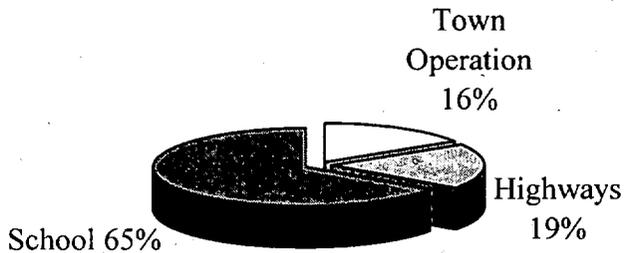


Annual Report of the

Town of TOPSHAM, VERMONT

Where Your Money Went



**Year Ended
December 31, 2003**

GENERAL INFORMATION

CHECK LIST:

IT IS THE RESPONSIBILITY OF EACH INDIVIDUAL TO SEE THAT HIS OR HER NAME IS ON THE CHECKLIST. See Town Clerk or a Justice of the Peace for application for addition to the checklist.

Selectmen's Meeting:

Second & Fourth Mondays of each month at 7:30 P.M. at Town Office in East Topsham.

School Board Meeting:

Second and Fourth Thursday of each month at 7:30 P.M. at Waits River Valley School.

Lister's Meeting; Listers meet at the town office:

Hours to be determined.

Town Office Hours: 6 Harts Road, PO Box 69, Topsham, VT 05076

Phone 439-5505

MONDAY 1:00 P.M. - 6:00 P.M.

TUESDAY 9:00 A.M. - 4:00 P.M.

WEDNESDAY - CLOSED

THURSDAY 9:00 A.M. - 4:00 P.M.

FRIDAY 9:00 A.M. - 4:00 P.M.

LAST SATURDAY of each month 8:00 A.M. - 12:00 A.M.

Town Garage: Phone 439-5666

Dog Licenses:

DUE ON OR BEFORE APRIL 1. After April 1 an additional fee is required. Vaccination and license required at time dog becomes 6 months old. All dogs are required to have rabies shots every 24 months. Non-compliance is subject to a FINE of up to \$250.00.

License fees are as follows:

		<u>After April 1</u>
Neutered or Spayed	\$5.00	\$7.00
Unneutered	9.00	13.00

Note: State gets \$1.00 of the fee for each dog.

Cats: State law requires cats to be vaccinated against Rabies.

Town Dump:

Topsham pays for the use of "Casella Waste Management" which is open 8:00 A.M. - 1:00 P.M. on Saturdays. The dumpsters are located on Ned Hayward property at the junction of Corinth/Topsham Road and Lime Kiln Road.

Town Reports Needed to complete a set for binding 1884 - 1893:

If anyone has copies of these but does not want to give them up to the Town, please allow a Xerox copy to be made for Town Records.

DATE OF TOWN MEETING

Tuesday March 2, 2004 at 10:00 A.M.

Annual Report
of the
Officers
of the
TOWN
of
TOPSHAM
VERMONT



Chartered: August 17, 1763

Area: 30,400 Acres

Altitude: 1284 feet

Organized: March 15, 1790

for the

Calendar Year Ended December 31, 2003

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TOWN OFFICERS - 2003

Office	ELECTED OFFICIALS	Term
Moderator	William Mac Donald	2004
Town Clerk	Juanita Clafin, W. Topsham	2006
Selectmen:	Anthony Spooner, W. Topsham	2004
	Bruce Thompson, E. Corinth	2005
	Thomas Flannigan, Topsham	2006
Listers:	Stanley Wadsworth, W. Topsham	2004
	Bradford Calhoun, Topsham	2004
	Martin Liegel, Topsham	2006
Town Treasurer/Tax Collector	Juanita Clafin, W. Topsham	2006
School Directors of the Waits River Valley School	Rachel Tillotson, W. Topsham	2004
	Peter Herman, W. Topsham	2005
	Jim Bulger, W. Topsham	2006
Auditors:	Barbara Parington, W. Topsham	2004
	Roland Peixotto, W. Topsham	2005
	William R. Hodge, Topsham	2006
Delinquent Tax Collector:	Fred E. Smith, Topsham	2004
Constable:	Fred E. Smith, Topsham	2004
Town Agent:	Fred E. Smith, Topsham	2004
Town Grand Jurors:		
East Side	William R. Hodge, Topsham	2004
West Side	Georgiana Spooner, W. Topsham	2004
Justices of The Peace:	William R. Hodge, Topsham	2005
	Fred E. Smith, Topsham	2005
	Roland Peixotto, W. Topsham	2005
	Elizabeth Currier, Topsham	2005
	Janice Emerson, Topsham	2005
APPOINTED OFFICIALS		
Appointed by Town Clerk		
Assistant Town Clerk:	Cynthia Flannigan, Topsham	2004
Assistant Treasurer	Cynthia Flannigan, Topsham	2004
Custodian/File Clerk	John M. Clafin, W. Topsham	2004
Appointed by Selectmen:		
Road Foreman	Bryan Hart, Topsham	2004
Health Officer:	Richard McAllister, W. Topsham	2004
Representative to Clara Martin Center		
Board of Directors/VNAVENH	Nancy Frost, Topsham	2004
Fence Viewers:	Paul Hodge, Topsham	2004
	Thomas Flannigan, Topsham	2004
	Russell Batten, W. Topsham	2004
Animal Control Officer	Renée Patnaude, Topsham	2004
Tree Warden:	Bernie Powers Jr., Topsham	2004
Inspector of Lumber:	Bernie Powers, Jr., Topsham	2004
Town Service Officer:	Edgar Downing, Topsham	2004
Energy Coordinator:	Virgil Hall, W. Topsham	2004

