

TOWN OF HIGHGATE VERMONT

2016

ANNUAL REPORTS



*Town Report
Dedication*

2016

Shirley Fecteau

The Town of Highgate has been blessed for nearly 30 years with the knowledge, friendship and wisdom of Shirley Fecteau. Shirley has served our town in many roles over the years with a great sense of humor, dedication to her job, and most of all a sincere love and admiration for the Town of Highgate. The list of her contributions is vast and includes; Planning Commission, Zoning Board of Adjustment, Interim Zoning Administrator, Lister, Assessor, Office Cleaning Staff, Town Park Maintenance, Election Official and Justice of the Peace. With her decision to officially retire, she and her husband, Butch, will travel the country, spending long overdue time with family and friends. We wish you well, Shirley, and THANK YOU!!!!



Your friendship is a special gift, generously given, happily accepted and deeply appreciated!

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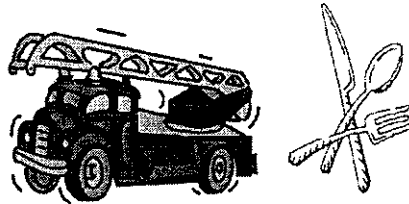
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Town Meeting Luncheon

March 7, 2017

Lunch will be available to purchase
(\$7.00 per person) and will be hosted by the
HIGHGATE VOLUNTEER FIRE DEPARTMENT



- *Chicken & Biscuits*
- *Coleslaw*
- *Carrot cake w/ cream cheese frosting*
- *Drink*

Please stop by for a great meal and support the Fire Department. Thank you ☺



We want you!
Involved
unteer



The Mission of the Highgate Fire Auxiliary is to SHARE

Support the Fire Department during times of emergency by providing food and supplies for large fires or natural disasters, as well as helping the Fire Department personnel and their families during times of loss or need.

Honor the service and sacrifice of Firefighters and their families.

Assist the Fire Department in raising funds for equipment and community awareness by holding events and activities.

Represent the Fire Department at community functions and events.

Encourage community support of the Highgate Volunteer Fire Department and it's members.

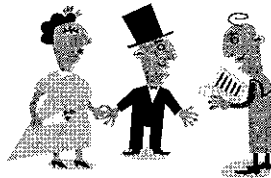
Supporting our Firefighters and giving back to our Community

The Highgate Fire Auxiliary is open to any community member who wishes to join us!

If you would like to get involved in the Highgate Fire Auxiliary, Please contact:

Christine Depatie at depatiejc@gmail.com or Liza L. Comiskey at 866-3970 or lcomiskey@highgatevt.org

Highgate Justices of the Peace



Effective February 1, 2017

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

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

Patricia Rainville
4582 Gore Rd.
Highgate Center, VT 05459
802-868-4703

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

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

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

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

TOWN OF HIGHGATE VT
APPROVED MONTHLY MEETING SCHEDULE
2017

- **Selectboard** – meetings start @ 7pm
- **Development Review Board** – meetings start @ 6pm
- **Planning Commission** – meetings start @ 6pm

MONTH	APPLY BY DATE	SELECTBOARD	DRB	PLANNING
JAN. 2017	SLB – Dec. 30 & Jan. 13 DRB – Dec. 23 PC – Dec. 30	Jan. 5 & 19	Jan. 12	Jan. 17
FEB. 2017	SLB – Jan. 27 & Feb. 10 DRB – Jan. 23 PC – Feb. 3	Feb. 2 & 16	Feb. 9	Feb. 21
MAR. 2017	SLB – Feb. 24 & Mar. 10 DRB – Feb. 20 PC – Feb. 26	Mar. 2 & 16	Mar. 9	Mar. 21
APR. 2017	SLB – Mar. 31 & Apr. 14 DRB – Mar. 27 PC – Mar. 31	Apr. 6 & 20	Apr. 13	Apr. 18
MAY 2017	SLB – Apr. 28 & May 12 DRB – Apr. 24 PC – Apr. 28	May 4 & 18	May 11	May 16
JUNE 2017	SLB – May 26 & June 9 DRB – May 22 PC – June 2	June 1 & 15	June 8	June 20
JULY 2017	SLB – June 30 & July 14 DRB – June 26 PC – June 30	July 6 & 20	July 13	July 18
AUG. 2017	SLB – July 28 & Aug. 11 DRB – July 24 PC – July 28	Aug. 3 & 17	Aug. 10	Aug. 15
SEPT. 2017	SLB – Sept. 1 & Sept. 15 DRB – Aug. 28 PC – Sept. 1	Sept. 7 & 21	Sept. 14	Sept. 19
OCT. 2017	SLB – Sept. 29 & Oct. 13 DRB – Sept. 25 PC – Nov. 3	Oct. 5 & 19	Oct. 12	Oct. 17
NOV. 2017	SLB – Oct. 27 & Nov. 9 DRB – Oct. 23 PC – Oct. 28	Nov. 2 & 16	Nov. 9	Nov. 21
DEC. 2017	SLB – Dec. 1 & Dec. 15 DRB – Nov. 27 PC – Dec. 1	Dec. 7 & 21	Dec. 14	Dec. 19
JAN. 2018	SLB – Dec. 29 & Jan. 12 DRB – Dec. 22 PC – Dec. 29	Jan. 4 & 18	Jan. 11	Jan. 16

Phone: 802-868-4697

Fax: 802-868-3064

www.highgatevt.org

Town of Highgate Municipal Offices – located @ 2996 VT Route 78, Highgate Center VT

ADMINISTRATIVE OFFICIALS

Wendi Dusablon, Town Clerk	<i>Term expires March 2019</i>
Shelley Laroche, Town Treasurer	<i>Term expires March 2019</i>
Kyle Lothian, Town Moderator	<i>Term expires March 2017</i>
Jeff Towle, Town Agent	<i>Term expires March 2017</i>

APPOINTED OFFICIALS

Patrick Loyer, Tree Warden	<i>Term expires March 2017</i>
David Desorcie, Fire Warden	<i>Term expires June 2021</i>
Vonnie Lamotte, Animal Control Officer	<i>Term expires March 2017</i>
Jeff Towle, Health Officer	<i>Term expires June 2018</i>
Ben Lowell, Deputy Health Officer	<i>Term expires March 2017</i>
Ben Lowell, Constable	<i>Term expires March 2018</i>
Ben Lowell, NWSWD Representative	<i>Term expires March 2017</i>
Heidi Britch-Valenta, Zoning Administrator	<i>Term expires March 2019</i>
Richard Noel, Transportation Advisory Comm.	<i>Term expires March 2017</i>
Jeff Towle, Clean Water Advisory Comm.	<i>Term expires March 2017</i>
Shelley Laroche, Delinquent Tax Collector	<i>Term expires March 2017</i>

SELECTBOARD

Christopher Yates, Chair	<i>Term expires March 2017</i>
Sharon Bousquet, Vice Chair	<i>Term expires March 2017</i>
Bruce Butler, Member	<i>Term expires March 2017</i>
Randy Connelly, Member	<i>Term expires March 2018</i>
Joshua LaRocque, Member	<i>Term expires March 2018</i>

BOARD OF LISTERS

Peter St. Germain, Lister	<i>Term expires March 2018</i>
Aimee Reynolds, Lister	<i>Term expires March 2019</i>

CEMETERY COMMISSIONERS

Charles T. Nye, Commissioner	<i>Term expires March 2017</i>
Philip Brosseau, Commissioner	<i>Term expires March 2018</i>
Keith Ploof, Commissioner	<i>Term expires March 2019</i>
Dennis Nolan, Commissioner	<i>Term expires March 2020</i>
Kevin Spears, Chair	<i>Term expires March 2021</i>

NORTHWEST REGIONAL PLANNING COMMISSION (appointed)

Richard Noel, Member	<i>Term expires March 2017</i>
Shawn Neill, Member	<i>Term expires March 2017</i>

DEVELOPMENT REVIEW BOARD (appointed)

Richard Trombley, **Chair**

Term expires March 2017

Tim Reynolds, **Vice Chair**

Term expires March 2017

Scott Martin, **Member**

Term expires March 2018

Julie Rice, **Member**

Term expires March 2019

Woodbury Rouse Jr, **Member**

Term expires March 2019

PLANNING COMMISSION (appointed)

Larry Simmons, **Member**

Term expires March 2017

Barbara Chevalier, **Member**

Term expires March 2018

Richard Wilkens, **Chair**

Term expires March 2019

Luc Dupuis, **Vice Chair**

Term expires March 2019

Bruce Ryan, **Member**

Term expires March 2019

JUSTICES OF THE PEACE

Claude Chevalier, **Justice**

Term expires February 2019

John Ferland, **Justice**

Term expires February 2019

Clarence Miller, **Justice**

Term expires February 2019

Anne Harper, **Justice**

Term expires February 2019

Connie Janes Beyor, **Justice**

Term expires February 2019

Dennis Nolan, **Justice**

Term expires February 2019

Patricia Rainville, **Justice**

Term expires February 2019

LIBRARY TRUSTEES

Meagan Gilmore, **Trustee**

Term expires March 2017

Virginia Holiman, **Trustee**

Term expires March 2018

Karen Fortin, **Chair**

Term expires March 2019

Becky Johnson, **Trustee**

Term expires March 2020

Rebecca Howrigan, **Trustee**

Term expires March 2021

TRUSTEES OF TRUST FUNDS

John Ferland, **Trustee**

Term expires March 2017

Evangeline LaRocque, **Trustee**

Term expires March 2018

Clarence Miller, **Trustee**

Term expires March 2019

PUBLIC WORKS DEPARTMENT

Patrick Loyer, Philip Brosseau, Wayne Trombley

TOWN ADMINISTRATOR

Heidi Britch-Valenta

TOWN OF HIGHGATE

Town Meeting Minutes

March 1, 2016

A. Call to Order & Roll Call

The meeting was called to order at 10:00am by Patrick McGovern, Town Moderator.

Highgate Selectboard Members: Jeff Towle - Chair; Christopher Yates - Vice Chair; Paulette Tatro; Randall Connelly; Diana O'Hara

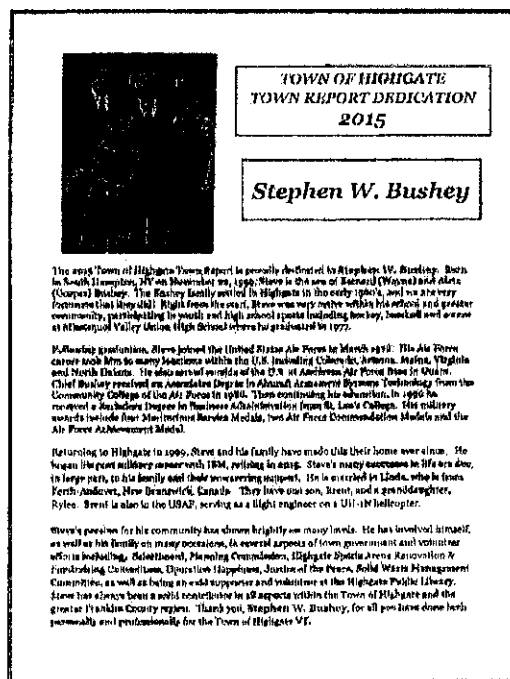
Highgate Staff: Heidi Britch-Valenta - Town Administrator; Shelley Laroche - Town Treasurer; Wendi Dusablon - Town Clerk; Patrick McGovern - Town Moderator

B. Moment of silence & Pledge of Allegiance

Pat McGovern asked everyone to stand for the Pledge of Allegiance, followed by a moment of silence.

C. Town Report Dedication Presentation

Paulette Tatro presented the 2015 Town of Highgate Town Report Dedication to Stephen W. Bushey. Steve stepped forward and Paulette read aloud from the dedication plaque. Steve has a long history of service and volunteer work in and around the Town of Highgate.



D. Vermont House of Representatives

Chuck Pearce and Steve Beyor were both present. It was approved by the body for them to speak, Steve is a resident of Highgate and Chuck is a resident of Richford. Chuck recognized there are big issues in Montpelier including a \$30 million dollar gap in the budget. Cuts and raising revenues are proposed to fill the gap. Chuck discussed the proposal for \$1 million dollars in funding for college savings plans to ensure that all Vermont children will receive \$250.00 to start a college savings plan. There is also \$9.9 million proposed to be added to the budget for the Department of Children & Families to address the growth in case load, which is a direct result of the opiate addiction in Vermont. This funds 35 new positions and other expenditures, including two new attorney positions and positions at the state attorney's office. Chuck addressed ACT46 and elaborated on that bill. He noted that 12 of the 13 Franklin County delegates voted against ACT46 last year. With regard to health care, many people are looking at the pros and cons of the federal health exchange. More info will follow on this topic. This past week the senate passed the marijuana legalization bill 17-12 and it will now be going before three committees in the house. Speaking with others, Chuck doesn't think there is enough support for the bill, but we will have to wait and see what happens. All members of the Franklin County delegation are on record as opposed to this bill. Steve Beyor then spoke with regard to Fish & Wildlife and the Modern Resources Board. Steve spoke about some new bills, one of which clarifies how required agricultural practices (RAPs) will be put in place to assist farmers who apply for loans. Hunting licenses will go up by \$1.00 and there will be changes to the confiscation rule if someone is caught taking a deer with a light on their vehicle. Your gun and whatever else was used in the commission of that crime can be confiscated and sold. The money will go into the F&W fund. If

you shoot a robot deer you will also be charged with replacement or repair of that decoy. Cost estimates are \$2,500.00 to repair and \$3,500.00 to replace. Steve also spoke about the marijuana bill. Statistics show that drugs have contributed to more deaths than alcohol in Vermont in 2015. Personally, Steve can't see why we would want to go down this road. Just to start the program, the state would need to borrow money. With regard to ACT46, Steve feels there are too many things in that bill that are not understood. Pat McGovern opened up the floor for questions. Mark (Zeb) Maskell asked if ACT46 will be forced down our throats, or do we get to vote on it? We will be voting on it at some point, along with other towns in our district. Swanton would have 3 reps, Highgate 2 reps and Franklin 1 rep. Steve feels ACT46 could be devastating to towns like Franklin, because ultimately that school could close and we all lose local control. Franklin is and should be proud of their school. Zeb said when MVU was formed, it was with equal representation from each sending town. Chuck added that they were in Richford the previous evening and there are a lot of questions there also. We will have a new Governor coming in, and who knows if that person will be for or against ACT46. John O'Hara asked if the increase in F&W licenses would be for just Vermont residents, or for non-residents also. Steve believes the increases will be across the board. Lynn Calderwood noted that there are YouTube videos available to see the highlights of the press conference regarding ACT46. Ryan Gerrity did not feel the marijuana bill was being given a fair representation, and stated it has been proven to be much less dangerous than alcohol itself. Steve spoke to that and with regard to impairment in general. Passing this bill will put law enforcement in a tough situation. Ryan added that he knows many people that use marijuana and felt that to characterize it in this manner was not accurate. Ryan feels there are benefits to legalizing marijuana. Steve responded by referencing an increase in childhood deaths in the state of Colorado because children are ingesting edibles. David Rouse stated that last he knew the state could not override a federal law.

E. Review of Articles

Article #1 – To elect the following town officers:

Motion by Henry Rainville, seconded by Scott Martin.

These are all on Australian ballot and Pat McGovern read them aloud.

- 1) A Moderator for the ensuing year
- 2) One Town Agent for the term of one (1) year
- 3) One Delinquent Tax Collector for the term of one (1) year
- 4) One Selectboard member for the term of two (2) years
- 5) One Selectboard member for the term of three (3) years
- 6) One Town Clerk for the term of three (3) years
- 7) One Lister for the term of three (3) years
- 8) One Town Treasurer for the term of three (3) years
- 9) One trustee of Trust Funds for the term of three (3) years
- 10) One Library Trustee for the term of five (5) years
- 11) One Cemetery Commissioner for the term of (5) years

There were no questions or comments. Article #1 by voice vote – **PASSED**.

Article #2 – To receive and act on the reports of the town officers for the past year.

Motion by Richard Noel, seconded by Henry Rainville.

There were no questions or comments. Article #2 by voice vote – **PASSED**.

Recess Town Meeting and enter the Highgate Town School District Meeting to transact the following business:

Motion by Scott Martin, seconded by Heather Larivee.

Article # 1 – To elect from the legal voters of said Town the following officers:

Motion by Henry Rainville, seconded by Heather Larivee. Pat read the following aloud;

- 1) One Moderator for the ensuing year
 - Motion by Connie Beyor to nominate Pat McGovern, seconded by David Roddy. There were no other nominees, by voice vote – **PASSED**.
- 2) One School Director for the term of three (3) years
 - Motion by Richard Flint to nominate Chris Shepard, seconded by Zeb Maskell. There were no other nominees, by voice vote – **PASSED**.
- 3) One School Director for the term of two (2) years
 - Motion by Richard Flint to nominate David Roddy, seconded by Zeb Maskell. There were no other nominees, by voice vote – **PASSED**.

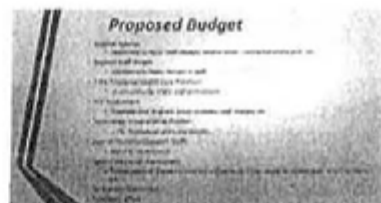
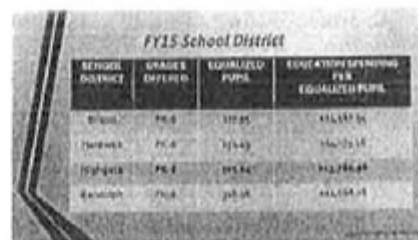
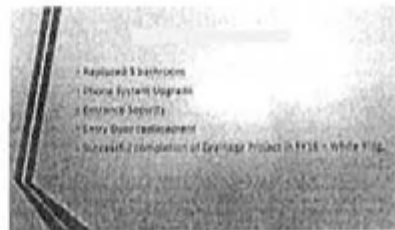
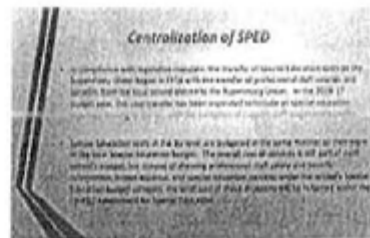
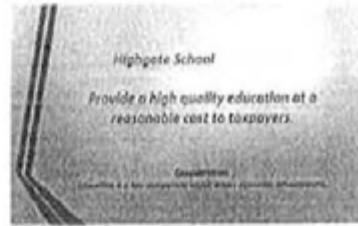
Article #2 – To act upon the reports of the School Directors.

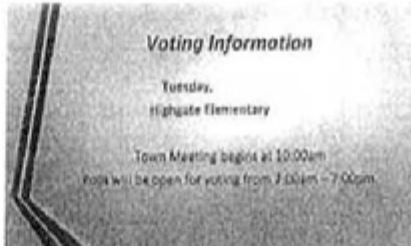
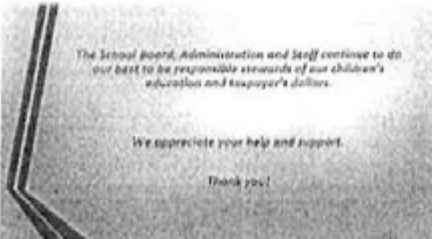
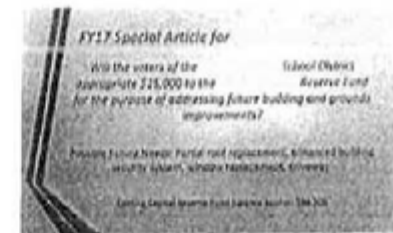
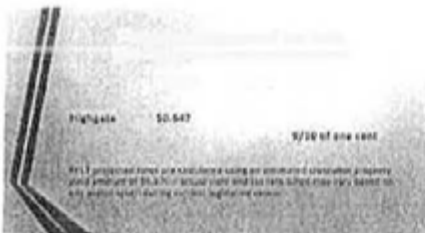
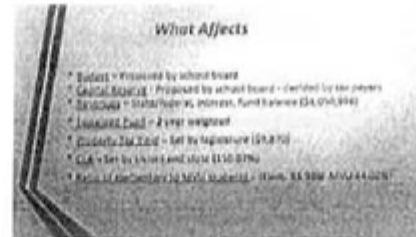
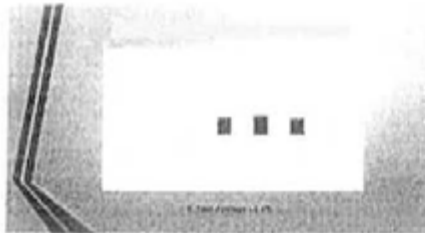
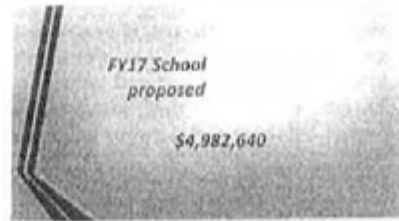
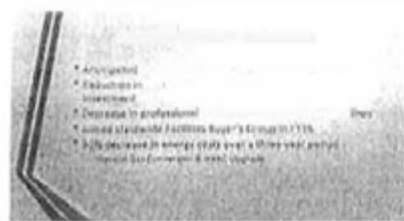
Pat read the article aloud. Motion by Heather Larivee, seconded by Scott Martin. There were no questions or comments. Article #2 by voice vote – **PASSED**.

Article #3 – Will the voters of the Highgate Town School District authorize the School Directors to borrow money to pay current expenditures in anticipation of taxes and to sign notes for that purpose?

Motion by Zeb Maskell, seconded by Steve Bushey. Richard Noel asked if the school board had to borrow any money in this current school year – yes. Zeb asked if there will be a budget presentation – yes, that is part of the next warned article. There were no other questions or comments. Article #3 by voice vote – **PASSED**.

Pnt read the article aloud. Motion by Zeb Maskell, seconded by Scott Martin. The Highgate School Directors had a power point presentation to share regarding the school budget.





Following the power point presentation Pat McGovern, Moderator, opened it up for questions from the audience. The voters authorized permission for non-Highgate residents to speak, including Highgate Elementary School Administrators, Pat Hartnett and Karen Casavant, as well as FNWSU employees, Winton Goodrich – Superintendent and Lora McAllister – Asst. Business Manager. Pat Hartnett, Principal, noted that we have an amazing school board here in Highgate and they are great to work with. Mr. Hartnett also elaborated on the new position included in the budget, Technology Integrationist. This position requires a specific endorsement and will help provide opportunities for all of the children. Connie Beyer introduced the school board

(David Roddy, Nola Gilbert, Chad Larivee and Richard Flint), the administration (Pat Hartnett and Karen Casavant) and the FNWSU staff (Winton Goodrich and Lora McAllister) who were present. Connie thanked Chad for serving this last year on the board. Zeb clarified with the moderator how many questions and what is the time limit – 2 questions per person, per article and no more than ten minutes. Zeb asked if Highgate is still an identified school – yes, we are, and so isn't 99% of all VT schools. There are no longer any NECAP scores, they have been replaced with the SBAC test, which is given in the spring of the year and for our first round, our kids did pretty well. Phil Ladue asked about NECAP scores and how we compare in the state, because this is affecting his property taxes. He knows the numbers, he looked them up before he came here, he wants to know if our school board knows the numbers. Winton Goodrich spoke to new federal legislation from the No Child Left Behind Act to the Every Student Succeeds Act. We don't know what the measures will be in the future. The state board of education is working with schools on how to measure and assess to see if schools are meeting compliance issues centered around state standards. The NECAP and SBAC are just a few tools that have been used to measure student success. Zeb asked for the school board's and also Mr. Goodrich's opinion on ACT46. Pat McGovern reminded Zeb that we are discussing the budget and that ACT46 is not germane to this article. It can be discussed under other business. David Rouse had questions about the budget and how it is affected or if it is affected by ACT46. ACT46 is about consolidating school districts and does not affect this budget cycle. Zeb asked about common core and if that is being used in our school – yes, it is. Zeb hears that common core is not a good thing and wanted to hear more. Connie elaborated some on this, stating that VT standards and common core have some similarities. Common core is more rigorous and has become somewhat of a political football. Teachers have taken time to readdress their lesson plans to address common core standards. Mr. Ladue had questions about the 9/10th of 1% slide and if that is per hundred or thousand. Connie directed the group to page 96 of the town report. Katie Davis asked why the Highgate School budget is not voted on by ballot like the MVU budget. That would need to be a warned article and cannot be discussed today. Mr. LaBrie asked to move the question to a vote. There was a show of seven or more hands to request a paper ballot vote. Pat reread the article aloud. Article #4 by paper ballot vote 97 YES / 54 NO – **PASSED**.

Article #5 – Will the voters of the Highgate School District appropriate \$25,000.00 to the Capital Reserve Fund for the purpose of addressing future building and grounds improvements?

Pat read the article aloud. Motion by Scott Martin, seconded by Shirley Fecteau. Lynn Calderwood wanted to know what was currently in that fund. Richard Flint responded that the account has almost \$100,000.00 and was previously used for drainage work. The plan going forward is to work on the parking lot and replace windows in the main building. The roof is in good shape, with the exception of some work to be done in the valleys. There is also some floor work to be done. Ed Lambert asked about the savings from the conversion to natural gas. Pat reminded him that the questions need to be germane to the article. Lynn asked if we had any outstanding loans – no, we do not, all are paid off. Henry Rainville expressed concern about making sure funds are labeled for what they will be used for. It was also asked if the board will let the voters know what they are spending it on, or will it be spent and they will tell the voters afterwards. Richard confirmed that the funds will only be used on the building, or as mentioned about grounds, like the parking lot. We can't keep accumulating it, we have to use it within five years. Henry doesn't like the term "have to use it", but has no problem if they "need to use it", to which Richard replied "we will need to use it". Connie noted that these funds were also used for the loading dock doors in the past. Paulette Tatro asked a question about a date listed on page 87 of the town report, and if that date was a typo. Yes, it is, the date should be July 1, 2014, not July 1, 2015. There were no other questions or comments. Pat reread the article aloud. Article #5 by voice vote – **PASSED**.

Article #6 – To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

Pat read the article aloud. Motion by Heather Larivee, seconded by Scott Martin. Zeb asked if we poll the audience and get a majority ruling he would like to ask more than two questions on the floor. Motion by Zeb Maskell to move to no more than five (5) questions per person, per article from the floor today. The motion was seconded by David Rouse. Pat reiterated that this motion would only be for the remainder of the school portion of this meeting. It would need to be done again for the town portion. This motion to amend Robert's Rules to no more than five (5) questions per person, per article by voice vote was inconclusive. By a count of hands – 91 YES, there was no need to count the NO's – **PASSED**. Zeb then asked Mr. Goodrich to speak about ACT46 and his opinion. Scott Martin asked about the capital reserve fund we just voted on, and if ACT46 passes will that money become one pot of money and be decided on by one group of people on how it will be spent? Yes, that is correct, we would pool our facility costs and our bonded indebtedness. Zeb asked if it is constitutionally legal to force tax payers into voting for something they don't want to vote on. Mr. Goodrich explained that ACT46 gives us an opportunity to decide whether we want to do business together or not. Currently, the state of Vermont has the authority to make it happen. The "honey" in all of this, is that there is tax savings if we merge. If we wait and we don't have that tax savings, we will be at the will of the state board of education. Mr. Monahan asked about the tax savings for Highgate with all of this. Mr. Goodrich responded that the study will identify what the reality will be for each of the towns in our district. Lynn Calderwood commented that it is being made to sound like .08 cents savings is big, but when they raise taxes it's not a big deal. She questions whether this bill is worth it. There is conflict on what we are hearing, some say we will save money, some say we

won't. Mr. Goodrich also pointed out that "small" schools are considered to be 35-50 students. The schools in our district are all larger than that. The study will look at the challenges and benefits and see if it works for us. If there is merit to move forward, it will come back to the voters to ultimately decide. Duane Tremblay asked about representation on the board if ACT46 goes through. If Highgate's population grows, the representation would be adjusted. Richard Noel asked if students would continue to attend their current school – yes. It was noted that Vermont student population has dropped by 20,000 since 1997 and by 2040 it will drop by another 20,000. Back in the 1800's there were over 1,100 schools in Vermont. Supervisory unions were created and then union schools were created, which is when MVU came along in 1970. Zeb feels if we approve ACT46 that Highgate will lose equal representation at MVU. Mr. Goodrich disagreed and explained why. Ultimately, tax payers will have the final say. Lynn Calderwood asked how this will affect students. We will still have what we have now. We will still have teachers, principals, and adjustments will be made as population increases or decreases. The reality is that we will have consistent policies and employment criteria in all schools that are part of that merger. Chris Yates asked why nobody is lobbying for us to get credit as a consolidated school district, referring back to when MVU was formed. Connie Beyor added to that, stating that we saved a lot of money and made more opportunities available to students by merging to form MVU. We get no credit for that consolidation. We are the 7th largest supervisory union in Vermont, and all that being said, Connie has a hard time with it. David Roddy noted that the final decision for Highgate to enter into a consolidated district as part of ACT46 will be by a public vote. David feels that if we do it will be a nightmare. David Rouse added some questions regarding the capital reserve fund. Ty Choiniere stated there would no longer be a Highgate Elementary School Board, there will be one school board for the entire union. Ty also noted that the articles of agreement can be amended. Pat reread the article aloud. Article #6 by voice vote – **PASSED**.

Motion by Scott Martin to adjourn from the school district meeting @ 12:12pm and break for lunch. Lunch is being served in the cafeteria by the PTKO for \$7.00 per person – baked ziti, salad, desert and a drink. The motion was seconded by Zeb Maskell – **APPROVED**. Pat McGovern asked everyone to be back in 45 minutes (@ 1:00) to continue with the remainder of the meeting.

Motion by Pat McGovern to enter back into the town portion of the meeting @ 1:00pm.

Article #3 – Shall the voters designate the Town of Highgate as a Property Assessed Clean Energy (PACE) District to enable participating property owners to access funding for eligible energy efficiency and renewable energy projects and then pay back the cost as a regular municipal assessment on that property owner's property tax or other municipal bill as provided by 24 VSA Chapter 87 (section 3261 et seq.) and authorize the Selectboard to enter into an agreement with Vermont Energy Investment Corporation d/b/a Efficiency Vermont to operate the PACE program, including the processing of all applications and regular billing?

Pat read the article aloud. Motion by Scott Martin, seconded by Henry Rainville. Chris Yates explained what the PACE program is all about. Loans have to be on owner occupied residences. Pete Roach asked how the clerk feels about this and the additional work it will cause the town. Chris answered, stating that the billing is done through Opportunities Credit Union and the only time the town gets involved is if the owner goes delinquent. No one in the PACE program has gone delinquent yet. The town would recoup fees associated with any delinquencies, should this occur. Mark Kelley from Efficiency Vermont has presented twice for us, once at a Selectboard Meeting and most recently at the Town Meeting informational session on Feb. 4th. PACE is an avenue for people to obtain financing to make energy efficient upgrades to their home. Steve Bushey asked if this becomes a burden can the town opt out and dissolve the PACE district? That question has not come up previously, but the board will find out. Duane Tremblay asked if small scale wind or solar projects add value to your property. This is a question for the listers, but Chris would have to think the answer is yes. David Rouse would like an answer on the opt out before we vote on this. Henry Rainville is not for or against this, but he has seen the previous presentations and this program is optional. We are voting to give the Selectboard the authority to sign us up. If we sign up, it does not mean we have to use it. Scott Martin had some questions regarding setbacks and the involvement of the Development Review Board. Henry asked to hear the Selectboard's view of this program. Chris thinks it's an avenue for people that want to invest in energy efficiency and don't have the means or a clear path to do it. Jeff echoed what Chris said, Diana has no problem with it, Randy generally agrees with it and Paulette supports it as long as our concerns are favorably answered. Steve LaFar wants to know how this will affect the town dump that we were so gifted to receive. That topic is not germane to this article, but can be brought up under other business. Claudine Deslandes stated that Opportunities Credit Union typically deals with lower income situations and wanted to know if this program applies to just low income or to everyone. This program is very generous and does have income thresholds. Chris read from the chart regarding income and interest rates. Mr. Monahan asked about liability to the town – there is none. Richard Noel asked about the interest rates available on these loans. They are based on income sensitivity and the percentage of value of the property vs. the amount borrowed. Pat reread the article aloud. Article #3 by voice vote – was inconclusive. By show of hands 65 YES, there was no need to count the NO's – **PASSED**.

Article #4 – Shall the voters of the Town of Highgate authorize the Town of Highgate Selectboard to appoint a Collector of Delinquent Taxes pursuant to 17 VSA 2651d?

Pat read the article aloud. Motion by Zeb Maskell and Henry Rainville. Sue Cota asked what has been collected in delinquent taxes since the book was printed. Shelley Laroche said through February 18th \$25,934.85 has been collected. More has come in since then but she was on vacation so it has not been calculated. Zeb asked if the board would be appointing Shelley as the DTC. Chris answered that this article gives the town that ability. Shelley is on the ballot as well for DTC and from his limited time on the board and seeing both Tom and Shelley act as both treasurer and DTC, it works very well having it in house where people have easy accessibility and regular hours they can count on. Ty asked how they would handle it if the treasurer opted not to be the DTC. Jeff said letters of interest would then be accepted for the position. This is a legislative act now giving towns the option to appoint vs. elect their DTC. Henry sees the DTC position as a process of town government, so it makes sense to have it in house as another function of the treasurer. Zeb likes having the ability to choose, not having the Selectboard choose for him. David Rouse would like it to stay on the ballot for people to vote. John O'Hara commented that he sees this as a way for the board to have oversight. So many towns and organizations are having problems these days, so oversight is needed and is good. We have been fortunate with our elected DTCs, but other towns, no so much. The Selectboard deals with the treasurer, clerk and administrator on a regular basis, so having it in house is more convenient for everyone. John O'Hara asked if a change would be considered to have the treasurer appointed by the board as well, for the same reason – oversight. Chris said that is not something the board can act on now, and we are not a charter town. We will need to wait for the legislature to pass another bill if town treasurers can also become an appointed position. Pat reread the article. Article #4 by voice vote – **PASSED**.

Article #5 – Shall the voters of the Town of Highgate appropriate \$1,422,488 to meet the expenses and liabilities of the General Fund, with an estimated \$854,638 (\$412,639 General Fund / \$441,999 Capital Improvement Plan) to be raised by taxes?

