,500					\$6,500
Mixing valves for direct hot water to kitchen	\$3,000					
Piping, plumbing-ADA	\$75,000					\$75,000
Gutters	\$10,000					
Storm water drainage	\$10,000					\$10,000
HVAC report changes	\$10,000					\$10,000
LED Lighting interior	\$10,000					
LED Exterior	\$10,000		\$10,000			
Custodian sink	\$2,500					
Carpets	\$25,000	\$9,255	\$5,000	\$5,000	\$5,000	
Ceiling tile	\$12,500		\$2,500	\$2,500	\$2,500	
Building Improvements ADA Compliance		\$61,903				
Remove oil Tank/New tank install	\$10,000					\$10,000
Window replacement	\$75,000					\$75,000
Mixing valves	\$2,000					\$2,000
Playground Work	\$8,000					
Totals	\$586,500	\$160,111	\$83,500	\$67,500	\$132,500	\$188,500

Beginning Fund Balance

Budget Transfer
Additional Transfer Per BOD
Interest Income /Miscellaneous Income
Expenses-Per Projection Above
Projected Available Funds

\$192,615	\$75,504	\$35,759	\$11,617
\$43,000	\$43,000	\$43,000	\$43,000
\$0	\$0	\$0	\$0
\$0	\$755	\$358	\$116
(\$160,111)	(\$83,500)	(\$67,500)	(\$132,500)
\$75,504	\$35,759	\$11,617	-\$77,767

**CALAIS ELEMENTARY SCHOOL
FUND BALANCE HISTORY BY FISCAL YEAR**

Each year, the School Board builds what they believe to be a reasonable and balanced budget. A fund balance is sometimes generated. Over the past few years, the fund balance generated has been less than 2% of the operating budget.

It has been the practice of the board to retain 5% of the current operating budget in fund balance to address emergency/unexpected expenses that might arise in the coming year. The school can't operate a negative balance and unexpected events, such as building repairs or costs associated with a new student, do occur. A retention of 5% fund balance is a common practice throughout the state and beyond.

In past years, money from fund balance has sometimes been used to reduce the tax burden. However, less than 100% of this transfer is applied to local taxpayers. For example, in FY 2007, only 73% of the \$22,397 from the fund balance benefited local tax payers; the remaining 27% was distributed across the state. When we transfer fund balance money in excess of 5% of the operating budget to other funds (such as Capital improvement) we keep all of it. The School Board recommends this practice.

	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Beginning of the Year	\$163,161	\$181,901	\$241,001	\$288,464	\$238,844
Capital Improvement Trnfr	\$ 0	\$ 0	\$ 0	\$ 0	(\$120,000)
Used for Tax Reduction	\$(16,300)	\$(20,000)	\$(20,000)	\$(20,000)	\$ 0
Net Effect of Op. Budget	<u>\$35,040</u>	<u>\$ 79,100</u>	<u>\$67,463</u>	<u>\$(29,620)</u>	<u>\$44,859</u>
Subtotal of Effect By Year	\$18,740	\$59,100	\$47,463	\$(49,620)	\$(75,141)
End of Year	\$181,901	\$241,001	\$288,464	\$238,844	\$163,703

FY1718: Additional Transfer to Capital Fund.

FY1617: Additional Transfer to Capital Fund.

FY1516: Addl. Special Education Reimbursements & Special Education Expense Savings.

FY1415: Additional Special Education Reimbursements & Staff turnover and changes.

FY1314: Additional income from EMES Preschool Agreement & Special Education Reimbursements.

U-32 SCHOOL DISTRICT WARNING

The legal voters of the Union High School District No. 32 (“U-32”), a municipal corporation consisting of the Town School Districts of Berlin, Calais, East Montpelier, Middlesex, and Worcester, Vermont, are hereby notified and warned to meet in their respective towns on Tuesday, March 5, 2019, to vote by Australian ballot on Articles 1 through 2 as outlined below.

Polling Places and Times:

Berlin Elementary School in Berlin Corner – 10:00 AM - 7:00 PM

Calais Elementary School in Calais – 7:00 AM - 7:00 PM

East Montpelier Elementary School in East Montpelier – 7:00 AM – 7:00 PM

Rumney Memorial School in Middlesex – 7:00 AM – 7:00 PM

Doty Memorial School in Worcester – 10:00 AM – 7:00 PM

A public hearing will take place at U-32, Room 128/131 at 6:00 PM on March 4, 2019 to provide information on the articles to be voted by Australian Ballot at the municipalities’ respective Town Meetings on Tuesday, March 5, 2019.