TOWN OFFICERS - 2003

Fire Warden:	William Appleton, E. Corinth	2004
Key Man:	Edgar Downing, Topsham	2004
Planning Commission:	Stanley Wadsworth, W. Topsham	2005
	Robert Sullivan, Topsham (Vice Chair)	2005
	Carl 'Joe' Maxwell, W. Topsham	2006
	William R. Hodge, Topsham	2006
	Polly Stryker, Topsham (Secretary)	2007
	William MacDonald, W. Topsham (Chair)	2007
Flood Zoning Administrator:	Seymour Browne, Topsham	2004
Civil Defense Chairman:	Gertrude Hodge, Topsham	2004
Green-Up Chairman	Ellen Arnold, Topsham	2004
West Side Assistant:	Catherine Peixotto, W. Topsham	2004
911 Committee	Ruth Morrison, W. Topsham	2004
	Yvette Tomlinson, W. Topsham	2004
	Stanley Wadsworth, W. Topsham	2004
	Nancy Frost, Topsham	2004
	Gary Tomlinson, W. Topsham	2004
	Board of Selectmen & Town Clerk	2004
OTHER OFFICIALS:		
Game Warden	David Gregory: Phone 284-4308	
Notaries Public:	Mary C. Brockardt, Topsham	
	Juanita Claflin, E. Topsham	
	Cynthia Flannigan, Topsham	
	Gertrude Hodge, Topsham	
	Harvey B. Otterman Jr., W. Topsham	
	Marjorie R. Sweet, Topsham	
	Sonya Sweet Topsham	
	Walter Sweet, Topsham	
	Donna MacDonald, W. Topsham	
	William MacDonald, W. Topsham	
	Donna Welch, W. Topsham	
Board of Civil Authority	Justices, Selectmen & Town Clerk	
Board of Abatement	Justices, Selectmen, Town Clerk & Listers	
	Your State & US Representatives	
Topsham State Legislators:		
Harvey Otterman -- House	78 East Orange Road (PO Box 34), W. Topsham 05086 802-439-5924 e-mail hotterman@leg.state.vt.us	2005
Julius Canus -- Senate	1 Cherokee Drive, Concord VT 05842 802-748-4453 e-mail bmayo@leg.state.vt.us	2005
Bernier L. Mayo	66 Morgan Circle, St. Johnsbury VT 05819 802-748-3127 e-mail ride@leg.state.vt.us	2005
Vermont U.S. Delegation:		
Rep. Bernard Sanders	House of Representatives, Washington DC 20215 1-800-339-9834 e-mail bsanders@igc.apc.gov	2005
Sen. Patrick Leahy	U.S. Senate, Washington DC 20215 1-800-642-3193 e-mail senator_leahy@leahy.senate.gov	2004
Sen. James Jeffords	U.S. Senate, Washington DC 20215 1-800-835-5500 e-mail vermont@jeffords.senate.gov	2006

COMPARATIVE BALANCE SHEET

Two-Year Period Ending December 31, 2003

Current Assets

	Yr. Ending 12/31/02	Yr. Ending 12/31/03
Cash on Hand and in Banks		
Chittenden Bank		
Regular Checking	\$156,874.17	\$471,273.19
Checking CD due 2/6/04	\$124,500.00	\$251,786.47
Checking CD due 2/3/03	\$500,000.00	
Checking -Subtotal	\$781,374.17	\$723,059.66
Revenue Sharing CD	\$23,674.45	\$24,061.28
Reappraisal Fund CD	\$25,706.01	\$51,167.52
Woodsville Guaranty Savings Bank:		
Sale of Schools Money CD	\$10,714.48	\$10,925.07
Town History Money Market Account	\$6,646.15	\$8,747.58
Petty Cash	\$50.00	\$50.45
	\$848,165.26	\$818,011.56
Delinquent Taxes Receivable	\$132,160.32	\$85,835.15
Less Allowance Estimated Loss	(\$500.00)	(\$500.00)
	\$131,660.32	\$85,335.15
Accounts Receivable		
State Property Tax	\$0.00	\$0.00
State Aid for work done in 2003	\$0.00	\$80,682.11
	\$0.00	\$80,682.11
TOTAL CURRENT ASSETS	\$979,825.58	\$984,028.82

Current Liabilities

Payable to Waits River Valley School	\$361,113.20	\$404,050.00
Hall Fund	\$300.00	\$300.00
Tax Mapping Fund		\$8,134.54
Records Restoration Fund		\$1,388.00
Legal Fees Fund		\$7,095.00
NEMRC Fund		\$950.00
TOTAL LIABILITIES	\$361,413.20	\$421,917.54
Total Current Assets over Liabilities	\$618,412.38	\$562,111.28
Balance	\$979,525.58	\$984,028.82

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Balance on hand	11/02	11/03
Chittenden Bank - Checking	\$604,818.87	\$781,374.17
Petty Cash	\$50.00	\$50.00
Total Funds at start of the year	\$604,868.87	\$781,424.17