Pat read the article aloud. Motion by Scott Martin & Zeb Maskell. Zeb asked for some clarification on the Capital Improvement Plan (CIP). The body was asked to grant permission for Heidi Britch-Valenta, Town Administrator, to speak as she is not a resident of Highgate. Motion by Scott Martin, seconded by Clarence Miller – **APPROVED**. Heidi began by saying that the CIP is a planning document and she is glad to see good turnout today to discuss this document. There is a handout on the front table regarding the CIP and there is a table in the town report. The capital budget was initiated a few years ago with a planning grant and the Planning Commission has been carrying the ball on this and keeping the project moving forward. The aim is to level out funding and protect our assets with the most information possible for decision making. What is in front of the voters today is a tool developed with input from various departments and assistance from NRPC. The chart contains a list of things we own, their expected life and replacement costs and contains information for the next six years. This is what you could call a flush budget and is describing all that we own and the best case scenario. This process brought to the top a list of most pressing needs and now we look at what we can shoulder over the next six years. The overall goal is to keep Highgate in a very good position and not with a lot of debt. We currently do not carry a heavy debt burden, just the arena bond that was approved in Nov. 2014. This plan makes it so when you come to town meeting you know what you have already put aside and also what else you own that might be ready to fail. It gives the ability to pace decisions and respond to other needs without spikes in the tax rate. That all being said, the process is for the taxpayers to look at this as a guiding document and decide if we can afford the items outlined at the rate that has been put on paper. This is the first year for us and the voters are in the driver's seat to approve the budget as they see fit. Henry Rainville stated that it's nice to see where your capital investments are and what they are being used for but we already have funds set aside for things like the Machia Road bridge and a fire truck. There were questions about trade in values, but those would not be known until we got much closer to the time to trade. Much of the CIP is a projection. Zeb wanted to know what was wrong with the old way of doing things, where we presented an article. The CIP gives you a better overall view of the total needs. Scott Bessette asked if the CIP is a yes / no vote or can be adjusted by line item or individual piece of equipment – it can be adjusted. Scott asked about prioritization and if that had been done. The column for 2017 is what we are looking at today \$441,999.00 and that is what we are asking for you to look at today to be set aside, it can be amended. Scott Bessette then asked if the sole authority for the CIP belongs to the Selectboard or the voters? The voters have to approve it as they see fit, whatever that may look like is up to the voters. Henry does not think the Selectboard did themselves any favors with the way they approached this process. He feels there would be more support if it was not already included in the tax rate. He also feels the board has put themselves in a position to be defensive and he wishes they had done otherwise. Don Bessette stated that history has shown that we have purchased trucks as an article to the voters and they have said yes or no, and then we move forward, and the same is true for the fire department. Joe Rainville made reference to 1961 and a motion made regarding purchases over \$5,000.00 being approved by the voters. History has shown that the voters of this town want a say. Chris elaborated on the truck purchases in the fall of 2015. The voters had approved putting money aside to purchase a highway truck. An opportunity came along to replace one truck with two trucks, and we spent less money than what was in the fund. That decision, to Chris, was a function of the Selectboard. Zeb stated that in the past we have always gone with a tandem truck. He feels a tandem is more feasible to do routes for sanding so we don't have to

reload and a tandem is worth more at resale. The general feeling is that the board cut the voters out of having any feedback on this issue. There are plenty of Highgate residents that can provide valuable feedback and they feel that has been taken away. Jenny Ploof asked about funds set aside for ambulatory services. On page 52 of the town report, it is broken down between ambulatory services and dispatching services. There is more than enough money in those line items to cover whomever we go with, we are currently in a contract until June 30 with MVR. Tammy Rowell directed the conversation back to the truck purchases. Tammy asked if the power to purchase shifts to the Selectboard if they feel it's appropriate. She feels that they forgot about the voters when they purchased these two trucks and noted that in the past it was approved with an article. She noted that the rules can't be changed half way through, adding that she can't do that in her own business. Chris replied that it is his understanding that it is a function of the Selectboard to make purchases that have been approved by the voters. He added that we were faced with major repairs on both the one ton dump truck and the tandem axle truck. It was either put substantial money into fixing them or trade when the opportunity became available. Both were in stock, there were no specs or getting in line to order, we were able to get a good trade in on our two trucks and replace them and only use what was in the fund that was already set aside. Bill Rowell expressed frustration, stating that we bought "two half trucks" and traded a perfectly good truck. He then noted that we have good infrastructure in Highgate that supports us without raising taxes. Bill continued by saying the board "ran off" two good members of the road crew and that people in our town are "ticked off". He cautioned the board to notify the tax payers of what they are doing in making decisions instead of "hanging them", that is his complaint. Paulette Tatro stated she is new to the board and asked Henry Rainville and Brian Rowell for some clarity on truck purchases. They believe the last highway truck purchase was four years ago. Paulette has gone through the town reports back to and including 2010 (she had them in front of her) and nowhere does she find one article that deals with the highway department other than asking for money to set aside in a reserve fund. Henry only has 2014 in front of him but his recollection is that the board goes to the town when they want a new truck and the money is moved from the transfer station fund. Henry further stated that they had always asked the voters if it was ok to purchase a truck and four or five years ago they were turned down and were asked to wait another year. Paulette replied that there was not a specific truck mentioned as any part of any article. Scott Bessette commented that in the CIP he sees a lot of money being asked for regarding equipment, buildings and infrastructure. Scott further commented that the Tarte Road is an example of infrastructure that has failing culverts. He feels that the residents of Tarte Road are being treated like second rate citizens because they have limited access to their property. Chris answered that the two culverts on Tarte Road were inspected in the late fall and that the culverts have failed. Chris isn't looking back, he is looking forward. Hydraulic studies have been completed and emergency grant funding has been applied for. We see a huge need to inventory all of our roads, culverts and guardrails. We need one place to go to for all the data to see when things were last inspected. Scott asked why the gravel budget and chloride budget have fallen and feels we all want new toys but are neglecting our roads. Chris clarified that when the budget was put together there was a stockpile of gravel, which is why that line item was lowered. Chris will have to look into the chloride issue. Peter Tinella asked the board if it is their position that once the voters approve putting money aside that they do not need to come back to the voters, they can just go ahead and purchase. Chris said that is a fair assessment, the voters have already voted to put the money there. Steve LaFar spoke up, stating that everyone is here for a reason. The board should not take it personal, everyone being here is a good thing. He feels maybe not quite enough research was done on the truck purchases. He is a business man and the truck purchases to him don't make much sense. Henry asked Chris if by saying the money was there, was it in the transfer station fund or set aside in a reserve? Money had already been transferred to the truck replacement fund, so the purchases did not happen directly from the transfer station fund. Tammy Rowell asked if it would be legal for the voters to make a motion stating that the Selectboard would need to come back to the voters before purchasing another truck. Pat McGovern replied that that was not a warned article. The voters today have the ability to amend the numbers on this particular proposed budget, that is what we are talking about now. Brian Rowell reiterated that years ago (1961) there was a motion made by Raymond Nolan that any purchases over \$5,000.00 needed to go before voters, so he does not see why another motion would be necessary today. Joe Rainville continued on this topic, stating that his father was on the board at that time and he had purchased a truck without going to the voters, so that is why the \$5,000.00 went into effect. David Rouse commented that any purchases of highway trucks or fire trucks should be separate and feels that the way everything is set up now line items are disappearing. David further stated that today we are voting on five dictators and a general fund only. Lynn Calderwood had some questions on the arena roof. We voted no a while back on further supporting the arena, should we assume we will always pay for the arena even though it was voted down a few years ago? The board replied that the columns for the arena are due to the construction and renovations that were funded by the bond vote. There is a small area set aside in the 2017 budget for the arena to cover municipal expenditures. The building itself is leased out to MAHA. Lynn asked if other towns are helping out with the arena. Last year Franklin and Sheldon approved appropriations to help offset some costs. Paulette also spoke to our funding sources for the arena project. The bond was \$990,000.00, HUD grant \$196,000.00, \$25,000.00 state grant, \$10,800.00 in Freon we sold, and \$3,600.00 grant for the water cooler system. That is the pool of money that was used to fund that renovation. Janice Ploof had questions regarding the CIP and if it all passes would everything on the list be done, or will the voters not know. Chris verified that any funds set aside will be for those particular projects and thanked everyone for baring with the board through this process, it's new to us all. Every year we will vote to adopt a new capital plan, so

every year we will have the chance to adjust the numbers as we go. Jeff Towle went on the record as stating he would never be part of purchasing a truck without approval. He believes this is all part of the process and they are trying to get involvement from taxpayers and they are being heard loud and clear. Mary Roy asked if article #5 is approved, will the Selectboard do whatever they want with the money. She further stated they were voted in and they can also be voted out. Pete Roach asked what all of this means to the bottom line on the tax rate. Jeff thanked everyone for the dialogue on this topic, the CIP is an aggressive number which can be amended to zero but we still need to look at what we will need to run the town for the next 5-7 years. Jeff reminded everyone that this is a five person board and there are opinions on everything. The board is asking how much do the taxpayers want to spend. Shelley responded to the tax rate question, stating that our current rate is .2366 and if everything passes today the municipal rate will be .3656. Shelley went on to share projected tax rates from surrounding towns if all budgets pass today as presented;

Sheldon .4703 Swanton .3790 Highgate .3656 Franklin .2607

Ty Choiniere asked about phase one of the arena project and if we came in under budget. Paulette verified, yes we did finish on time and under budget by approximately \$75,000.00 - \$100,000.00. Ryan Maskell was thanked for all his volunteer work we did at the arena. There were so many volunteers, donations and in-kind donations that all made sure we finished on time and used our funds wisely. The last funding source we go to is the loan (bond) which was approved by the voters in November 2014. MAHA was also thanked for their great work and contributions to the building, including new doors. Another large contributor was Chevalier Well Drilling, they drilled the new well at no cost to the town. These are all examples that came to the forefront of the arena renovation project in 2015. Lori Olds spoke regarding ambulatory services and that the purpose of town meeting is for the voters to have a say, not what the Selectboard wants. She continued, saying that the town of Highgate voters want a say in who comes to their house regarding emergency services. She feels the town should vote on MVR or AmCare and its not just about saving a few dollars. Sue Cota also would like to stay with MVR. Sue also asked if the town of Highgate is still contributing \$6,000.00 to the Swanton Teen Center - no, we are not. Norm Campagna wanted to make a motion to lower the entire budget to \$100,000.00 so that is all the board would have to spend. Pat McGovern would not allow that motion. Nancy Flint asked why the board has decided that AmCare might be better than MVR. Chris replied it's not about one being better than the other. It's a big line item in our budget every year, so the board went out for proposals from both. It isn't just a simple dollar amount, it's a life safety question with so many aspects that need to be looked at. This is an ongoing contract negotiation and there will be another public hearing before a decision is made. Mrs. Flint wanted to be sure it would be brought to the people before a change or a decision was made and Chris said it would be. David Rouse asked why the CIP was not a separate line item and why it was included with the general fund. If it were separate, this discussion would have been done 45 minutes ago. Zeb would like to make a motion that from now on our Selectboard does not make a purchase unless they come to the voters for approval like it was before. Peter Tinella agreed and wanted to second the motion, but Pat reminded them that this issue is not a warned article. He also reminded them the numbers can be amended but no motions can be made on issues that were not warned. Mary Roy feels that the board is not listening to them and asked how the board was going to replace the money they spent on the trucks. Shelley invited everyone to get involved, noting there is a newly formed finance committee that is in the process of writing policies for the town. Their next meeting is March 21st @ 5:30pm and all are welcome to attend. Shelley also said that Joe Rainville has been in the office and they have not found the minutes from the town meeting in 1961 where this motion about \$5,000.00 was made. They are not included in the town report for that year or the following year. Katie Davis asked about the library and possible relocation. Chris replied that nothing is set in stone on relocation yet, but talks are in the works with a neighboring land owner to possibly purchase property. Our current library is a small space and the need is dire. As the library relocation process moves forward it will be planned out, presented to the voters and voted on. The library trustees should be the driving force behind this, as they know what they need to accommodate their programs. Mike Lambert spoke up regarding the \$5,000.00 spending limit, stating that the amount is unrealistic for 2016 compared to 1961. There is now a motion on the floor to move the question or table it, but we have to take care of what is on the floor already. There is so much to talk about regarding the CIP, and Heidi believes that some people have hit their five question limit. She cautioned everyone that in their motions they should not tie the hands of the elected officials, as everyone will feel that impact. The hours put into the decisions were not frivolous by any means and they are not accelerating the rate of replacing vehicles or changing the way the town spends money. Another benefit of the CIP is that, through the finance committee, it can be determined if impact fees should be imposed on new developments. In the past when voting on articles, it has not been said to the voters that we need to invest money elsewhere. It is a big responsibility, and Heidi referred back to the school board discussion and budget. The voters earlier gave an allocation to the school board and trusted in the government, noting that frugality does have a cost. Heidi feels the board deserves thanks for the job they do and people should continue to give input. Henry Rainville wanted to bring this conversation to an end, adding that he thinks putting a value to this for this year taxes with nobody knowing how this truly affects them does not work. The average person that is not here today doesn't know what their tax bill will look like. Delinquent taxes are already high, and this CIP will only add to that. Henry feels this should have been given to the voters without a tax liability for this year and people are angry. He agrees with some of this, but adding .13 cents to the tax rate? He would like to see documentation that we need a new town garage or a new roof at the municipal building. The voters need to feel like part of the process. Motion by Henry Rainville to amend the CIP and

reduce it by \$400,000.00, the motion was seconded by Zeb Maskell. Shirley Fecteau asked what we are going to do with \$41,999.00? Rebecca Howrigan asked how the remaining \$41,999.00 was going to be allocated. Henry understands the board's struggle, he has been there, but he feels the \$441,999.00 was a mistake, this is not the right time. Chris hopes that going forward the CIP would be level funded or decrease. Chris also used the arena as an example, we knew ten years ago that building needed work and if we had set aside \$100,000.00 for the past ten years we would not have had to borrow and saved a lot of money in interest. He hates to look in the past, and wants to look to where we are going. Pat reminded everyone there is a motion on the floor to reduce the CIP by \$400,000.00 down to \$41,999.00. Brian Rowell wants the \$41,999.00 to go into the capital fund. Shelley noted it needs to be earmarked for something specific. Paulette recommended \$11,999.00 went towards the Carter Hill Road Safety study, leaving an even \$30,000.00 left to allocate. Ryan Maskell had some suggestions for the \$41,999.00, using it to cover the priority areas highlighted on the chart (\$27,000.00) and whatever is left put towards a fire truck. Heidi pointed out that the planning commission and finance committee helped create a policy regarding how things would be prioritized. Grants are available for the fire department purchases, but not all the data is on the chart. Heidi also noted some issues with the highway department office and bathroom area that are a health and safety hazard. We currently have an ADA grant to study the building. Office space for our town employees is very limited and the upstairs of the building is currently not usable or ADA compliant. The fire department also has a back room that is not usable either. Henry was not willing to modify his motion to cut this in half, his motion stands at amending the CIP down \$400,000.00 with the remaining \$41,999.00 going towards the future purchase of a fire truck. Ty Choiniere made a motion to use \$5,000.00 of the remainder to be used towards personal protective gear for the fire department, with the balance of \$36,999.00 to be used towards the future purchase of a fire truck, this was seconded by Scott Martin. Henry accepted this amendment to his motion, by voice vote – **PASSED**. We now need to vote on the amendment to reduce the CIP by \$400,000.00 and the article will now read: Shall the voters of the Town of Highgate appropriate \$1,022,488 to meet the expenses and liabilities of the General Fund, with an estimated \$454,638 (\$412,639 General Fund / \$41,999 CIP) to be raised by taxes? The motion on the floor now is to reduce the General Fund by \$400,000.00 with a motion by Henry Rainville, seconded by Zeb Maskell, by voice vote – **PASSED**. David Rouse would like to make a motion to remove the CIP from the General Fund. We have not finished voting on this budget yet, and that would have to be a separate warned article for discussion. David also stated that they never voted to include the CIP as part of the General Fund to begin with, to which Mary Roy agreed. All of these things can be addressed under Article #8. David also asked about the fire department budget and why it went up. This includes stipends for the members, which is something new. Chris spoke to this issue, that we budgeted for stipends for a full roster of 24 members, which we don't have right now. The stipend is designed to help pay for gas and offset time away from their families during calls and trainings. The fire department bylaws were rewritten in 2015 and they include the stipend. David said he has been on the department for 18 years, lived here all his life and his family has lived on his land for generations. He does not feel he needs to be paid, he serves out of the goodness of his heart and to save people money. He is against the fire department being paid a stipend. Ty Choiniere asked if they are now considered town employees. Even as volunteers they are considered town employees because they are covered under insurance. The question was asked if you could terminate a volunteer – yes, you can. Pat then reread article #5 aloud as it stands right now: ***Shall the voters of the Town of Highgate appropriate \$1,022,488 to meet the expenses and liabilities of the General Fund, with an estimated \$454,638 (\$412,639 General Fund / \$41,999 CIP) to be raised by taxes?*** Article #5 by voice vote – **PASSED**.

Article #6 – Shall the voters of the Town of Highgate appropriate \$722,089 to meet the expenses and liabilities of the Highway Fund, with an estimated \$571,389 to be raised by taxes?

Pat read the article aloud. Motion by Scott Martin & Henry Rainville. Henry asked where in the town report does it show the trade in value and costs of the new trucks. Chris said that does not show, the trade in lowered the overall cost of what they had to pay. Henry is looking to see the money going in and out. Shelley further pointed out that it was part of this fiscal year which will be part of the 2016 audit and will show in the next town report. The expenditure will show in the truck fund line item, on page 54 at the top. Shelley will look into the issue brought up of listing the CIP separately and voting on it separately. Jenny Ploof asked why the highway department salaries are not broken down separately as they have been in the past. Under the direction of VLCT, because it comes from the same pool (payroll) she was asked to lump them together. Don Bessette asked if the highway employees are paid hourly or salary – two hourly / one salary. Henry said we need to better understand what we are voting on every year. He is not badgering anyone, but he would like to see some changes in the town report, as he is not understanding it. Joe Rainville mentioned a court order for the highway department regarding what they can spend their money on. He referred to a court case with Mr. Ray Dixon who brought the town to court years ago. Richard Noel stated that order was with regard to one certain road. Brian Rowell said there is concern over a small section of Shipyard Road that was paved. It was clarified that the paving took place because that is a school bus turn around location. Brian also asked about the public works director and the salary of \$70,000.00. Chris explained that the highway department went through a transitional year in 2015. It was transitioned from a highway department to a public works department because they do much more than just plow the roads. Through the transition we had two employees decide to leave and we had to hire two new people. Cash Maskell asked if either of those former employees were getting paid

\$70,000.00 per year – no, they were not. Through the search committee, which was made up of past and present Selectboard members, we went through a hiring process and that was what it cost us to hire in that person. Ty asked if \$70,000.00 was an accurate number. Chris answered it is actually a base salary of \$62,000.00 and then you have to factor in insurance and retirement benefits. Tammy Rowell spoke highly of the two employees who left their positions with the town, Steve Ploof and Mike Bockus, noting she has never heard a complaint about either one of them and that they are good men that her husband worked with during his 18 years on the Highgate Selectboard. She wants to know why they got done, noting this has nothing to do with the new employees that have since been hired. Pat McGovern stated we have to be very careful on personnel issues. Tammy agrees, but said this is a small town and she is concerned. She further stated that these people have worth and they deserve the respect now. Chris replied that he is not going to discuss personnel issues in an open session but if those two employees are here and want to, he can't stop them. Steve Ploof, former highway foreman, was present at town meeting, Mike Bockus was not. Steve spoke to the situation that he and Mike wanted to switch positions, making Mike the foreman. They were told that you can't just switch, that Steve would need to step down and Mike would have to apply for the foreman job and Steve would have to apply for the road crew job. Steve said he thought about it for a few weeks and just decided to get done. He gave his notice and got done the same day. Mike stayed on board and applied for the public works director position, but didn't get the position because he wasn't good enough (Steve Ploof's words). Shortly after that, Mike too gave his notice. Jeff thanked Steve for all his years of service to our town and said if Mike was present today he would say the same. Jeff also reiterated that he cannot discuss these things in open session. There were no further comments or questions on article #6. Pat reread the article aloud. Article #6 by voice vote – **PASSED**. Mary Roy took issue with the passage by voice vote, stating it wasn't very clear from where she was sitting. Pat asked for a show of hands – 67 YES / 25 NO – Article #6 by hand count – **PASSED**.

Article #7 – Shall the voters of the Town of Highgate set the final date of payment for the FY2017 property taxes to be Thursday, October 27, 2016 by 5:00pm and postmarks will no longer be accepted?

Pat read the article aloud. Motion by Nancy Flint & Ty Choiniere. Jenny Ploof asked why post marks would no longer be accepted. Shelley explained that some people forgot and came in first thing the next morning and she had to explain to them that they just got hit with an 8% penalty and 1% interest. Several days later she goes to the post office and gets checks that people brought to the post office on the due date. The mail is slow so it buys them several days. It is also lots of extra work to reverse everything. She feels it is very unfair and would prefer to see everyone due at the same time, no exceptions with postmarks. David Rouse asked if we could stay open later than 5pm on the due date. Shelley stated that she and Wendi are very flexible with often opening early, staying open at lunch or shortened lunch and the day taxes are due, they do stay open later than normal already. If getting to the office doesn't work for your schedule, mail it in plenty of time, or we can debit your bank account free of charge if you provide that information. Credit card payments are now available in the office or online for taxes with a convenience fee of \$3.00 or 2.45% whichever is greater. Rebecca Howrigan wanted to amend the article to take away the part about postmarks no longer being accepted, it was seconded by David Rouse. This amendment by voice vote – **FAILED**. Pat reread the article as originally written to no longer accept postmarks. Article #7 by voice vote – **PASSED**.

Article #8 – To transact any other business legally authorized to be transacted, considered proper and necessary when met.

Pat read the article aloud. Motion by Scott Martin & Henry Rainville. Steve LaFar asked about the Jedware property (former dump) that we have acquired and he thought it had been decided we would never take that back. Heidi gave some background information that the town was not aware until very late in the process that the town was acquiring the property through a bankruptcy settlement in Florida in lieu of back taxes. By the time we were aware there was no time to comment to the court. The town has applied to the Agency of Natural Resources Limited Liability Program which gives us access to the Brownsfield fund. They have \$120,000.00 that can be given to the town for the assessment. The program will allow the town to be assessed for cleanup of the site. We are hopeful that we will not be required to complete the cleanup, which is a big unknown. When we get the assessment back, if they decide there will be minimal disturbance to put in solar arrays, the town can opt to pursue the cleanup and say that a percentage of income the town receives from the arrays could be dedicated to testing neighboring wells or clean up that needs to be done. Steve LaFar asked how many acres are included with the dump itself, Heidi said the entire property is close to forty acres. Sylvia Gagne asked about different solar properties in town, their status and locations. Currently, we have the following solar projects proposed for the town of Highgate: St. Armand Road, proposed as one 20MW project on two sites, roughly 100 acres; Ballard Road, proposed as one 4.95MW project on two sites, roughly 23 acres; Frontage Road there are three separate proposed sites, all located in former sand pits, each project proposed as 500kw, and each roughly 3 acres. All have filed their 45-day notices and two have applied for a permit with the PSB. Clarence asked if any of these sites are in current use. If any of them are, the developer would have to pay the penalty to withdraw from the program and they will be reassessed once the solar project is complete. Steve LaFar went back to the Jedware (dump) topic, stating he is nervous what it will cost us and asked if we can give it back. No, we can't give it back, but we are not obligated to move forward with the cleanup. If it's feasible, we will pursue it. Steve hopes if it is

declared a hazard and will cost us millions that they will let us leave it alone and not touch it. Involuntary acquisition means we will try to market it, so ANR allows you to do that. When the assessment comes back you are not on the hook to clean it up. Pete Roach asked if we are looking at legal action with the bankruptcy court for leaving us with a lemon super fund cleanup site without proper notification, and do we have any legal recourse. Heidi said there were difficulties with the bankruptcy. The town switched legal representation at the same time and the proceedings were happening in Florida. The bill for the town to oppose it would have been very hefty, and the outcome would have likely been the same. Bill Rowell asked why we have accepted it. Heidi answered that there were multiple levels to it, and there is the option to have the site generate revenue for the town. That started to out weight the other option of investing money to refuse it. Chris added that by the time we knew it was happening, the judge had already given it to us. Steve LaFar wants everyone to realize some of the consequences that could happen. If that landfill leaks, it will be a disaster. It was also noted that the town is trying to protect nearby landowners because they are also taxpayers. Henry Rainville wanted to thank the board, town employees and moderator for all that they do. Chris took this opportunity to thank Jeff Towle and Diana O'Hara who are leaving the board. Jeff served a total of six years on the board, and Diana two years on the board. We currently have an open seat that no one is running for. Chris encouraged people to attend meetings which are held the first and third Thursdays of each month @ 7pm. Wendi does a great job getting information out on the community board, FaceBook page, website and in various locations around town. Chris thanked everyone for their input today. Brian Rowell wanted to mention that this past fall we lost a long time town employee, Mr. Raymond Dixon, he served as our animal control officer for several decades and he will be missed. Pat reread the article aloud. Article #8 by voice vote – **PASSED**.

Motion by Scott Martin to adjourn Town Meeting 2016 @ 3:38pm. The motion was seconded by Henry Rainville (and pretty much everyone!) – by voice vote – **PASSED**.

Respectfully submitted by:

Wendi Dusablon, Town Clerk

Minutes approved by:

Jeff Towle, Selectboard Chair

Patrick McGovern, Town Moderator

2016 TOWN MEETING ELECTION RESULTS

We had 746 voters cast ballots in Highgate on 3/1/16. There were no races on the ballot, and the results were as follows;

Board of Listers – Aimee Reynolds	663 votes
Cemetery Comm – Kevin Spear	690 votes
Delinquent Tax Collector – Shelley Laroche	680 votes
Library Trustee – Rebecca Howrigan	664 votes
Selectboard 2 year term – Joshua Larocque	626 votes
Selectboard 3 year term – Mark “Zeb” Maskell (declined position)	20 votes all were write-in votes
Town Clerk – Wendi Dusablon	698 votes
Town Moderator – Patrick McGovern	37 votes all were write-in votes
Town Treasurer – Shelley Laroche	671 Votes
Trustee of Trust Funds – Clarence Miller	675 votes

From the floor (town side of warning):

Article #3 – Hand Count APPROVED
Article #4 – Voice Vote APPROVED
Article #5 – Voice Vote APPROVED as amended
Article #6 – Hand Count Yes – 67 No -25 APPROVED
Article #7 – Voice Vote APPROVED
Article #8 – Voice Vote APPROVED

From the floor (school side of warning):

Article #1 – Moderator, Pat McGovern; School Director 2 year, David Roddy; School Director 3 year, Chris Shephard; Voice Vote APPROVED
Article #2 – Voice Vote APPROVED
Article #3 – Voice Vote APPROVED
Article #4 – By Paper Ballot Yes – 97 No – 54 APPROVED
Article #5 – Voice Vote APPROVED
Article #6 – Hand Count APPROVED

2017 Town Meeting Warning ~ Highgate Vermont

The legal voters of the Town of Highgate, Vermont, are hereby notified and warned to meet at the Highgate Elementary School in the Town of Highgate on Tuesday, March 7, 2017 between the hours of seven o'clock in the forenoon (7:00 A.M.), at which time the polls will open, and seven o'clock in the evening (7:00 P.M.), at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE #1: To elect the following town officers:

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

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 7, 2017 at 10:00 a.m. to transact the following business:

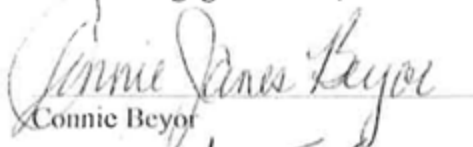
ARTICLE #2: To receive and act on the reports of the town officers for the past year.

2017 Town Meeting Warning ~ Highgate Vermont

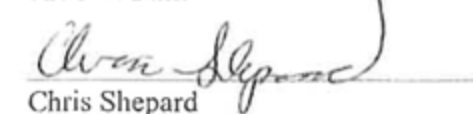
RECESS TOWN MEETING AND ENTER TOWN SCHOOL DISTRICT MEETING TO TRANSACT THE FOLLOWING BUSINESS:

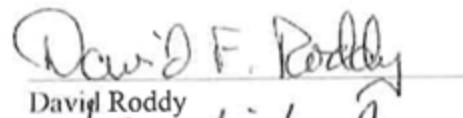
- ARTICLE #1:** To elect from the legal voters of said Town the following officers:
1. One Moderator for the ensuing year;
 2. One School Director for the term of two (2) years;
 3. One School director for the term of three (3) years;
- ARTICLE #2:** To act upon the reports of the School Directors.
- ARTICLE #3:** Will the voters of the Highgate Town School District authorize the School Directors to borrow money to pay current expenditures in anticipation of taxes and to sign notes for that purpose?
- ARTICLE #4:** Shall the voters of the Highgate Town School District approve the School Directors to expend **\$5,065,091**, which is the amount the School Directors have determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,982 per equalized pupil. This projected spending per equalized pupil is 9.9% higher than spending for the current year.
- ARTICLE #5:** To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

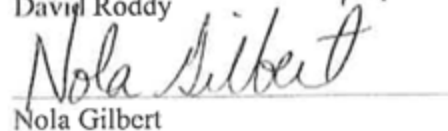
Dated at Highgate Center, Vermont this 2nd day of February, 2017.


Connie Beyor


Richard Flint


Chris Shepard


David Roddy


Nola Gilbert

2017 Town Meeting Warning ~ Highgate Vermont

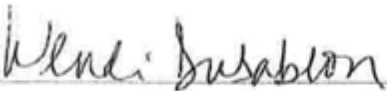
ADJOURN THE TOWN SCHOOL DISTRICT MEETING AND REENTER THE TOWN MEETING

- ARTICLE #3:** Shall the voters of the Town of Highgate appropriate **\$50,000** to be held in escrow to be used for the Highgate Public Library building fund?
- ARTICLE #4:** Shall the voters of the Town of Highgate authorize the Selectboard to utilize **\$250,000** of General Fund reserves for the purchase price of the properties located at 14 St. Armand Road and 3119 VT Route 78 from the Ephraim Machia Estate, for the purposes of increasing employment, income, business and investment and to plan the orderly growth of the Town in the face of increasing development pressures in the interests of the public health, safety and welfare?
- ARTICLE #5:** Shall the voters of Town of Highgate appropriate the sum of **\$7,424** for home health services provided by Franklin County Home Health Agency, Inc.?
- ARTICLE #6:** Shall the voters of the Town of Highgate appropriate **\$10,000** to be utilized for Franklin County Sheriff's Office directed investigations?
- ARTICLE #7:** Shall the voters of the Town of Highgate appropriate **\$252,667** to meet the expenses and liabilities of the **Capital Improvement Plan**, with an estimated **\$252,667** to be raised by taxes?
- ARTICLE #8:** Shall the voters of the Town of Highgate appropriate **\$975,448** to meet the expenses and liabilities of the **General Fund**, with an estimated **\$398,714** to be raised by taxes?
- ARTICLE #9:** Shall the voters of the Town of Highgate appropriate **\$723,924** to meet the expenses and liabilities of the **Highway Fund**, with an estimated **\$573,224** to be raised by taxes?
- ARTICLE #10:** Shall the voters of the Town of Highgate authorize the Selectboard to sell the Cherry Hill property located on Rheaume Road (parcel #0002009040 11.40 acres)?
- ARTICLE #11:** Shall the voters of the Town of Highgate authorize the Selectboard to sell the Dalcourt property located on VT Route 78 (parcel #0020078283 4.20 acres)?
- ARTICLE #12:** Shall the voters of the Town of Highgate authorize the Selectboard to sell the Lamkin Street property located next to the cemetery (parcel #0020005059 0.12 acres)?

2017 Town Meeting Warning ~ Highgate Vermont

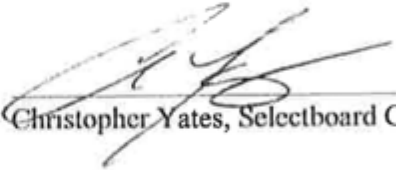
- ARTICLE #13:** Shall the voters of the Town of Highgate vote all public questions by Australian ballot?
- ARTICLE #14:** Shall the voters of the Town of Highgate set the final date of payment for the FY2018 property taxes to be **Wednesday, November 1, 2017** with payments to be received in the town office by 5:00pm?
- ARTICLE #15:** To transact any other business legally authorized to be transacted, considered proper and necessary when met.

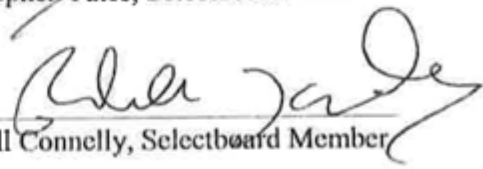
Dated at Highgate Center this 2nd day of February, 2017.


Attest: Wendi Dusablon, Town Clerk

Sharon Bousquet, Selectboard Vice-Chair


Joshua LaRocque, Selectboard Member


Christopher Yates, Selectboard Chair


Randall Connelly, Selectboard Member


Bruce Butler, Selectboard Member

Town of Highgate

2016 Selectboard Report

This year has come with many challenges and triumphs. Thank You for your support and patience as we strive to grow Highgate while keeping our small town character.

The Highgate Selectboard started off the 2016-17 session one member down. We are very thankful to Ms Sharon Bousquet who was selected to fill the open seat bringing the board up to full membership. In July we had yet another vacancy, due to the sale of member Paulette Tatro's home in Highgate. This vacancy was filled by Mr Bruce Butler. Thank You both for your willingness to serve the Town of Highgate this past year.

Streetlight Upgrades – The board worked with Swanton Village Electric and Efficiency Vermont to upgrade all the fixtures in SVE's service area to high efficiency LED lighting. This not only has improved the lighting, lowered the electrical usage but also reduced our per fixture cost. The older lights were \$14.49 each per month and the LED lights are \$3.25 per month, saving the Town over \$1,000 per month. This has also allowed us to address the "dark" spots in the Village area by adding additional lighting.

Ambulance Service Provider – This was a very emotional and at times controversial decision that faced the board. This change not only saved the Town around \$20,000 a year but also brought paramedic level care to our community. The board voted to change who provides ambulance service for the Town from MVR to AmCare. Thank You MVR for your many years of service to our community. This change has also created more positive progress with the formation of Highgate's very own First Responder Team. The board has also received a Thank You from the MVU Athletic Department as they had an ambulance attend many sporting events at no charge to the school. Thank You AmCare for the professionalism you have shown throughout this transition.

Solar Power – Highgate has been a very popular location for solar developers. The Selectboard has spent countless hours reviewing multiple plans for the various proposed projects. There has been one project that has been permitted by the VT Public Service Board which will be built in 2017 on land of a few abandon sand pits. This particular project has also allowed the Town to purchase power generated by this project, thus will be reducing our monthly electric bill as soon as the project is online. There will be more to come on solar power generation topic as Highgate continues to be an attractive location for this technology.

Sports Arena – Highgate Resident Discount Cards have been made available by the MAHA Facilities Board which will reduce the rates that Highgate residents are charged for some activities at the arena.

Municipal Building – An ADA study has been performed and we now have solid recommendations on repairs or changes that could help us meet the standards and improve workflow throughout the building. The Fire Department Floor has been an issue for many years and we removed a section to explore the cause of its failure. Digital Message Sign was install and well received by residents and visitors alike.

Village Sidewalks – Phase One will be moving towards the construction phase in 2017-2018

Machia Road Bridge (B25) – The replacement is still on track for the 2018 construction season

The year of change was book ended with the departure of long time public servant Shirley Fecteau and public works director Andrew King. Thank You both for your service to our community. You will be dearly missed.

TOWN ADMINISTRATOR'S REPORT FOR 2016

My time is a 50-50 split between Town Administrator (TA) and Zoning Administrator. In addition to coordinating all meetings and communications for the Selectboard, my role as TA is to coordinate projects for the Selectboard. A large part of this is to work with various sub-committees to help them achieve their goals. Below are some of the projects I worked on with various groups.