The legal voters of U-32 are further notified that voter qualification, registration, and absentee voting relative to said annual meeting shall be as provided in Sections 553 and 706(u) of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

ARTICLE 1. To elect a Clerk for a term of one (1) year.

ARTICLE 2. To elect a Treasurer for a term of one (1) year.


ARTICLE 3. To fix the annual compensation of the Union School District officers.

Clerk	\$500.00
Directors	\$850.00 each
Chair	\$875.00
Treasurer	\$1,500.00

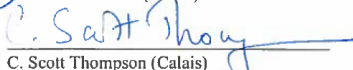

Mary Ormsby, Clerk

SCHOOL DIRECTORS

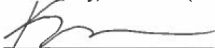

Adrienne Magida, Chair (Middlesex)



Carl Witke, Clerk (Worcester)


Jonathan Goddard (Berlin)


C. Scott Thompson (Calais)


Kari Bradley, Vice Chair (East Montpelier)


Karen Bradley, (East Montpelier)


George Gross (Berlin)

SUMMARY REPORT OF THE FINANCIAL CONDITION OF THE WASHINGTON CENTRAL SUPERVISORY UNION

Submitted to the board for the school districts of Berlin, Calais, East Montpelier, Middlesex, Worcester and U-32.

On behalf of the Board of Directors of the Washington Central Supervisory Union, I hereby submit the following summary report of the financial operations of the supervisory union.

For the year ending June 30, 2018, the Washington Central Supervisory Union operated on approved general fund and special education budgets totaling \$8,452,586. The supervisory union ended fiscal year 2018 with a \$594,483 reserved fund balance. This fund balance is reserved as follows: \$304,489 operations, \$0 special education, \$205,985 office equipment and technology, \$78,453 building capital fund and \$5,556 administrative fiscal agent fees.

For fiscal year 2019, the supervisory union budgets total \$8,914,555 and it is anticipated that the year will end in balance.

For fiscal year 2020, it is anticipated that the supervisory union budgets will total \$9,287,455 which consists of \$2,187,241 for operations and \$7,100,214 for special education and transportation services.

William Kimball
Superintendent of Schools

ATTENTION RESIDENTS OF BERLIN, CALAIS, EAST MONTPELIER, MIDDLESEX AND WORCESTER

Washington Central Supervisory Union (WCSU) offers special education services to eligible children three through twenty-one and early intervention for children birth to age three.

Eligible students with disabilities are entitled to receive a free, appropriate, public education.

WCSU may not be aware of all resident children and youth with a disability. If you know of a child who has a disability and is not in school, homeless, attending an independent school, enrolled in home study or not otherwise being educated at public expense, please notify us by contacting your local school principal or by calling or writing:

Kelly Bushey
Director of Special Services
Washington Central Supervisory Union
1130 Gallison Hill Road
Montpelier, VT 05602
802-229-0553 X 303

Washington Central Supervisory Union
Budget Summary

Final SU Board

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Budget	Increase (Decrease)
Revenues:					
SU Assessments	\$1,846,005	\$1,996,456	\$1,996,455	\$2,010,674	\$14,218
Earnings on Investments	\$13,672	\$7,600	\$7,600	\$12,600	\$5,000
Shared SU Services & Miscellaneous Income	\$125,664	\$62,711	\$140,771	\$150,439	\$87,728
SPED Reimbursements & SU Assessments	\$4,045,255	\$4,337,859	\$4,681,273	\$4,802,602	\$464,743
State Reimbursements-State Placed, 504 & Case Mgm	\$833,257	\$1,105,100	\$762,244	\$859,957	-\$245,143
Student Transportation Svcs-Reimbursement & Assess	\$1,364,700	\$1,404,829	\$1,489,594	\$1,451,183	\$46,354
Subtotal	\$8,228,553	\$8,914,555	\$9,077,937	\$9,287,455	\$372,900
Fund Balance Usage	\$15,000	\$0	\$0	\$0	\$0
Total Revenues	\$8,243,553	\$8,914,555	\$9,077,937	\$9,287,455	\$372,900