Receipts	2002	2003
Taxes		
Act 60 - Equalized Education Grand List	\$835.00	\$836.00
Act 60 - Reappraisal Funds	\$5,010.00	\$5,016.00
	\$5,845.00	\$5,852.00
General Property		
General Property Paid	\$1,044,272.01	\$1,135,892.41
State reimbursement for Land Use	\$27,190.80	\$14,741.00
Overpayments	(\$1,303.50)	(\$719.57)
State Property Tax Payment	\$5,048.30	\$5,072.52
	\$1,075,207.61	\$1,154,986.36
Delinquent Property		
Property Taxes	\$90,856.05	\$118,091.61
Penalties	\$7,363.76	\$9,274.98
Interest	\$4,789.21	\$4,948.55
Collection Fees	\$2,079.40	\$2,706.69
Tax Sale Redemption	\$6,932.69	\$6,932.69
	\$105,088.42	\$141,954.52
Highway		
State Aid	\$112,163.32	\$117,329.50
Hood damage Reimbursement		\$285.73
Insurance Claim Reimbursement		\$220.00
Overload Permits	\$210.00	\$220.00
Grant	\$3,955.20	\$80,762.83
Other	\$11,099.17	\$2,276.00
	\$127,427.69	\$200,874.06
Interest		
Town Sweep Checking Account	\$7,105.76	\$6,738.72
Reappraisal		\$445.51
Revenue Sharing		\$386.83
Sale of Schools	\$210.59	\$210.59
	\$7,105.76	\$7,781.65
Licenses		
Marriage	\$150.00	\$60.00
Civil Union	\$0.00	\$15.00
Dog	\$2,734.50	\$2,449.50
Liquor	\$50.00	\$50.00
	\$2,934.50	\$2,574.50
Funds Transferred		
Transfer from Revenue Sharing for Highway Equipm	\$100,000.00	
Transfer from Revenue Sharing as Budgeted	\$24,500.00	
	\$124,500.00	\$0.00
Town History		
Shipping & Handling		\$20.00
Other		\$2,030.00
Interest	\$56.00	\$71.43
	\$56.00	\$2,121.43
Miscellaneous Income		
Clerk Fees	\$11,471.71	\$13,736.36
State Dated Checks		\$254.78
Cemetery Fund -- Puritan Fund	\$524.17	\$473.07
Use of Copier	\$280.00	\$128.05
Use of Town Hall	\$454.51	\$919.32
Hall Table Fund Donation	\$250.00	\$349.70
Dog Charge for Pound Fee	\$190.00	\$1,388.16
Health Insurance Fee	\$9,258.79	\$9,901.58
Workman's Comp and other insurance refunds	\$1,027.42	\$0.00
Motor Vehicle Registrations	\$741.00	\$880.00
Rubbish Reimbursement		\$140.00
Misc.	\$1,005.00	\$8.62
	\$25,202.60	\$28,179.64
Total Income	\$1,473,367.58	\$1,544,324.16

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Continued

	Disbursements and Budget			Proposed Budget
	2002	2003	2003 Budget	2004
Town Office				
Town Clerk, Treasurer & Assistant Salaries	\$25,000.00	\$26,250.00	\$26,250	\$26,775
Social Security & Medicare	\$1,915.72	\$2,008.15	\$2,000	\$2,050
Motor Vehicle Registrations	\$741.00	\$880.00	From Fees	From Fees
Postage & Delivery	\$1,621.03	\$896.71	\$1,000	\$1,000
Supplies and Expenses				
Computer Program Support	\$1,230.00	\$1,050.00	\$2,000	\$5,000
Dog License Supplies	\$862.46	\$360.00	\$850	\$850
Dues and Subscriptions	\$872.00	\$2,307.00	\$900	\$1,100
Health Insurance	\$5,098.92	\$4,625.39	\$7,525	\$9,280
Licenses and Permits	\$180.00	\$75.00	From Fees	From Fees
Miscellaneous	\$23.46	\$10.00	\$50	\$150
Office Equipment		\$837.39	\$500	\$500
Records Upkeep				
Town Clerk	\$1,327.32	\$1,458.48	\$1,500	\$1,500
Town Treasurer	\$308.86	\$524.08	\$500	\$500
Training	\$978.00	\$1,187.10	\$1,200	\$1,200
Town Office -- Sub Total	\$40,158.77	\$42,469.30	\$44,275	\$49,905
Town Buildings and Equipment				
Building Repairs	\$336.20	\$174.64	\$1,000	\$8,000
Maintenance		\$125.70		
Equipment Repairs		\$90.00		
Furnishings	\$80.05	\$419.64		
Utilities				
Electric	\$1,038.33	\$888.50	\$2,000	\$1,000
Heat	\$1,857.75	\$1,426.80	\$2,200	\$1,500
Telephone & Internet	\$558.16	\$849.79	\$800	\$1,000
Town Buildings & Equipment -- Sub Total	\$3,870.49	\$3,975.07	\$6,000	\$11,500
Selectmen Salaries				
Social Security & Medicare	\$750.00	\$750.00	\$750	\$1,500
Professional Fees	\$57.39	\$57.39	\$60	\$115
Legal Fees	\$3,936.88	\$405.00	\$7,500	\$3,000
Supplies & Expenses	\$84.70	\$268.70	\$100	\$250
	\$4,828.97	\$1,481.09	\$8,410	\$4,865
Auditors				
Auditors Salaries	\$427.00	\$427.00	\$500	\$500
Social Security & Medicare	\$32.68	\$32.66	\$35	\$35
Town Report Printing	\$1,017.53	\$1,043.91	\$1,100	\$1,500
Town Report Mailing	\$240.79	\$334.59	\$300	\$400
Auditors -- Sub Total	\$1,718.00	\$1,838.16	\$1,935	\$2,435
Listers				
Listers Salaries	\$2,660.00	\$2,744.00	\$3,200	\$7,500
Social Security & Medicare	\$141.09	\$272.34	\$250	\$580
Supplies & Mileage	\$140.69	\$287.88	\$500	\$500
New Computer for records		\$1,126.15	\$1,000	
Tax Mapping		\$6,865.46		\$10,000
To Reappraisal Fund From Taxes	\$10,000.00	\$10,000.00	\$10,000	\$5,000
To Reappraisal Fund from Act 60	\$4,968.00	\$5,016.00	From State	From State
Listers -- Sub Total	\$17,909.78	\$26,311.83	\$14,950	\$23,580
Delinquent Tax Collector				
Delinquent Tax Collector Salary	\$7,533.76	\$9,574.98	From Penalties	From Penalties
Social Security & Medicare	\$576.35	\$732.49	\$850	\$850
Expenses	\$103.28	\$214.85	\$100	\$200
Tax Sale Costs	\$3,603.73	\$2,501.67	From Sales	From Sales
Tax Sale Purchases		\$10,438.35	From Sales	From Sales
Tax Collector -- Sub Total	\$11,817.12	\$23,462.34	\$950.00	\$1,050