SOLAR –the Solar Group met with developers and performed site visits to 5 proposed locations. Three of those Solar Projects are continuing to move forward. Two Sandpits on Frontage Road have received permits from the PSB to construct their projects in 2017. These projects will hardly be noticeable from the road or neighboring properties. The Town has entered into an agreement to purchase power credits which should significantly reduce our electric expenses for the arena and the municipal office.

The third solar project is the Ranger 20 Mega Watt project which is located on both sides of St. Armand Road. This is an extremely large project and they are still working on landscaping plans to accommodate some adjoining landowner concerns but, once those are finalized, they intend to submit their application to the Public Service Board in the spring. The Town of Highgate does not review or approve Solar Projects but we have tried to keep the residents informed with public hearings and have tried to ensure the best possible outcome for the Town of Highgate. If approved, these projects promise to dramatically improve the grand list and provide a significant economic package to the Town.

ARENA- The Construction Committee has continued to work on necessary improvements at the arena since finishing the upgrade of the ice system in 2015. We have secured a grant for \$15,000 to use toward the purchase of a new bleacher system with some remaining construction funds. These should be installed in the summer. We have also looked at a ventilation system to improve air quality in the locker rooms and will continue to seek grants toward this goal.

PUBLIC WORKS DEPARTMENT- We were awarded a \$56,000 Park and Ride Grant to make required changes at the road right-of-way and to erect a bus shelter. We also worked on several road improvement grants together. For more information see the PWD report.

ADA STUDY- The Completion of the grant funded ADA study provided us with a clear picture of the need to improve the building for better access to all residents. We worked with the Planning Commission to have proposed changes included in the Capital Budget along with a roof repair, repair of water damage and to repair the floor in the Fire Department. We have applied for a \$25,000 grant to assist with this and we will be applying for more pending voter approval of the project. The Planning Commission hosted an open house in November to let residents see the issues first hand. This event was well attended and we hope to hold similar events in the future to keep the residents informed of issues as they arise.

PEDESTRIAN IMPROVEMENTS- A \$250,000 Bike and Pedestrian Program Grant that was awarded to the Town in 2013 is now ready to move toward construction in the spring. This will create the necessary destination on the south side of Route 78 to allow us to create our first crosswalk across this busy highway. This is crucial to facilitate safe travel within the village. For more information see the Sidewalk Committee's report.

See also the Zoning Administrator Report to see what happened in the other 50% of my time.

Heidi Britch-Valenta

ZONING ADMINISTRATOR REPORT 2016

PERMIT UPDATE- Projects continued at a steady pace in the Zoning Department. 83 Zoning permits were issued this year which is a slight decrease from last year. 6 of those permits were for new single-family homes, 2 for duplexes (4 units total), and 2 new mobile homes. There were 13 commercial permits for buildings or signs. The remainder of the applications were for additions, garages, driveways, conversions, storage units, pools, decks, porches, ramps or farm structures.

THINGS TO REMEMBER WHEN PLANNING A PROJECT-

Shipping containers- These storage units require a permit if they are larger than 50 square feet and they must be compliant with zoning district setbacks. Temporary permits are available at no charge for a temporary use for up to 6 months.

Shoreline permit- If your property is on the water you must notify the Agency of Natural Resources (ANR) Shoreline Department of any project including tree cutting. For further information contact the ANR regional office in Essex Junction at 802-879-5656 or at their website www.watershedmanagement.vt.gov/lakes.htm.

Stream buffers- Structures must be setback from streams an appropriate distance which is determined by the size of the stream. Please refer to Section 5.9 pg 48 of the Highgate Zoning Regulations available free by stopping by the office or at the website [http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/ADOPTED DEVELOPMENT REGULATIONS - March 2015\(4\).pdf](http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/ADOPTED_DEVELOPMENT_REGULATIONS_-_March_2015(4).pdf)

Flood Plain- properties in a flood plain require approval from Federal Emergency Management Administration (FEMA) prior to development see pg 80 of the Highgate Zoning Regulations for more detail.

Demolition- The State Department of Health's Regulations require evaluation of asbestos and lead prior to demolition as well as the appropriate disposal of all material in compliance with new solid waste regulations. Check in with Christopher Kinnick, Asbestos and Lead Program Engineer, 802-863-7382, <http://healthvermont.gov/enviro/asbestos/asbestos.aspx> to avoid potential fines for overlooking this state regulation.

WHERE TO GO FOR MORE INFO- The Zoning Bylaws, Permit Applications and fee schedule are available at the website www.highgate.vt.org.

Our notices are published in the St. Albans Messenger and posted in the Town Clerk's office, at Desorcie's Market, the Post Office, Library, and Mobile Station. You can also view them at the website www.highgatevt.org or our face book page www.facebook.com/TownofHighgateVT.

HELP YOURSELF- Residents are invited to use the online GIS Mapping program that allows you to view your parcel map, aerial view, zoning district, parcel data, and tax bill at caigisonline.com.

Zoning Administrator, Heidi Britch-Valenta 868-4697 x 203 or hbvalenta@highgatevt.org

TOWN CLERK'S REPORT

YEAR ENDING DECEMBER 31, 2016

VITAL STATISTICS

Births 46 (21 male / 25 female)

Deaths 30 Marriages 15

Burial Permits 22

ELECTIONS & VOTING

2016 was an extremely busy year at the polls!
Thank you to all that came out to vote and also
those that worked at the polls with me!

- **Town Meeting Day, Mar. 1** 746
- **State Primary Election, Aug. 9** 457
- **General Election, Nov. 8** 1,402

The Secretary of State's Office launched VT's new Elections Management Platform in 2016. This streamlined the elections administration process, providing voters with greater access to voter specific information. Over 25,000 Vermonters registered to vote online in 2016.

For the November General Election, nearly 6,500 Vermonters requested an absentee ballot through the My Voter Page. Voters are encouraged to log into the My Voter Page to learn more! <http://mvp.sec.state.vt.us>. 2017 will see further changes, including same day voter registration at the polls and automatic voter registration through DMV unless you opt out.

RECORDING OF LAND RECORDS

1,063 documents were recorded in 2016 for a total of 3,392 pages. We are currently in Volume #179. Our recording system is through ACS / Xerox and is completely digitized back to 1999. In 2016 we scanned and digitized all our mylars (maps) in the vault, nearly 800 of them! This project should be online and loaded onto our system in early 2017. As time and funds allow we will continue to work backwards to further digitize our land records. The goal is to get back at least 40 years, if not further.



DOG LICENSING

840 dogs were licensed in Highgate during 2016. For 2017, please license your dogs by March 31 to avoid late fees and potential fines. The annual rabies clinic will be held March 18, 2017 10am—noon at the fire station. Licensing fees and more information on the clinic can be found on the back cover of this town report. Thank you.

In 2016 I was elected to my third term as Highgate Town Clerk. I truly enjoy working for the town and assisting all Highgate residents. You all certainly keep me on my toes! It is important to keep our residents informed of all that is happening here in Highgate, and Open Meeting Law requires us to do so. Check out our website and FaceBook page for more information at www.highgatevt.org and www.facebook.com/TownofHighgateVT/. We also post a great deal of information at six public locations around town as well as on our digital message board and in the St. Albans Messenger. I continue to remain very busy in my other role with the town supporting the Development Review Board, Planning Commission and Selectboard at all their meetings, as well as volunteering on various committees and with other departments. If you are interested in serving on a town board or volunteering, please contact us. As always, please reach out to me if I can assist you in any way. I look forward to working with and serving the residents of Highgate in 2017 and for many years to come.

Respectfully, Wendi Dusablon, Town Clerk wdusablon@highgatevt.org 868-4697 x201



Town Treasurer & Delinquent Tax Collector Report 2016

FY15-16 was my first full year as Highgate Town Treasurer and Delinquent Tax Collector. The job as a whole has proved to be challenging and busy. I've taken advantage of several classes, webinars and workshops put on by the Vermont League of Cities and Towns, NEMRC, and the Vermont Municipal Clerk's and Treasurer's Association. The external auditor's at Sullivan & Powers have also been tremendous help in answering my questions.

The external auditors of Sullivan & Powers were here in January completing the FY15-16 audit. We should have our response letter back from them soon. If you are interested in picking up a copy, please let me know. The Finance Committee will be meeting to address any findings the auditors may have, as they did last year. Ronald Nye, a member of the Finance Committee, has been coming in monthly to reconcile the bank statements with me, which was a recommendation of the auditors last year.

Aside from reconciling the bank account monthly, the Finance Committee also worked diligently on several town policies that were nonexistent, including a Conflict of Interest Policy, General Journal Entry Policy, Social Service Appropriations Policy, Capital Improvement Program and Budget Policy. The Purchasing Policy was updated this year to add an actual dollar amount to it as the original policy dollar amount was left blank. Putting the policies in place are beneficial to the Town, as they will help to prevent conflicts, favoritism, and fraud, while setting clear guidelines for the town employees to follow.

I've enjoyed working with all the town departments throughout the year. Working together on the budget has been another challenge. We accomplished the hard task of trimming the budget as much as possible, to make room for the Capital Improvement Plan (CIP) with minimal impact to the taxpayers. The General Fund is asking for \$13,925.00 less than last year and the Highway Fund is asking for \$1,835.00 more.

As Delinquent Tax Collector I am very proud of the residents who have taken advantage of a monthly payment plan and stuck with it. Providing this option to Highgate taxpayers has proven to be a successful way for taxes to be budgeted for and paid timely. The 2015 delinquent taxes listed in the Town Report show an uncollected balance of \$196,469.19, with the 2016 Town Report Delinquent Tax total of \$178,978.36 – A difference of \$17,490.83! This plan is not just for delinquent taxpayers, as I have several residents that stay on it year round to avoid being delinquent. My personal goal as Delinquent Tax Collector is to have all past years cleared off the books (2015 backwards) by the end of FY17-18. If anyone is interested in entering into a monthly payment plan to avoid delinquent penalties and interest, or to make payments towards a current balance due please contact me via email slaroche@highgatevt.org or call 1 (802)868-4697x204

Shelley Laroche
Town Treasurer & Delinquent Tax Collector

Board of Listers Report

2016 has brought some changes to our department. After being part of the Lister Department for more than 17 years, Shirley Fecteau has officially retired. She will be greatly missed, by property owners and everyone in the office, for her extensive knowledge and experience. We wish her well.

❖ **HOMESTEAD DECLARATIONS. PENALTIES WILL NOW BE CHARGED.**

HS-122 forms must be filed **every year** by **all** Vermont residents who own and occupy a VT homestead on April 1st. All accountants should be aware of the form and can help with the process. As of 2016, an 8% penalty will be charged on all tax bills for residents that do not file their homestead declarations by April 18th, 2016.

❖ **VETERANS EXEMPT** – Veterans who are 50% or more disabled can apply for a property tax exemption. This form needs to be filed **every year** even if you have been approved in previous years. The deadline is May 1st and you can obtain the form from the Office of Veterans Affairs. The website is www.veterans.vt.gov.

❖ **GIS MAPPING** –The mapping system was updated this year and has taken on a new look with a few minor changes. Property cards are updated as any changes occur and tax bills are updated yearly. These can be viewed and printed through this site. This is an excellent tool for property owners to view information about their homesteads. The website address has changed to <http://www.axisgis.com/HighgateVT/>

❖ **BUILDING PERMITS** –81 building permits were filed in 2016. While out doing inspections we will notice that property owners have made changes without receiving permits. Please remember that any changes or new construction done to your property measuring over 50 sq. ft. requires a building permit. If permits are not obtained prior to changes or construction the fee will be **doubled**. These permits can be obtained through the town office or on our website www.highgatevt.org.

❖ **PROPERTY SALES** – Sales of properties have been doing very well. Our Common Level of Appraisal (CLA) has lowered for this coming year from 110.07 to 108.47. This indicates that selling values are closer with many selling over our assessed values. At the end of 2016 there were 2,019 parcels with 1,689 taxable parcels.

We look forward to working with everyone in 2017 and as always feel free to contact us with any questions or concerns. Our contact information is 868-4697 x208 or email us at areynolds@highgatevt.org. Our scheduled hours are Thursday and Friday 8:30 – 4:30 or by appointment.

Peter St. Germain & Aimee Reynolds

Highgate Parks and Recreation

The Highgate Parks and Recreation Committee which formed in July of 2014, focuses on programs, parks and services to meet the needs of the Town of Highgate. The Highgate Parks and Recreation Committee meets the second Tuesday of each month and the meeting notices are posted on the town website (www.highgatevt.org) and The Highgate Recreation FB page.

The mission of the Highgate Parks and Recreation Committee is to promote parks, recreation and program opportunities for people of all ages to gather, celebrate and engage in activities that encourage health, well-being, community and the environment. We believe community is created through people, parks and programs.

The Highgate Parks and Recreation created a new soccer field, purchased new soccer nets and soccer balls to meet the needs of our growing youth soccer program.

We have had great success with the programs that we offered:

The soccer participation for the fall of 2016 had 85 participants (PreK-4th grade)

The indoor soccer program had 55 participants (U6-U-14)

The 2016/2017 basketball program had 40 participants (1st grade - 4th grade)

The Highgate Parks and Recreation Committee with the help of Rise VT and community members made up grades to the Highgate Recreation path, which included new signage and fencing along the path. On September 24, 2016 a dedication and ribbon cutting ceremony was held dedicating the walking path to the McQuin family. The path is used daily by members of the community and we encourage people to use the path to get moving toward a healthier way of life.

Please contact the Highgate Parks and Recreation Committee if you have ideas for other programs that you would like to see offered. The committee is always looking for members and volunteers if you are interested in becoming involved with the Highgate Parks and Recreation Committee please contact one of the members below or the Highgate Town office for more information. Highgate Parks and Recreation would like to thank all the volunteers and coaches that help make the programs successful.

Sincerely,
The Highgate Parks and Recreation Committee
Ty Choiniere, Chair
Danielle Pothier, Secretary
Karen Gagne Fortin
Brian Spears
Liza Comiskey





Highgate Public Library

P.O. Box 76

Highgate Center, Vermont 05459

(802) 868-3970

www.highgatelibrary.wordpress.com

Our mission here at HPL is to promote community growth and engagement. We provide and support diverse lifelong learning opportunities in an inclusive, imaginative, and welcoming environment.

Annual Librarian's Report

Here are A few highlights from our year here at HPL:

- In early 2016, HPL was fortunate enough to have been chosen as one of 26 libraries from across the state to participate in a three year federal grant project. Through this grant, HPL receives program training in the areas of science inquiry and physical science. In addition to having HPL represented in a unique program that will be replicated in rural public libraries nationwide, our library is also receiving books and hands-on STEM (Science, Technology, Engineering and Mathematics) material for in house programing and to pass out to our community.
- Last Spring, we received a \$1,000 donation to help make a longtime dream come true. This donation, along with the help of 15 community members, both big and small, we were able to install a stockade fence, allowing us the ability to safely utilize the library's outdoor property for programing.
- In April, our 6th Annual Cailey's Closet prom dress re-cycle and swap event was held. Since we began this program, over 500 formal dresses have been donated and given a new life. This year, three other Franklin County libraries requested to participate in our program, as did a school in Canaan, VT.
- In May, the library was awarded a \$1,000 STEM Challenge Initiative grant through the Challenge Learning Center. This grant funding allowed us the ability to offer children in grades 4-7 a hands on Robotic Lego after school program. In addition to the Challenge Learning Center grant, the library also received a \$610 grant through LEGO to purchase the robotic and Animal Allies Lego Challenge kits.
- With two gardening grants totaling \$2,200, we were able to start a library gardening program for the children of our community. Our garden area expanded from one raised bed to four and a beautiful arbor was added for the scarlet runner beans. Throughout the summer month, 34 children ages 1-12 and their families, planted, tended to and harvested the crops. In October, the children who participated in the gardening club, held their first harvest senior dinner for some Highgate residents.
- HPL entered year two as a participating site for the USDA free summer meal program with Hunger Free Vermont. Through this effort, free lunches were provided three days each week for the first six weeks of summer. This year, HPL served 321 free meals to Highgate children under the age of 18.
- Throughout the summer months, HPL offered 48 programs culminating into 2,253 library visits from June to August.
- In August, we were pleased to welcome Elizabeth Toohey, our first Americorps Vista Member, to the library. She has been a welcome addition to our library family and has already assisted us in growing and improving library services/resources for the community.
- In September, 24 boys and girls in grades 1-6, participated in the HPL's third season of cross country running. We were blessed to have Richard Flint volunteer his time to assist us in coaching and to sharing his knowledge of the sport with Team Highgate. We wrapped up our season with a Cross Country Kids Fun Run, which was attended by 40 children and their families.

- Our 7th Annual HPL Polar Express event was enjoyed by 549 community members. The evenings were made possible thanks to the love and dedication of the many volunteers who gave countless hours to help make this year's three night, two weekend program a success.
 - The Polar Express Operation Happiness Food Drive contributed 176lbs of food for our local Operation Happiness food drive.
- In addition to the 176lbs of food that was collected for Operation Happiness, the Highgate Community helped to grant 41 Christmas wishes off the HPL Wish Tree for local children in foster care. This is proof that kindness and love is alive and well in Highgate.
- As we look back on our statistics of library usage for 2016 (please see the Library Usage Chart on the following page), we are pleased to see an increase in the following areas once again this year: visits 7.2%, circulation 5.4% and program attendance 13.7.
 - Libraries are and will always be about books, but like libraries all across the country, we are evolving to meet the needs and demands of our community. If you have program or material suggestions, please let us know. We value your thoughts and opinions.

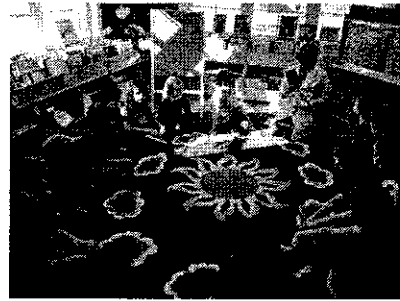
HPL Services You May Not be Aware Of:

- **Book deliveries are available** to homebound residents and local daycare providers in Highgate.
- **Snowshoes are available.** All you need is a library card
- **E-books:** If you have an e-reader and would like access to the HPL's E-book collection, stop in and see us and we will set you up to search titles on our database.
- **Free Online Genealogy Database:** *HeritageQuest* is an invaluable online genealogy database that you can access at the library or from home. Records include census data, family records, local histories, and more.
- **Audio Books & DVD Movies:** We have large selection to choose from.
- **Library Passes:** With your library card you can check out a pass for discounted or free access to Echo, Shelburne Museum, Shelburne Farms, Maritime Museum, Vermont State Parks, St. Albans City Pool, Fairbanks Museum & Planetarium, Vermont Historic Sites, Birds of Vermont Museum and the Vermont Historical Museum.
- **Over 500 FREE online, self-paced, continuing education** courses through Universal Class and the Vermont Department of Libraries is available to you! All you need is your library card and access to a computer with internet connection.
- **Free access to computers, a fax machine and WIFI.**
- **Free Notary Services:** Need a Notary? Stop in and we can help you out.
- **Highgate Happenings- News & Events** is a monthly e-newsletter sponsored by the HPL that keeps residents in the know about all the great things happening in our community. Included are news and events from: local Schools, MAHA, HPL, Parks & Recreation, Fire Department, Town Office and local Churches. E-mail lcomiskey@highgatevt.org if you would like to be added to this monthly newsletter.

In closing, as I do every year, I would like to thank all those who have helped make our community and our little library shine bright. We are all on the same team, working hard to shed light on the positive and great things that happen right here in Highgate. Thank you for being part of #TeamHighgate!

Sincerely,

Liza L. Comiskey, Librarian

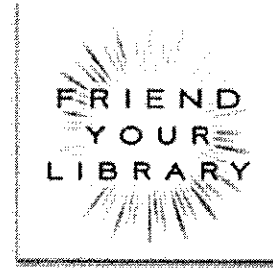


Highgate Library Usage Statistics 2004-2016

Year	Total Library Visits	Total Circulation	# Programs Offered	Program Attendance Count	Computer Users	# of Homebound Residents, Preschool & Daycare Deliveries
2016	9572	11350	193	6670	2273	329
2015	8885	10738	198	5753	2366	364
2014	8574	10104	184	5738	2256	365
2013	7373	9454	198	4393	2020	277
2012	7380	8355	116	2807	2081	200
2011	7777	5830	137	3062	2862	207
2010	6272	5300	96	3416	2299	50
2009	7014	4802	103	2869	2379	43
2008	5803	3909	124	2858	2321	55
2007	5211	3796	107	2729	1827	72
2006	4005	3170	124	2685	1985	19
2005	3743	3276		3445	1262	44
2004	3232	3238		1982	942	47



Highgate Public Library



Become a Friend in 2017!



Friends of the Highgate Public Library is a nonprofit 501 (C) 3 advocacy organization. Our goal is a simple one. We want to support our local public library by helping to foster, encourage, sponsor, and promote the Library through contributions (for activities and items not covered in the annual operating budget) and program enrichment.

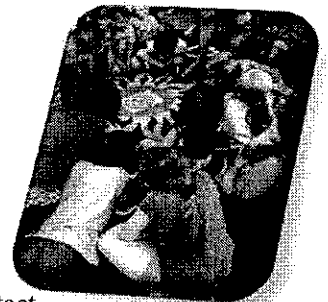
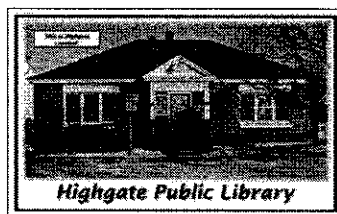


How do we raise funds?

- Highgate Family Ski & Ride Days at Jay Peak
- High 5 Campaign
- Polar Express Fundraiser



In 2016 we provided the library with \$3,169 in support for 4 new computers and educational library programs.



For more information on Friends of the Highgate Library, please contact

Liz Toohey at etoohy@highgatevt.org

Highgate Public Library Trustee Report

The past year has been a very busy year of long range planning for the Library Trustees. In September, the Trustees participated in a Board Retreat. The retreat agenda was designed to prioritize the goals of the library and craft a new mission statement. The Trustees had so much business to conduct this year, that we held an extra meeting during the summer. We have met with both the Selectboard and Planning Commission as well as the Northwest Regional Planning Commission. We've held two Community Focus Groups to get your opinions and thoughts about the future of the library and an Open House. We thank everyone who spent time with us to share your thoughts. We invite anyone interested in sharing their input to get your contact information to the Trustees or library staff. We want to include as many residents as possible to help us make very important decisions about the future of the library.

Highgate isn't unlike any other library in rural America as libraries are becoming Community Centers. Libraries are offering a wide range of services and bridging the gap to supplement state and federal programs. We hope that you will be at Town Meeting for our slideshow presentation. It will also be available on our YouTube station that can be accessed through the library website.

At this year's town meeting, there are several issues that the Trustees will share with the community for input and support.

- Recognizing that we have outgrown our space, the Trustees applied for a planning grant with the assistance of the Northwest Regional Planning Commission and support of the Selectboard and Planning Commission. A Municipal Planning Grant for \$15,000 was awarded to the Highgate Public Library to study the feasibility of an addition to the current building or moving to a new site. The grant will also provide Highgate with plans and locations within town for a new building, if necessary. The Trustees are asking the Town to fund our share of this grant, which is \$2,350.
- Another issue, of immediate concern at the library, is the state of the roof. A new building project is at least 5 years out and the roof at the library is in dire need of immediate repair. The Trustees have discussed the roof with at least 4 contractors and are unable to get a written estimate as to what the repairs will cost. Although, between \$5,000 to \$10,000 have been discussed for the roof repairs. We're budgeting \$7,500 in our maintenance category for the roof repairs.

The total budget increase from FY2016 to FY2017 is 7% without the additional funds for the municipal planning grant match and the budget amount for the roof repair. These expenses are one-time expenses and are out of the ordinary.

Most of the library program funding comes from grant sources applied for by the staff through the Friends of the Library. The services provided to the residents are outlined in the Librarian Report.

Sincerely,

Highgate Library Trustees,
Karen Fortin
Virginia Holliman
Rebecca Howrigan
Becky Johnson
Meghan Gilmore

Highgate Historical Society Report for 2016

Our meetings are held on the third Wednesday of the month during the months of May through October, beginning at 7pm. The museum is open the first and third Sundays of the month from 10am – 2pm during the months of May through October. For more information, please contact Dennis Nolan (President) at 868-9974 or Charles Nye (Curator) at 868-4619.

Many thanks to all who helped with our annual May lawn sale and our September bake sale. Also, we had some great donations this past year of Highgate memorabilia to add to our collection.

Our annual Christmas Dinner was held on December 7, 2016 at The Abbey.

Sincerely,
Dennis Nolan & Charles T. Nye





HIGHGATE VOLUNTEER FIRE DEPARTMENT
Established in 1962



On behalf of the members of the Highgate Volunteer Fire Department, I would like to take this opportunity to thank the taxpayers, Town of Highgate Officers and the Selectboard for their continued support during this past year. We are especially grateful for the stipends that we given to our members who served the department throughout the past year.

In 2016 we responded to 95 calls with the breakdown as follows:

1 structure fire; 19 brush fires; 5 carbon monoxide/gas leaks; 10 alarm activations; 31 motor vehicle accidents; 15 medical assists; 7 mutual aid; 3 vehicle fires; 1 ATV accident; 1 appliance fire; 2 fuel spills

During the past year, we have worked to to create a department focused on teamwork in order to provide the community with dependable service. We are pleased to have several new members join the department. We also transitioned to working with Amcare's EMTs to provide rescue support. As we look forward to 2017, the department will continue to strengthen ties with area departments through joint training exercises.

The responsibilities of the fire department require continuous training of our personnel. In the fall of 2016, 8 members of the department began first responders training to assist in medical trauma. We also have a member taking part in the State Firefighter 1 training course. All of these members are expected to complete their training in the spring of 2017.

The Department has always taken pride in maintaining an active presence in the community. In 2016, we took part in the Annual Memorial Day BBQ, Parade and Auction, as well as our Annual Santa Day. We continued our tradition of providing emergency coverage for the Franklin County Field Days. We are most appreciative to our surrounding fire departments for their support in this major event. Many of our local children were treated to fire station and truck tours throughout the year. Many ghouls and goblins were seen on Halloween Night at the station as well. During 2016, the Department's Fire Auxiliary was reinstated with new members as well as veteran

members. The Auxiliary is open to any community member who would like to support the Fire Department in their service.

This year we will be asking the townspeople to approve funding through the Capital Improvement Plan to repair the floor in the station. Due to unforeseen circumstances, a sinkhole has developed in one of the truck bays. A temporary fix has been made, but it is limiting the use of that bay. A more permanent fix is needed to insure adequate use of the station.

Out of respect for the generosity that the taxpayers have shown us throughout the years we would like to inform you of our need to replace our 1988 Frontline pumper. We are planning to bring this for consideration as part of the 2018 town budget. The pumper has served us well, but due to its age it is not meeting NFPA requirements. We understand the financial burden that purchasing a truck causes and we felt the need to inform the townspeople at this time.

Our meetings are held on Monday evenings at the fire station. We are always looking for new members! If you are interested, please stop by the station or contact an officer.

Officers for 2017:

Fire Chief - Joe Depatie	868-5093
Asst. Chief - Gary Greenough	310-2721
Captain - Chris Uzell	309-5793
Lieutenant - Ralph Comiskey	782-1501
Lieutenant - John Gale	782-3658

In conclusion, I am thankful for the support of the fire department members, the community and especially Wendi Dusablon during my first year as chief. As a department we look forward to serving the town of Highgate in 2017.

Respectfully submitted,

Joe Depatie, Chief

HIGHGATE PUBLIC WORKS DEPARTMENT

Highgate Public Works Department (PWD) strives to provide essential services to our citizens in a courteous, safe, efficient, and cost-effective manner. Public Works' dedicated employees continues to plan, build and maintain the road network in a challenging time when much of our infrastructure has exceeded its useful life. An additional burden is the new State standards of accepted maintenance practices as a result of the Clean Water ACT which introduced new requirements for Towns to create a plan to meet standards for all culverts within a 20 year period. The Town is ahead of the curve in completing a total road inventory funded by a Better Back Roads Grant in 2016. This inventory is now the tool to apply for grants to support the required upgrades.

In 2016, The Town of Highgate was awarded five road improvement grants totaling \$375,964. With these funds the PWD was able to replace a large failing culvert on the South end of Tarte Road that required emergency fix to keep the road open. Additionally, another smaller culvert on the north end of Tarte Road was also in failure and was replaced. A third grant allowed for an upgrade to the stormwater management system in Shipyard Bay which provided filtration space for water running down the road before it dumped into Missisquoi Bay. This project was a collaborative effort with landowners who were planning improvement on their own. By addressing the issue on public land in sync with the projects on private land, we were able to create a more comprehensive fix to the issue.

Two more grants, one to repair a failing culvert on Durkee Road and another paving grant were both deferred to 2017 due to contractor scheduling challenges.

These projects all require a 10% in-kind match that is met with the Town's contribution of labor and equipment which makes these funds a real boon to Highgate tax dollars. We will be applying for more in March for the summer construction season.

The Highgate Public Works employees and Town officials wish to extend our gratitude to the residents of Highgate for your continued support in completing these projects. Please feel free to contact us with any questions or concerns. publicworks@highgatevt.org or 868-4697 x 7.

Development Review Board

The past year has been pretty active for the Development Review Board.

The Zoning Administrator processed over 83 zoning permits. The following required a review by the DRB:

Boundary Lines: 4

Subdivisions: 5

Conditional Use: 10

Variance: 1

Conditional Use & Site Plan: 1

This year will continue to be busy with the activity around solar panels and the interest in developing this in Highgate.

I want to thank the members of the Development Review Board for their dedication and service to the community throughout the year. This can be a challenging role when you have to tell another resident what the bylaws will or will not allow them to do on their property, but it is an important part of the zoning regulations and we take it seriously.

If you are interested in serving on this Board or any other, contact a Board member or the Town offices. There are plenty of workshops, training sessions, and support from Board members is always present. Appointments are approved by the Selectboard.

Richard Trombley, Chair

Highgate Cemetery Commissioners Report – 2016

We, the Highgate Cemetery Commissioners, continue to maintain the cemeteries within the Town of Highgate. For projects in 2016, 112 feet of fencing was replaced at the St. Johns Cemetery, as well as new signs installed for the Cutler Cemetery and the East Highgate Cemetery. Thank you to the Highgate taxpayers for their continued support as we work to upgrade our cemeteries.

Respectfully submitted,

The Highgate Cemetery Commissioners

Kevin Spears, Charles Nye, Dennis Nolan, Keith Ploof, Philip Brosseau

Highgate News: Walking, Biking & Safety Initiatives

Why Is Highgate Focusing on Walking and Biking?

Highgate has been attempting to do something to improve pedestrian safety since a fatality in the 1980's. Route 78 is wider now that it was in the 60's, the speed of vehicles on Route 78 is faster and the traffic is greater. The type of vehicles are also different now — they are larger and wider. Highgate is fortunate to

have a population with many families and many family-centered destinations right in the Village. We have a school that is centrally located, a beloved library, a recreation facility, merchants and parks that host popular events, such as concerts and celebrations. All of these facilities are located within walking distance of each other.

The school, families, and residents have all been telling us they want more, and safer, opportunities to travel within Highgate Center.

A photo from a 1910 Town Report shows an image of our Main St., formerly Franklin St, now known as Route 78, and there is clearly a better pedestrian facility than we can provide to



Franklin Street (RT 78) looking south
towards Livery Feed & Stables

residents and visitors now.

So, we've begun looking around at our community to try to find ways to improve walkability, bikeability and safety for all who live, work, and travel within Highgate Center.

Sidewalks: Can we afford them?

Yes, sidewalk projects are expensive. But they also bring value to a Town well beyond the investment. The State estimates for every dollar spent the Town reaps \$2.87 in return (http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/QUICK_FACTS.pdf). Property values at sale result from the elevated desirability of property located in a walkable ar-

ea even though the Town Property appraisal does not consider sidewalks as a taxable improvement. Equally important is the increase in bike/pedestrian businesses that are supported by the improvements. State reports state that \$56 million in revenue and 1000 jobs were generated by bike and pedestrian relat-

ed businesses in 2009.

Additionally, it is important to remember the potential savings for residents if they are able to spend less in gas and car associated expenses if they are able to walk, bike or take the bus.



Community members take part in
Highgate Center Walkability Assessment on October 15, 2016

Sidewalks: Why now?

An essential, long-term change a community can make to improve the health of its residents is to improve walkability/bikeability.

We are seeing more people walking as the Village is being developed. Walkers coming from the park and ride or Joey's Junction navigate Rte. 78 daily, however, it is dangerous.

With strong participation at the Highgate Public Library and a growing number of activities held within

our parks and at school, there are more opportunities for families with young children to come into the Village and take advantage of a variety of resources, all within walking distance of each other.

Additionally, the school has worked hard to create a *Safe Routes to School Travel Plan* to find ways to support more kids walking, improve their health and improve learning. Sidewalks are certainly a response to these needs, as



Highgate Elementary School's Walk to School Day

are crosswalks.

Moreover, the Town has been denied the creation of crosswalks without a safe destination on both sides of the street. Without sidewalks there are no crosswalks.

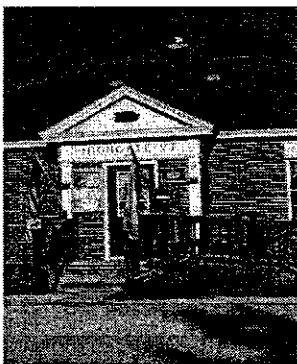
Over the past few years, the State has made improv-

ing bike and pedestrian facilities a priority, resulting in a variety of grants available to Towns. These grants support scoping, planning and some implementation of sidewalk improvements with typically only a 10% financial match.

And lastly, a safe and walkable community serves our residents who choose to walk to their destinations, but also those who may have limited access to transportation, such as elderly who no longer drive and those residents too young to drive to their destination.

Why Lamkin Street?

In short, it will provide more residents with the safe infrastructure necessary to allow them safe access to the community's Village resources from their homes.



Highgate Public Library: A popular destination for the whole community.

In 2007, NRPC provided the town with funding and support to study an area of the town to provide pedestrian improvements. They focused on the Lamkin St. area because it is a high density area and high growth area. The region contains large tracts of land that can be developed into housing.

Lamkin St. has developed since that time and is transitioning into dense residential development. Because it comes up to Route 78 near Flat Iron Park, it will give us the site for our first crosswalk on Route 78.

(details available for: Lamkin Street Corridor Study 2007 performed by RSG, Inc. www.highgatevt.org/index.asp?SEC=4509D9F0-4E16-4778-8C98-0DEA20FB47FF&DE=DBDC32C7-1AC1-47B2-856E-2A8A7853E793&Type=B_PR)

This study was used to apply for a 2013 grant for \$250,000 to install the first segment of the sidewalk. The project is currently under review at AOT and is scheduled to be installed in the spring of 2017.

A second grant paid for the 2015 Route 78 study which proposed several options to make travel safer in the

Village corridor for pedestrians, bikes and vehicles.

The committee is excited to look into crosswalks at both ends of the Village using pedestrian islands *in the future* as funding opportunities become available. This change would make a safe place for pedestrians when crossing a busy highway.

These islands also serve as a cue to drivers that they are entering a village, should slow down, and be alert for pedestrians. We will apply for funding for these projects when the opportunity presents itself.

PLANNING COMMISSION REPORT FOR YEAR 2016

The Highgate Planning Commission has had busy year planning for the multitude of Town needs. Primary topics included managing a few large grants and a rewrite to the Capital Budget.