Expenditures:

Instruct Curriculum Services	\$125,217	\$218,924	\$287,875	\$253,501	\$34,577
Technology Services	\$592,798	\$690,000	\$690,000	\$667,552	-\$22,448
Superintendent's Office & Board Services	\$563,711	\$536,354	\$566,972	\$554,698	\$18,344
Preschool Administration	\$0	\$0	\$0	\$0	\$0
Fiscal Services	\$478,078	\$465,256	\$529,816	\$541,583	\$76,327
Operation and Maint Plant	\$20,865	\$24,760	\$24,758	\$24,907	\$147
Debt Service	\$0	\$0	\$0	\$0	\$0
Fund Transfers-Capital Building & Financial Software	\$138,350	\$145,000	\$145,000	\$145,000	\$0
Instructional Svcs-State Placed Students & Case Mgmt.	\$778,472	\$1,105,100	\$807,801	\$859,957	-\$245,143
Special Education Summer Program & Eval Team	\$238,377	\$330,157	\$269,717	\$288,957	-\$41,200
Special Area Admin. Services	\$191,807	\$204,692	\$204,798	\$210,957	\$6,265
School SPED Programs-(No Paraeducators)	\$3,638,733	\$3,789,482	\$4,157,125	\$4,289,160	\$499,678
Student Transportation Services	\$1,370,674	\$1,404,830	\$1,404,830	\$1,451,183	\$46,353
Total Expenditures	\$8,137,082	\$8,914,555	\$9,088,692	\$9,287,455	\$372,900
Fund Balance Increase(Decrease)	\$106,471	\$0	-\$10,755	\$0	\$0

WASHINGTON CENTRAL SUPERVISORY UNION

Superintendent's Office Report

January 18, 2019

I am pleased to have this opportunity to report on the educational and financial status of Washington Central Supervisory Union (WCSU). WCSU is comprised of Berlin, Calais, Doty, East Montpelier, and Rumney Elementary Schools, as well as U-32 Middle and High School.

As a supervisory union, our mission is:

Washington Central Supervisory Union exists to nurture inspire in all students the passion, creativity, and power to contribute to their local and global communities.

We do this by providing quality educational opportunities for the 1,500 students we serve in PreK through graduation and ensuring that we are preparing our students for their future. To meet these goals, we remain focused on: improving curriculum, instruction, assessment, and professional development; providing high-quality early education programs and special education services; providing transportation services; grant, and construction management; improving technology and financial services to our member schools; and recruiting and retaining high caliber staff. Below I have highlighted some of our work and accomplishments over the past year.

Governance Changes Due to Act 46

In June of 2015, Governor Peter Shumlin signed into law Act 46, which required school districts to examine their governance structures to meet five goals of increased equity of educational opportunities, support students in meeting the Education Quality Standards, maximize operational efficiencies, promote transparency and deliver education at a cost the parents, taxpayers and voters can afford. Since the summer of 2015, the boards in Washington Central have been discussing the direction for the supervisory union and how they will comply with Act 46.

During the winter of 2018, the boards elected to submit an alternative governance proposal for the consolidation of our governance system which would keep our six local boards intact. The Vermont State Board of Education reviewed our proposal and ultimately determined, on November 28, 2018, that the six boards in Washington Central will unify into one board. This new entity will be known as the *Washington Central Unified Union School District* (WCUUSD). During December, four of our boards choose to be party to a lawsuit that is appealing this ruling from the Board of Education.

As of the writing of this report, we are currently under the direction of the state board to move forward with a merged governance system that will take effect on July 1, 2019. This governance change will modify our election process for board members and budgets. Our current local school boards are responsible for the operations of our six schools until June 30, 2019; therefore, we need to keep the local boards constituted until December 31, 2019. To keep our local boards operational we will need to elect all open seats at Town Meeting this year (Please see the warning in this town report). Due to the state board's ruling, there will *not* be any budget vote at Town Meeting this year for either a local school budget or a WCUUSD budget.

In the state ruling of November 28, 2018, the Board of Education gave Washington Central default articles of agreement that require the creation of a transitional board. This transitional board has the responsibility to recommend a proposed budget to the newly merged board and publish how town members may run for the WCUUSD board, which will be made up of two representatives from each town.