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Continued

Disbursements and Budget		Proposed Budget			
		2002	2003	2003 Budget	2004
Animal Control Officer					
Legal Fees			\$495.98		
Supplies & Expenses			\$1,208.13		\$200
			\$1,704.11	\$0.00	\$200
Election Costs					
Election Officials Salaries		\$1,409.15			\$1,750
Supplies		\$142.16			\$250
Other		\$85.50			
	Election Costs -- Sub Total	\$1,636.81	\$0.00	\$0.00	\$2,000
Insurance					
Liability		\$1,446.00	\$1,446.00	\$5,725	\$1,370
Property & Casualty		\$3,131.00	\$4,269.00		\$4,237
Unemployment Insurance		\$310.00	\$442.72		\$294
Claims Paid (Deductible)			\$500.00		
Health Insurance (Retirees)		\$9,258.75	\$9,901.58	Retirees Pay	Retirees pay
Workman's Compensation		\$4,346.00	\$5,127.62	\$5,000	\$5,399
	Insurance -- Sub Total	\$18,491.75	\$21,686.92	\$10,725	\$11,300
Fire & Rescue					
Ambulance Services		\$22,269.00	\$23,180.00	\$22,300	\$24,500
Corinth-Topsham Emergency Team		\$3,600.00	\$3,600.00	\$3,600	\$3,600
Misc. Fires		\$1,000.00	\$1,000.00	\$1,000	\$1,000
Tri-Village Fire Department		\$6,000.00	\$8,000.00	\$8,000	\$8,000
	Fire & Rescue -- Sub Total	\$32,869.00	\$35,780.00	\$34,900	\$37,100
Taxes & Transfers					
County Taxes		\$10,416.00	\$12,594.00	\$10,500	\$12,600
Voted Transfers					
Blake Memorial Library		\$1,142.00	\$1,142.00	As Voted	As Voted
Clara Martin Center		\$1,652.00	\$1,652.00	As Voted	As Voted
Central VT Community Action Council		\$300.00		As Voted	As Voted
Central Vermont Council on Aging		\$200.00	\$200.00	As Voted	As Voted
Northeast Ski Slope		\$472.00	\$472.00	As Voted	As Voted
Orange County Diversion Program		\$125.00	\$125.00	As Voted	As Voted
Sugar Maple Nursery School			\$500.00	As Voted	As Voted
Wells River Action Program			\$140.00	As Voted	As Voted
Orange East Senior Center		\$2,000.00	\$2,000.00	As Voted	As Voted
Upper Valley Services Inc.		\$500.00		As Voted	As Voted
Visiting Nurse Alliance of VT & NH		\$3,200.00	\$3,200.00	As Voted	As Voted
	Tax & Tax Transfers -- Sub Total	\$9,591.00	\$9,431.00		
Transfer of Interest to Special Accounts					
History Account Interest			\$71.43		
Interest to Reappraisal CD			\$445.51		
Interest to Revenue Sharing CD			\$386.83		
Sale of School Interest			\$210.59		
		\$0.00	\$1,114.36		
Rubbish Contract		\$48,921.92	\$52,556.92	\$50,000	\$53,000
Town History					
Shipping & handling		\$45.22	\$14.50		
Transfer of History Sales to History Account			\$2,030.00		
Other		\$84.00			
	Town History - Subtotal	\$129.22	\$2,044.50	\$0	\$0
Cemeteries					
Purchase of Land			\$4,000.00		
Development			\$150.00		
	New Cemetery Subtotal		\$4,150.00	\$0.00	
Flags			\$419.15	\$1,000	\$1,000
	Cemetery Fund Costs Total		\$4,569.15	\$1,000	\$1,000
Cemetery Transfer		\$524.17	\$473.07	\$0	\$0
	Subtotal for Town Operatton	\$202,883.00	\$241,491.82	\$182,645	\$210,335