The primary focus of the Capital Budget this year was to address some long-ignored issues in the municipal complex. While contemplating construction to fix a leaking roof, water damage and a failed concrete floor in the Fire Department, we thought it prudent to understand what Americans with Disabilities Act (ADA) compliance issues would need to be addressed in any construction plan. The Planning Commission garnered a VT Community Development Program (VCDP) Block Grant which funded an ADA Access Study of the municipal complex. The study was completed by Arnold and Scangas Architects of St. Albans and the study has been presented at two public meetings and is available at our website [highgatevt.org](http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Highgate_ADA_Compliance_Evaluation_8_18_16(1).pdf) at the following link- [http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Highgate_ADA_Compliance_Evaluation_8_18_16\(1\).pdf](http://www.highgatevt.org/vertical/sites/%7B27DD8364-9602-460E-9A11-4C6436D74153%7D/uploads/Highgate_ADA_Compliance_Evaluation_8_18_16(1).pdf) . The completion of this study makes us eligible to apply for an ADA construction grant.

The Capital Budget has included a proposal to address the repair of the complex because timely repairs to your most critical public building are truly needed to protect this significant asset.

The Planning Commission hosted an Open House in November to provide the public with the Capital Budget proposal and to offer a tour of the facility. This was very well attended with 66 residents and officials enjoying a delicious feast donated by our wonderful businesses including: Desorcie's Market, Highgate Irving Station, Highgate Jolley Store, Joey's Junction, Sweetie Pies and the Traveling Chef. THANK YOU FOR YOUR SUPPORT!

In addition to the work mentioned above, we hosted public hearings for walkability issues and solar projects. We meet on the third Tuesday of the month and the public is encouraged to attend. Thank you to the dedicated members of the Board – Barbara Chevalier, Luc Dupuis, Woody Rouse, Jr., Bruce Ryan and Larry Simmons.

Richard Wilkens, Chair

	Total Gross Cost of Project	Available Funding			Annual Payments to be Raised by Taxes							Anticipated Future Funds Required to Purchase	Total Net Cost to Town
		Capital Reserve	Grant/ Other	Resale ¹	2017	2018	2019	2020	2021	2022			
DEPARTMENTAL Capital Projects & Assets													
Municipal Complex													
Municipal Complex Roof Repair	\$ 10,000				\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
TOTAL COMPLEX	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Parks & Recreation Department													
	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PARKS & REC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Highgate Public Library													
	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL HPL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Highgate Volunteer Fire Department													
Purchase Engine	\$ 500,000	\$ 187,145		*	\$ 36,999	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Fire Department Floor	\$ 62,000				\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Personal Protection Gear	\$ 30,000	\$ 15,000			\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL HVFD	\$ 592,000	\$ 187,145	\$ 15,000	\$ -	\$ 41,999	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Public Works - Highway													
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1974 Massey Ferguson Road Mower	\$ 40,000			\$ 2,000	\$ -	\$ 12,667	\$ 12,667	\$ 12,666	\$ -	\$ -	\$ -	\$ -	\$ 38,000
1991 Caterpillar 120G Grader	\$ 300,000			\$ 15,000	\$ -	\$ -	\$ 35,625	\$ 35,625	\$ 35,625	\$ 35,625	\$ 142,500	\$ 285,000	\$ 285,000
2001 John Deere 444H Loader	\$ 200,000			\$ 25,000	\$ -	\$ -	\$ 43,750	\$ 43,750	\$ 43,750	\$ 43,750	\$ -	\$ 175,000	\$ 175,000
2004 John Deere 410G Backhoe	\$ 200,000			\$ 25,000	\$ -	\$ -	\$ 29,167	\$ 29,167	\$ 29,167	\$ 29,167	\$ 58,332	\$ 175,000	\$ 175,000
2010 International 7600 Tandem Truck	\$ 225,000			\$ 60,000	\$ -	\$ -	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 165,000	\$ 165,000
2014 Western Star 4900 Tandem Truck	\$ 240,000			\$ 60,000	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 60,000	\$ 180,000	\$ 180,000
2015 FordF550 Compact Dump Trk Plow/Sand	\$ 65,000			\$ 25,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ 40,000	\$ 40,000
2016 International 7400 Single Axle Truck	\$ 160,000			\$ 50,000	\$ -	\$ -	\$ 12,250	\$ 12,250	\$ 12,250	\$ 12,250	\$ 61,000	\$ 110,000	\$ 110,000
Equipment Trailer	\$ 10,000			\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
TOTAL HWY	\$ 1,440,000	\$ -	\$ -	\$ 262,000	\$ -	\$ 12,667	\$ 211,459	\$ 201,458	\$ 188,792	\$ 188,792	\$ 374,832	\$ 1,178,000	\$ 1,178,000

	Total Capital Cost	Available Funding			Annual Payments to be Raised by Taxes							Anticipated Funds Required to Purchase	Total Cost to Town
		Capital Reserve	Grant/ Other	Resale ¹	2017	2018	2019	2020	2021	2022			
IN & AROUND TOWN Capital Projects													
Library Relocation	\$ 1,000,000		\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Complex ADA Modifications	\$ 276,000		\$ 75,000		\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Replacement of Bridge (B25)	\$ 4,950,000	\$ 225,346	\$ 4,702,500		\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Sidewalk Project*		\$ 62,598			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Station Slope Stabilization*	\$ 227,049	\$ 57,062	\$ 170,035		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Matching Funds for Future Grants					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TOWN PROJECTS	\$ 6,453,049	\$ 345,006	\$ 4,997,535	\$ 200,000	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Total Departmental Projects	\$ 2,042,000	\$ 187,145	\$ 15,000	\$ 262,000	\$ 41,999	\$ 122,667	\$ 211,459	\$ 201,458	\$ 188,792	\$ 188,792	\$ 374,832	\$ 374,832	\$ 1,288,000
Total Town Projects	\$ 6,453,049	\$ 345,006	\$ 4,997,535	\$ 200,000	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Total Expenditures	\$ 8,495,049	\$ 532,151	\$ 5,012,535	\$ 462,000	\$ 41,999	\$ 252,667	\$ 211,459	\$ 201,458	\$ 188,792	\$ 188,792	\$ 374,832	\$ 374,832	\$ 1,418,000

TOWN OF HIGHGATE
FY 2016-2017 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	TAX YEAR 2016	TAX YEAR 2015	TAX YEAR 2014	TAX YEAR 2013	TOTAL DUE
* JOSEPH & PENNY	BARNEY	MACHIA ROAD	1183.02				\$ 1,183.02
GEORGE	BARTON	SHIPYARD BAY	850.23				\$ 850.23
DANIELLE	BENNETT	PINE HAVE DRIVE	765.93				\$ 765.93
ISAAC & LISA	BEYOR	HIGHGATE ROAD	2726.58				\$ 2,726.58
TIMOTHY & RENA	BLUTO	TARTE ROAD	209.05				\$ 209.05
ERNEST	BOUCHARD	ST ARMAND ROAD	4000.28				\$ 4,000.28
~ EDWARD & KRISTY	BROW	RHEAUME ROAD	358.08				\$ 358.08
* TODD & KATHY	BUSHEY	SCHOOL STREET	380.11				\$ 380.11
HERBERT & KATHLEEN	BUTTON	HANNA ROAD	524.60				\$ 524.60
DENNIS	CASSIDY	LAMKIN STREET	1235.89				\$ 1,235.89
* BONNIE	CHENEY	CARTER HILL ROAD	3934.13	3323.98			\$ 7,258.11
CAROL MCKAY BUSHEY	CMB LLC	CARTER HILL ROAD	1871.20				\$ 1,871.20
* RICHARD LEAHY & ROSE	DUPREY	ROUTE 78	610.19	715.27	771.19	370.19	\$ 2,466.84
LYNN	ELWOOD	LAMKIN STREET	1178.22	1227.49			\$ 2,405.71
* DEAN	FACKLER	DURKEE ROAD	2879.25				\$ 2,879.25
TERRANCE	FLANAGAN	CARMEN BROOK RD	196.38				\$ 196.38
MINDY CHURCH & KEVIN	GAGNE	DURKEE ROAD	2892.00				\$ 2,892.00
MARK & JEAN	GAGNE	CAMPAGNA ROAD	3760.86				\$ 3,760.86
EUGENE & LISA	GAGNER	BOUCHARD ROAD	3357.45				\$ 3,357.45
ROBERT & MARTHA	GRAHAM	LAMKIN STREET	870.48				\$ 870.48
JEREMY	GREENIA	CADIEUX LANE	855.73				\$ 855.73
JOSEPH	GREENIA	LAMKIN STREET	1755.42	205.67			\$ 1,961.09
JOSEPH & CRYSTAL	GREENIA	RHEAUME ROAD	2136.12	1309.77			\$ 3,445.89
MELANIE	GREENIA	LAMKIN STREET	46.57				\$ 46.57
ROMAINE	GREENIA	LAMKIN STREET	993.16				\$ 993.16
JENNIFER	GROSS	VIRGINIA LANE	374.54				\$ 374.54
MICHAEL & CARMEN	GUTTILLA	CHARLES CIRCLE	2834.96				\$ 2,834.96
PAUL & CYNTHIA	GUYETTE	ROLLO ROAD	2928.93				\$ 2,928.93
* RICHARD	HEBERT	CAMPAGNA ROAD	1209.47				\$ 1,209.47
# NICOLE	HEMINGWAY	CARTER HILL ROAD	1524.54	1697.08	1829.48	717.31	\$ 5,768.41
HIDEAWAY PARADISE EST	HOMEOWNERS	TANGLEWOOD DRIVE	1473.23				\$ 1,473.23
* LYNFORD & DORE	HOAGUE	CAMPAGNA ROAD	2980.88	3775.98			\$ 6,756.86
* RAQUEL	HOAGUE	HOAGUE DRIVE	597.62				\$ 597.62
* STEPHEN	HUNTER	HIGHGATE ROAD	1817.21				\$ 1,817.21
* BECKY	JOHNSON	BALLARD ROAD	2506.69	1122.51			\$ 3,629.20
MARK & AMY	KEMP	BEVERLY DRIVE	76.02				\$ 76.02
ROBERT	KITTELL	HEMPYARD ROAD	498.41				\$ 498.41
ROBERT & MARTHA	KITTELL	MUDGETT ISLAND	846.57				\$ 846.57
TERRY SR. & SHARON	KOONS	CARTER HILL ROAD	1429.83				\$ 1,429.83
CHRISTINE	LACROIX	CARRIER WAY	1536.48				\$ 1,536.48
* BEVERLY	LAFRANCE	LAFRANCE ROAD	1973.48	2411.66			\$ 4,385.14
DAWN	LAPAN	OLDS DRIVE	658.53				\$ 658.53
* LAWRENCE & LAURIE	LAPAN	ROUTE 78	3152.16	436.90			\$ 3,589.06
* JANE	LAROCHE	ROUTE 78	2186.03	2407.32	141.42		\$ 4,734.77
CHRISTOPHER & MELISSA	LESPERANCE	ARTHUR DRIVE	828.23				\$ 828.23
* BONNY	LOCKE	LAMKIN STREET	2817.49	249.44			\$ 3,066.93
* KATHY	LOCKE	WHISPERING PINES	1519.20				\$ 1,519.20
# COREY	MACHIA	COOK ROAD	82.45	148.55	2.44		\$ 233.44
DAVID	MACHIA	MOREY ROAD	5229.62	952.18			\$ 6,181.80
DAVID	MACHIA	MOREY ROAD	1845.20	2041.42	18.32		\$ 3,904.94
DAVID	MACHIA	WILLIAMS ROAD	2704.62	2964.20	647.11		\$ 6,315.93
SCOTT & REGINA	MACHIA	HIGHGATE ROAD	1158.06				\$ 1,158.06
ALLAN & THERESA	MANY	ROUTE 78	1755.65				\$ 1,755.65

TOWN OF HIGHGATE
FY 2016-2017 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	TAX YEAR 2016	TAX YEAR 2015	TAX YEAR 2014	TAX YEAR 2013	TOTAL DUE
* HEATH & SHEREE	MARTEL	HIGHGATE ROAD	845.33				\$ 845.33
* JANICE	MARTIN	DECKER ROAD	692.20	283.77			\$ 975.97
NICOLE	MCLAUGHLIN	RAYMO DRIVE	4766.05				\$ 4,766.05
* MYRON & CHRISTIE	MESSECK	OLD SCHOOLHOUSE	2742.77	498.09			\$ 3,240.86
* DEBRA	MESSIER-GAGNE	GAGNE ROAD	1719.01	1192.30			\$ 2,911.31
WINDY	MINOR	MEADOW LANE	3027.10				\$ 3,027.10
JUDY	MOREY	DURKEE ROAD	577.20				\$ 577.20
SCOTT	MORGAN	LAMKIN STREET	2015.01				\$ 2,015.01
* THOMAS	MULHERON	ROUTE 78	3343.58				\$ 3,343.58
DANIEL	NADEAU	ST ARMAND ROAD	3263.52				\$ 3,263.52
* DOUGLAS	NELSON	WAUGH FARM ROAD	3701.43	693.91			\$ 4,395.34
* ANTHONY & KIM	NICHOLS	HIGHGATE ROAD	1115.72				\$ 1,115.72
* TODD & CHANTAL	NOEL	ST ARMAND ROAD	965.36	409.46			\$ 1,374.82
HEATHER	OLDS	OLDS DRIVE	865.74				\$ 865.74
* LEE & LORI	OLDS	MISTY MEADOWS	1613.97	156.65			\$ 1,770.62
FAYE & ERIC	PELICAN	OLDS DRIVE	1568.53	140.15			\$ 1,708.68
* ANGELA	PFEIFFER	COUNTRY CLUB ROAD	1968.27				\$ 1,968.27
EUGENE & SHIRLEY	PLOOF	HIGHGATE ROAD	1282.68	210.13			\$ 1,492.81
RICHMOND GROUP	PARTNERSHIP	AIRPORT ROAD	3761.89				\$ 3,761.89
* RHODA	REYNOLDS	LYNNLOU DRIVE	831.89	953.26	656.78		\$ 2,441.93
WENDELL & DEBORAH	ROBERTS	ROBERTS LANE	905.98				\$ 905.98
WENDELL J	ROBERTS	ROBERTS LANE	160.28				\$ 160.28
JUSTIN	ROBTOY	PAULS COURT	489.28				\$ 489.28
* WILLIAM	SCARPINATO	CARMEN BROOK RD	1468.26				\$ 1,468.26
EDWIN	SMITH	SPOONER ROAD	2545.93				\$ 2,545.93
MARCIA	ST ARNAULT	LYNN LOU DRIVE	175.13				\$ 175.13
ANDREW	SWEET	GORE ROAD	996.81				\$ 996.81
CHRISTOPHER	TARDY	LUKE STREET	84.30	192.07	209.31	6.16	\$ 491.84
MARY ELLEN	THERRIEN	CHRISTINA DRIVE	853.13				\$ 853.13
* MARY	TREMBLAY	THAK BLVD	1441.63				\$ 1,441.63
* JANICE	WARD	PLATT ROAD	2860.36	980.17			\$ 3,840.53
RONALD & SALLY	YOUNG	MILL HILL ROAD	2152.90				\$ 2,152.90
TOTALS BY YEAR:			142918.27	30699.38	4276.05	1093.66	

~	ESCROW COMPANY PD. LATE
*	PAYMENT PLAN IN PLACE
+	TAX SALE JANUARY 12, 2017
#	BRINGING TO SMALL CLAIMS COURT

TOTAL OUTSTANDING DELINQUENCIES:
(AS OF DECEMBER 31ST, 2016)
178,987.36

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

	#0012078169	893 ROUTE 78	185456.84
RENEWABLE RESOURCES	#0012078165	893 ROUTE 78	8490.18
RENEWABLE RESOURCES	#0018078173	893 ROUTE 78	6289.45
JEDCO INC		Subtotal:	200236.47

Combined Total:
379,223.83

Town of Highgate
Special Funds

Account	CAPITAL RESERVE	ARENA PROJECT FUNDRAISING	TRANSFER STATION	TOTAL	REAPPRAISAL FUND	PRESERVATION FUND	COMPUTER FUND	GRANT FUNDS	TOTAL
ASSETS									
Arena Fundraising Account	0	153702.02	0	153702.02					
MBVT Loan Account	0	9830.19	0	9830.19					
Capital Reserve Fund	615913.82	0	0	615913.82					
Accounts Receivable	14181.53	0	0	14181.53					
Due From/To Other Funds	32984.77	76660.34	31422.3	141067.41	147621.49	41586.77	10710.71	-14548.69	185370.28
Grant Revenue	0	0	0	0					
Total Grant Revenue	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL ASSETS	663080.12	240192.55	31422.3	934694.97	147621.49	41586.77	10710.71	-14548.69	185370.28
	=====	=====	=====	=====	=====	=====	=====	=====	=====
LIABILITIES									
Highway Truck Reserves	0								
Fire Truck Reserves	224195.99			224195.99					
Protective Gear Reserves	5000			5000					
Bridge 25 Reserves	225393.29			225393.29					
Sidewalk Project Reserves	62607.84			62607.84					
Transfer Station Landslide	57072.88			57072.88					
Landfill Closure Reserve	31147.25			31147.26					
Sidewalk Deferred	14181.53			14181.53					
	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL LIABILITIES	619598.78	0	0	619598.78	0	0	0	0	0
	=====	=====	=====	=====	=====	=====	=====	=====	=====
RESERVES									
Preservation Reserves	0	0	0	0		-8392.48			-8392.48
	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL RESERVES	0	0	0	0	0	-8392.48	0	0	-8392.48
	=====	=====	=====	=====	=====	=====	=====	=====	=====
FUND BALANCE									
Total Prior Years Fund Balance	605818.69	240473.8	31422.3	877714.79	147621.49	48707.12	10080.83	0	206409.44
	=====	=====	=====	=====	=====	=====	=====	=====	=====
Fund Balance Current Year	43079.9	-281.25	0	42798.65	0	1272.13	629.88	-14548.69	-12646.68
	=====	=====	=====	=====	=====	=====	=====	=====	=====
Total Fund Balance	648898.59	240182.55	31422.3	920513.44	147621.49	49979.25	10710.71	-14548.69	193762.76
	=====	=====	=====	=====	=====	=====	=====	=====	=====
Total Liability Reserves Fund Bal.	663080.12	240182.55	31422.3	934694.97	147621.49	41586.71	10710.71	-14548.69	185370.28
	=====	=====	=====	=====	=====	=====	=====	=====	=====

Town of Highgate
Combining Balance Sheet 12/31/2016

ASSETS	General	Fire	Highway	Cemeteries	Parks & Rec	Library	Arena Fund	Total
CASH IN BANK & ACCOUNT RECEIVABLES								
Checking - General Fund	1393381.85	0	0	0	0	0	-17636.81	1375745.04
Checking - Debit Card Lib	526.72	0	0	0	0	0	0	526.72
Merchants Bank - Escrow	5008.99	0	0	0	0	0	0	5008.99
Cash Drawer	121.33	0	0	0	0	0	0	121.33
Current Taxes Receivable	132029.48	0	0	0	0	0	0	132029.48
Delinquent Tax A/R - Prin	102130.22	0	0	0	0	0	0	102130.22
Delinquent Tax A/R - Inte	125217.64	0	0	0	0	0	0	125217.64
Delinquent Tax A/R - Pen	18593.62	0	0	0	0	0	0	18593.62
Tax Sale Fees A/R	1762.53	0	0	0	0	0	0	1762.53
Estimated Uncollectible	-193000	0	0	0	0	0	0	-193000
Due From/To Other Funds	-895064.81	36453.79	452344.62	13839.38	12354.98	44339.81	8668.71	-327063.52
Accounts Receivable	6013.1	0	0	0	0	0	0	6013.1
Prepaid Expenses	61023.82	9773.25	0	0	0	2530	11000	84327.07
TOTAL ASSETS	757744.49	46227.04	452344.62	13839.38	12354.98	46869.81	2031.9	1331412.22

LIABILITIES	General	Fire	Highway	Cemeteries	Parks & Rec	Library	Arena Fund	Total
ACCOUNTS PAYABLES								
Animal Licenses - State	-657	0	0	0	0	0	0	-657
Property Taxes - School	-4422561.08	0	0	0	0	0	0	-4422561.08
Accounts Payable Module	84025.35	0	0	0	0	0	0	84025.35
Health Insurance Payable	903.39	0	0	0	0	0	0	903.39
Tax Overpayments	3084.63	0	0	0	0	0	0	3084.63
HS - 122 State Download	-783793.69	0	0	0	0	0	0	-783793.69
MANY Subdivision Escrow	5007.23	0	0	0	0	0	0	5007.23
Deferred Taxes	62000	0	0	0	0	0	0	62000
Due to DTC	13370.4	0	0	0	0	0	0	13370.4
Unspent Grant Money	1000	0	0	0	0	0	0	1000
MAHA Lease Deposit	10000	0	0	0	0	0	0	10000
TOTAL LIABILITIES	-5027620.77	0	0	0	0	0	0	-5027620.77

FUND BALANCE	General	Fire	Highway	Cemeteries	Parks & Rec	Library	Arena Fund	Total
Prior Years Fund Balance	357110.53	3581.16	25208.93	3516.3	1350.26	7906.35	15898.69	414572.22
Current Year Fund Balance	5428254.73	42645.88	427135.69	10323.08	11004.72	38963.46	-13866.79	5944460.77
Total Fund Balance	5785365.26	46227.04	452344.62	13839.38	12354.98	46869.81	2031.90	6359032.99

Total Liabilities & Fund Balance	757744.49	46227.04	452344.62	13839.38	12354.98	46869.81	2031.9	1331412.22
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HIGHGATE TRUST FUNDS

For year ended December 31, 2016

Summary of Trust Funds

Highgate Center Cemetery Assoc.	28,394.00
St. John's Cemetery	12,354.20
East Highgate Cemetery	7,862.75
Sherwood Cemetery	6,805.76
Highgate Public Library	2,300.00
Highgate Historical Society	1,000.00

Total Trust Funds: **58,716.71**

Trustee Time Deposit

Edward Jones Bond	57,000.00
Peoples Trust Savings	2,334.74

Total Time Deposits 59,334.74

Trustee Operating Account

Beginning Balance 01/01/2016 **103.77**

Deposits

Edward Jones Bond Interest 1,497.64

Total Deposits: **1,497.64**

Disbursements

Highgate Center Cemetery Assoc.	725.36
St. John's Cemetery	315.60
East Highgate Cemetery	200.85
Sherwood Cemetery	173.86
Highgate Public Library	58.76
Highgate Historical Society	25.55

Total Disbursements: **1,499.98**

Ending Balance 12/31/2015 **101.43**

Bequests

St. John's Cemetery

Beginning Balance	11,561.44
Beatrice Beyor Cook	50.00
Joan Marie Devost	200.00
Sub Total	11,811.44
Redeposit Ck #46, 12/31/14	248.06
Redeposit Ck#51, 12/31/15	294.70
	<u>542.76</u>

Ending Balance **12,354.20**

East Highgate Cemetery

Beginning Balance	7,129.30
David Laurie	400.00
Sub Total	7,529.30
Redeposit Ck #45, 12/31/14	151.72
Redeposit Ck #52, 12/31/15	181.73
	<u>333.45</u>

Ending Balance **7,862.75**

Sherwood Cemetery

Beginning Balance	6,500.00
Redeposit Ck #47, 12/31/14	140.07
Redeposit Ck #53, 12/31/15	165.69
	<u>305.76</u>

Ending Balance **6,805.76**

Respectfully submitted,
John Ferland,
Evangeline La Rocque
Clarence Miller

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND REVENUE	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>PROPERTY TAXES</u>						
Current Property Taxes	926399.00	345341.63	998464.10	6166508.52	1224604.30	226140.20
Property Tax Adjustment	5000.00	0.00	5000.00	5439.02	5000.00	0.00
Delinq Prop Tax - Interest	19000.00	11637.07	19000.00	12018.50	16000.00	-3000.00
Delinq Prop Tax - Penalty	18000.00	18103.63	18000.00	15643.18	18000.00	0.00
Tax Sale Exp Recovered	0.00	214.68	0.00	3458.93	0.00	0.00
Education Billing Fee	0.00	9983.56	0.00	0.00	0.00	0.00
SUBTOTAL	968399.00	385280.57	1040464.10	6203068.15	1263604.30	223140.20
<u>INTERGOVERNMENTAL</u>						
Swanton Village	340000.00	367681.69	360000.00	389944.85	370000.00	10000.00
Current Use	50000.00	45059.00	45000.00	46928.00	45000.00	0.00
PILOT	15000.00	13503.32	0.00	13559.45	0.00	0.00
Fish & Wildlife	1700.00	1690.00	1600.00	0.00	1600.00	0.00
SUBTOTAL	406700.00	427934.01	406600.00	450432.30	416600.00	10000.00
<u>OTHER REVENUE</u>						
Interest Income	2000.00	2702.73	2300.00	1599.76	2400.00	100.00
Insurance Recoveries	0.00	722.00	0.00	61.75	0.00	0.00
Sale of Surplus Equip	0.00	104.60	0.00	222.00	0.00	0.00
Waugh Farm Lease	1000.00	1050.00	1000.00	0.00	1000.00	0.00
Cell Tower Lease	2500.00	16048.39	15000.00	7718.95	15360.00	360.00
Casella Host Fees	60000.00	59615.48	60000.00	33522.27	60000.00	0.00
Other Income	300.00	10518.54	300.00	18234.09	300.00	0.00
FEMA Buyout	0.00	37037.99	0.00	0.00	0.00	0.00
Dehumidifer Grant	0.00	10000.00	0.00	10000.00	0.00	0.00
Efficiency VT Grant	0.00	4700.00	0.00	0.00	0.00	0.00
SUBTOTAL	65800.00	142499.73	78600.00	71358.82	79060.00	460.00
<u>CLERK FEES</u>						
TO Recording Fees	17000.00	17846.00	14500.00	8199.00	14000.00	-500.00
TO Research Fees	600.00	4416.75	600.00	374.50	600.00	0.00
TO Photocopies	5500.00	3637.25	5500.00	3542.75	5500.00	0.00
TO Beverage Licenses	800.00	625.00	625.00	140.00	625.00	0.00
TO Marriage Licenses	300.00	150.00	300.00	100.00	150.00	-150.00
TO DMV Renewals	1000.00	303.00	0.00	0.00	0.00	0.00
TO Green Mtn Passports	0.00	44.00	0.00	16.00	0.00	0.00
TO Land Postings	0.00	115.00	50.00	85.00	50.00	0.00
TO Salvage Yard Certificate	0.00	100.00	50.00	0.00	50.00	0.00
SUBTOTAL	25200.00	27237.00	21625.00	12457.25	20975.00	-650.00
<u>PUBLIC SAFETY</u>						
Civil Fines	2500.00	11230.65	5000.00	3004.20	5000.00	0.00
New Dog License	0.00	1732.00	500.00	466.00	500.00	0.00
Renew Dog License	8000.00	6924.00	7500.00	875.00	7000.00	-500.00
Late Dog License Fines	0.00	50.00	0.00	25.00	0.00	0.00
SUBTOTAL	10500.00	19936.65	13000.00	4370.20	12500.00	-500.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND REVENUE	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
DEVELOPMENT FEES						
TO Zoning Permit	5000.00	8504.60	5000.00	4083.20	6000.00	1000.00
TO Letter of Compliance	0.00	816.00	500.00	420.00	500.00	0.00
TO Subdivision Application	0.00	1650.00	500.00	580.00	800.00	300.00
TO Conditional Use Review	0.00	1540.00	500.00	1030.00	800.00	300.00
TO Site Plan Review	0.00	280.00	500.00	0.00	0.00	-500.00
TO Boundry Line Adjust	0.00	580.00	500.00	720.00	500.00	0.00
SUBTOTAL	5000.00	13370.60	7500.00	6833.20	8600.00	1100.00
TOTAL REVENUE	1481599.00	1016258.56	1567789.10	6748519.92	1803961.98	236172.88

GENERAL FUND EXPENDITURES	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
SELECTBOARD						
Selectboard Stipend	5250.00	5250.00	5250.00	5250.00	5250.00	0.00
SB SS & Medicare	402.00	490.86	402.00	401.63	402.00	0.00
SB Workers Comp	23.00	23.00	0.00	0.00	0.00	0.00
SB Professional Develop	240.00	71.00	300.00	0.00	300.00	0.00
SB Professional Services	1100.00	0.00	1000.00	0.00	1000.00	0.00
SB Public Relations	200.00	0.00	0.00	0.00	0.00	0.00
SB Travel Expenses	100.00	0.00	200.00	0.00	200.00	0.00
SUBTOTAL	7315.00	5834.86	7152.00	5651.63	7152.00	0.00
TOWN & ZONING ADMIN						
Town&Zoning Administrator	53976.00	54827.15	55325.40	31067.05	57538.42	2213.02
Public Meetings Clerk	7800.00	7920.00	7800.00	4380.00	10000.00	2200.00
TZA Group Insurance	8400.00	10439.00	9000.00	5100.00	9000.00	0.00
TZA SS & Medicare	4726.00	4401.73	4829.09	2487.21	5167.00	337.91
TZA Retirement Contrib	3089.00	3020.22	3217.00	1592.13	3350.00	133.00
TZA Professional Dues	100.00	85.00	0.00	0.00	0.00	0.00
TZA Unemployment Comp	272.00	272.00	0.00	0.00	0.00	0.00
TZA Workers Comp	272.00	272.00	0.00	0.00	0.00	0.00
TZA Professional Develop	120.00	121.00	120.00	150.00	200.00	80.00
TZA Travel Expenses	200.00	104.66	200.00	0.00	200.00	0.00
SUBTOTAL	78955.00	81462.76	80491.49	44776.39	85455.42	4963.93
TOWN CLERK						
Town Clerk Salary	40072.00	40704.18	41073.80	23064.64	42716.75	1642.95
TC Group Insurance	8400.00	9763.12	9000.00	5100.00	9000.00	0.00
TC SS & Medicare	3066.00	3063.17	3142.15	1740.20	3268.00	125.85
TC Retirement Contrib	1603.00	2029.02	1642.95	1097.77	1709.00	66.05
TC Professional Dues	100.00	0.00	0.00	0.00	0.00	0.00
TC Workers Comp	177.00	177.00	0.00	0.00	0.00	0.00
TC Election Expenses	3000.00	3000.00	7000.00	2276.04	3000.00	-4000.00
TC Professional Develop	120.00	118.13	300.00	0.00	300.00	0.00
TC Travel Expenses	200.00	153.37	200.00	246.78	300.00	100.00
SUBTOTAL	56738.00	59007.99	62358.90	33525.43	60293.75	-2065.15