Timeline

As of the publishing of this report, our critical dates are listed below. Please note that the district organizational meeting will be held in a Town Meeting style election; the floor will determine if our elections for board members and all other items will be done via an Australian ballot or in a district meeting. Please note that all dates in this report, besides the district meeting date, are being recommended to the boards by the superintendent and only the boards have authority to set these dates.

- February 19, 2019 – District Organizational Meeting
- April 2, 2019 – Possible elections for WCUUSD board membership
- May 7, 2019 – Possible WCUUSD budget vote

To keep up with the latest developments in the change of governance for our supervisory union, please either check out the Washington Central Act 46 website, contact a Washington Central school board member or e-mail act46@u32.org.

Contents in this School Report

Due to the state board ruling for the change in governance for Washington Central and postponement of our budget vote, this report will focus on the activities of the schools for this current year and the previous school year. You will see information on the audit of the fiscal year 2018, reports from the school board, principal and superintendent, list of staff and other current information. Once timelines are finalized, we will be providing information regarding the proposed budget and tax impact as we get closer to the budget vote for the fiscal year 2020.

Board Goals, Student Learning Outcomes, and Implementation Plan

As many of you know, in May of 2016, the boards created the WCSU Mission and Student Learning Outcomes (SLO) to define what we wanted all children to know and be able to do when they receive a U-32 diploma. The Washington Central Full Board tasked the Leadership Team of the supervisory union to develop an Implementation Plan to support each student in obtaining all the Student Learning Outcomes. The Leadership Team's Theory of Action for this plan is:

If we provide high-quality instruction and interventions that are responsive to learners' needs and interests, based on clear learning targets, and measured by a comprehensive and balanced assessment system, then we will close achievement gaps and ensure that all students achieve proficiency in our WCSU Student Learning Outcomes.

This past October, the six boards of Washington Central used their unified mission and Student Learning Outcomes (SLO) for our PreK – 12 school system to set a baseline for student performance in a Student Monitoring Report. We are starting to see some improvement in student achievement in some schools and grade levels that are focusing on providing a multi-tier system of supports for students. In these grade levels and classes we are seeing a closing of the achievement gap between students at risk and the overall population of children which is both exciting and motivating. The board has asked us to ensure that all students are meeting our SLO's.

Curriculum, Instruction, Assessment and Professional Development

Jen Miller-Arsenault, Director of Curriculum, Instruction, and Assessment, oversees curriculum, instruction, assessment, and professional development for our school system. Ms. Miller-Arsenault works with administrators and teachers throughout our schools to review student assessment results, provide ongoing professional development opportunities to improve teaching and learning, and coordinate curriculum development PreK-Graduation. This work is mainly robust as we continue our transition to a proficiency-based learning system.

Vermont's new Education Quality Standards went into effect in 2014. They call for all students to graduate under a proficiency-based system starting with this year's eleventh graders. Local school boards determine the proficiency-based graduation requirements. Our school boards responded by adopting our WCSU Student Learning Outcomes in May 2016. All of the work that Ms. Miller-Arsenault facilitates

regarding the five components of a proficiency-based system--curriculum, instruction, assessment, scoring, and reporting--is aligned to our Student Learning Outcomes and is a reflection of our community's values. Our Student Learning Outcomes are aligned to state and national standards as well.

As mentioned last year, our teachers play an integral role in articulating our expectations for students. In so doing, they ensure that the expectations for students progress coherently from one grade level or grade level cluster to the next. This year we have focused primarily on our reporting practices and our communication in an effort to ensure that both students and families are clear about our expectations for students and get feedback about their current performance and next steps in learning. We also continuously examine our practices in instruction and assessment in service to our students.

Early Education Programs

Helping our youngest learners to be ready for kindergarten is an essential step in assuring school success. Each of our five WCSU elementary schools has a pre-kindergarten program that serves three- and four-year-olds from their towns for 10 hours per week. All of the programs have met high STARS quality scores. WCSU currently serves 105 students in our pre-kindergarten programs. These programs are funded by a combination of funds from the local school budget and state supports.

Additionally, we are fully implementing Act 166, Vermont's universal pre-kindergarten law. Act 166 is designed to provide access to high-quality pre-kindergarten for all students. Across our five towns, 41 students are enrolled in 16 private, pre-qualified programs.