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

Continued

	Disbursements and Budget			Proposed Budget
	2002	2003	2003 Budget	2004
Highway Costs				
Personnel Costs				
Highway Salaries	\$64,371.79	\$60,634.58	\$65,000	\$68,250
Social Security & Medicare	\$4,719.92	\$4,426.24	\$5,000	\$5,250
Health Insurance	\$13,222.36	\$14,689.39	\$15,050	\$18,560
Mileage Reimbursement	\$834.60	\$246.90	\$700	\$350
Bookkeeping				\$2,000
Training	\$210.00	\$55.00		\$300
Personnel Costs - Sub Total	\$83,358.67	\$80,052.11	\$85,750.00	\$94,710
Town Garage				
Electricity	\$428.05	\$651.37	\$500	\$500
Equipment	\$432.44	\$467.50	\$500	\$500
Heating Oil	\$1,137.34	\$1,764.29	\$1,500	\$1,500
Improvements	\$5,990.00			\$3,000
Maintenance & Repairs	\$25.95	\$175.57		\$1,000
Supplies	\$1,268.93	\$437.21	\$1,000	\$1,000
Telephone & Radio	\$1,153.00	\$1,030.91	\$1,000	\$1,000
Other	\$960.00	\$1,663.50	\$960	\$960
Town Garage - Sub Total	\$11,395.71	\$6,190.35	\$5,460.00	\$9,460
Supplies & Equipment				
Supplies	\$13,247.85	\$4,555.05	\$5,000	\$5,000
Fuel; Diesel, Oil & Propane	\$8,730.35	\$11,973.59	\$10,000	\$12,000
Hired Equipment	\$35,261.25	\$32,484.50	\$25,000	\$25,000
Materials	\$59,254.38	\$31,249.21	\$50,000	\$40,000
Bridge Repairs	\$11,132.46	\$105,548.75	\$30,000	\$5,000
Paving		\$100,218.83	\$20,000	\$20,000
Insurance Claims		\$529.67		
Supplies & Equipment - Sub Total	\$127,626.29	\$286,559.60	\$140,000.00	\$107,000
Equipment Repairs & Maintenance				
1987 Mack Truck	\$11,912.33	\$4,414.22		
2002 Mack Truck	\$640.02	\$3,071.09		
Backhoe	\$327.09	\$162.11		
Grader	\$4,496.03	\$12,107.29		
Equipment Repairs - General	\$204.76	\$1,401.43		
Equipment Repairs - Sub Total	\$17,580.23	\$21,156.14	\$10,000	\$20,000
Town Equipment Purchases				
Miscellaneous Equipment	\$818.18		\$1,000.00	\$3,000
Equipment Purchases - Sub Total	\$818.18	\$0.00	\$1,000.00	\$3,000
Highway Costs -- Sub Total	\$240,779.08	\$393,958.20	\$242,210	\$234,170
Waits River Valley School	\$853,200.20	\$967,188.20	School Mtg.	School Mtg.
Total Disbursements	\$1,296,862.28	\$1,602,638.22	\$425,855	\$444,505
Estimating			Land Use	\$15,000
Income			State Property	\$5,000
			State Aid	\$110,000
			Clerk Fees	\$13,000
			Total estimated	\$143,000
			Budget Total minus Income	\$301,505
			Plus Discount Cost 2003	\$37,700
			Total Adjusted Budget	\$339,205
			Highway Budget minus State Aid	\$124,170
			General Fund Budget	\$215,035
			Total Highway plus General Fund	\$339,205

Balance on hand	12/31/03
Chittenden Bank - Checking + Petty Cash	\$723,110.11
Balance January 1 Checking + Petty Cash	\$781,424.17
Total Income	\$1,544,324.16
Total Disbursements	(\$1,602,638.22)
Proof of Balance	\$723,110.11

REVENUE SHARING ACCOUNT	
Balance December 31, 2002	
Chittenden Bank Checking Account	\$23,674.45
Interest	\$386.83
CD	\$24,061.28
Balance December 31, 2003	\$24,061.28

Sale of School Account		Reappraisal Account	
Balance December 31, 2002		Balance December 31, 2002	
CD	\$10,714.48	CD	\$25,706.01
Income:			
Interest	\$210.59	Interest	\$445.51
		1/7/03 From 02 Check	\$10,000.00
		10/6/03 From Checking	\$10,000.00
		From State	\$5,016.00
Expenses	\$0.00	Expenses	\$0.00
Balance December 31, 2003	\$10,925.07	Balance December 31, 2003	\$51,167.52

TOWN PROPERTY AND EQUIPMENT			
Item	Model	Purchase Date	Purchase Price
Town Garage			
Truck	2002 Mack	11/30/01	\$65,111
Truck	1987 Mack	10/1/01	\$12,000
Plow & Sander	Viking	12/26/01	\$29,995
Backhoe/loader	2001 Caterpillar 420D	11/7/01	\$56,000
Grader	1986 John Deere 672B	7/10/86	\$144,500
Town Hall & Office			
Computer	Compaq	1999	\$1,690
Computer Software	Nemerc	1999	\$2,000
Printer	Epson FX-1 180	1999	\$902
Copier	Copy Star cs-2218	2000	\$2,000
Computer with Printer	Dell	2003	\$1,664
Office Chairs		2003	\$300
12 Folding Tables		2000 & 2003	\$740

Town History Money Market Account	
Balance December 31, 2002	\$6,646.15
Income:	
Interest	\$71.43
Sale of Books	\$2,030.00
	\$2,101.43
Expenses:	
	\$0.00
Balance December 31, 2002	\$8,747.58
Books may be purchased at the Town Office, Ruth Morrison's, the Waits River General Store, and the East Corinth General Store.	

CEMETERY FUND ACCOUNT			
Fidelity Investment Puritan Fund			
7/5/57	202 Shares Purchased		
12/31/03	1066.450 Shares on	\$17.88	\$19,068.13
	4/9/03 Dividend		\$115.32
	7/9/03 Dividend		\$104.83
	9/23/03 Dividend		\$125.80
	12/30/03 Dividend		\$127.12
			\$473.07
Distributions:			
West Topsham Cemetery Assoc.	24.10%		\$114.01
Waits River Cemetery Assoc.	7.50%		\$35.48
East Topsham Cemetery Assoc.	68.40%		\$323.58
			\$473.07
DOG ACCOUNT			
Income:			
142 Spayed and/or Neutered	@	\$5.00	\$710.00
81 Spayed and/or Neutered Late	@	\$7.00	\$567.00
71 Not Spayed and/or not Neutered	@	\$9.00	\$639.00
25 Not Spayed and/or not Neutered Late	@	\$13.00	\$325.00
1 New after 4/1	@	\$2.50	\$2.50
New	@	\$4.00	\$0.00
38 Kennels and Special	@	\$40.00	\$200.00
2 Extras	@	\$3.00	\$6.00
360 Number of Dogs			\$2,449.50
Expenses:			
State Fees			\$360.00
Dog Tags			\$0.00
Dog Census by Pound Keeper (Includes Mileage)			\$0.00
Total			\$360.00
Net Gain			\$2,089.50
Proof			\$2,449.50

JAMES M. AND ALICE HOOD MEMORIAL FUND

The Town of Topsham has received a notice that it has been named a legatee in the will of Vernon A. Hood, late of Plainfield, New Hampshire.