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND EXPENDITURES	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>LISTERS OFFICE</u>						
Lister Salaries	37440.00	27993.30	37440.00	12855.20	37440.00	0.00
LS SS & Medicare	2864.00	2141.71	2864.16	983.32	2864.16	0.00
LS Professional Dues	100.00	50.00	0.00	0.00	0.00	0.00
LS Workers Comp	165.00	165.00	0.00	0.00	0.00	0.00
LS Professional Develop	180.00	1377.01	180.00	120.00	200.00	20.00
LS Technical Services	5029.00	5176.24	5000.00	3958.25	6000.00	1000.00
LS Travel Expenses	400.00	326.36	400.00	157.14	400.00	0.00
SUBTOTAL	46178.00	37229.62	45884.16	18073.91	46904.16	1020.00
<u>TOWN TREASURER</u>						
Town Treasurer Salary	38776.00	47474.10	41205.00	23138.23	42853.20	1648.20
TT Insurance Buyout	0.00	5243.19	4800.00	2695.45	4800.00	0.00
TT Group Insurance	8400.00	0.00	0.00	0.00	0.00	0.00
TT SS & Medicare	2966.00	4032.91	3519.38	1976.29	3646.00	126.62
TT Retirement Contrib	1939.00	2245.28	1840.20	1319.94	1907.00	66.80
TT Professional Dues	100.00	60.00	0.00	0.00	0.00	0.00
TT Workers Comp	171.00	0.00	0.00	0.00	0.00	0.00
TT Professional Develop	180.00	2982.50	1200.00	385.00	1000.00	-200.00
TT Travel Expenses	200.00	1114.48	1000.00	756.00	1100.00	100.00
SUBTOTAL	52732.00	63152.46	53564.58	30270.91	55306.20	1741.62
<u>DELINQ. TAX COLLECTOR</u>						
DTC Compensation	14000.00	18466.39	18000.00	7164.90	18000.00	0.00
DTC SS & Medicare	1071.00	1412.58	1377.00	548.11	1224.00	-153.00
DTC Workers Comp	62.00	10.25	0.00	0.00	0.00	0.00
DTC Professional Develop	60.00	0.00	0.00	0.00	100.00	100.00
DTC Legal Expenditures	400.00	0.00	0.00	0.00	0.00	0.00
DTC Travel Expenses	100.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL	15693.00	19889.22	19377.00	7713.01	19324.00	-53.00
<u>ANIMAL CONTROL OFFICER</u>						
ACO Compensation	3900.00	3960.00	3900.00	2190.00	5997.00	2097.00
ACO SS & Medicare	298.00	303.07	298.35	167.61	458.77	160.42
ACO Unemployment Comp	68.00	30.00	0.00	0.00	0.00	0.00
ACO Workers Comp	210.00	0.00	0.00	0.00	0.00	0.00
ACO Professional Develop	120.00	62.00	60.00	0.00	60.00	0.00
Animal Boarding Fees	2000.00	1000.00	2000.00	90.00	1500.00	-500.00
ACO Travel Expense	300.00	213.90	300.00	115.56	300.00	0.00
SUBTOTAL	6896.00	5568.97	6558.35	2563.17	8315.77	1757.42
<u>TOWN CONSTABLE</u>						
Town Constable Stipend	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
CON SS & Medicare	77.00	76.50	76.50	76.50	76.50	0.00
CON Workers Comp	54.00	0.00	0.00	0.00	0.00	0.00
CON Professional Develop	120.00	0.00	60.00	0.00	60.00	0.00
CON Travel Expenses	200.00	87.39	200.00	0.00	100.00	-100.00
SUBTOTAL	1451.00	1163.89	1336.50	1076.50	1236.50	-100.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND EXPENDITURES	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>HEALTH OFFICER</u>						
Health Officer Stipend	500.00	500.00	500.00	500.00	1000.00	500.00
HO SS & Medicare	38.00	0.00	38.00	38.25	76.50	38.50
HO Unemployment Comp	10.00	10.00	0.00	0.00	0.00	0.00
HO Workers Comp	2.00	2.00	0.00	0.00	0.00	0.00
HO Professional Develop	120.00	0.00	60.00	0.00	60.00	0.00
HO Professional Services	0.00	473.45	500.00	18599.70	500.00	0.00
HO Travel Expenses	100.00	0.00	100.00	0.00	100.00	0.00
SUBTOTAL	770.00	985.45	1198.00	19137.95	1736.50	538.50
<u>PLANNING COMMISSION</u>						
PC Stipend	1320.00	1140.00	1200.00	860.00	1320.00	120.00
PC SS & Medicare	101.00	78.03	92.00	65.79	101.00	9.00
PC Unemployment Comp	25.00	25.00	0.00	0.00	0.00	0.00
PC Workers Comp	6.00	6.00	0.00	0.00	0.00	0.00
PC Professional Develop	500.00	0.00	300.00	0.00	300.00	0.00
PC Technical Services	1800.00	1810.94	0.00	0.00	0.00	0.00
SUBTOTAL	3752.00	3059.97	1592.00	925.79	1721.00	129.00
<u>DEVELOP. REVIEW BOARD</u>						
DRB Stipend	1320.00	780.00	1200.00	1600.00	1500.00	300.00
DRB SS & Medicare	101.00	39.78	92.00	122.40	115.00	23.00
DRB Unemployment Comp	25.00	25.00	0.00	0.00	0.00	0.00
DRB Workers Comp	6.00	6.00	0.00	0.00	0.00	0.00
DRB Professional Develop	500.00	0.00	0.00	0.00	300.00	300.00
DRB Technical Services	0.00	0.00	1800.00	1799.70	0.00	-1800.00
SUBTOTAL	1952.00	850.78	3092.00	3522.10	1915.00	-1177.00
<u>NW SOLID WASTE DISTRICT</u>						
Solid Waste Membership	3570.00	3570.00	3570.00	3570.00	3608.00	38.00
Solid Waste Buy-In	1850.00	1850.00	1850.00	1850.00	1850.00	0.00
SUBTOTAL	5420.00	5420.00	5420.00	5420.00	5458.00	38.00
<u>PUBLIC SAFETY</u>						
Ambulatory Services	126000.00	105000.00	81305.00	47427.94	82931.00	1626.00
Ambulatory Dispatch Fee	0.00	0.00	25525.00	25092.70	25525.00	0.00
Police Patrol Services	58574.00	56868.24	58574.00	39994.24	62142.00	3568.00
SUBTOTAL	184574.00	161868.24	165404.00	112514.88	170598.00	5194.00
<u>CULTURAL SERVICES</u>						
Historical Society	1000.00	1000.00	1000.00	0.00	1000.00	0.00
Memorial Day	2000.00	2000.00	2000.00	0.00	2000.00	0.00
Summer Concert Series	3000.00	3000.00	3000.00	0.00	3000.00	0.00
Holiday Expense	2000.00	2022.00	2000.00	2120.00	2000.00	0.00
SUBTOTAL	8000.00	8022.00	8000.00	2120.00	8000.00	0.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND EXPENDITURES	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>TOWN OPERATIONS</u>						
TO Consulting Services	0.00	240.00	0.00	1800.00	0.00	0.00
TO Professional Audit	12000.00	25510.00	18000.00	7904.00	18400.00	400.00
TO Legal Services	12000.00	48159.37	35000.00	20448.55	35000.00	0.00
TO Technical Services	6000.00	6203.84	7000.00	1799.71	7000.00	0.00
TO Custodial Services	3380.00	3250.00	4000.00	1940.00	4000.00	0.00
TO Buildings Maintenance	2000.00	4874.29	8000.00	602.86	8000.00	0.00
TO Equipment Maintenance	1000.00	1455.02	1500.00	0.00	1500.00	0.00
TO Construction Service	5000.00	0.00	0.00	0.00	0.00	0.00
TO PACIF Insurance	16720.00	16720.00	15193.00	15193.00	23152.00	7959.00
TO Workers Comp Insurance	0.00	0.00	2000.00	2000.00	1700.00	-300.00
TO Unemployment Comp	0.00	0.00	548.00	628.00	417.00	-131.00
TO Communications	6000.00	9274.55	6000.00	7230.04	9000.00	3000.00
TO Postage	5000.00	6139.67	5500.00	3500.54	6000.00	500.00
TO Advertising	3500.00	5070.02	5000.00	1732.72	5000.00	0.00
TO Printing & Binding	1700.00	1969.30	1700.00	488.28	2000.00	300.00
NRPC Dues	3489.00	3489.00	3606.00	3594.00	3702.00	96.00
VLCT Dues	4757.00	5722.00	6000.00	4909.00	6000.00	0.00
Franklin County Assessment	28306.00	30094.93	31092.12	31092.12	33240.00	2147.88
TO General Supplies	7000.00	8858.90	8500.00	4696.44	8500.00	0.00
TO Natural Gas	5000.00	4547.41	5000.00	1808.88	5000.00	0.00
TO Electricity	9000.00	6509.88	8000.00	3882.00	6800.00	-1200.00
TO Furniture/Equipment	6000.00	3620.10	20455.00	20050.36	6000.00	-14455.00
TO Tax Abatement	0.00	283.34	0.00	13540.98	0.00	0.00
TO Other Expenses	0.00	2775.47	500.00	840.56	1000.00	500.00
TO Planning Grant	0.00	83.00	0.00	0.00	0.00	0.00
FEMA Buyout	0.00	31135.00	0.00	0.00	0.00	0.00
SUBTOTAL	137852.00	225985.09	192594.12	149682.04	191411.00	-1183.12
<u>SOCIAL SERVICES APPROP.</u>						
FranklinCounty HomeHealth	5285.00	5285.00	7070.00	7070.00	0.00	-7070.00
Northwest Counseling SS	1200.00	1200.00	2500.00	2500.00	0.00	-2500.00
Independent Living	380.00	380.00	380.00	380.00	380.00	0.00
American Red Cross	0.00	0.00	1000.00	1000.00	950.00	-50.00
FCIDC	1000.00	1000.00	1000.00	1000.00	950.00	-50.00
ChamplainValley AgencyAge	1200.00	1200.00	1200.00	1200.00	0.00	-1200.00
Special Investigation Unit	1000.00	1000.00	1000.00	1000.00	900.00	-100.00
Association for The Blind	500.00	500.00	500.00	500.00	500.00	0.00
Hi-Swans Senior Center	1800.00	1800.00	1800.00	1800.00	0.00	-1800.00
Tim's House	750.00	750.00	1000.00	0.00	500.00	-500.00
Vermont Green Up	200.00	200.00	200.00	200.00	200.00	0.00
Friends of Lake Champlain	2000.00	2000.00	2500.00	2000.00	0.00	-2500.00
Green Mountain Transit	3028.00	3028.00	3028.00	3028.00	950.00	-2078.00
FC Animal Rescue	0.00	0.00	300.00	0.00	300.00	0.00
FGI Bookmobile	500.00	500.00	0.00	0.00	0.00	0.00
SUBTOTAL	18843.00	18843.00	23578.00	21678.00	5630.00	-17848.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

GENERAL FUND EXPENDITURES	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>DEPARMENTAL TRANSFERS</u>						
Transfer Out - Fire Dept	38965.00	38965.00	72802.00	72802.00	69149.00	-3653.00
Transfer Out - Highway	541391.00	0.00	571389.00	571389.00	573224.00	1835.00
Transfer Out - Cemeteries	12600.00	12600.00	14200.00	14200.00	12000.00	-2200.00
Transfer Out - Parks & Rec	10729.00	10729.00	7561.00	7561.00	19597.00	12036.00
Transfer Out - Library	86396.00	86396.00	95121.00	95121.00	112195.00	17074.00
Transfer Out - Arena	90616.00	90616.00	87116.00	87116.00	92050.00	4934.00
SUBTOTAL	780697.00	239306.00	848189.00	848189.00	878215.00	30026.00
<u>CAPITAL IMPROVEMENT</u>						
Town Office CIP Transfer Out	62500.00	62500.00	0.00	0.00	90000.00	90000.00
Fire Dept CIP Transfer Out	0.00	0.00	41999.00	41999.00	100000.00	58001.00
Highway CIP Transfer Out	10000.00	10000.00	0.00	0.00	12667.00	12667.00
Bridge 25 CIP Transfer Out	0.00	0.00	0.00	0.00	50000.00	50000.00
SUBTOTAL	72500.00	72500.00	41999.00	41999.00	252667.00	210668.00
TOTAL GEN.FUND EXPENDITURES	1480393.00	1010225.30	1567789.10	1348839.71	1801339.30	233450.20

CEMETERY FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>CEMETERY REVENUE</u>						
Sale of Lots	0.00	1450.00	0.00	0.00	0.00	0.00
Marking Lots	0.00	175.00	0.00	0.00	0.00	0.00
Corner Stones	0.00	125.00	0.00	0.00	0.00	0.00
Transfer In - General Fund	12600.00	12600.00	14200.00	14200.00	12000.00	-2200.00
SUBTOTAL	12600.00	14350.00	14200.00	14200.00	12000.00	-2200.00
<u>CEMETERY EXPENDITURES</u>						
C Contracted Services						
C Mowing	6600.00	7425.00	7600.00	3800.00	7900.00	300.00
C Tree Removal	1000.00	1100.00	2000.00	0.00	1500.00	-500.00
Cemetery Repair	2000.00	258.00	1000.00	26.92	500.00	-500.00
C Stone Cleaning	1000.00	0.00	1000.00	0.00	500.00	-500.00
C Fence Install & Repair	2000.00	1510.70	2500.00	0.00	1500.00	-1000.00
C Corner Stones	0.00	140.00	100.00	50.00	100.00	0.00
Perpetual Care	0.00	400.00	0.00	0.00	0.00	0.00
SUBTOTAL	12600.00	10833.70	14200.00	3876.92	12000.00	-2200.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

PARKS AND RECREATION FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
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PARKS & REC REVENUE

Transfer In - General Fund	10729.00	10729.00	7561.00	7561.00	19597.00	12036.00
Basketball Program	0.00	1235.00	500.00	935.00	850.00	350.00
Soccer Program	0.00	3685.00	1000.00	1740.00	1500.00	500.00
Indoor Soccer	0.00	0.00	0.00	0.00	800.00	800.00
Other Programs	0.00	0.00	0.00	4000.00	0.00	0.00
AAC Bandstand Fundraising	0.00	266.50	0.00	0.00	0.00	0.00
SUBTOTAL	10729.00	15915.50	9061.00	14236.00	22747.00	13686.00

PARKS & REC EXPENDITURES

Parks & Rec Wages	2750.00	1144.00	2750.00	1014.00	2750.00	0.00
PR SS & Medicare	210.00	87.52	211.00	77.57	211.00	0.00
PR Unemployment Comp	62.00	62.00	0.00	0.00	19.00	19.00
PR Workers Comp	157.00	157.00	0.00	0.00	114.00	114.00
PR Building/Grounds Maint	6750.00	3933.57	500.00	146.02	9800.00	9300.00
PR John Deere GT 235	0.00	0.00	100.00	0.00	100.00	0.00
PR John Deere ZTurn	0.00	712.55	500.00	0.00	500.00	0.00
PR Communications	0.00	0.00	0.00	0.00	2000.00	2000.00
PR Equipment Maintenance	500.00	0.00	500.00	0.00	500.00	0.00
PR PACIF Insurance	0.00	0.00	0.00	0.00	353.00	353.00
PR Gasoline	300.00	0.00	0.00	0.00	0.00	0.00
PR Professional Develop	0.00	0.00	0.00	0.00	250.00	250.00
PR Program Expenses	0.00	0.00	0.00	0.00	1500.00	1500.00
PR General Supplies	250.00	94.04	500.00	0.00	500.00	0.00
PR Basketball	750.00	824.65	500.00	613.44	850.00	350.00
Little League Base/Softball	2000.00	2000.00	2000.00	0.00	2000.00	0.00
PR Soccer	750.00	4629.91	1000.00	1335.25	1300.00	300.00
PR Other Programs	750.00	920.00	500.00	0.00	0.00	-500.00
SUBTOTAL	15229.00	14565.24	9061.00	3186.28	22747.00	13686.00

ARENA FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
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ARENA REVENUE

Arena Project Fundraising	0.00	0.00	0.00	8500.00	0.00	0.00
Arena Facility Lease	12000.00	12500.00	12600.00	7350.00	12600.00	0.00
MAHA Payments	0.00	10000.00	0.00	0.00	0.00	0.00
Transfer In - General Fund	90616.00	97116.00	87116.00	87116.00	92050.00	4934.00
Other Revenue	0.00	2155.21	0.00	0.00	0.00	0.00
SUBTOTAL	102616.00	121771.21	99716.00	102966.00	104650.00	4934.00

ARENA EXPENDITURES

Arena Snack Bar	0.00	386.28	0.00	1039.00	1000.00	1000.00
Arena Buildings Maint	0.00	345.66	500.00	1588.00	1500.00	1000.00
Arena Equipment Maint	0.00	6579.56	600.00	0.00	1000.00	400.00
Arena General Expense	0.00	87.34	500.00	0.00	500.00	0.00
Arena Fundraising Expense	0.00	0.00	0.00	28210.39	0.00	0.00
Arena PACIF Insurance	11000.00	11000.00	11000.00	11000.00	13175.00	2175.00
Arena Bond Debt Payment	87116.00	87473.68	87116.00	76247.54	87475.00	359.00
SUBTOTAL	98116.00	105872.52	99716.00	118084.93	104650.00	4934.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

FIRE DEPARTMENT FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>FIRE DEPT REVENUE</u>						
FD Other Income	0.00	1910.50	0.00	0.00	0.00	0.00
Transfer In - General Fund	38965.00	38965.00	72802.00	72802.00	69149.00	-3653.00
SUBTOTAL	38965.00	40875.50	72802.00	72802.00	69149.00	-3653.00
<u>FIRE DEPT EXPENDITURES</u>						
FD Workers Compensation	1332.00	1463.00	1638.00	1638.00	2175.00	537.00
Fire Dept Stipend	0.00	0.00	2175.00	9390.45	21750.00	0.00
FD SS & Medicare	0.00	0.00	1664.00	718.40	1664.00	0.00
FD Professional Develop	500.00	481.00	2000.00	0.00	1500.00	-500.00
FD Personal Protective Eq	0.00	18.59	5500.00	0.00	0.00	-5500.00
FD Air Packs & Tanks	0.00	411.00	4750.00	2664.41	6000.00	1250.00
FD Pagers & Radios	0.00	7877.72	1000.00	0.00	1000.00	0.00
FD Hose Maintenance	0.00	0.00	1000.00	0.00	4000.00	3000.00
FD Poseidon System	0.00	434.31	500.00	595.00	700.00	200.00
FD Fire Extinguishers	0.00	309.45	1500.00	0.00	1000.00	-500.00
FD Other Equip Maint	13000.00	2836.97	1000.00	51.40	0.00	-1000.00
FD 1988 International - E	0.00	1805.60	5000.00	352.50	3500.00	-1500.00
FD 1998 Freightliner - Ta	0.00	1033.42	1000.00	177.46	1250.00	250.00
FD 2005 MFG Rescue Boat	0.00	68.20	500.00	0.00	500.00	0.00
FD 2005 Karavan Trailer	0.00	0.00	0.00	0.00	250.00	250.00
FD 2006 International - E	0.00	3971.90	2000.00	2827.68	3000.00	1000.00
FD 2015 Ford F-350	0.00	0.00	1000.00	0.00	1000.00	0.00
FD Other Veh Maint	5000.00	167.77	1000.00	40.00	1000.00	0.00
FD Equipment Rental	0.00	0.00	0.00	95.00	0.00	0.00
FD PACIF Insurance	4274.00	4274.00	6000.00	2273.25	4410.00	-1590.00
FD Dispatching Fees-SAPD	7759.00	7599.45	7500.00	7500.00	7500.00	0.00
FD Public Relations	0.00	0.00	0.00	32.98	500.00	500.00
FD Annual Dues	500.00	460.00	500.00	530.00	500.00	0.00
FD Travel Expenses	100.00	0.00	0.00	0.00	0.00	0.00
FD General Supplies	0.00	1938.31	500.00	619.19	1000.00	500.00
FD Gasoline	1000.00	187.65	1500.00	151.18	750.00	-750.00
FD Diesel	3500.00	0.00	3000.00	346.60	1000.00	-2000.00
FD Uniforms	0.00	0.00	0.00	0.00	2200.00	2200.00
FD Furniture, Fixtures &	2000.00	1096.00	500.00	776.84	500.00	0.00
FD Other Expenses	0.00	860.00	500.00	437.50	500.00	0.00
SUBTOTAL	38965.00	37294.34	72802.00	31217.84	69149.00	-3653.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

LIBRARY FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>LIBRARY REVENUE</u>						
HPL Building Brighter Future	0.00	1575.64	2000.00	1321.28	2000.00	0.00
HPL Summer Programs	0.00	3755.00	500.00	923.50	500.00	0.00
HPL Teen Programs	0.00	75.00	300.00	0.00	0.00	-300.00
Special Programs	1000.00	74.95	1000.00	0.00	2000.00	1000.00
Trust Fund Distrib - HPL	75.00	58.62	75.00	0.00	60.00	-15.00
Fit Kids	0.00	675.00	300.00	390.00	300.00	0.00
E-Rate Funds	0.00	632.94	540.00	0.00	114.00	-426.00
HPL State Grant Money	0.00	3624.42	155.00	149.00	150.00	-5.00
Friends of the Library	0.00	6707.00	0.00	0.00	0.00	0.00
Transfer In - General Fund	86396.00	86396.00	95121.00	95121.00	112195.00	17074.00
SUBTOTAL	87471.00	103574.57	99991.00	97904.78	117319.00	17328.00
<u>LIBRARY EXPENDITURES</u>						
Librarian Salary	36750.00	37365.34	40000.00	22461.52	41600.00	1600.00
Support Staff Wages	16500.00	11615.61	14000.00	6845.59	16500.00	2500.00
Vista Americore	0.00	0.00	6000.00	6000.00	7650.00	1650.00
Group Insurance	7756.00	8856.97	7880.00	4525.39	8000.00	120.00
HPL SS & Medicare	4074.00	3747.14	4131.00	2226.77	4445.00	314.00
HPL Retirement Contrib	1470.00	1494.66	1600.00	898.48	1664.00	64.00
HPL Memberships & Dues	650.00	589.70	650.00	683.02	650.00	0.00
HPL Unemployment Comp	453.00	453.00	600.00	533.00	440.00	-160.00
HPL Workers Comp	234.00	234.00	250.00	0.00	250.00	0.00
HPL Professional Develop	450.00	507.00	900.00	386.27	600.00	-300.00
HPL Background Checks	50.00	16.50	50.00	0.00	50.00	0.00
HPL Technical Services	800.00	720.56	900.00	809.85	900.00	0.00
HPL Custodial Services	1820.00	1820.00	1800.00	875.00	1820.00	20.00
HPL Buildings Maintenance	1500.00	2645.46	1500.00	35.30	9700.00	8200.00
HPL PACIF Insurance	2364.00	2364.00	2500.00	2500.00	3000.00	500.00
HPL Communications	550.00	1120.36	1080.00	660.40	1150.00	70.00
HPL Postage	850.00	613.70	850.00	272.55	850.00	0.00
HPL Advertising	0.00	5.00	500.00	25.00	500.00	0.00
HPL MPG Match	0.00	0.00	0.00	0.00	2350.00	2350.00
HPL Travel	0.00	357.84	450.00	536.32	450.00	0.00
HPL General Supplies	1000.00	2774.12	1250.00	1645.21	1250.00	0.00
HPL Building Brighter Future	0.00	2362.51	2000.00	1300.79	2000.00	0.00
HPL Summer Programs	0.00	4028.26	500.00	0.00	500.00	0.00
HPL Teen Programs	0.00	885.21	300.00	0.00	0.00	-300.00
HPL General Programs	1000.00	885.06	1000.00	369.33	1000.00	0.00
HPL Fit Kids	0.00	1258.28	300.00	407.26	300.00	0.00
HPL Special Programs	0.00	1467.52	1000.00	3442.20	2000.00	1000.00
HPL Electricity	1200.00	1233.37	1200.00	713.68	1200.00	0.00
HPL Heating Expense	2500.00	1034.90	1300.00	707.12	1000.00	-300.00
HPL Books and Periodicals	5000.00	4592.20	5000.00	2725.20	5000.00	0.00
HPL Furniture Fixtures Eq	500.00	619.95	500.00	3043.81	500.00	0.00
SUBTOTAL	87471.00	95668.22	99991.00	64629.06	117319.00	17328.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

HIGHWAY FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
<u>HIGHWAY DEPT REVENUE</u>						
AOT - State Aid	151152.00	150851.06	150000.00	75587.29	150000.00	0.00
RTE 78 SCOPING STUDY	0.00	22473.43	0.00	0.00	0.00	0.00
Overweight Permits	500.00	610.00	500.00	0.00	500.00	0.00
Driveway Permits	300.00	450.00	200.00	80.00	200.00	0.00
Transfer In - General Fund	541391.00	541391.00	571389.00	571389.00	573224.00	1835.00
SUBTOTAL	693343.00	715775.49	722089.00	647056.29	723924.00	1835.00
<u>HIGHWAY EXPENDITURES</u>						
PWD Director Salary	41689.00	58614.00	63960.00	36401.25	60000.00	-3960.00
PWD Crew Wages	74956.00	81731.48	79958.00	45159.19	83159.00	3201.00
PWD Temp Help Wages	3060.00	345.00	3060.00	1317.50	3000.00	-60.00
PWD Director Overtime	9066.00	0.00	0.00	0.00	0.00	0.00
PWD Crew Overtime	16639.00	10058.36	16000.00	7127.46	16000.00	0.00
PWD Insurance Buyout	9600.00	9378.70	9600.00	5021.66	4800.00	-4800.00
PWD Group Health Insuranc	11979.00	9023.01	7885.00	4530.42	18000.00	10115.00
PWD SS & Medicare	11858.00	12225.25	13202.00	7269.57	12711.00	-491.00
PWD Retirement Contrib	6200.00	6391.13	6780.00	3690.90	6526.00	-254.00
PWD Professional Dues	0.00	0.00	0.00	0.00	180.00	180.00
PWD Unemployment Comp	681.00	681.00	1151.00	1151.00	1210.00	59.00
PWD Workers Comp	14648.00	14648.00	10600.00	10600.00	14442.00	3842.00
PWD Professional Develop	200.00	75.00	200.00	0.00	200.00	0.00
PWD Project Consulting	1000.00	382.50	0.00	0.00	0.00	0.00
PWD Engineering Services	0.00	3816.80	1000.00	0.00	1000.00	0.00
PWD Building Maintenance	0.00	3487.25	0.00	472.25	2000.00	2000.00
PWD Steam Jenny	0.00	1267.01	0.00	0.00	0.00	0.00
PWD Generator	0.00	77.70	0.00	0.00	0.00	0.00
PWD Other Equip Maint	0.00	153.55	500.00	0.00	1000.00	500.00
PWD Utility Trailers	0.00	625.59	500.00	0.00	500.00	0.00
PWD 1974 Massey Ferguson	0.00	896.01	500.00	3336.62	2500.00	2000.00
PWD 1991 Caterpillar - Gr	0.00	2765.58	6000.00	23.70	3000.00	-3000.00
PWD 2001 John Deere - Loa	0.00	2212.94	5000.00	818.76	3000.00	-2000.00
PWD 2004 John Deere - Bac	0.00	2851.32	5000.00	540.84	3000.00	-2000.00
PWD 2015 Ford F550	0.00	1377.25	500.00	-153.47	1000.00	500.00
PWD 2016 International 74	0.00	168.81	1000.00	89.65	1000.00	0.00
PWD 2010 International -	0.00	4177.37	7000.00	5171.42	4000.00	-3000.00
PWD 2014 Western Star - T	0.00	2629.66	2000.00	2380.30	3000.00	1000.00
PWD Other Veh Maint	32000.00	11057.74	2000.00	1852.07	2000.00	0.00
PWD Rental of Equipment &	8000.00	1245.00	7000.00	3680.00	7000.00	0.00
PWD Tree Removal	3000.00	4700.00	4000.00	4650.00	6000.00	2000.00
PWD PACIF Insurance	9115.00	9115.00	15193.00	1727.00	10696.00	-4497.00
PWD Communications/Radios	1000.00	2022.00	1000.00	674.75	2500.00	1500.00
PWD Dues	100.00	475.46	0.00	0.00	0.00	0.00
PWD Travel	100.00	114.48	200.00	0.00	200.00	0.00
PWD Uniforms & Runners	4640.00	4219.12	5000.00	1765.35	5000.00	0.00
PWD Shop Supplies	1000.00	2784.40	2000.00	1562.42	2000.00	0.00
PWD Small Tools	1000.00	446.85	2000.00	384.92	2000.00	0.00
PWD Electricity Sand Shed	500.00	0.00	500.00	118.00	500.00	0.00
PWD Electricity St.Lights	27516.00	23892.85	27500.00	8226.60	23000.00	-4500.00
PWD HeatFuel Sand Shed	800.00	460.46	800.00	471.33	800.00	0.00
PWD Gasoline	6000.00	920.26	1000.00	88.56	500.00	-500.00
PWD Diesel	40000.00	16107.88	40000.00	6062.88	40000.00	0.00
PWD Street Signs	2000.00	2805.49	5000.00	2248.04	5000.00	0.00
PWD Culverts	3000.00	2273.63	4000.00	2100.83	5000.00	1000.00
PWD Guardrails	6500.00	6500.00	6500.00	3336.00	5000.00	-1500.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

HIGHWAY FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
HWY EXPENDITURES CON'T						
PWD Stone/Gravel	60000.00	53595.22	50000.00	4197.18	50000.00	0.00
PWD Paving Material	220000.00	217241.34	250000.00	24012.50	250000.00	0.00
PWD Calcium Chloride	15000.00	9790.00	13000.00	1780.00	13000.00	0.00
PWD Winter Salt	15000.00	33563.71	20000.00	29782.66	30000.00	10000.00
PWD Winter Sand	15000.00	9487.50	15000.00	5120.00	12500.00	-2500.00
PWD Machinery & Equipment	8000.00	4398.52	8000.00	0.00	5000.00	-3000.00
PWD Furniture Fixture Equ	1000.00	846.19	1000.00	0.00	1000.00	0.00
ROUTE 78 SCOPING STUDY	0.00	3373.42	0.00	0.00	0.00	0.00
BETTER BACK ROADS GRANT	0.00	427.50	0.00	0.00	0.00	0.00
MOREY RD WASHOUT GRANT	0.00	79273.80	0.00	0.00	0.00	0.00
SUBTOTAL	681847.00	731198.09	722089.00	238790.11	723924.00	1835.00



STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1516 - FY1718

CAPITAL IMPROVEMENT PLAN	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
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CIP REVENUE

Transfer In - Town Office	0.00	62500.00	0.00	0.00	90000.00	90000.00
Transfer In - Fire CIP	0.00	0.00	41999.00	41999.00	100000.00	58001.00
Transfer In - Highway CIP	0.00	10000.00	0.00	0.00	12667.00	12667.00
Transfer In - B25 CIP	0.00	0.00	0.00	0.00	50000.00	50000.00
SUBTOTAL	0.00	72500.00	41999.00	41999.00	252667.00	210668.00

CIP EXPENDITURES

LAMKINSIDEWALK TA13CA0351	0.00	5177.21	0.00	0.00	0.00	0.00
TRANSFER STATION STABLE	0.00	6500.00	0.00	0.00	0.00	0.00
BRIDGE 25 EXPENSE	0.00	6489.80	0.00	-1080.90	0.00	0.00
Town Office CIP Expense	0.00	0.00	0.00	0.00	90000.00	90000.00
Fire CIP Expense	0.00	0.00	0.00	0.00	100000.00	100000.00
Highway CIP Expense	0.00	140850.51	0.00	0.00	12667.00	12667.00
Bridge 25 CIP Expense	0.00	0.00	0.00	0.00	50000.00	50000.00
SUBTOTAL	0.00	159017.52	0.00	-1080.90	252667.00	252667.00

PRESERVATION & COMPUTERIZATION FUND	Budget FY1516	Actual FY1516	Budget FY11617	Year to Date FY1617	Proposed Budget FY1718	Budget Change
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REVENUE

Preservation Fund	0.00	5942.00	5500.00	1714.00	5000.00	-500.00
Computerization Fund	0.00	5940.00	5500.00	6300.00	5000.00	-500.00
SUBTOTAL		11882.00	11000.00	8014.00	10000.00	-1000.00

EXPENDITURES

Restoration Services	0.00	2485.77	500.00	0.00	1000.00	500.00
Vault Supplies	0.00	149.85	1000.00	441.87	1000.00	0.00
Digitize Maps/Land Record	0.00	0.00	4000.00	0.00	3000.00	-1000.00
Xerox - ACS	0.00	4459.27	3900.00	2155.12	4500.00	600.00
Computer Purchase	0.00	0.00	600.00	3450.00	0.00	-600.00
Network/Computer Maint	0.00	762.50	1000.00	65.00	500.00	-500.00
SUBTOTAL	0.00	7857.39	11000.00	6111.99	10000.00	-1000.00

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE



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

January 4, 2017

On behalf of the Vermont State Police, St. Albans Field Station, we are providing our 2016 Annual Report. This report will provide you information in regards to current staffing, specialty services and statistical information.

St. Albans Barracks Mission Statement:

The mission of the Vermont State Police St. Albans Field Station is to protect the citizens of Franklin and Grand Isle Counties. We will strive to reduce crime and crashes with thorough criminal investigations and aggressive highway safety enforcement.

- ***Criminal Investigation – The St. Albans Station will make every attempt to prevent crime before it makes its way into our jurisdiction. We will accomplish this goal through an extensive intelligence network that will allow us to engage problems in the communities that we serve and by sharing investigative information with our local, county, state and federal law enforcement partners. Our priority remains to pursue those that distribute drugs and cause social harms against persons and property in our communities.***
- ***Highway Safety Enforcement – Through aggressive high visibility motor vehicle enforcement programs, our Troopers will seek out and arrest those individuals that choose to drive impaired by alcohol and/or drugs on our highways. We will continue to use timely data to locate specific areas to prevent and reduce crashes. Our Troopers will use every motor vehicle contact as an educational opportunity as well as looking beyond the traffic stop in an effort to identify criminal activity as it filters into our communities. Collaborating with local, county and federal agencies is essential to any success.***

Specialty Services provided by the St. Albans Field Station:

In addition to their field primary responsibilities, many of the Troopers assigned to the St. Albans Station are members of special response teams that provide expert response

“Your Safety Is Our Business”

capabilities in a variety of areas to address critical needs throughout Vermont. The allocation of these resources is as follows:

5 - Troopers on the Tactical Services Unit (SWAT Team)

2 - Troopers on the SCUBA Team

1 - Trooper assigned a K-9

3 - Troopers trained as Drug Recognition Experts

1 - Trooper on the Crime Scene Search Team

2 - Troopers on the Clandestine Laboratory Team

3- Troopers on the Crisis Negotiation Unit

1-Trooper on the EVOC Instructor

1-Trooper on the Honor Guard

2016 Total Annual Figures & Comparison:

Total cases investigated:	6525
Total arrests:	442
Total tickets issued:	1917
Total warnings issued:	2347
Fatal Accidents Investigated:	7
Burglaries Investigated:	78
Impaired Driving Arrests	78

	Total Crashes	Total Burglaries	Total Thefts
Average of 2014- 2015	527	123	187
2016	599	78	161

Local Community Report: Highgate

Total Cases:	577
Total Arrests:	44
DUI Arrests	10
Collisions w/ Damage	13
Collisions w/ Injury	7
Vandalisms:	9
Alarms	26
Burglary:	11

We will continue to make our communities safer through enforcement, directed patrols, outreach and community programs. It is our privilege to serve the citizens of your community.

Respectfully,

**Lieutenant Maurice Lamothe
Station Commander**

Franklin County

Sheriff's Office



Robert W. Norris
Sheriff

I would first like to thank all the townships and those residents throughout Franklin County who have continued to support this office. With your support and interaction with this office, we have been able to address many of your concerns and we look forward to working with you in this upcoming year. The men and women of the Franklin County Sheriff's Office look forward to offering continued professional law enforcement services to all residents of your community.

The following is a report of the activity of the Franklin County Sheriff's Office for the period of January 1, 2016 through December 31, 2016.

The deputies of this office handled approximately 6,540 complaints throughout the county.

This office made 2,971 traffic stops resulting in 2,658 tickets and warnings being issued.

We made 209 arrests in 2016.

The following are the totals for your community:

Incidents:	894	Arrests:	32	Tickets/Warnings:	136
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This Office has the ability to respond throughout Franklin County for any active shooter and other unusual incidents that may require a special response team and we have the ability to respond to marine search and rescue calls and patrols.

We will continue to work with all the residents of Highgate and ask that you visit us on Facebook.

Thank you,

Robert W. Norris
Franklin County Sheriff



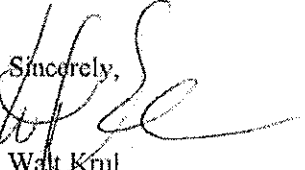
P. O. Box 207 • St. Albans, VT 05478-0207 • Phone (802) 527-1244
Fax (802) 527-1245

November 30, 2016

We introduced Paramedic emergency care to Franklin County in 2012, and we have been providing 24/7 Paramedic service to the county since then. We began primary service to the Town of Highgate on July 1, 2016, and the Town of Highgate is now among the first communities in the county to have access to the highest level of advanced prehospital medical care available anywhere in the State of Vermont.

We continue to make long-term investments in local facilities, equipment, personnel and advanced training to support our community's health care system, with upgrades in infrastructure, technology, and advanced Paramedic care and staffing. Our Paramedics and EMTs respond with ALS equipped ambulances with Mobile Computer Data Terminals which allow immediate access to Vermont's Enhanced 9-1-1 mapping database and secure electronic patient medical records in real-time while enroute to calls and while actually on the scene with the patient. We are the only ambulance service in northern Vermont to employ this advanced integrated technology to directly benefit our patients. We also now participate in the Vermont Department of Health *FallScape* initiative, providing free, in-home fall risk screening and prevention assistance to seniors in Highgate. This year, we have begun training and active participation in the Northwest Special Response Team, working side-by-side with our local law enforcement partners, in training for – and responding to – high risk tactical and active shooter situations.

As we approach our 28th year of service, we appreciate our community's confidence. We work hard every day to control costs and to provide the highest level of service to our residents. Thank you for your consideration. We appreciate the opportunity to continue to provide service to Highgate residents and guests.

Sincerely,

Walt Krul
Director



FRANKLIN COUNTY
INDUSTRIAL DEVELOPMENT
CORPORATION

Franklin County Industrial Development Corporation
Town Report
Calendar Year 2016

The mission of FCIDC is to engage in a process of building a strong and diversified market economy that serves the interest of area enterprises, municipalities, residents and to strengthen our economy through the creation and retention of jobs and build a business environment suitable to host capital investment.

During the year 2016 the local economy continued to remain strong in most sectors; the overall County unemployment rate is currently 3.6%, wages continue to rise and the manufacturing sector continues to hire and make capital investments. In the largest dairy county in New England milk prices continue to remain low; in turn restricting an otherwise strong local economy. Gas prices and heating fuels continue to remain relatively low, this allows for an increase in disposal income or the ability to reduce debt or add to savings.

During the latter months of 2016 a number of permit applications were filed in hopes of breaking ground on a few major projects come Spring of 2017. If these projects come to fruition and when added to the Northwestern Medical Center and St. Albans hotel construction there could be in excess of 115 million dollars of construction going on in Franklin County throughout 2017.

Two of the most common questions that we get asked are, "did the Energizer facility sell yet" and "when will the hotel open"? The Energizer property did finally sell in December 2016 to a developer who will be trying to attract new businesses to the building. As for the new hotel being built in St. Albans, a project initiated by the City of St. Albans, it is expected to be open in June of 2017.