WCSU continues to provide programs and supports for our pre-kindergarten children with disabilities. We also partner with organizations that support children from birth to three years who have disabilities in order to ensure a smooth transition to our school system. This year we have experienced a significant increase in the number of PreK students eligible for services.

Special Services

Kelly Bushey continues as our Director of Special Services, working closely with administrators and case managers to oversee the continuum of services and supports for approximately 260 students (up from 230 last year due in part to an influx of eligible PreK students) with disabilities ages birth to 22, assuring compliance with state and federal laws. This work includes managing contracted services and oversight of state placed students, as well as out of district placements.

Throughout the current school year, Ms. Bushey has been leading the work related to Trauma Informed Practices across all of our schools. From securing grant funding, leading professional development opportunities, coordinating with outside agency partners in providing professional development, to supporting teams of professionals around specific students, Ms. Bushey has been a champion in this work. The behavior data across our schools is starting to show the change and growth in our capacity to support all students in the general education classroom.

As mentioned in last year's town report, Ms. Bushey has been working with outside agency partners to improve on the ways to provide supports and services to students and families across our system. The alternative program that was in the creation stages last year at this time is now well underway. We are serving a few more students in the program than we had initially planned to in year one. The students in the program have given it the name of Zenith. Students are attending to academics each morning and therapeutic supports in the afternoon. We have been working to transition students from outside placements back to the U-32 campus, as well as meet the needs of students that would have otherwise needed to be placed in an alternative setting. There are also students that are already participating in classes in the U-32 building. The program continues to be a work in progress and Ms. Bushey meets with the staff of the program on a weekly basis - monitoring student progress and providing oversight to the financial aspect of the program.

This is the first year that we have a “POD” contract with Washington County Mental Health. This contract includes eight Behavior Interventionists, a Board Certified Behavior Analyst (BCBA) and a Case Manager. This partnership is showing to be incredibly supportive to our schools, students, and families.

As we move into the next school year, Ms. Bushey will be working with the Vermont Council of Special Education Administrators and the Vermont Agency of Education to support our transition to the new special education funding law (Act 173). Beginning in FY20, the way in which the state provides funding to school districts for special education services is changing from a reimbursement model to a block grant. This will allow for more flexibility in meeting the needs of all children. Ms. Bushey will be focusing her learning on this throughout the coming months to support the supervisory union in making this change.

Technology

Keith MacMartin joined the Technology Department as the new Technology Coordinator in October. The Technology Department is focusing on security and improving the efficiency of IT operations, in order to have more time to provide services to students and staff. Our student information system, Infinite Campus (IC), was moved from an on premise installation to a hosted installation, providing additional security and a dedicated support team. Progress has been made on our E-911 compliance, and we are anticipating compliance at all schools by early March. We continue to support our Google environment and the one-to-one Chromebook initiative, providing a device for all students in grades 3 through 12. This integrated environment, along with other software, allows us to serve the needs of student learning through the integration of technology in the classroom.

Fiscal Services

Lori Bibeau, the Business Administrator, manages and oversees all WCSU fiscal and business operations. Last year, the total funds processed through WCSU, including school budgets, grants, food programs, capital improvement funds and construction projects, totaled \$40.4 million. As required by law, each year WCSU conducts an outside audit of all schools, central office, and fiscal operations. Annually, we receive accolades for our outstanding fiscal operations with either no or only minor audit findings.

For the past several years, most of our budgets have shown modest level or below level increases. In developing budgets for FY20, each school board looked carefully at their per-pupil costs, reduced some staffing and found other areas where they could cut costs while continuing to meet the needs of our students. WCSU continues to look at ways to enhance efficiencies across the supervisory union and to collaborate with neighboring schools.

High-Quality Staff and Parent and Community Involvement

Credit for the many accomplishments of our supervisory union goes to the efforts and commitment of our outstanding professional and support staff, as well as to our Leadership Team.

Parent and community involvement is vital to quality schools and school improvement. I ask each of you to be involved in supporting the education systems in all of our five towns. Our schools are fortunate to have so many parents, community and board members involved in the education of our students. On behalf of the students and staff, I wish to thank you for the continued support of our schools and students.

Respectfully submitted,
William Kimball
Superintendent of Schools