Mr. Hood has left his estate in trust with income to be paid to his sister for the remainder of her natural life. Following the death of his sister the estate is to be paid to the town of Topsham in memory of James M. and Alice L. Hood, the parents of the deceased. Said estate to be held In Trust Nevertheless by said Town Trustees, and invested in legal investments, the income only to be used for any appropriate whatsoever that said Town, by vote, may raise and appropriate the money therefore. Said Fund to be known as the

"James M. & Alice Hood Memorial Fund."

Balance in hands of Fiduciary on August 21, 1972	\$ 68,194.21
Balance in hands of Fiduciary on October 31, 1973	71,451.38
Balance in hands of Fiduciary on December 31, 1974	71,308.48
Balance in hands of Fiduciary on November 20, 1975	71,165.86
Balance in hands of Fiduciary on December 1, 1976	71,165.86
Balance in hands of Fiduciary on December 31, 1977	70,798.12
Balance in hands of Fiduciary on December 8, 1978	70,648.12
Balance in hands of Fiduciary on December 8, 1979	70,498.12
Balance in hands of Fiduciary on December 31, 1980	70,358.12
Balance in hands of Fiduciary on September 30, 1981	70,218.12
Balance in hands of Fiduciary on October 22, 1982	70,018.12
Balance in hands of Fiduciary on October 12, 1983	69,738.12
Balance in hands of Fiduciary on October 11, 1984	69,458.12
Balance in hands of Fiduciary on October 6, 1985	68,968.12
Balance in hands of Fiduciary on December 1, 1986	68,483.12
Balance in hands of Fiduciary on December 31, 1987	68,000.00
Balance in hands of Fiduciary on December 31, 1988	68,000.00
Balance in hands of Fiduciary on December 31, 1989	67,725.00
Balance in hands of Fiduciary on December 31, 1990	67,450.00
Balance in hands of Fiduciary on December 1, 1991	67,180.00
Balance in hands of Fiduciary on December 31, 1992	66,910.00
Balance in hands of Fiduciary on December 31, 1993	66,640.00
Balance in hands of Fiduciary on December 31, 1994	66,370.00
Balance in hands of Fiduciary on December 31, 1995	66,100.00
Balance in hands of Fiduciary on December 31, 1996	65,830.00
Balance in hands of Fiduciary on December 31, 1997	66,055.58
Balance in hands of Fiduciary on December 31, 1998	65,290.00
Balance in hands of Fiduciary on December 31, 1999	65,020.00
Balance in hands of Fiduciary on December 31, 2000	64,750.00
Balance in hands of Fiduciary on December 31, 2001	64,480.00
Balance in hands of Fiduciary on December 31, 2002	64,210.00
Balance in hands of Fiduciary on December 31, 2003	64,110.00

TOPSHAM GRAND LIST

Town Grand List - 1983 - \$190,790.00 - Tax Rate - 1.50
 Town Grand List - 1984 - \$192,002.92 - Tax Rate - 1.60
 Town Grand List - 1985 - \$195,246.40 - Tax Rate - 1.90
 Town Grand List - 1986 - \$195,975.15 - Tax Rate - 2.55
 Town Grand List - 1987 - \$198,460.70 - Tax Rate - 2.592
 Town Grand List - 1988 - \$204,541.84 - Tax Rate - 2.835
 Town Grand List - 1989 - \$207,173.82 - Tax Rate - 2.79
 Town Grand List - 1990 - \$211,578.33 - Tax Rate - 2.81
 Town Grand List - 1991 - \$223,497.81 - Tax Rate - 2.82
 *Town Grand List - 1992 - \$448,051.53 - Tax Rate - 1.47
 Town Grand List - 1993 - \$456,296.28 - Tax Rate - 1.50
 Town Grand List - 1994 - \$463,090.08 - Tax Rate - 1.53
 Town Grand List - 1995 - \$470,057.54 - Tax Rate - 1.55
 Town Grand List - 1996 - \$456,054.51 - Tax Rate - 1.72
 Town Grand List - 1997 - \$461,762.75 - Tax Rate - 1.70
 Town Grand List - 1998 - \$464,717.32 - Tax Rate - 1.86
 Town Grand List - 1999 - \$462,048.23 - Tax Rate - 1.9288
 Town Grand List - 2000 - \$465,985.30 - Tax Rate - 2.0346
 Town Grand List - 2001 - \$468,883.32 - Tax Rate - 2.25
 Town Grand List - 2002 - \$486,225.76 - Tax Rate - 2.41
 Town Grand List - 2003 - \$493,132.52 - Tax Rate - 2.65

*Based on complete reappraisal

STATEMENT OF TAXES RAISED 2003

Taxes Billed:

General Property @	\$2.6500	\$493,132.52	\$1,306,801.18
State Land			\$5,072.52
Total Taxes Billed			\$1,311,873.70

Accounted for as follows:

Collected General Property	\$1,135,172.84
State Land Collected	\$5,072.52
Discount	\$37,699.88
Delinquent	\$133,928.46
Billed Taxes Accounted For	\$1,311,873.70