With all of that good news here is the information that everyone should pay the most attention to and that is, there is a large workforce gap right on our doorstep. As Baby Boomers are retiring and leaving the workforce, the number of individuals graduating from high school has dropped significantly due to a drop in birth rates. Outside of Maine, Vermont has the oldest population with no relief in sight. With a declining workforce any growth in our economy will be difficult in the years to come. The Workforce Investment Board led by Kathy Lavoie is working on a number of initiatives that are focused on workforce training and career education for local high school students.

All things considered I still think Franklin County is in a good place.....as we always tell people 'sure things could be better, but I can guarantee you that we are still a lot better off than most rural communities!'

All of the Franklin County communities are huge supporters of economic development and the creation of quality jobs. The more rural communities understand that even though manufacturing may not be appropriate for their specific town, job opportunities in other parts of the county can be a benefit to their residents. In addition, the manufacturers of value added milk products are valuable to our dairy base.

Thank you for the opportunity to share a very brief overview of FCIDC's activities for 2016. Please feel free to contact the office at (802) 524-2194 with any questions.

Respectfully,

Timothy J. Smith
Executive Director

P.O. Box 1099

St. Albans, Vermont
05478-1099

(802) 524-2194

Fax: (802) 524-6793

E-mail: info@fcidc.com
tim@fcidc.com
Web Site: fcidc.com

Getting you where you need to go!

Green Mountain Transit Highgate FY16 Annual Report

WHO WE ARE

GMT is the public transportation provider for the northwest and central regions of Vermont, offering a variety of services to the communities in which we serve. GMT is proud to offer traditional public transportation services like commuter, deviated fixed route and demand response shuttles, while providing essential Elderly, Disabled and Medicaid services designed around special individual needs.

OUR SERVICES

Elderly/Disabled/Medicaid Individual Service

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

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

FY16 (July – April only) Town of Highgate Individual Residents Served by Elderly/Disabled/Medicaid Service

- 44 Individual Residents Served
- 2,248 Total Trips Provided
- 37,814 Total Miles Driven

General Public Transportation Service

For the Franklin/Grand Isle region, GMT offers traditional public transportation services through:

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

For the Town of Highgate, GMT offers traditional public transportation services through the Alburgh/Georgia Shuttle, providing affordable commuter transportation to key employment locations. GMT also provides connecting service to the St. Albans LINK and St. Albans Downtown Shuttle for additional work and daily needs. These services directly support economic development, daily service accessibility and environmental stewardship.



15 Industrial Parkway • Burlington, VT 05401 • p. 802-864-2282 • f. 802-864-5564 • gmtaride.org

Alburgh/Georgia Commuter

The Alburgh/Georgia Commuter offers weekday shuttle service between Alburgh and Georgia with daily AM service to Highgate P&R, and key stops at employment centers like St. Albans Industrial Park, downtown St. Albans and Georgia Industrial Park. This route is able to deviate off route up to ¼ mile for extra accessibility. **FY16 Ridership: 18,259**

St. Albans Downtown Shuttle

The Downtown Shuttle offers hourly service Monday-Saturday within the St. Albans downtown and surrounding area, providing key access to employment, education, shopping, medical and daily services. On board and deviation service options are available by request up to ¾ mile for added accessibility. Connecting service through GMT local commuter service from Highgate is available each weekday. **FY16 Ridership: 20,840**

St. Albans LINK Express

The St. Albans LINK Express offers weekday service during peak commute hours from St. Albans to key locations in Chittenden County. Connecting service to the LINK from Highgate is available through Alburgh/Georgia Shuttle. The LINK also offers connecting service to CCTA's transit system offering extensive access to employment, education, shopping and medical locations. **FY16 Ridership: 17,483**

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. GMT would like to thank all those who volunteer their time to support the transportation needs of their friends, family and neighbors. **If you are interested in becoming a GMT Volunteer Driver, please contact us at 802-527-2181 or info@RideGMT.com.**

Thank You

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

Information

Please feel free to contact us with questions or to request additional information on GMT services at 802.527-2181 or info@RideGMT.com.





Northwest Regional Planning Commission 2016 Town Report

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

Northwest Regional Planning Commission Projects & Programs:

Municipal plan and bylaw updates and related technical assistance: Focus on predictable and effective local permitting through education and training, bylaw modernization and plan updates.

Brownfields: Complete environmental site assessments and fund clean-ups so properties can be sold, developed or re-developed to benefit the economy, create or protect jobs and increase housing opportunities.

Transportation planning: Coordinate local involvement in transportation decisions through the Transportation Advisory Committee (TAC) and provide services such as intersection studies, corridor plans and traffic counts.

Emergency planning: Better prepare our region and state for disasters by coordinating with local volunteers and VT Department of Emergency Management and Homeland Security on emergency planning, exercises and training.

Energy conservation and development: Implement projects to support municipal energy conservation to save energy and tax dollars, support job training programs and identify opportunities for renewable energy generation.

Watershed planning and project development: Implement water quality projects and programs to protect water resources, ensure safe water supplies, enhance recreational opportunities and address known sources of pollution.

Regional plans: Coordinate infrastructure, community development and growth at the regional level through the development, adoption and administration of a comprehensive 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: Provide assistance identifying appropriate grant sources, defining a project scope and writing grant applications.

2016 Highgate Projects:

- ☞ Provided planning and zoning technical assistance.
- ☞ Finalized a draft of a Capital Budget and Improvement Program.
- ☞ Updated the locally adopted Emergency Operations Plan.
- ☞ Coordinated with land slide risk analysis of Highgate with the Department of Public Safety, State Geologist, Norwich University, UVM's Transportation Research Center and local officials.
- ☞ Updated the E-911 poster map.
- ☞ Completed a road erosion and culvert inventory.
- ☞ Wrote a successful Municipal Planning Grant application for library and community center feasibility study.
- ☞ Initiated a Road Safety Audit Review for the intersection of VT Route 78 and St. Armand Road.
- ☞ Provided technical assistance to the Selectboard related to the redevelopment of the former Young Landfill.

Highgate
Regional Commissioners:
Richard Noel & Shawn Neill

Transportation Advisory
Committee:
Richard Noel

This year the Commission will assist communities with water quality compliance and project implementation, complete a regional energy plan, implement our new regional plan and provide other needed services to our member municipalities. The Commission has no regulatory or taxing authority; however, each year we do request a per capita assessment from our members in support of local and regional activities and to provide matching funds needed for state and federal programs.

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

Northwest Vermont Solid Waste Management District 2016 Supervisor's Report

The Northwest Solid Waste District's (NWSWD) mission is to provide for the efficient, economical, and environmentally-sound reduction, reuse, recycling, and finally disposal of solid waste. 2016 was a great year for the NWSWD -- our efforts resulted in the District successfully diverting more waste from the landfill than any year before! Waste diverted was recycled or reused and helped conserve resources and keep toxic materials out of Vermont landfills.

The District was able to increase our programs and services like composting, hazardous waste, and reuse. We also offered more workshops and increased our ability to pass on useful information through channels like farmer's markets and fairs, and the internet. These efforts helped Franklin and Grand Isle counties reduce the waste they sent to the landfill. We measure our success by looking at the weight of waste that we sent to the landfill and what we were able to divert through reuse and recycling. All this work showed in the amount of waste we diverted from the landfill this year. Some of this year's highlights include:

- All District communities diverted 31% of all waste from the landfill.
- **District operations diverted 1,299 tons of waste from the landfill in 2016! This is a 13% increase from 2015!!**
- Recycled 145 tons of e-waste, a 27% increase
- Held eleven (11) "Backyard Composting" classes for residents
- Increased the number of schools that compost in the district by educating children, setting up systems and collecting food waste in Alburgh, Grand Isle, Isle La Motte, Franklin, Bakersfield, St. Albans City & Town, Fairfield, Enosburg, Grand Isle, Georgia, Sheldon, and Richford
- Collected 45 tons of hazardous material from 1183 Households through our Household Hazardous Waste program. That's over 200 more participants than last year!
- Through our Close the Loop Compost program we collected 310 tons of food scraps from 15 businesses and institutions and 5 residential drop-off points and delivered those scraps to Hudak Farmstand and Greenhouse to be turned into compost.

NWSWD by the Numbers

In the NWSWD, five District run recycling drop-off sites in Georgia, Montgomery, Bakersfield, St. Albans and North Hero, 2 member town run sites (Alburgh and Grand Isle), and mandatory curbside recycling by registered waste haulers allows easy access to recycling for all residents. Overall in 2016, through recycling, reuse and composting, District residents were able to divert 31% of waste created from the landfill as compared to 26% in 2015! After all of this work the average NWSWD resident sent just 3.9 pounds of waste to the landfill per day. Way to go!

Through our District-operated sites and programs, this year we disposed of 759 tons of trash and recycled or diverted 1,299 tons of material, including 399 tons of blue-bin recyclables setting the diversion rate for District Services at 51%.

All District Staff are available through the District office at (802)524-5986 or info@nswsd.org. For more information about the District and our services, how to reduce and recycle your waste, or how to get involved call District staff at the above number or come visit at 158 Morse Drive in Georgia (we even give tours of our Recycling Center.) You can also visit us on the web at www.nswsd.org, find us on Facebook, and sign-up for our e-mail updates. More information can also be found in our Newsletter available at your Town Meeting.



State of Vermont
Department of Health
St. Albans District Office
27 Federal St. Suite 201
St. Albans, VT 05478
HealthVermont.gov

[phone] 802-524-7970
[fax] 802-527-5405
[toll free] 888-253-8801

Agency of Human Services

Vermont Department of Health Report for Highgate

Your local health district office is in St. Albans at the address and phone number above. Come visit or give us a call! At the Vermont Department of Health, we are working every day for your health. With twelve district offices around the state, and state office and laboratory in Chittenden County, we deliver a wide range of public health services and support to your community. For example, in 2015 the Health Department:

Supported healthy communities: Franklin County Caring Communities was awarded the final year of the Combined Community Grant, at \$110,000.00, to support Alcohol and Drug Abuse Prevention, Tobacco Prevention programs. The Saint Albans District Office was awarded the Regional Prevention Partnership Grant in July, for \$130,000 a year for three years to support substance use prevention.

Provided WIC nutrition services and healthy foods to families: We served about half of all Vermont families with pregnant women and children to age five with WIC (Special Supplemental Nutrition Program for Women, Infants and Children). WIC provides individualized nutrition counseling and breastfeeding support. We partner with grocery stores across the state to enable participants to use a debit-like card to access nutritious foods. The average value of foods provided is \$50 per person per month.

Worked to prevent and control the spread of disease: In 2015 we responded to 111 cases of infectious disease in Franklin County. In 2015, \$13,916,297 of vaccine for vaccine-preventable diseases was distributed to healthcare providers statewide.

Aided communities in emergency preparedness: In July of 2016 the Saint Albans District Office, in collaboration with Saint Albans Town Educational Center and the Saint Albans Police Department, participated in a large-scale exercise to practice our procedures for distributing medicine to a large number of people in a short period of time. Plans such as these are utilized to keep people from getting sick during a public health emergency. For 2016/17, \$10,000 will be available to fund trainings and purchase supplies for volunteers in the Northwest Vermont Medical Reserve Corps. These volunteers are preparing to respond to a variety of health emergencies in Franklin and Grand Isle Counties.

Throughout the 2016 summer, Northwest Vermont Medical Reserve Corps members visited numerous state parks in both Franklin and Grand Isle Counties distributing summer go-bags that contained bug spray, sun block, and tools and information for tick removal. Six Medical Reserve Corps Units from all over Vermont worked together to educate Vermonters on precautions one should take to enjoy the bountiful activities that Vermont offers.



For more information, news, alerts and resources: Visit us on the web at www.healthvermont.gov.

Join us on DISTRICT FACEBOOK ADDRESS and follow us on www.twitter.com/healthvermont.

Summer Sounds

Outdoor Concert Series

The All Arts Council's *Summer Sounds* popular, long running, outdoor series offers free concerts on warm summer Sunday evenings. Visit www.summer.allarts.org for more info.



The 2016 series was our 26th season. **Bob Amos and Catamount Crossing, Anderson Gram** from California, the **Christopher Dean Band** from New Jersey, **Jenni Johnson and the Jazz Junketeers, Troy Millette and Dylan Gombas**, and the "noted law firm" of **Sullivan, Davis, and Hanscom** filled our summer nights with sound. Rain chased us inside the Highgate Methodist Church twice.

We upped the ante again this year with intermission shows by some great young musicians of northern Vermont. We paid each a stipend for performing.

Highgate businesses, many community groups, dozens of volunteers, and the Town all worked together; all the performers did a grand job. Our roster of generous local sponsors – Chevalier Drilling Co. Inc, Desorcie's Market, Drummac Septic Service, La Quinta Inn & Suites, O. C. McCuin & Sons, and Ray's Extrusion Dies Tubing – joined the Town of Highgate to make the season possible. Desserts were provided by the All Arts Council, Foster Grandparents, the Highgate and Sheldon Methodist Churches, and an MVU School Trip. The All Arts Council also held a *Summer Sounds* concert at Bay Day.



CHRIS DEAN AT THE
METHODIST CHURCH



TROY MILLETTE BAND

Comcast Channel 15 covered every event and provided wonderful publicity. The volunteer

videography crew produced a "front row seat" show of the *Summer Sounds* concerts and many more besides. (If you missed any of the concerts, the *Almost Live* series airs on Channel 15. Visit www.northwestaccess.info for the schedule.)

Highgate disbursed \$3,000 of our \$5,600 total budget. Our local sponsors contributed \$1,250 and we earned about \$200 on the 50-50 and other donations in Highgate. We had many terrific donations of goods and services as well. (If we had to pay for all that "in-kind" help, it would have cost about \$5,000 more.)

We have started booking the 2017 *Summer Sounds* season with as many concerts of country, jazz, pops, brass, classics, and even a little rock-n-roll as we can fit in the park. The *Summer Sounds* concerts are always on Sunday evenings, always at 7 p.m., always in a Town Park, always in the summer, and always free.

Thanks for your continuing support!

Dick Harper, Chair, All Arts Council



ROSIE NEWTON WOWS THE CROWD

2016

Highgate Town School District
Annual Report

Principal's Report 2017

It is a pleasure for me to submit this report for the residents of Highgate. Last year I was submitting this report as your interim principal. This year I am doing so from a very different vantage point. The difference between being an interim and the permanent principal, is a little like buying sap versus tapping your own trees - boiling your own sap or making your own syrup. There is a deeper commitment to the end goal. This report and corresponding budget reflects my personal stewardship of the school and our plan for continuous improvement for the Highgate School.

This is an interesting time in education. Never have we asked classroom teachers to do so much, and never have we asked them to change their instruction more. Gone are the days when teachers were the center of attention in the classroom. Students are now the focus. As I like to say, *"He/she who does the work, does the learning."* If we ask students to sit in a chair, or at a desk, and listen while the teacher talks, and shares their knowledge day after day, year after year, we will fail to educate this generation of students. Students need to be active, engaged, and inspired in their work. At Highgate we feel that the best way to do this is to foster personal relationships, relevant learning opportunities, and a high level of rigor. If we take the time to know our students, we will better understand what they are interested in learning. If we know what they are interested in learning, their curriculum can be made more relevant. And, if their curriculum is relevant, students will be more engaged, work harder, and experience greater success.

Instruction

We are currently in a multi-year process of adopting the Marzano Framework for Instruction. It is a model that features 41 elements of instruction. This current year we are working on ten of the instructional elements. A few of the most important elements are: *"Are students engaged in their learning. Is the teacher enthusiastic? Has the teacher been successful at establishing all of the daily routines that students will need to know, in order for the class to run smoothly?"* If the answer to these questions is yes, students will be learning.

The Marzano Framework for Instruction is being adopted by each of the district schools in FNW. Thanks to our curriculum coordinator Libby Bonesteel for guiding us in a consistent direction.

School Family Connections:

This year Highgate School had the first ever parent conferences BEFORE the school year began. We estimate that nearly 80% of our parents participated. The purpose of these conferences was to begin the year with an understanding of each child, their family, and to share school expectations. As successful as these conferences were, we still have a long way to go to build stronger home and school connections. I am the fourth Highgate principal over the past 7 years. Obviously with a continuous changing administration it is challenging to sustain a healthy and thriving school. There are many ties that bind a school and community together. These linkages are often the first casualty of a revolving door at the principal's office. To begin to rebuild these important linkages, this budget includes funding for a home school

coordinator. The goal of this new position is designed to increase communication and provide more resources between home and school. In addition, we are redesigning our technology support staff roles to reflect the need to change the way in which we interact with parents and the community. Notes from home to school and newsletters used to be the way teachers and parents communicated. We have begun to transition to more efficient and popular communications systems, which include E-mail, Facebook, Texting, and Twitter. Your support of this budget will help us complete this transition.

Social Emotional Support

Perhaps no other issue is challenging families and schools more than maintain the social and emotional health of children. Too many kids are growing up faster than they should. Children do not always have the nurturing, structure, and support necessary to perform at an effective level in school. Even the most highly functioning families find it difficult to balance the needs of children and work. Families dealing with varied levels of trauma experience more serious challenges. Often, children who are dealing with trauma in their lives arrive at school with complex needs and often exhibit behaviors that impact learning for all. This budget contains a request for a part-time Board Certified Behavior Analyst (BCBA) to provide services for the increasing number of students who require essential behavior support at our school. For the same reason, BCBA's can be found working in many schools throughout the state. These professionals have a background in creating behavioral supports and plans for students and their families for whom traditional behavior systems do not have the capacity to fulfill.

Credits

It is always good practice to recognize the people that help make your job possible and easier. I would like to begin by thanking you, the taxpayers. The Highgate community has a long history of providing the community with a quality education for all children. I would like to thank the Highgate School Board for their oversight of the education operation. They do a very good job of having their "hand on things, but not into things". This is a critical distinction and is the mark of a quality school board. I would like to highlight the contributions of Lora McAllister who is leaving the district for a great opportunity in the private sector. It is rare for an individual to have such a breadth of knowledge, and an abundance of common sense. Her many years of experience in schools provide her with invaluable insight into how schools should work and be financially sound.

Respectfully,

Patrick Hartnett

Patrick Hartnett

Principal

Highgate Elementary School

Highgate School Board of Directors' Report

January 2017

It's once again time to report on the work of the School Board since last March. Together with the school's administration, teachers and staff and the Central Office's administration and staff, we continue to work toward providing the children of Highgate, their parents and the greater Highgate community with a school system that continues to grow educationally, is fiscally sound and sustainable in the 21st century. Never has it been more challenging than this year!

Our goals for this year are: 1. Support growth of student achievement. 2. Improve communications between school, parents, and the community. 3. Increase efficiency and effectiveness of Board operations.

We have spent a great deal of time: understanding the significant changes in what, why and how our children are learning; determining what the best choices are for our school and community around Act 46 (see separate report); investigating responsible and cost effective strategies to improve the operation and maintenance of our school and grounds; and negotiating fair and reasonable contracts with our teachers and staff, while always considering the fiscal impact on the taxpayers.

Highgate's school enrollment is as follows:

	Pre-K	K	1 st	2 nd	3 rd	4 th	5 th	6 th	TOTAL
October 1 st , 2016	48	54	42	42	55	36	46	35	358

Last year's expansion grant for the Early Childhood Program (3 and 4 year olds) continues this year. Having four different sessions during the school week provides the opportunity for 48 children to participate in this program.

Last summer plant and maintenance department work included replacing two floors in the brick building and updating the floor finish in three rooms. This work required asbestos testing, air monitoring and the removal of vinyl tiles (in one room) located under the carpeting. A new dishwasher for the kitchen was purchased and installed in August. Grant money of \$3500 was used to offset the price.

This fall the Board entered into a twenty year agreement with Reservoir Road LLC. to offset school energy costs through solar net metering credits. Potential savings for the school district in years 1 through 10 of the contract are about \$6000 per year and in years 11 through 20 about \$4000 per year. The solar farm will be constructed in the sand pit on Frontage Road in Highgate. In another project the Board hired the Garland Company to repair the leaks in the valleys of the brick building roof. The company used a urethane-based liquid flashing membrane material. So far everything seems to be going well. This is a short-term repair. The Board continues to research a permanent solution.

The school's parking lots suffer from severe degradation caused by water ponding and back-ups. The Board hired R.A. Hango P.E. Consulting Engineers to provide a viable and long term solution for this problem. The proposal includes constructing underground storage with controlled discharge via a force main to St. Armand Road. This involves changing the pitch of the parking lot so the water flows to five catch basins. Additional work includes resurfacing the parking lots. The Board has decided to finance the project with a 10 year bond, if approved by voters on March 7th, Town Meeting Day. To provide a more detailed description of the project and

it's financing and to explain the school budget for FY'18, an informational meeting for Highgate residents will be held on Monday, February 27th at 7:00 pm in the school library.

Our food service program, operated by the Abbey Group, prepares both breakfast and lunch meals for students and staff. Student lunch participation averages around 250 children per day. Free breakfast meals are available to all students daily. Through grant funding, all children also are offered fresh fruits and vegetable snacks daily. Research clearly shows that eating nutritious foods improves learning.

At the conclusion of last school year, Paul Bangs retired after teaching our communities' children for 36 years! Paul was instrumental in fostering student use of computers in his classroom....Commodore 64's as I recall. Mr. Bangs expanded student learning by providing many of his students with their first opportunity to travel to Massachusetts, go on a whale watch and perhaps travel to Woods Hole or Plymouth Plantation. Thank you!

At our November Board meeting our business manager presented the financial report showing a projected deficit for FY '17. Some of the unexpected expenditures resulted from additional special education costs, hiring paraprofessionals to fill special education needs for new students moving in, added speech and language services as result of increased need in the primary grades, increased participation in health insurance, increased ELL (English language learner) services, and an additional classroom teacher as a result several unexpected students registering for the same grade at the beginning of the school year. There will be revenue reimbursement for special education costs; however there is no guarantee they will be received in the current fiscal year. As a result, the Board has decided to freeze all non-essential budget purchases through the end of the school year.

As part of the budget process we have talked with Principal Hartnett about how our students are doing, what are their needs, and what should the next school year's priorities be. His ideas are found in the Principal's Report. The Board supports these ideas and we hope you will also.

Regularly scheduled school board meetings are held on the second Thursday of each month beginning at 6:30 pm in the school library. The agenda includes an opportunity for citizens and staff to be heard. Most meetings are recorded and can be seen on cable TV channel 15. We welcome your attendance, suggestions, questions, ideas and concerns.

In conclusion, thank you for your long time commitment to and support of our children and our school! Now more than ever, we must work together as a community to help ensure that our most valuable resource, our children, receive a meaningful and valued education.

Respectfully submitted,

Connie Janes Beyor, Chair (term expires 2017)

Nola Gilbert, Vice-Chair (term expires 2018)

Chris Shepard, Clerk (term expires 2019)

David Roddy (term expires 2018)

Richard Flint (term expires 2017)

Act 46 Independent Study Committee Update

Act 46 is a Vermont law passed in 2015 that encourages school districts to unify to meet five identified state goals. The premise of the law is if all school boards within a supervisory union merge, creating one supervisory district, that the delivery of education services will become more effective and efficient, and better able to meet the identified Act 46 goals below:

- Provide substantial equity in the quality and variety of educational opportunities statewide
- Lead students to achieve or exceed the State's Education Quality Standards, adopted as rules by the State Board of Education at the direction of the General Assembly
- Maximize operational efficiencies through increased flexibility to manage, share, and transfer resources, with a goal of increasing the district-level ratio of students to fulltime equivalent staff
- Promote transparency and accountability
- Delivered at a cost that parents, voters, and taxpayers value

Districts that do not pursue or achieve a voluntary merger under one of the three phases are required to evaluate their ability to meet or exceed State goals, to talk with other districts, and to present proposals to the State Board of Education by November 30, 2017.

In response to Act 46, the Franklin Northwest Supervisory Union Board formed an independent study committee whose current school board members are: Bob Berger (Chair, Franklin), Connie Beyor (Highgate), Bob Irish (MVU), Tobias Maguire (Swanton), Jason McConnell (Sheldon), and Winton Goodrich, Superintendent of Schools. Terri O'Shea, a Swanton resident, was hired to facilitate the independent study process.

The committee was convened in July after community members expressed their concerns at various public forums about not moving forward with the state funded 16 V.S.A., sect. 706 merger study process. Committee members have been meeting twice a month to explore the pros and cons of alternative governance models.

The Vermont Agency of Education has laid out a very stringent and exhaustive set of requirements that must be met if an individual school district or supervisory union does not wish to adopt the state preferred model of becoming a single unified school district. These requirements include listing various consolidation or unification proposals that have been considered, as well as any barriers that would prevent those plans from being carried out successfully. Accordingly, the committee has held talks with the neighboring school districts of Alburgh, Bakersfield, and Georgia to discuss potential unification options. They have also examined some potential unification possibilities within the current supervisory union structure. All of the supervisory union principals participated in a recent meeting to provide further insight and perspective on how unification would affect each of their schools. Valuable information and ideas have emerged as a result of these various conversations, which the committee plans to incorporate into the final findings and proposal to the Vermont Board of Education.

Going forward, the committee will continue gathering and analyzing data to determine the optimal structure(s) to meet the needs of our students, communities and the goals of Act 46. The intention of the current committee is to make a recommendation to the FNWSU Board, who will approve or disapprove it. Then local boards may bring the recommendation to a vote in the fall. Ultimately, the State Board of Education will have the final say as to what happens to our Supervisory Union structure.

SUPERINTENDENT OF SCHOOLS “STATE OF THE UNION” REPORT

I am pleased to serve as superintendent of schools for the Franklin Northwest Supervisory Union (FNWSU), which is required by Vermont law to provide support and management resources for the Franklin, Highgate, Missisquoi Valley Union, Sheldon, and Swanton Schools. Education services are delivered to 2,000 students by 500 teachers, administrators, and support staff. The FNWSU is governed by 25 school board members, who serve on six school boards.

FNWSU Legal Roles:

- Establish and follow a supervisory union-wide curriculum,
- Receive and disburse federal and state funds,
- Provide/arrange professional development programs for teachers, administrators, and staff,
- Manage special education services on behalf of its member districts,
- Provide efficient financial, human resources, construction, transportation, and student data management services,
- Negotiate teacher and staff contracts,
- Support school boards to develop and adopt school budgets,
- Establish a policy development process for the SU and all schools,
- Oversee Indian Education, Early Education, After-School, and Bookmobile programs,
- Work with other supervisory unions to efficiently manage services or perform duties.

FNWSU Goals:

1. *Educational Programing:* Encourage a learning environment where students are engaged in their learning activities and work toward excellence and are supported to reach their greatest potential.
2. *School Board Productivity:* School Board members will avail themselves of trainings provided by the Vermont School Board Association to ensure effective school board practices and procedures.
3. *Communication Practices:* Increase interactions and partnerships between schools, families, and the greater community.
4. *School Environment:* Ensure safe and healthy learning environments where all parties are expected to demonstrate self-discipline, responsibility, compassion, and mutual respect.
5. *Collaborative Relationships:* Work as collaborative partners to hire, evaluate, and facilitate the work of the superintendent.
6. *Strategic Planning:* Develop a strategic plan that provides funding for District programs that support high level student achievement.

FNWSU Primary Focus:

FNWSU has developed a comprehensive assessment system to determine the effectiveness of our programs in literacy and math for the past few years. Our system is a combination of local assessment measures taken three times a year in grades K-6, the NECAP (New England Comprehensive Assessment Program) in science, and the state SBAC (Smarter Balanced Assessment Consortium) in literacy and math. Local assessment efforts are analyzed at the grade, school, and district leadership levels. SBAC scores are shared with school personnel and school boards and analyzed for programmatic effectiveness at the leadership level.

The SBAC has been in effect for the past two years with 2016-2017 being our third year. Previously schools across the state, including FNWSU, took the NECAP in math, reading, and writing. The two assessments, while basically assessing similar contents are completely different in nature and therefore cannot be compared. In addition, with only two years of data from the SBAC, we do not yet have enough data to discern trends.

With this being said, grades 7 & 8 at MVU have shown statistically significant increases in SBAC scores in both literacy and math from year one to year two with a particularly strong increase in grade 7. Franklin Elementary has also shown statistically significant increases in scores in mathematics across all grades.

Swanton, Sheldon, and Highgate Elementary Schools have either shown statistically insignificant increases or decreases in SBAC scores across two years or statistically significant increases/decreases in random grade levels. As of yet, the data is not giving us clear indications as to the substantial fluctuations in school assessment scores across school districts.

Local assessments of our primary readers show approximately 60% of readers are proficient. Math screening data of primary students show similar results. Our intermediate mathematicians show strengths in procedural knowledge however significant gaps in fractional reasoning. The SU is currently developing a learning plan for intermediate teachers to develop their understanding of how to teach the concepts of fractions and support those students who struggle with this concept.

FNWSU is dedicated to the high achievement of all our students and recognize the copious amount of work and effort it continues to take for our data to improve. Currently we are focusing our efforts on developing effective multi-tiered systems of support in all our buildings with our first priority for increasing the effectiveness of our first instruction.

FNWSU Programs and Work Domains:

The reports that follow will provide taxpayers with a deeper understanding about the type and quality of work that is underway throughout the Franklin Northwest SU.

Curriculum and Instruction

FNWSU has had a very busy year in the world of curriculum and instruction. We are working in collaboration with Marzano Research, one of the most respected company names in education, to build schools that reliably create high achieving, life-long learners year after year. To meet this goal, 2016 has found us defining our priority standards. Teachers across our supervisory union have collaboratively decided which standards hold the most leverage for students to ensure success in years to come. Our current work is to develop proficiency scales that match each of these standards. In 2017-2018 kindergarten through grade 6 report cards will eventually represent this work. These steps are essential in our promise of a guaranteed and viable curriculum expected by Vermont's Educational Quality Standards.

In addition, this past year saw FNWSU furthering our work with a common instructional framework to build a shared language of best instruction in kindergarten through grade 12. An extremely talented group of teacher leaders embarked on our first teacher leader cohort with a focus on the instructional framework. This group will lead the work going forward by mentoring our second cohort (coming school year 2017-2018) through instructional rounds and precise practice with targeted elements of best practice. This is incredibly exciting and rewarding work.

Finally, all five schools in our supervisory union are working to reimagine our systems of intervention so they more effectively target exactly what struggling learners need and set them on the path to success. Because human resources are different in each school, the FNWSU administrative team of building and central office leaders are collaboratively working through an online course with the intent of building a shared understanding of the elements needed for an effective multi-tiered system of support (MTSS). Building leaders are taking this shared knowledge and redesigning their MTSS model in a way that makes most sense for each school.

The Office of Curriculum and Instruction strives to continually focus and target our collective work that is needed to ensure student success in the global economy. The building blocks we are creating now will provide the system to make enormous strides in the years to come.

Special Education

The provision of special education programs, resources and support has been mandated by federal and state law since the mid-1970's. FNWSU currently works with 410 students who receive additional learning accommodations and services, directed by their Individualized Education Plan or IEP. An IEP Team, comprised of teachers, administrators, related service providers; parents, and sometimes outside agencies; create a customized learning plan that enables each student with disabilities to learn and progress in school.

After a student is evaluated and found eligible for special education services, support can begin as early as three years of age, and continue through the student's 21st birthday.

Every effort is made for students to learn while remaining in the general educational environment with their same-age peers. FNWSU maintains one of the highest classroom inclusion rates in Vermont, an exemplary 87%. This means that 87% of IEP students receive their education services in the regular classroom.

FNWSU employs all special education professionals, with the goal to deliver the services and supports as required by IEPs. Currently these professionals include: psychologists, occupational therapists, special educators, speech pathologists, physical therapists and other services as needed. Central Office also employs an adaptive curriculum coordinator, technology integration coordinator, and a Medicaid clerk.

Special education services can be more expensive than regular education programs. The state and federal governments provide additional financial support to offset these costs. Special Education services are provided at no cost to eligible students.

Early Education

The Franklin County Early Childhood Program is a public school early education program serving children from birth to school age and their families in the Franklin Central and Franklin Northwest Supervisory Unions. The program's target population focuses on three to five year old children who are developmentally at risk or delayed and provides support to their families. We offer an early learning opportunity for all three and four year olds for ten hours a week in the towns of Franklin, Highgate, Sheldon and Swanton and have a program for 30 hours a week for at least 32 financially eligible four year olds at the Highgate and Swanton Schools. We are currently serving 215 children in the FNWSU. Fourteen of these children attend sites prequalified by the Agency of Education. FNWSU sends \$3092 per child to the sites to offset the cost of a ten hour a week high quality preschool experience.

The program takes referrals from families with young children, relatives, neighbors, community members, and other service providers. Referrals often result in the scheduling of a developmental screening, which is done in homes, preschool classrooms, childcare programs, and the elementary schools. Screenings may result in a recommendation for a comprehensive evaluation, which is used to determine eligibility for enrollment in the early childhood special education programs. If a child and family are determined eligible for services, a program plan is developed with the child's family that results in home and/or center-based services. Center-based services may include placement in a playgroup, childcare program and/or a preschool. An important component of services by the program is consultation services to families with young children, community members, and other service providers.

We partner with Blooming Minds Child Care, Amanda Gauthier and The Y's Time Childcare programs as well as multiple programs outside Franklin County that are prequalified by the state to provide a ten- hour a week preschool experience for eligible children. The program also provides consultative services at other preschool and childcare programs in the SU.

The program is operated with funds from a variety of federal, state, and local sources. The federal government provides funds to the State of Vermont, which directs the federal money to the SU in the form of block and incentive grants. The Vermont Legislature appropriates additional funds designated for early childhood education services. The Supervisory Union combines the block grant and local share for early childhood education from each participating school district. The total operating budget for the program's activities for the 2017/2018 school year is expected to be \$1,427,501.

Business Office

The business managers work directly with school boards and administrators to develop and manage the school and SU budgets. Business office staff collectively manage over \$40,000,000 dollars in public, state, and federal grant funds. As mandated by state law, all Special and Early Education professional staff salaries and benefits, as well as Transportation management has been transferred from local schools to the FNWSU. Costs are budgeted at the SU level using the same assumptions previously used at the local schools. However instead of appearing in separate budget line items, salaries and benefits are now reflected within the FNWSU assessments that are billed back to schools. Support staff members continue to be employed by local school boards.

The SU Business Office is supported with bookkeeping, accounts payable and payroll functions by both onsite and offsite financial staff.

All FNWSU financial funds and management operations at the SU and local school districts have their fund activity audited annually.

Indian Education

The FNWSU Title VII Indian Education Program is committed to assuring equity for all students through direct intervention, systemic change, and increased parent involvement. Goals include:

- Increasing the achievement level of Abenaki students, grades PK-12,
- Reducing the dropout rate of high school students,
- Providing cultural enrichment activities,
- Promoting active parent participation through the Parent Advisory Committee (PAC).

In order to focus on all learners – both Abenaki and non-Abenaki, the Indian Education program delivers a continuum of supports for students ranging from remediation to enrichment. As the FNWSU is a confluence of many cultures, Indian Education promotes cultural competencies that every child can learn about and take pride in.