STATEMENT OF DELINQUENT TAXES

<u>Year</u>	<u>Uncollected 1/01</u>	<u>To Collector</u>	<u>Collected</u>	<u>Abated</u>	<u>Uncollected 12/03</u>
1986	\$198.90				\$198.90
1987	\$202.18				\$202.18
1988	\$221.13				\$221.13
1989	\$217.62				\$217.62
1990	\$219.18				\$219.18
1991	\$219.96				\$219.96
1992	\$226.38				\$226.38
1993	\$231.00				\$231.00
1994	\$235.62				\$235.62
1995	\$238.70				\$238.70
1996	\$264.88				\$264.88
1997	\$261.80				\$261.80
1998	\$362.70				\$362.70
1999	\$376.12				\$376.12
2000	\$396.75				\$396.75
2001	\$798.03		\$0.00		\$798.03
2002	\$65,200.00		\$64,423.92		\$776.08
2003		\$133,928.46	\$53,540.34		\$80,388.12
Total	\$69,870.95	\$133,928.46	\$117,964.26	\$0.00	\$85,835.15

PERCENT OF TAXES GOING DELINQUENT

1990 - 9.30%	1997 - 11.34%
1991 - 10.26%	1998 - 10.66%
1992 - 11.09%	1999 - 9.28%
1993 - 11.08%	2000 - 9.86%
1994 - 10.96%	2001 - 9.65%
1995 - 11.15%	2002 - 8.01%
1996 - 13.14%	2003 - 10.25%

DELINQUENT PROPERTY TAXES - 2003

Name	Owed
Ahearn, Patricia B.	\$887.75
Allan, John C & Tammy L.	\$908.95
Anderson, Lucille	\$1,287.90
Andress, Ron	\$422.47
Avery, Brian	\$4,192.30
Avery, Brian	\$795.00
Barber, Aaron C. & Susan L.	\$30.00
Batchelder, James E. & Judy	\$858.60
Batten, Randall C.	\$1,613.85
Bologna Joseph & Vincenzo	\$5.94
Bowen, Frank V. & Peggy E.	\$2,485.70
Butler, Maxine	\$1,962.92
Campbell, Timothy	\$1,515.80
Comstock, Steven	\$236.15
Darling, James	\$378.95
Davis, Allison L.	\$1,574.10
Ditcheos, John M. & Nancy	\$930.15
Dow, Betty	\$1,327.65
Downing, Albert F. Jr.	\$631.70
Dubois, Karen	\$2,165.05
Emerson, Dennis & Michele	\$752.60
Emerson, John E. & Deanne A.	\$590.95
Emerson, Royce M. & Sally A.	\$1,460.15
Evans, Leonard & Diane	\$810.90
Flint, Paul R. Sr. & Patricia Ann	\$1,309.10
Fox, Paul F.	\$537.95
Goslant, Mitchell & Grace; & Richard J. Smith; Et Al	\$951.35
Goudey Mark	\$1,004.35
Graham, Norman S. & Sylvia E. Beck	\$506.15
Hall, Keri	\$10.53
Hart, Patrick	\$720.95
Hatch, Chad	\$577.70
Hatch, Clayton Jr.	\$103.35
Hight JR. ESTATE, Delmar & Donna L. Hight	\$1,133.05
Hood, Terrance Sr.	\$1,383.30
Keating, Gerard C.	\$2,657.95
Keating, Kenneth N.	\$2,504.25
Laprise, John Guy, & Vickie	\$2,753.35
Lehman, Ralph	\$975.20

DELINQUENT PROPERTY TAXES - 2003

<u>Name</u>	<u>Owed</u>
Lillbask, Tore	\$1,184.55
Magoon, Scott & Diana	\$2,228.65
Marchant, Bruce & Leann M. Hawkins	\$1,152.75
McAllister, Richard L. Sr.	\$2,029.90
Mott, Elizabeth Thomson	\$2,117.35
Naylor, Kenneth R.	\$1,836.45
Neil, Scott A.	\$1,764.90
Nelson, Clarence J. & Donna M.	\$2,883.20
O'Meara, Bruce J.	\$26.11
Oliver, Troy	\$71.55
Pease, Kenneth A.	\$1,272.00
Perkins, Jeffery & Karen S. Mattson	\$764.79
Pierson, Chad P. & Christy L.	\$1,802.00
Powers, Donald A.	\$967.90
Rayno, Jo-Ann E.	\$477.00
Richards, James L. & Ronald. Nicolino, c/o Dana N. Yman	\$477.00
Ricker, Ryan	\$628.05
Rivera, Maurice	\$153.70
Ruggles, Deborah	\$2,037.85
Ryan, Cindy	\$1,791.40
Sanborn, Harry W. & Eugene	\$583.00
Schauer, Russell A. & Donna L.	\$1,685.40
Sharon, Sara	\$331.01
Smith, John A. & Karen	\$692.65
Snedeker III, Will	\$514.10
Thurston, Forest	\$299.45
Topsham Plating, Inc.	\$4,351.80
Trojanowski, Scott W. & Eggleston, Tara	\$2,530.75
Trombley, Peter Henry	\$365.70
Tuttle, Freeman H. Jr. & Anah M.	\$842.70
Walden, Patricia F.	\$559.79
Waterman, Rita L.	\$748.39
Williams, Wesley M. & Rebecca J.	\$294.15
Wilson, Armon W. & Annette G.	\$1,415.10
Total	\$85,835.15