Human Resources

The Franklin Northwest SU Office provides Human Resource services for 500 employees who work in five schools and at the SU office. Some of the services provided include:

- Provide criminal background checks for all employees and school volunteers,
- Administer benefits including: health, dental, and long term disability insurances, Section 125, 403-B plans, and Family Medical Leave, to name a few,
- Advertise, prepare, and distribute employment ads,
- Ensure all professional employees are licensed and paraprofessionals attain highly qualified certification,
- Prepare and help interpret employment contracts for administrators, professional, and support staff,
- Continuing to update human resource software to improve efficiency and streamline information, and

- Support the work of six school boards and administrators by warning board meetings, creating board minutes, and developing meeting materials.

Information Technology

2016 was a year of deepening digital teaching and learning at FNWSU elementary schools through 1 to 1 computing and a year of expansion and opportunity for MVU students. It was also a year of greater collaboration among technology integration teachers and the continued development of robust and safe data and network systems. This is the fourth year of 1 to 1 computing for our grade 3 through 6 students (and grade 8 in Sheldon); MVU has now implemented 1 to 1 computing in grades 7 through 9. Deeper, more advanced digital learning with technology is supported by Google programs, and the online learning management systems, Google Classroom and Schoology. Students are continuously improving their 21st Century Skills - Communication, Collaboration, Connection and Creativity. With the support of administrators and classroom teachers, a new group was formed this year consisting of the FNWSU Curriculum and Technology Directors and the Technology Integrationist teachers from our schools to further the advancement of digital learning and to provide resources and equity for engaged creative learning. To support our continuously growing technology use, improvements have been made to the FNWSU data systems and network equipment located at MVU, including faster internet and network connection speeds, improved and more secure firewall, web filtering, server and data systems. 2016 has been a year of improvement in all areas of teaching and learning with technology. And we even had the opportunity to electronically share with our community and the world our new baby donkey, Elmer.

After-School Program

All five schools in Franklin Northwest Supervisory Union offer high- quality, after school and summer programs, geared to keep youth safe, supported and engaged. This is FNWSU's 11th year with the 21st Century Community Learning Center program grant, providing the majority of the funding support and organizational guidance for our after school programs. The 21st Century Community Learning Centers (21st CCLC) initiative is the only federal funding source dedicated to supporting local summer learning and afterschool programs. The Elementary and Secondary Education Act (now known as the Every Student Succeeds Act (ESSA)) updated and reauthorized the 21st CCLC program in December 2015. Each state receives funds based on its share of Title I funding for low-income students. With community partners, a variety of grants, school budget funding, the 21st CCLC grant will support our FNWSU afterschool and summer learning programs through June 2019, as long as our programs meet Vermont Agency of Education guidelines and reporting requirements. This grant allows FNWSU to provide a wide range of activities and enriching learning opportunities for our youth.

During the current academic year FNWSU After School & Summer Programs engages 625 students in our programs. This is over one third of all students enrolled in the FNWSU schools, and targets students in grades 2 through 12. Our FNWSU programs referred to "Crossroads" are actually three programs serving different grade levels, the Crossroads After School Programs (grades 4-8), Crossroads Explorers (grades 2-4) and the AfterHours (high school) programs. Crossroads program goals focus on positive youth development and providing engaging opportunities and experiences that complement and support the school day.

With the Vermont Agency of Education Act 77 directives for "Personalized Learning" and the focus on "Transferable Skills", our Crossroads after school and summer programs have been providing personalized learning opportunities by the nature of the after school programs. Our MVU Crossroads and AfterHours programs have been actively collaborating with school administration to connect students and staff to the "Personalized Learning" potential of our after school and summer programs.

Franklin Grand Isle Bookmobile

The Franklin Grand Isle Bookmobile, "Figgy" nears its 14th year. Wow! Traveling miles to see smiles in the Franklin Northwest Supervisory Union (FNWSU) means visiting those without access to the public library, mainly childcare sites. Children served in FNWSU increased by fifteen percent this year. Story time helped circulate 12,410 book

titles in 2016. This year's goal is to "Ditch Dewey." Finding books by topic instead of Dewey number is easier. Shelving by topic stimulates vocabulary, independence and fun to encourage lifelong learning and future library use. Figgy's EBooks, Twitter, Instagram, Facebook, monthly newsletter, a television spot, and website (fnwsu.org/bookmobile), altogether strengthen technology resources. 2016 events included the Dino-giving Dance Party, Library Snapshots, Adoptable Pets, Tractor Day, BIG Rig Day, Stuffed Animal Sleepover, Kidzart, and shhh—Santa. Figgy's programs traverse the county with Afterschool Programs, making the most of FNWSU resources. Partners like Swanton Recreation, WestRock, Ben & Jerry's, St. Albans Chair Affair and Missisquoi Refuge contributed funds in 2016. Delivering inspiration and high quality literature resources to children in our region is an honor and pleasure.

Thank you in advance of Town Meeting for your ongoing support of the most important community development asset, the provision of education for the next generation of civic leaders and voters.

Respectfully submitted,

Winton I. Goodrich
Superintendent of Schools

FRANKLIN NORTHWEST SUPERVISORY UNION AFTER SCHOOL & SUMMER PROGRAMS

*Committed to enriching the lives of
Franklin, Highgate, Sheldon and Swanton students,
by providing fun, inspirational, educational, experiential
activities, opportunities and academic support.*



Crossroads
After School



Our High School
After School Program

CROSSROADS
EXPLORERS



January 2017

Greetings Highgate Residents,

The Highgate Elementary School is one of the five Franklin Northwest Supervisory Union towns operating high-quality, after school and summer programs, geared to keep youth safe, supported and engaged while making strong community connections. These programs are supported by a 21st Century Community Learning Center program grant 2014-2019, with funding to continue for another two years. The 21st Century Community Learning Centers (21st CCLC) initiative is the only federal funding source dedicated to supporting local summer learning and afterschool programs. The Elementary and Secondary Education Act (now known as the Every Student Succeeds Act (ESSA)) updated and reauthorized the 21st CCLC program in December 2015. Each state receives funds based on its share of Title I funding for low-income students. With community partners, school budget local funding and support, the 21st CCLC grant will support our FNWSU afterschool and summer learning programs through June 2019, as long as our programs meet Vermont Agency of Education guidelines and reporting requirements. This grant allows FNWSU to provide a wide range of activities and enriching learning opportunities for our youth.

For the 2015-2016 academic year FNWSU After School & Summer Programs had over 625 students participating in our programs. This is over one third of all students in the FNWSU schools attending after school and summer programs, in our target grades of 2 through 12. Our FNWSU programs referred to "Crossroads" is actually three programs serving different grade levels, the Crossroads After School Programs (grades 4-8), Crossroads Explorers (grades 2-4) and the AfterHours (high school) programs.



Our Crossroads program goals are:

- Improve school day performance
- Improve school day attendance
- Improve overall health and physical well being
- Improve the level of self-esteem and social well-being
- Encourage participants to learn new skills & gain confidence, to problem solve, to try new things, and to become a responsible citizen of the local and global community
- Increase student access to, experience of and inquiry into STEAM (Science, Technology, Engineering, Art & Mathematics) activities and opportunities

At the Highgate Elementary School, the Highgate Crossroads After School Programs are offered to students in grades 2 through 6. Highgate Crossroads provides free after school programming 30 weeks during the school year, Monday through Thursday, and summer mornings Monday through Friday running 4 weeks during July

Franklin Northwest Supervisory Union – 100 Robin Hood Drive, Suite 2 – Swanton VT 05488

Winton Goodrich

FNWSU Superintendent of Schools

868-4967 ext 17 or wgoodrich@fnwsu.org

Carol Lizotte

FNWSU After School Program Director

868-4967 ext 21 or clizotte@fnwsu.org

last year, with bus transportation and meals provided. Last school year our after school programs had an average of 29 Crossroads students attending daily and 17 Crossroads Explorers students attending daily, with a total of 151 students participating during the year. For the program's target grades 2 through 6, **70% of the Highgate school population attended our programs last year.**

Highgate Crossroads programs are developed from student interest and shared program ideas from other Vermont 21C programs. A sampling of our programs include Learning Lab, Drama H.A.T., Archery, Healthy Baking, Engineering Challenge, Stuff-It, Yu-Gi-Oh Club, Computer Time, Skating, Crocheting, CSI, Outdoor Fun, Paper Crafts, Scratch Coding, Dance Fun, Recycled Cards, Sports Connection, Robotics, Maker Club, Grossology, Ghost Stories, Comic Book Club, Gardening & Cooking Club, Tumbling, Community Helping Hands, Cheer Leading, iPad iMovie, Track & Field, Modern Dance and more. Attending Crossroads programs is one way students can personalize their learning, which is something that the Vermont Agency of Education is looking for middle and high schools to provide.

In our Highgate Crossroads 2015-2016 end of year reports sent to the Agency of Education (AOE), we reported that for our Highgate student regular attendees (those who attended 30 days or more) **82% of the students improved school day attendance or maintained zero days absent**, when compared to the prior school year. We are extremely pleased with this data, as improving school attendance is one of our program goals.

Our Highgate Crossroads programming is also supported through the Vermont Agency of Education Child Nutrition Programs, other grants that become available, agency/business partnerships like our partnership with the FGI Bookmobile for some of our after school programming, community partnerships like our partnership with the Highgate Ice Arena, TEAM Northwest Tutoring, Vermont Afterschool Inc., business and community donations (a big thank you to those Highgate residents who have generously been sending in donations) and various fundraising events we organize. If you would like to contribute, donate your time or help us organize a fundraising event, please contact the school's after school program site coordinator.

All our Crossroads After School Programs continue under the guidance and oversight of the Vermont Agency of Education which requires the elements of high-quality programming to be met and reported annually, which include:

- linkages to the school day
- high quality staff
- safe & appropriate environment
- high interest programming
- school leadership support
- regular attendees,
- instructional leadership
- flexible structures & student choice
- program leadership
- community partnerships

After school and summer programs are an investment in our communities now and for our future.

If you would like more information on

- Highgate Crossroads After School Program, please contact Joyce Ashton, (868-4170 ext 222 or jashton@fnwsu.org)
- MVU Crossroads or MVU AfterHours After School Programs, please contact Ashley Bowen, (868-0507 or abowen@fnwsu.org).

You can also find more information on our FNWSU website www.afterschoolprograms.fnwsu.org.

Thank you for your continued support,

Carol Lizotte

FNWSU After School & Summer Programs Director

Franklin Northwest Supervisory Union – 100 Robin Hood Drive, Suite 2 – Swanton VT 05488

Winton Goodrich

FNWSU Superintendent of Schools

868-4967 ext 17 or wgoodrich@fnwsu.org

Carol Lizotte

FNWSU After School Program Director

868-4967 ext 21 or clizotte@fnwsu.org

HIGHGATE SCHOOL DISTRICT BALANCE SHEET

	June 30, 2015	June 30, 2015
ASSETS:		
Cash & Cash Equivalent	\$553,284	\$695,463
Total Assets:	\$553,284	\$695,463
LIABILITIES & EQUITY:		
Payroll Withholdings & Liabilities	\$240,286	\$189,099
Due to Other Funds	\$99,699	\$0
Fund Equity	\$213,299	\$506,364
Total Liabilities & Equity:	\$553,284	\$695,463

Fund Balance:	\$213,299	\$506,364
Unreported Fund Balance from Prior Year to reduce next year's taxes	-\$22,902	-\$190,397
Technology Article Balance Due to GF	\$0	\$0
Special Education Intensive Reimbursement Adjustment	\$0	\$0
Current Year's Carryover Reported to reduce next year's taxes	\$0	\$0
Unreserved Fund Balance (goes towards subsequent tax year)	\$190,397	\$315,967

A copy of the annual outside audit of the Highgate Town School District's financial statements for fiscal year ending June 30, 2016, performed by Angolano & Co., Shelburne VT, is available at the Town Clerk's Office and/or the Superintendent of Schools' Office.

HIGHGATE SCHOOL DISTRICT
FY2016 Expenditures, FY2017 Estimated Expenditures, and FY2018 Proposed School Budget

Funct/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
1100	INSTRUCTIONAL PROGRAMS:					
110	Teachers' Salaries	\$1,411,426	\$1,411,598	\$1,438,180	\$1,568,983	\$157,385
110.01	Extracurricular Salaries	\$4,250	\$5,010	\$5,010	\$5,010	\$0
111	Home School Coordinator	\$0	\$0	\$0	\$27,550	\$27,550
112	Behavior Management	\$0	\$0	\$39,964	\$65,712	\$65,712
119	Paraprofessionals' Salaries	\$103,350	\$100,215	\$116,122	\$140,022	\$39,807
119.01	Lunch Monitors	\$0	\$0	\$0	\$12,888	\$12,888
120	Substitutes Salaries	\$38,979	\$35,000	\$35,000	\$37,000	\$2,000
121	Tutors' Salaries	\$360	\$7,500	\$5,000	\$1,000	(\$6,500)
210	Health Insurance	\$312,714	\$342,597	\$354,738	\$331,775	(\$10,822)
211	Dental Insurance	\$18,475	\$18,243	\$17,764	\$18,346	\$103
212	Catamount Insurance	\$0	\$500	\$500	\$0	(\$500)
220	Social Security	\$114,310	\$119,288	\$121,961	\$142,485	\$23,197
232	VSTRS Health Care Payment	\$1,097	\$1,097	\$1,097	\$1,097	\$0
240	Municipal Retirement	\$3,688	\$4,009	\$6,843	\$10,730	\$6,721
250	Workers Compensation	\$14,170	\$7,797	\$4,658	\$12,078	\$4,281
260	Unemployment Compensation	\$996	\$2,000	\$2,000	\$2,000	\$0
300	Contracted Services	\$56,610	\$40,170	\$4,220	\$1,000	(\$39,170)
300.01	ESL Purchased Services	\$33,647	\$5,000	\$36,265	\$37,715	\$32,715
310	After School Programs support	\$32,625	\$37,774	\$37,774	\$37,774	\$0
311	Mentoring	\$0	\$0	\$0	\$11,000	\$11,000
430	Repair & Maintenance	\$1,175	\$5,000	\$2,500	\$2,500	(\$2,500)
440	Copier Equipment Lease	\$7,839	\$7,839	\$7,839	\$10,528	\$2,689
540	Advertising	\$590	\$750	\$750	\$750	\$0
560	Student Tuition	\$35,520	\$0	\$0	\$0	\$0
580	Travel and Mileage	\$469	\$0	\$1,076	\$750	\$750
610	Instructional Supplies	\$24,323	\$25,000	\$33,191	\$25,000	\$0
640	Instructional Books	\$12,085	\$15,000	\$15,000	\$15,000	\$0
660	Manipulatives	\$1,943	\$2,000	\$2,000	\$2,000	\$0
730	Equipment	\$1,916	\$10,000	\$10,000	\$10,000	\$0
	Subtotal - Instructional Prog.	\$2,232,557	\$2,203,388	\$2,299,453	\$2,530,696	\$327,306

Funct/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
1210	SPECIAL EDUCATION:					
115	Paraprofessionals' Salaries	\$224,290	\$252,390	\$279,249	\$277,879	\$25,489
120	Substitutes' Salaries	\$18,981	\$10,000	\$15,000	\$15,000	\$5,000
121	Tutors' Salaries	\$7,482	\$12,000	\$8,000	\$8,000	(\$4,000)
210	Health Insurance	\$63,079	\$58,415	\$54,316	\$44,769	(\$13,646)
211	Dental Insurance	\$676	\$0	\$0	\$0	\$0
220	Social Security	\$18,527	\$20,991	\$20,685	\$23,017	\$2,026
240	Municipal Retirement	\$8,546	\$10,096	\$11,170	\$11,115	\$1,019
250	Workers Compensation	\$0	\$1,262	\$1,965	\$1,956	\$694
260	Unemployment Compensation	\$428	\$500	\$500	\$500	\$0
300	Purchased Services	\$2,889	\$0	\$750	\$0	\$0
566	Tuition to Private Schools	\$105,316	\$0	\$0	\$0	\$0
580	Travel	\$159	\$0	\$0	\$0	\$0
610	Supplies	\$4,461	\$0	\$111	\$0	\$0
	Subtotal - Spec. Education	\$454,834	\$365,655	\$391,746	\$382,236	\$16,582
1214	EARLY CHILDHOOD PROGRAM:					
331	Gen Ed ECP Assessment	\$0	\$0	\$0	\$33,937	\$33,937
	Special Ed ECP Assessment	\$178,679	\$207,780	\$207,780	\$254,599	\$46,819
	EEE Grant Revenue				(\$43,653)	(\$43,653)
	Subtotal - Early Childhood Prog.	\$178,679	\$207,780	\$207,780	\$244,883	\$37,103
2120	COUNSELING SERVICES					
110	Counselor 's Salary	\$49,800	\$52,241	\$52,241	\$57,500	\$5,259
210	Health Insurance	\$13,492	\$14,469	\$14,465	\$13,663	(\$806)
210.1	Dental Insurance	\$723	\$681	\$681	\$681	\$0
220	Social Security	\$3,583	\$3,996	\$3,996	\$4,399	\$403
250	Workers Compensation	\$0	\$261	\$392	\$374	\$113
300	Contracted Services	\$19,057	\$23,954	\$26,742	\$27,545	\$3,591
610	Instructional Supplies	\$35	\$250	\$250	\$250	\$0
640	Instructional Books	\$301	\$300	\$300	\$300	\$0
660	Manipulatives	\$302	\$300	\$344	\$300	\$0
	Subtotal - Counseling	\$87,293	\$96,451	\$99,412	\$105,012	\$8,560

Funct/ Object Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
2130 HEALTH SERVICES: 110 Nurse's Salary 120 Substitutes' salaries 210 Health Insurance 211 Dental Insurance 220 Social Security 250 Workers Compensation 430 Repair & Maintenance 610 Supplies 730 Equipment Subtotal - Health Serv.	\$41,500 \$1,482 \$18,086 \$1,113 \$2,984 \$0 \$135 \$899 \$0 \$66,199	\$43,815 \$1,000 \$19,396 \$1,050 \$3,428 \$224 \$150 \$1,200 \$800 \$71,063	\$43,815 \$1,000 \$19,390 \$1,050 \$3,352 \$329 \$150 \$1,550 \$800 \$71,436	\$50,500 \$1,250 \$18,792 \$1,050 \$3,959 \$336 \$150 \$1,200 \$800 \$78,037	\$6,685 \$250 (\$604) \$0 \$531 \$112 \$0 \$0 \$0 \$6,974
2150 SPEECH PATH. & AUDIOLOGY: 115 Paraprofessional Salary 210 Health Insurance 211 Dental Insurance 220 Social Security 240 Municipal Retirement 250 Workers Compensation 300 Contracted Speech Services 610 Supplies Subtotal - Speech Pathology	\$13,864 \$8,037 \$120 \$985 \$555 \$0 \$95 \$115 \$23,771	\$13,930 \$5,690 \$0 \$1,066 \$557 \$70 \$0 \$0 \$21,313	\$14,159 \$5,688 \$0 \$1,083 \$566 \$106 \$2,500 \$0 \$24,103	\$14,867 \$5,330 \$0 \$1,137 \$595 \$74 \$2,500 \$0 \$24,503	\$937 (\$360) \$0 \$71 \$38 \$4 \$2,500 \$0 \$3,190
2213 INSTR. STAFF TRAINING: 270 Course Reimbursement (Prof.) 270.1 Staff Development (All) Subtotal - Staff Training	\$10,704 \$789 \$11,493	\$25,000 \$8,000 \$33,000	\$25,000 \$8,000 \$33,000	\$30,000 \$8,000 \$38,000	\$5,000 \$0 \$5,000
2222 LIBRARY SERVICES: 110 Librarian's Salary 120 Substitutes' Salaries 210 Health Insurance 211 Dental Insurance 220 Social Security	\$52,835 \$0 \$13,433 \$723 \$3,757	\$64,038 \$250 \$14,469 \$681 \$4,918	\$64,038 \$250 \$19,390 \$681 \$4,899	\$65,038 \$250 \$18,792 \$681 \$4,995	\$1,000 \$0 \$4,323 \$0 \$77

Funct/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
2222	LIBRARY SERVICES CONT.:					
250	Workers Compensation	\$0	\$321	\$480	\$424	\$103
430	Repair & Maintenance	\$0	\$450	\$450	\$450	\$0
580	Travel and Conference	\$0	\$100	\$100	\$100	\$0
610	Supplies	\$315	\$500	\$500	\$500	\$0
640	Books & Periodicals	\$4,395	\$5,000	\$5,000	\$5,000	\$0
650	Audiovisuals	\$0	\$250	\$250	\$250	\$0
670	Computer Software	\$1,840	\$2,637	\$2,637	\$2,637	\$0
730	Equipment	\$0	\$2,500	\$2,500	\$2,500	\$0
	Subtotal - Library	\$77,298	\$96,115	\$101,176	\$101,617	\$5,503
2225	SCHOOL-WIDE TECHNOLOGY					
110.01	Educational Technologist		\$45,500	\$52,241	\$59,000	\$13,500
110	Coordinator's Salary	\$38,983	\$38,181	\$38,183	\$33,440	(\$4,741)
210	Health Insurance	\$18,748	\$33,340	\$39,376	\$38,160	\$4,820
211	Dental Insurance	\$540	\$1,221	\$1,590	\$1,221	\$0
220	Social Security	\$2,729	\$6,402	\$6,917	\$7,072	\$670
240	Municipal retirement	\$1,525	\$1,527	\$1,527	\$1,338	(\$189)
250	Workers Compensation	\$0	\$418	\$678	\$601	\$183
270	Coursework Reimbursement	\$0	\$1,200	\$1,200	\$1,200	\$0
430	Repair & Maintenance	\$320	\$1,500	\$1,500	\$1,500	\$0
440	Tech Equipment Lease	\$0	\$0	\$0	\$5,000	\$5,000
530	Telephone/Internet	\$1,829	\$2,000	\$2,000	\$2,000	\$0
580	Conferences and Workshops	\$0	\$1,000	\$1,000	\$1,000	\$0
610	Supplies	\$163	\$3,850	\$3,850	\$3,850	\$0
670	Computer Software	\$974	\$7,300	\$7,300	\$7,300	\$0
730	Equipment	\$1,162	\$1,400	\$1,400	\$1,400	\$0
739	Computer Equipment	\$27,415	\$10,000	\$10,000	\$10,000	\$0
	Subtotal - School-Wide Technology	\$94,388	\$154,839	\$168,762	\$174,081	\$19,243
2310	BOARD OF EDUCATION:					
111	Board Salaries	\$3,350	\$3,350	\$3,350	\$3,350	\$0
220	Salary, Board Secretary	\$1,187	\$1,000	\$1,000	\$1,200	\$200
260	Social Security	\$347	\$333	\$333	\$348	\$15
270	Training	\$0	\$0	\$0	\$400	\$400
330	Legal Services/Negotiations	\$564	\$6,000	\$6,000	\$7,500	\$1,500

Funct/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
2310	BOARD OF EDUCATION CONT.:					
540	Advertising	\$1,084	\$0	\$0	\$1,000	\$1,000
550	Printing Town Reports	\$0	\$0	\$0	\$1,500	\$1,500
580	Travel	\$0	\$0	\$100	\$200	\$200
610	Supplies	\$0	\$200	\$200	\$100	(\$100)
810	Dues [VSBA]	\$1,640	\$1,773	\$1,640	\$1,773	\$0
	Subtotal - Board of Educ.	\$8,172	\$12,656	\$12,623	\$17,371	\$4,715
2321	OFFICE OF THE SUPT:					
331	S. U. Assessment (Central Office)	\$121,353	\$125,552	\$125,552	\$141,022	\$15,470
333	S. U. Assessment (SpecEduc Admin)	\$87,446	\$89,024	\$89,024	\$36,964	(\$52,060)
	Transfer of S.ED/Psychologist to SU Assessment	\$304,469	\$494,501	\$501,567	\$409,796	(\$84,705)
	Transfer of Speech to SU Assessment	\$51,600	\$53,826	\$94,691	\$138,547	\$84,721
	Special Ed Reimbursement Revenue				(\$317,282)	(\$317,282)
	Subtotal - Supt's Office	\$564,868	\$762,903	\$810,834	\$409,047	(\$353,856)
2410	PRINCIPAL'S OFFICE:					
110	Principal & Asst Principal's Salaries	\$161,932	\$163,792	\$172,792	\$156,970	(\$6,822)
119	Admin Asst & Secretary's Salaries	\$63,699	\$62,318	\$57,651	\$63,588	\$1,270
120	Substitutes' Salaries	\$3,671	\$1,000	\$1,000	\$1,000	\$0
210	Health Insurance	\$29,299	\$34,343	\$34,424	\$36,799	\$2,456
211	Dental Insurance	\$2,259	\$2,130	\$2,130	\$2,452	\$322
212	Long Term Disability Insurance	\$585	\$672	\$672	\$700	\$28
220	Social Security	\$17,058	\$17,374	\$23,416	\$16,949	(\$425)
240	Municipal Retirement	\$2,464	\$2,493	\$2,390	\$2,544	\$51
250	Workers Compensation	\$0	\$1,136	\$1,135	\$1,440	\$304
270	Course Reimbursement	\$225	\$2,000	\$2,000	\$2,000	\$0
300	Contracted Services	\$4,233	\$10,000	\$10,000	\$7,500	(\$2,500)
301	Purchased Services	\$75	\$2,500	\$2,500	\$100	(\$2,400)
430	Repair & Maintenance	\$0	\$400	\$400	\$0	(\$400)
530	Telephone	\$6,634	\$6,000	\$7,000	\$7,000	\$1,000
531	Postage	\$933	\$1,300	\$1,300	\$1,300	\$0
580	Conference/Travel	\$1,372	\$2,000	\$2,000	\$2,000	\$0
610	Supplies	\$762	\$1,000	\$1,000	\$1,000	\$0
730	Equipment	\$0	\$2,000	\$2,000	\$2,000	\$0
810	Dues & Memberships	\$595	\$700	\$700	\$500	(\$200)
	Subtotal - Principal's Office	\$295,796	\$313,156	\$324,510	\$305,841	(\$7,316)

Funct/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Estimated	FY2018 Proposed	Budget Change
2520	FISCAL SERVICES:					
110	Bookkeeper's Salary	\$14,929	\$12,899	\$12,899	\$13,286	\$387
220	Social Security	\$1,142	\$987	\$987	\$1,016	\$29
240	Municipal Retirement	\$0	\$919	\$0	\$0	(\$919)
610	Supplies	\$443	\$1,000	\$1,000	\$500	(\$500)
830	Interest on Current Loan	\$864	\$500	\$1,000	\$1,000	\$500
	Subtotal - Fiscal Services	\$17,378	\$16,305	\$15,886	\$15,802	(\$503)
2540	PLANT OPERATIONS:					
110	Custodians' Salaries	\$132,040	\$131,022	\$133,694	\$143,675	\$12,653
120	Substitutes' Salaries	\$5,922	\$8,000	\$8,000	\$4,000	(\$4,000)
210	Health Insurance	\$53,833	\$57,402	\$58,069	\$54,639	(\$2,763)
211	Dental Insurance	\$1,462	\$1,620	\$1,440	\$1,620	\$0
220	Social Security	\$9,827	\$10,635	\$14,155	\$11,297	\$662
240	Municipal Retirement	\$5,151	\$5,241	\$5,478	\$5,747	\$506
250	Workers Compensation	\$0	\$6,951	\$7,085	\$8,861	\$1,910
300	Contracted Services	\$700	\$738	\$738	\$738	\$0
421	Disposal/Recycling Services	\$5,910	\$6,254	\$6,254	\$6,442	\$188
430	Repair/Maintenance	\$41,643	\$40,000	\$50,000	\$45,000	\$5,000
430.1	Contracted Maintenance	\$3,450	\$5,000	\$5,000	\$4,000	(\$1,000)
521	Property Insurance	\$17,043	\$17,554	\$16,323	\$16,813	(\$741)
580	Travel / Mileage	\$692	\$1,000	\$1,000	\$750	(\$250)
610	Supplies	\$16,492	\$20,000	\$20,000	\$20,000	\$0
622	Electricity	\$37,796	\$43,260	\$43,260	\$43,260	\$0
624	Heat/Fuel [Natural Gas]	\$26,326	\$40,000	\$40,000	\$40,000	\$0
700	Equipment	\$31,212	\$13,000	\$13,000	\$26,800	\$13,800
	Subtotal - Plant Operation	\$389,499	\$407,677	\$423,497	\$433,640	\$25,965
2550	PUPIL TRANSPORTATION					
513	Contracted Service	\$179,010	\$182,574	\$182,574	\$186,225	\$3,651
513.01	Non-Special Educ Transportation	\$10,713	\$1,600	\$1,600	\$1,600	\$0
514	Other Transportation	\$833	\$7,500	\$7,500	\$5,000	(\$2,500)
515	Special Education Transportation	\$29,433	\$23,665	\$23,665	\$9,000	(\$14,665)
	Subtotal - Pupil Transportation	\$219,989	\$215,339	\$215,339	\$201,825	(\$13,514)

Func/ Object	Description	FY2016 Actuals	FY2017 Budget	FY2017 Anticipated	FY2018 Proposed	Budget Change
2600	FOOD SERVICE					
300	Contracted Services	\$0	\$0	\$0	\$0	\$0
700	Equipment	\$0	\$5,000	\$10,995	\$2,500	(\$2,500)
	Subtotal - Food Service	\$0	\$5,000	\$10,995	\$2,500	(\$2,500)
5100	DEBT SERVICE					
830	Interest	\$0	\$0	\$0	\$0	\$0
910	Principal	\$0	\$0	\$0	\$0	\$0
	Subtotal - Debt Service	\$0	\$0	\$0	\$0	\$0
BUDGET TOTAL		\$4,722,300	\$4,982,640	\$5,210,551	\$5,065,091	\$82,451

BOND VOTE

For voter consideration by Australian Ballot
 March 7th, 2017
 Highgate Elementary School Gymnasium
 Polls open 7:00AM to 7:00PM

For more information regarding the proposed project and financing, an informational meeting will be held Monday, February 27th, 2017 at 7:00pm in the Highgate Elementary School Library

HIGHGATE SCHOOL DISTRICT
Revenue Report
July 1, 2015 - June 30, 2016

	Budgeted	Actuals	Variance
General Fund Balance, July 1, 2015	\$213,289	\$213,289	\$0
Homestead Property Taxes	\$941,802	\$948,945	\$7,142
Non-Homestead Property Taxes	\$1,340,149	\$1,308,261	(\$31,888)
Education Spending Revenue from State	\$1,779,602	\$1,804,347	\$24,745
Special Education State Aid with adjustment from PY	\$346,050	\$609,593	\$263,543
Transportation Reimbursement	\$77,530	\$77,530	\$0
Interest Income	\$5,000	\$2,120	(\$2,880)
Grant funding	\$153,317	\$133,270	(\$20,047)
FNWSU Support - EPSDT	\$0	\$11,250	\$11,250
Medicaid Reimbursement	\$51,920	\$47,895	(\$4,025)
Municipal Bond Savings Allocation	\$0	\$451	\$451
VT Gas Incentive	\$0	\$0	\$0
State Food Service Equipment Grant	\$0	\$1,000	\$1,000
Northwest Counseling Reimbursment	\$0	\$0	\$0
Workers Comp. Reimbursement	\$0	\$921	\$921
Miscellaneous Reimb./Refunds, Adjustments	\$0	\$0	\$0
Subtotal - Receipts:	\$4,695,370	\$4,945,583	\$250,213
Minus General Fund Expenditures:		(\$4,723,647)	
Transfer to Capital Reserve		(\$71,083)	
HVAC borrowing payment (Year 3 of 3)		\$0	
Plus Technology Article Balance Due to GF		\$15,515	
Minus FY15 Special Ed Intensive Reimbursement Adjustment		(\$7,579)	
Total General Fund Balance, June 30, 2016		\$372,078	
Audited Governmental Fund Balances, June 30, 2016		\$372,078	
Reported for FY17 Property Tax reduction		\$190,397	
Unreserved FY16 Fund Balance		<u>\$181,681</u>	
Special Revenue Fund Balance, July 1, 2015		\$73,612	
Special Revenue Receipts		\$7,040	
Special Revenue Expenditures		(\$4,129)	
Remaining FY15 Funds to Capital Reserve		\$0	
Remaining FY14 Funds to Capital Reserve		\$0	
Total Special Revenue Fund Balance, June 30, 2016		<u>\$76,523</u>	
Capital Reserve Fund Balance, July 1, 2016		\$74,572	
FY16 Article Capital Reserve Allocation		\$25,000	
FY16 Article Capital Reserve Expenditures		\$0	
Remaining FY15 Article from Special Revenue Fund		\$0	
Remaining FY14 Article from Special Revenue Fund		\$0	
Total Capital Reserve Fund Balance, June 30, 2016		<u>\$99,572</u>	

HIGHGATE TOWN SCHOOL DISTRICT

	FY2017	FY2018
EXPENSES:		
Highgate School District Budget Proposal	\$4,982,640	\$5,065,091
Special Articles	\$25,000	\$0
	<u>\$5,007,640</u>	<u>\$5,065,091</u>
REVENUES:		
Interest Earnings	\$2,000	\$2,000
Prior Year's Unreserved Fund Balance	\$190,397	\$172,236
Current Year Carryforward	\$0	(\$122,596)
Anticipated Grant Funding towards Staffing	\$207,698	\$191,404
EPSDT	\$11,000	\$11,000
Projected Special Education Aid:		
Mainstream Block Grant	\$108,743	\$0
Intensive Reimbursement	\$396,469	\$206,284
EEE Grant	\$47,981	\$0
Care & Custody	\$0	\$0
Projected Transportation Reimbursement	\$86,710	\$95,843
Subtotal - Revenues	<u>\$1,050,998</u>	<u>\$556,171</u>
EDUCATION SPENDING	<u>\$3,956,643</u>	<u>\$4,508,920</u>

PROJECTED TAX RATES BEFORE COMMON LEVEL OF APPRAISAL ADJUSTMENT

Equalized Pupils	310.98	322.47
Spending per Equalized Pupil [educ spending ÷ eq.pupils]	\$12,723	\$13,982
Property Yield [formerly base spending amount]	\$9,701	\$10,076
District Spending Adjustment	n/a	n/a
<i>Homestead Tax Rate</i>	<i>\$1.31</i>	<i>\$1.39</i>
Projected Equalized Tax Rate - Highgate School [base rate x spending adjustment x elem student ratio]	\$0.733	\$0.800

PROJECTED TAX RATES AFTER COMMON LEVEL OF APPRAISAL ADJUSTMENT

Based on current Common Level of Appraisal 108.47% [decrease from 110.07% of State value in FY17 & 112.62% in FY16]		
Homestead Tax Rate:	\$0.666	\$0.737
Non-Homestead Tax Rate:	\$0.782	\$0.824

District: Highgate County: Franklin		T095 Franklin Northwest		Property dollar equivalent yield	Homestead tax rate per \$10,076 of spending per equalized pupil
				10,076	1.00
				11,875	Income dollar equivalent yield per 2.0% of household income
Expenditures		FY2015	FY2016	FY2017	FY2018
1.	Budget (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)	\$4,822,822	\$4,823,423	\$5,007,640	\$5,065,091
2.	plus Sum of separately warned articles passed at town meeting	-	-	-	-
3.	minus Act 144 Expenditures, to be excluded from Education Spending (Manchester & West Windsor only)	-	-	-	-
4.	Locally adopted or warned budget	\$4,822,822	\$4,823,423	\$5,007,640	\$5,065,091
5.	plus Obligation to a Regional Technical Center School District if any	-	-	-	-
6.	plus Prior year deficit repayment of deficit	-	-	-	-
7.	Total Budget	\$4,822,822	\$4,823,423	\$5,007,640	\$5,065,091
8.	S.U. assessment (included in local budget) - informational data	-	-	-	-
9.	Prior year deficit reduction (included in expenditure budget) - informational data	-	-	-	-
Revenues					
10.	Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)	\$666,153	\$761,870	\$1,050,998	\$556,171
11.	plus Capital debt aid for eligible projects pre-existing Act 60	-	-	-	-
12.	minus All Act 144 revenues, including local Act 144 tax revenues (Manchester & West Windsor only)	-	-	-	-
13.	Offsetting revenues	\$666,153	\$761,870	\$1,050,998	\$556,171
14.	Education Spending	\$4,156,669	\$4,061,553	\$3,956,642	\$4,508,920
15.	Equalized Pupils	302.04	304.83	310.98	322.47
16.	Education Spending per Equalized Pupil	\$13,761.98	\$13,323.99	\$12,723.14	\$13,982.45
17.	minus Less ALL net eligible construction costs (or P&I) per equalized pupil	-	-	-	-
18.	minus Less share of SpEd costs in excess of \$50,000 for an individual (per eqpup)	-	-	-	-
19.	minus Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per eqpup)	-	-	-	-
20.	minus Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per eqpup)	-	-	-	-
21.	minus Estimated costs of new students after census period (per eqpup)	-	-	-	-
22.	minus Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per eqpup)	-	-	-	-
23.	minus Less planning costs for merger of small schools (per eqpup)	-	-	-	-
24.	minus Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per eqpup)	-	-	\$3.53	-
25.	plus Excess spending threshold	threshold = \$16,166 \$16,166.00	threshold = \$17,103 \$17,103.00	Allowable growth \$13,646.43	threshold = \$17,386 \$17,386.00
26.	plus Excess Spending per Equalized Pupil over threshold (if any)	-	-	-	-
27.	plus Per pupil figure used for calculating District Equalized Tax Rate	\$13,762	\$13,324	\$12,723	\$13,982.45
28.	District spending adjustment (minimum of 100%)	148.217% based on \$9,285	140.860% based on \$9,285	131.153% based on yield \$8,701	138.770% based on yield \$10,076
Prorating the local tax rate					
29.	Anticipated district equalized homestead tax rate (to be prorated by line 30) [\$13,982.45 ÷ (\$10,076.00 ÷ 1.000)]	\$1.4525 based on \$0.98	\$1.3945 based on \$0.99	\$1.3115 based on \$1.00	\$1.3877 based on \$1.00
30.	Percent of Highgate equalized pupils not in a union school district	50.01%	52.27%	55.98%	57.64%
31.	Portion of district eq homestead rate to be assessed by town (57.64% x \$1.39)	\$0.7264	\$0.7289	\$0.7342	\$0.7999
32.	Common Level of Appraisal (CLA)	112.20%	112.62%	110.07%	108.47%
33.	Portion of actual district homestead rate to be assessed by town (\$0.7999 ÷ 108.47%)	\$0.6474 based on \$0.98	\$0.6472 based on \$0.99	\$0.6670 based on \$1.00	\$0.7374 based on \$1.00
If the district belongs to a union school district, this is only a PARTIAL homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage.					
34.	Anticipated income cap percent (to be prorated by line 30) [(13,982.45 ÷ 11,875) x 2.00%]	2.67% based on 1.80%	2.54% based on 1.80%	2.34% based on 2.00%	2.36% based on 2.00%
35.	Portion of district income cap percent applied by State (57.64% x 2.36%)	1.34% based on 1.80%	1.33% based on 1.80%	1.31% based on 2.00%	1.36% based on 2.00%
36.	Percent of equalized pupils at Missisquoi Valley UHSD #7	49.99%	47.73%	44.02%	44.02%
37.		-	-	-	-

- Following current statute, the Tax Commissioner recommended a property yield of \$10,076 for every \$100 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$11,875 for a base income percent of 2.0% and a non-residential tax rate of \$1.550. New and updated data will likely change the proposed property and the income yields and perhaps the non-residential rate.

- Final figures will be set by the Legislature during the legislative session and approved by the Governor.

- The base income percentage cap is 2.0%.

Comparative Data for Cost-Effectiveness, FY2017 Report
16 V.S.A. § 165(a)(2)(K)

School: Highgate Elementary School
S.U.: Franklin Northwest S.U.

A list of schools and school districts in each cohort may be found on the DOE website under "School Data and Reports":
<http://www.state.vt.us/educ/>

FY2016 School Level Data

Cohort Description: Elementary school, enrollment ≥ 300
 (31 schools in cohort)

Cohort Rank by Enrollment (1 is largest)
 25 out of 31

School level data		Grades Offered	Enrollment	Total Teachers	Total Administrators	Stu / Tchrr Ratio	Stu / Admin Ratio	Tchr / Admin Ratio
Smaller ->	Bristol Elementary School	PK - 6	319	22.50	1.00	14.18	319.00	22.50
	Bennington Elementary School	PK - 5	328	18.70	2.00	19.64	164.00	8.35
	Edmunds Elementary School	K - 5	335	28.50	1.00	11.75	335.00	28.50
	Highgate Elementary School	PK - 6	339	25.30	2.00	13.40	169.50	12.65
-> Larger	Newport City Elementary Schools	PK - 6	340	33.50	2.00	10.15	170.00	16.75
	Orchard School	K - 5	359	32.72	1.00	10.97	359.00	32.72
	Rick Marcotte Central School	K - 5	361	29.50	1.00	12.24	361.00	29.50
Averaged SCHOOL cohort data			424.65	30.90	1.40	13.74	302.69	22.02

School District: Highgate
LEA ID: T095

Special education expenditures vary substantially from district to district and year to year. Therefore, they have been excluded from these figures.

The portion of current expenditures made by supervisory unions on behalf of districts varies greatly. These data include district assessments to SUs. Including assessments to SUs makes districts more comparable to each other.

FY2015 School District Data

Cohort Description: Elementary school district, FY2013 FTE ≥ 300
 (12 school districts in cohort)

School district data (local, union, or joint district)		Grades offered in School District	Student FTE enrolled in school district	Current expenditures per student FTE EXCLUDING special education costs	Cohort Rank by FTE (1 is largest) 9 out of 12
Smaller ->	Bristol	K-6	301.59	\$12,553	Current expenditures are an effort to calculate an amount per FTE spent by a district on students enrolled in that district. This figure excludes tuitions and assessments paid to other providers, construction and equipment costs, debt service, adult education, and community service.
	Randolph	PK-6	304.63	\$11,956	
	Norwich	PK-6	312.25	\$13,392	
	Highgate	PK-6	319.86	\$11,205	
-> Larger	Newport City	PK-6	330.11	\$11,987	
	Brandon	PK-6	358.29	\$10,805	
	Cambridge	PK-6	362.75	\$11,779	
Averaged SCHOOL DISTRICT cohort data			452.93	\$11,612	

FY2017 School District Data

LEA ID		School District		School district tax rate			Total municipal tax rate, K-12, consisting of prorated member district rates		
				SchIDist	SchIDist	SchIDist	MUN	MUN	MUN
				Grades offered in School District	Equalized Pupils	Education Spending per Equalized Pupil	Equalized Homestead Ed tax rate	Equalized Homestead Ed tax rate	Common Level of Appraisal
				Use these tax rates to compare towns rates.			These tax rates are not comparable due to CLA's.		
Smaller ->	T026	Brandon	PK-6	-	-	-	1.4142	101.63%	1.3915
	T031	Bristol	PK-6	286.74	14,739.11	1.5193	1.5653	91.85%	1.7042
	T162	Randolph	K-6	306.96	13,383.98	1.3797	1.4445	103.71%	1.3928
	T095	Highgate	PK-6	310.98	12,723.14	1.3115	1.3525	110.07%	1.2287
	T139	Newport City	PK-6	329.66	13,420.14	1.3834	1.4161	87.78%	1.6132
	T040	Cambridge	PK-6	338.31	13,815.77	1.4242	1.4722	102.56%	1.4355
	T058	Derby	PK-6	349.91	11,609.47	1.1967	1.3226	101.35%	1.3050

The Legislature has required the Agency of Education to provide this information per the following statute:

16 V.S.A. § 165(a)(2) The school, at least annually, reports student performance results to community members in a format selected by the school board. . . . The school report shall include:

(K) data provided by the commissioner which enable a comparison with other schools, or school districts if school level data are not available, for cost-effectiveness. The commissioner shall establish which data are to be included pursuant to this subdivision and, notwithstanding that the other elements of the report are to be presented in a format selected by the school board, shall develop a common format to be used by each school in presenting the data to community members. The commissioner shall provide the most recent data available to each school no later than October 1 of each year. Data to be presented may include student-to-teacher ratio, administrator-to-student ratio, administrator-to-teacher ratio, and cost per pupil.

HIGHGATE SCHOOL DISTRICT

2016 - 2017

Salary Schedule & Index

Step	BA/BS	BA/BS+15	BA/BS+30	BA+45	MA	MA+15	MA+30							
1	1.00	\$33,704	1.05	\$35,389	1.10	\$37,074	1.15	\$38,760	1.20	\$40,445	1.25	\$42,130	1.30	\$43,815
2	1.05	\$35,389	1.10	\$37,074	1.15	\$38,760	1.20	\$40,445	1.25	\$42,130	1.30	\$43,815	1.35	\$45,500
3	1.10	\$37,074	1.15	\$38,760	1.20	\$40,445	1.25	\$42,130	1.30	\$43,815	1.35	\$45,500	1.40	\$47,186
4	1.15	\$38,760	1.20	\$40,445	1.25	\$42,130	1.30	\$43,815	1.35	\$45,500	1.40	\$47,186	1.45	\$48,871
5	1.20	\$40,445	1.25	\$42,130	1.30	\$43,815	1.35	\$45,500	1.40	\$47,186	1.45	\$48,871	1.50	\$50,556
6	1.25	\$42,130	1.30	\$43,815	1.35	\$45,500	1.40	\$47,186	1.45	\$48,871	1.50	\$50,556	1.55	\$52,241
7	1.30	\$43,815	1.35	\$45,500	1.40	\$47,186	1.45	\$48,871	1.50	\$50,556	1.55	\$52,241	1.60	\$53,926
8	1.35	\$45,500	1.40	\$47,186	1.45	\$48,871	1.50	\$50,556	1.55	\$52,241	1.60	\$53,926	1.65	\$55,612
9	1.40	\$47,186	1.45	\$48,871	1.50	\$50,556	1.55	\$52,241	1.60	\$53,926	1.65	\$55,612	1.70	\$57,297
10	1.45	\$48,871	1.50	\$50,556	1.55	\$52,241	1.60	\$53,926	1.65	\$55,612	1.70	\$57,297	1.75	\$58,982
11	1.50	\$50,556	1.55	\$52,241	1.60	\$53,926	1.65	\$55,612	1.70	\$57,297	1.75	\$58,982	1.80	\$60,667
12	1.55	\$52,241	1.60	\$53,926	1.65	\$55,612	1.70	\$57,297	1.75	\$58,982	1.80	\$60,667	1.85	\$62,352
13	1.60	\$53,926	1.65	\$55,612	1.70	\$57,297	1.75	\$58,982	1.80	\$60,667	1.85	\$62,352	1.90	\$64,038
14					1.75	\$58,982	1.80	\$60,667	1.85	\$62,352	1.90	\$64,038	1.95	\$65,723
15					1.80	\$60,667	1.85	\$62,352	1.90	\$64,038	1.95	\$65,723	2.00	\$67,408
16					1.85	\$62,352	1.90	\$64,038	1.95	\$65,723	2.00	\$67,408	2.05	\$69,093

HIGHGATE SCHOOL DISTRICT
2016 - 2017 Staff Salaries

Professional Staff:	Degree	Step	Level	FTE
Kyle Ashton [Math Specialist]	MA	6	II	100%
Rebecca Belrose [Classroom Teacher]	BA	4	I	100%
Brandy Brown [Classroom Teacher]	BA+30	8	II	100%
Leslie Byrne [Art Teacher]	BA+30	16 OS	II	80%
Louanne Collins [Classroom Teacher]	MA	16 OS	II	100%
Claire Dietsche [Classroom Teacher]	MA	16	II	100%
Elizabeth Dufresne [Classroom Teacher]	MA	5	II	100%
Corynne Dyke [Classroom Teacher]	BA+15	8	II	100%
Kelly Enterline [Librarian]	MA	15	I	100%
Lynn Fitzgerald [Classroom Teacher]	MA+30	16 OS	II	100%
Jennifer Gagne [School Nurse]	BS/RN	7	II	100%
Lynne Hansen [Literacy Interventionist]	MA	16 OS	II	60%
Kelly Heinlein [Classroom Teacher]	MA	13	II	100%
Diane Hemingway [Classroom Teacher]	MA+30	16 OS	II	100%
Kristen Hughes [Classroom Teacher]	BA	5	I	100%
Edna Iannaco [Literacy Specialist]	MA	12	II	80%
Kristy Knott [Classroom Teacher]	BA	4	I	100%
Corynn Labounty [Classroom Teacher]	MA	6	II	100%
Domye LaBrusciano [Classroom Teacher]	BA	5	I	100%
Paul Legris [Classroom Teacher]	BA+15	13 OS	II	100%
Marilyn McSweeney [Classroom Teacher]	MA	9	II	100%
Sara Poland [Gen'l & Instrumental Music]	BA	8	II	100%
Meghan Polus [Classroom Teacher]	BA	1	I	100%
Beth Ann Richey [Early Childhood Teacher]	MA	8	I	50%
Monica Sweet [Guidance Counselor]	MA	8	II	100%
Krists Tatro [Physical Education Teacher]	MA	9	II	100%
Christina Therrien [Classroom Teacher]	MA	9	II	100%
Michael Weber [Technology Integrationist]	MA+15	7	II	100%
Jennifer Whitby [Classroom Teacher]	MA	3	II	100%
Paula Whitehead [Classroom Teacher]	BA+15	13	II	100%

Funded by FNWSU

Lisa Hess [Special Education]	BA+15	13 OS	II	100%
Emily Wright [Speech & Lang. Pathologist]	MA	5	Prof.	100%
Jennifer Luneau [Special Education]	MA	12	II	100%
Nicole Rees [Special Education]	BA+15	9	II	100%
Brittany Tatro [Special Education]	BA+15	1	I	100%

Funded with Federal Grant Funds

Lynne Hansen [Literacy Interventionist]	MA	16 OS	II	40%
Edna Iannaco [Literacy Specialist]	MA	12	II	20%
Amber Renaudette [Literacy Interventionist]	MA	8	II	100%

Highly Qualified Teacher Data:

	# of Classes Taught by HQ Teachers/Total Classes	# of Classes Taught by Non-HQ Teachers/Total Classes	% of Core Academic Classes Taught by HQ Teachers	% of Core Academic Classes Taught by Non-HQ Teachers	% of Teachers Teaching With Emergency Credentials
	24/24	0/24	100%	0%	0%

HIGHGATE SCHOOL DISTRICT
2016 - 2017 Staff Salaries

<u>Technology Coordinator:</u>		
Heather Larivee	<u>Years of Service</u> 10	<u>FTE</u> 100%

<u>PBIS Coordinator:</u>		
Craig Aylward	<u>Years of Service</u> 1	<u>FTE</u> 100%

<u>Instructional Assistants:</u>		
Dawn Britch	<u>Years of Service</u> 20	<u>FTE</u> 100%
Marie Bruyette	10	100%
AmyJo Bushey	7	50%
Joanne Campbell	2	100%
Joy Conley	1	100%
Taylor Gagne	5	100%
Amber Lafar	2	100%
Joyce Lafar	16	100%
Elena Maynard	1	100%
Christie Mitchell	2	100%
Carla Noel	15	100%
Linda Pierce	2	100%
Nicole Rainville	1	100%
Sharon Rheaume	21	100%
Linda Rixford	19	100%
Josie Spears	1	100%
Jan Sweet	19	100%
Kristy Taylor	13	100%
Priscilla Taylor	14	100%
Patricia Whittemore	2	100%
Anna-Maria Yates	2	100%

**FRANKLIN NORTHWEST SUPERVISORY UNION
CENTRAL OFFICE BUDGET SUMMARY FY2018**

	FY2016 Budget	FY2016 Actuals	FY2017 Budget	FY2017 Anticipated	FY2018 Budget	HIGHGATE Share
Expenses:						
Administration Salaries	\$416,084	\$417,233	\$437,205	\$448,385	\$474,286	\$69,055
Support Staff Salaries	\$152,366	\$154,858	\$171,788	\$157,945	\$199,498	\$39,047
Insurance Benefits	\$118,947	\$98,384	\$125,314	\$124,354	\$129,439	\$18,846
Other Benefits	\$33,395	\$28,339	\$36,592	\$37,613	\$41,593	\$6,056
Payroll Expense	\$53,723	\$41,894	\$51,507	\$58,448	\$54,603	\$7,950
Purchased Prof. Services	\$37,600	\$36,192	\$36,100	\$36,525	\$49,500	\$7,207
Repair&Maintenance & Equip. Lease	\$7,250	\$6,716	\$7,400	\$8,408	\$8,265	\$1,203
Other Property Services	\$41,456	\$38,659	\$42,565	\$42,055	\$43,985	\$6,102
Office Expenses	\$11,000	\$9,349	\$11,000	\$10,000	\$11,000	\$1,602
Travel & Professional Development	\$10,250	\$11,449	\$12,000	\$12,300	\$12,000	\$1,747
Supplies & Acct' g/H.R. Software	\$43,750	\$49,856	\$44,250	\$44,250	\$44,500	\$6,479
Equipment	\$9,000	\$8,034	\$10,000	\$10,000	\$10,000	\$1,056
Dues & Fees	\$4,500	\$4,597	\$4,500	\$4,830	\$4,850	\$105
Total Expense:	\$939,321	\$905,560	\$990,221	\$995,113	\$1,083,519	\$157,759

Revenues:						
Title I and II funding	\$85,390	\$96,183	\$91,664	\$91,500	\$91,213	\$13,380
Other Grant receipts	\$10,250	\$5,000	\$7,500	\$5,000	\$5,000	\$3,227
Miscellaneous / Other	\$10,250	\$24,746	\$28,750	\$54,999	\$18,750	\$2,710
Total Revenues:	\$105,890	\$125,929	\$127,914	\$151,499	\$114,963	\$16,797

FY2018 ASSESSMENT AMOUNT	\$833,431	\$862,307	\$968,556	\$931,022
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**FRANKLIN NORTHWEST SUPERVISORY UNION
EARLY CHILDHOOD PROGRAM BUDGET FY2018**

	FY2016 Budget	FY2016 Actuals	FY2017 Budget	FY2017 Anticipated	FY2018 Budget	HIGHGATE Share
Expenses:						
ECP Administration	\$41,870	\$42,276	\$42,905	\$45,000	\$84,500	\$22,138
Teachers' Salaries	\$232,234	\$238,257	\$241,809	\$263,523	\$577,031	\$153,617
Support Staff	\$91,722	\$75,451	\$98,005	\$103,419	\$188,937	\$52,406
Speech Pathologist Salary	\$98,909	\$104,634	\$109,520	\$110,887	\$116,500	\$30,523
ECP Secretary Salary	\$27,300	\$29,090	\$31,962	\$31,962	\$33,050	\$8,659
Insurance Benefits	\$154,286	\$108,148	\$126,136	\$116,401	\$212,231	\$55,796
Payroll Expense	\$42,262	\$37,501	\$43,060	\$49,979	\$86,180	\$23,044
Other Benefits	\$6,092	\$2,954	\$4,737	\$7,885	\$10,314	\$2,702
OT/PT & Psychological Services	\$12,750	\$7,123	\$10,250	\$6,250	\$8,750	\$2,293
Purchased Prof. Services	\$14,550	\$8,445	\$13,050	\$12,246	\$13,200	\$3,458
Repair&Maintenance	\$2,100	\$1,293	\$2,106	\$2,106	\$2,235	\$585
Office Expenses	\$38,905	\$35,869	\$38,014	\$37,795	\$39,000	\$10,218
Student Tuition & Transportation	\$750	\$0	\$77,550	\$31,170	\$77,550	\$20,318
Travel / Conference	\$7,500	\$9,220	\$9,000	\$9,000	\$9,000	\$2,358
Supplies & Equipment	\$8,250	\$7,730	\$8,250	\$11,454	\$9,750	\$2,555
Total Expense:	\$779,480	\$707,991	\$856,354	\$839,077	\$1,468,228	\$390,670

Revenues:						
PreK Expansion Grant Receipts	\$0	\$0	\$0	\$0	\$326,825	\$85,628
Other Grant Funding	\$54,000	\$56,173	\$57,500	\$37,500	\$25,500	\$6,681
Carryover from Prior Year	\$40,000	\$40,128	\$40,000	\$47,695	\$37,500	\$9,825
Total Revenues:	\$94,000	\$96,301	\$97,500	\$85,195	\$389,825	\$102,134
EEE Grant(s) - formerly received at School level					\$166,616	\$43,653
					\$556,441	\$145,788

FY2018 ASSESSMENT AMOUNT	\$650,271	\$681,980	\$1,078,403	\$244,882
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**FRANKLIN NORTHWEST SUPERVISORY UNION
SPECIAL EDUCATION BUDGET FY2018**

	FY2016 Budget	FY2016 Actuals	FY2017 Budget	FY2017 Anticipated	FY2018 Budget	Highgate Share
Expenses:						
Special Education Administration	\$181,795	\$182,678	\$188,160	\$102,875	\$190,960	\$21,351
Medicaid Clerk / Clerical Support	\$40,228	\$41,645	\$41,465	\$42,598	\$60,690	\$18,814
School Psychologists	\$190,029	\$192,952	\$196,685	\$186,338	\$0	\$0
Adapted Curriculum	\$67,418	\$68,747	\$70,810	\$70,810	\$72,935	\$22,610
Occupational Therapy	\$56,597	\$57,713	\$59,445	\$59,445	\$61,229	\$18,981
Insurance & Other Benefits	\$147,987	\$141,589	\$155,917	\$121,447	\$93,523	\$21,159
Payroll Expense	\$45,413	\$44,727	\$45,917	\$38,211	\$31,444	\$6,606
Purchased Professional Services	\$7,500	\$5,610	\$7,500	\$6,568	\$7,500	\$2,325
Office Expenses	\$2,250	\$762	\$1,500	\$850	\$750	\$233
Travel / Conference	\$750	\$911	\$500	\$500	\$0	\$0
Supplies & Equipment	\$2,250	\$1,734	\$1,250	\$1,250	\$750	\$233
Dues & Fees	\$1,150	\$1,846	\$1,850	\$1,819	\$1,250	\$388
Subtotal:	\$743,367	\$740,914	\$770,999	\$632,711	\$521,031	\$112,700

Revenues:						
Medicaid Reimbursement	\$27,193	\$25,338	\$28,569	\$28,569	\$22,444	\$6,957
IDEA-B Grant Reimbursement	\$277,211	\$286,449	\$290,300	\$284,688	\$186,863	\$57,928
Other [Carry Forward from Previous Year]	\$5,000	\$14,853	\$7,500	\$19,689	\$35,000	\$10,850
Total Revenues:	\$309,404	\$326,640	\$326,369	\$332,946	\$244,307	\$75,735

FY2018 ASSESSMENT AMOUNT	\$433,963	\$444,630	\$276,724	\$36,964
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FRANKLIN NORTHWEST - SPECIAL EDUCATION STAFF & EXPENSE TRANSFER BUDGET

	FY2015 Budget	FY2015 Actuals	FY2016 Budget	FY2016 Anticipated	FY2017 Budget	Highgate Share
Transfer of District Spec Education Expenses to SU:						
SpEd Instructional Salaries	\$1,595,922	\$1,547,638	\$1,754,483	\$1,817,019	\$1,928,567	\$227,461
SpEd Instructional Benefits	\$550,741	\$436,320	\$632,189	\$599,511	\$661,927	\$92,680
Speech Services	\$513,832	\$479,430	\$569,098	\$606,201	\$670,975	\$138,547
Psychological Services	\$44,795	\$47,848	\$56,561	\$68,528	\$221,889	\$23,639
Tuition Expense	\$0		\$1,162,080	\$1,504,432	\$1,551,399	\$32,666
Transportation Expense	\$0		\$247,428	\$265,767	\$299,774	\$9,000
All Other Expenses (supplies/equipment, etc)	\$7,750	\$1,463	\$294,028	\$346,704	\$340,789	\$33,350
	\$2,713,040	\$2,512,699	\$4,715,867	\$5,208,162	\$5,675,320	\$557,343
[-] minus State Special Ed Revenue - previously rec'd @ school level						
Mainstream Block Grant					\$818,262	\$113,558
Special Ed Expenditure Reimb					\$2,272,839	\$233,724
Extraordinary Expense Reimb					\$194,338	\$0
State Placed/Care & Custody Reimb					\$110,695	\$0
NET SpecEduc Expenditure Transfer :	\$2,713,040		\$4,715,867	\$5,208,162	\$2,279,186	\$210,061

FRANKLIN NORTHWEST SUMMARY
TREASURER's REPORT
July 1, 2015 - June 30, 2016

		FY2016		
	Beginning Balance	Receipts	Expenditures	Ending Balance
Title I Grant	\$13,434	\$907,765	\$910,204	\$10,995
Title IIA Grant	\$38,818	\$249,331	\$284,086	\$4,063
IDEA-B Grant	\$133,544	\$603,480	\$610,058	\$126,966
IDEA-B Preschool Grant	\$3,187	\$10,823	\$7,475	\$6,535
Preschool Development Expansion Grant	\$0	\$497,574	\$412,963	\$84,611
Best Grant / Act 230 Grant	\$5,834	\$7,850	\$12,619	\$1,065
FNW Crossroads Program	\$68,041	\$355,327	\$323,061	\$100,307
Crossroads non-grant revenues	\$47,005	\$235,307	\$235,946	\$46,366
Program Fundraising	\$7,949	\$5,619	\$2,496	\$11,072
SWIFT Program	\$169	\$19,935	\$8,975	\$11,129
Homeless Grant	\$2,809	\$0	\$2,809	\$0
Tobacco Grant	\$87	\$13,306	\$9,984	\$3,409
VT Kids Against Tobacco	\$1,483	\$0	\$0	\$1,483
Standards Board(s) - Local & Regional	\$1,462	\$1,662	\$3,204	-\$80
VSBIT Equipment Grant	\$0	\$10,000	\$9,813	\$187
Medicaid Reimbursements (school-based)	\$446,786	\$299,090	\$307,677	\$438,199
Medicaid Reimbursements (FNWSU)	\$78,699	\$74,770	\$55,994	\$97,475
EPSDT Reimbursements	\$82,794	\$33,961	\$59,487	\$57,268
Central Office	\$22,108	\$1,064,323	\$1,032,632	\$53,799
Special Education	\$14,853	\$459,302	\$454,466	\$19,689
Early Childhood Program	\$47,695	\$702,415	\$700,516	\$49,594
<u>Fiduciary/Fiscal Agent Funds:</u>				
Franklin/Grand Isle County ECP Advisory Council	\$149,069	\$0	\$1,592	\$147,477
Franklin/Grand Isle County Bookmobile	\$25,064	\$64,703	\$66,246	\$23,521
Team FNW Tutoring Program	\$2,811	\$67,271	\$67,271	\$2,811
VEHI Pathpoints Wellness Program	\$13,203	\$4,200	\$6,163	\$11,240
Indian Education Grant	\$1	\$216,637	\$216,637	\$1
Mentoring Program	\$9,724	\$11,617	\$6,875	\$14,466
Federal Hot Lunch Reimbursements (all schools)	\$413	\$688,498	\$688,386	\$525
Fresh Fruit & Vegetable Program (FFVP)	\$0	\$58,413	\$58,413	\$0
School Improvement Grant (3 schools)	\$0	\$163,799	\$150,832	\$12,967
School Improvement Grant (MVU)	-\$28,381	\$28,381	\$0	\$0
VDH Disease Prevention Grant (Highgate)	-\$3,341	\$3,341	\$0	\$0
Farm to School Grant (Franklin)	\$670	\$4,800	\$5,051	\$419

A copy of the Independent Audit for the fiscal year ending June 30, 2016, performed by Angolano & Co., may be obtained from the Superintendent of Schools' Office.

MISSISQUOI VALLEY UNION HIGH SCHOOL DISTRICT 2017 – 2018 BUDGET

The Missisquoi Valley Union School District Budget proposal for the 2017-2018 school year totals \$14,534,490. This amount represents a 6.09% decrease over the current budget approved last March 2016.

The budget decrease is due to the fact that, effective with the FY18 school year, state Special Education funding will be sent to the Supervisory Union. This is being done because the majority of special education expenses are now being paid at the SU level. Costs at the SU level continue to be budgeted in the same manner as they were in the local Special Education budget; however instead of appearing in separate budget line items, costs are now reflected within the FNWSU assessments. The SU Assessment in the school budget shows the full special education expense at the SU level, as well as the state revenues offsetting some of these costs, resulting in a large one-time reduction in the FY18 budget. Without this change in the funding model, the proposed budget would show a 3.59% increase over the current year.

The school administration and school board have worked diligently to reduce costs wherever possible. Department budgets have been level funded as much as possible. However, special education costs have increased statewide and in the SU as well. The FNW schools are also in the process of negotiating both professional and support staff contracts in the same year. The implementation of busing services to Alburgh and Sheldon has brought more tuition student revenue to MVU. The anticipated tuition revenue reflects an estimated forty-eight (48) students from tuitioning towns, compared to 41 budgeted for FY17.

There are two sports related articles on this year's ballot: \$10,000 to support the football program, and \$15,000 to begin upgrading the track and field facilities.

There is an immediate need to replace the original water line from Route 78 up to the school building. The School Board is working with the Village of Swanton on a project that will cost approximately \$185,000. The board has reallocated the \$125,000 of former debt service expense for the purpose. The remainder of the \$185,000 expense will be paid for through the Village of Swanton with grant funds from the State.

The School Board will be holding an informational meeting on Tuesday, February 28, 2017 at 7:00pm at the Missisquoi Valley Union School Library. The budget will be voted by Australian ballot on Town Meeting Day, March 7th. Polling places are: Franklin Central School, Highgate Elementary School and Swanton Village Complex, and new this year, polls in all three towns will open at 7:00am and close at 7:00pm.

MVUHS School Board

Denis Boucher, Chair	868-4828	Earl Fournier, V.Chair	868-7494
Robert Irish	285-2288	John Ho	285-6676
Don Collins	868-7975	Gregg Gervais	868-9120
Lisa Wilda Letourneau	363-4548	Vickie Gratton	285-2083
Richard Flint	868-2652		

MISSISQUOI VALLEY UNION HIGH SCHOOL DISTRICT
2017 - 2018 SCHOOL BUDGET PROPOSAL - SUMMARY by CATEGORY

AREA / DEPARTMENT	<u>FY2016</u> <u>Approved</u>	<u>FY2016</u> <u>Actuals</u>	<u>FY2017</u> <u>Approved</u>	<u>FY2018</u> <u>Proposed</u>	Variance
Regular Programs	\$6,019,909	\$6,061,456	\$6,140,519	\$6,227,580	\$87,061
Department Budgets	\$364,701	\$279,269	\$349,897	\$337,102	(\$12,795)
Interscholastics / Co-Curriculars	\$473,085	\$476,091	\$488,673	\$490,424	\$1,751
Registrar	\$41,843	\$53,152	\$52,930	\$56,450	\$3,520
Guidance Services	\$490,176	\$473,341	\$474,391	\$482,027	\$7,636
Student Assistance Program	\$75,540	\$77,035	\$78,456	\$79,572	\$1,116
Health Services	\$106,178	\$109,145	\$109,486	\$119,749	\$10,263
Psychological Services	\$11,229	\$4,207	\$17,869	\$24,659	\$6,790
Library Services	\$154,163	\$149,298	\$154,151	\$155,660	\$1,509
School-wide Technology	\$356,112	\$326,792	\$337,251	\$338,628	\$1,377
Board of Education	\$38,227	\$34,601	\$34,939	\$35,939	\$1,000
Principals' Office	\$682,895	\$601,212	\$615,334	\$655,748	\$40,414
Receptionist	\$49,489	\$52,071	\$51,750	\$52,054	\$304
Study Hall Monitor	\$0	\$1,421	\$0	\$0	\$0
Student Management	\$292,983	\$288,715	\$300,443	\$306,171	\$5,728
Fiscal Services	\$133,919	\$138,895	\$140,941	\$136,954	(\$3,987)
Plant Operation & Maintenance	\$1,420,410	\$1,212,944	\$1,415,501	\$1,495,481	\$79,980
Safety & Security	\$12,478	\$10,463	\$12,465	\$12,466	\$1
Transportation	\$789,248	\$759,924	\$660,724	\$680,958	\$20,234
Debt Service	\$136,412	\$126,525	\$128,808	\$0	(\$128,808)
Capital Projects [Water Line]	\$0	\$0	\$0	\$125,000	\$125,000
Special Education Programs	\$1,854,306	\$1,645,839	\$1,194,418	\$1,137,413	(\$57,005)
Special Educ Operations Manager	\$78,341	\$76,845	\$81,136	\$82,571	\$1,435
Psychological Services	\$33,689	\$12,620	\$0	\$0	\$0
Speech Services	\$7,500	\$12,885	\$0	\$0	\$0
FNWSU (CentOffice & Special Educ)	\$1,666,449	\$1,661,508	\$2,637,478	\$1,501,884	(\$1,135,594)
BUDGET TOTAL	\$15,289,278	\$14,646,251	\$15,477,560	\$14,534,490	-\$943,070

HIGHGATE BRUSH DEPOT



@ the Highgate Transfer Station
Transfer Station Road, Highgate VT

BRUSH DEPOT HOURS OF OPERATION:
Saturdays (April through November) 8:00am – 11:45am
or by appointment, please call Casella 802-651-5493

Available to Highgate residents only
for disposal of leaves and branches at no charge

NO LARGE LIMBS OR STUMPS

NOTICE!

THE
FOREST FIRE WARDEN
OF THIS TOWN IS

DAVID DESORCIE

868-2777 home 868-4409 store

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



Dog licensing will begin on Monday, January 3, 2017

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

REMINDER

2017 Dog Licenses are due by Friday, March 31st

On or before Friday, March 31, 2017

Neutered/Spay \$12.00 per dog

Non-Neutered/Spay \$16.00 per dog

Fees starting Monday, April 3, 2017

Neutered/Spay \$21.00 per dog

Non-Neutered/Spay \$25.00 per dog



****NOTE**** Dogs that remain unlicensed as of May 1, 2017 will result in a municipal ticket (fine) being issued per dog. This will be in addition to licensing fees. Please license your dog(s) by March 31st! Thank you.

PROOF OF RABIES VACCINATION REQUIRED

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

DOG & CAT SHOT CLINIC

Saturday, March 18, 2017

10:00am - Noon

Highgate Fire Station

Attending Vet: Paws For Thought 868-4300

Prices: Rabies \$10, Distemper \$15, Rabies & Distemper \$20

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

DOGS MUST BE ON A LEASH & CATS MUST BE IN CARRIERS

Questions? Please contact Wendi Dusablon, Town Clerk

868-4697 x 201

wdusablon@highgatevt.org