PROPERTY IN LAND USE

Name	Land Use			Owners
	Assesed Value	Land Use Acreage	Land Use Exempt	Taxable Value
Batchelor, William H.	60,100	166.00	36,282	238.19
Batten, Russell K. & Elin J.	93,000	43.00	17,628	753.72
Billings, Warren G. & Harlan C.	70,100	221.00	49,160	209.40
Brockardt Living Trust	176,000	58.50	28,413	1,475.87
Brockardt, James W.	29,200	57.40	23,719	54.81
Carlone, Mario R. & Neuhausser,	64,800	117.50	16,304	484.96
Chambers, Elizabeth K.	49,000	25.00	13,300	357.00
Christie, Anne S. & Mejia, Jean Christie	27,500	67.60	21,095	64.05
Clark, James & Nancy	130,600	86.00	36,975	936.25
Coffey, Everett W. & Annie H.	117,200	60.00	23,315	938.85
Dailey, Timothy R. Sr	35,900	45.00	22,187	137.13
Day Jr., Trustee, Milton A.	103,700	14.20	8,319	953.81
Demiccio, Ralph J. & Linda M.	82,500	46.00	20,757	617.43
Denagy, George S. & Filomena F.	144,400	221.17	51,665	927.35
Foster, John J & Sue M	182,100	85.80	35,435	1,466.65
Foster, Sue Miller	234,500	44.90	21,835	2,126.65
Gable, Craig A	95,200	198.00	76,440	187.60
Gandin, Greg A. & Dan L.	58,100	98.00	26,485	316.15
Godina, John M. Jr.	25,100	33.00	22,013	30.87
Godina, John M. Jr. & Nancy D.	211,700	60.10	34,866	1,768.34
Green Acre Woodlands, Inc	36,000	81.30	28,297	77.03
Green Acre Woodlands, Inc	199,600	692.20	134,014	655.86
Green Acre Woodlands, Inc	99,300	405.90	60,841	384.59
Hall, Christopher D.	145,300	84.00	37,483	1,078.17
Harkins, Philip Joseph	37,500	84.00	23,301	141.99
Heidenreich, William C. & Rosa C.	63,300	97.22	37,607	256.93
Hein, III, William H.	375,700	254.00	100,155	2,755.45
Herman Peter & Sheila	162,800	54.00	25,151	1,376.49
Hood, George E. Sr & John M.	86,400	134.00	49,253	371.47
Hood, George E. Sr & John M.	128,400	119.00	42,825	855.75
Hughes, James R.	44,000	108.00	36,159	78.41
Hungerford, Clark & Hope	60,400	175.00	42,836	175.64
Hungerford, Jr., Trust, P. Clarkson	156,300	36.70	18,234	1,380.66
Jencks David	122,800	164.00	55,538	672.62
Jencks, Helen	144,000	129.00	52,095	919.05
Johnson, William F. & Marjorie G	144,400	156.90	53,296	911.04
Kwapisz, Gary & Patricia M.	202,600	73.30	35,590	1,670.10
Lentz, Thomas & Judith	40,500	58.00	17,425	230.75
Limlaw, Bruce E. & Ruth L.	238,300	176.00	50,408	1,878.92
Linnell, Constance H.	157,100	85.80	34,239	1,228.61

PROPERTY IN LAND USE

Name	Land Use			Owners Taxable Value
	Assesed Value	Land Use Acreage	Land Use Exempt	
Mason, Carroll D.	62,300	65.50	27,668	346.32
Meadowsend Timberland, Ltd	424,300	970.40	190,895	2,334.05
Moore Estate, Presley William	60,800	113.00	50,093	107.07
Moore Estate, Presley William	160,600	497.00	112,175	484.25
Morse Trust, Gerald	95,400	139.00	40,360	550.40
Morse, Norman & Betty	34,300	45.00	29,931	43.69
Morse, Norman B. & Betty D.	50,800	90.00	42,202	85.98
Morse, Norman B. & Betty J.	86,500	101.00	42,025	444.75
Pacilio, Vincent E.	73,200	188.00	48,197	250.03
Patnaude, Renee'	46,500	73.00	20,703	257.97
Peterson, Charles H. & Barbara M.	42,800	101.00	26,579	162.21
Peterson, Charles Hugh	34,300	45.00	30,036	42.64
Phelps, George W. & Michael G.	55,300	86.00	46,028	92.72
Plant, Albert A. & Catherine	119,200	199.10	59,235	599.65
Poulson, Ronald E. & Marilyn J.	18,900	37.00	14,903	39.97
Rinaldi, Robert R. Jr. & Laurie A.	184,100	57.10	25,764	1,583.36
Rintell, David	61,800	43.00	18,816	429.84
Robbins-Pianka, Martin & Barrett	30,900	36.50	18,226	126.74
Sheridan, Lena C. & James P.	50,800	80.00	43,220	75.80
Soderberg, Roger H. Revocable Trust	69,100	210.00	54,177	149.23
Stryker, Barent W. III & Anne E.	20,200	30.00	17,358	28.42
Stryker, Polly J.	156,900	233.00	51,854	1,050.46
Sumner-Mack, Robert W. & Nan McCowan	49,900	76.10	42,690	72.10
The Good Life Center	2,300	2.00	2,111	1.89
Thomas Jr, Frederick B	25,000	29.00	22,252	27.48
Thomas, Bryce & Miriam	78,500	270.00	59,313	191.87
Thomas, Bryce & Miriam	86,500	285.70	59,430	270.70
Thomas, Bryce & Miriam	18,400	30.00	15,558	28.42
Wardinski Boots	12,700	24.50	10,379	23.21
Wigan, Mchael	110,200	484.00	55,906	542.94
Woodcock, Flora	59,600	38.80	17,808	417.92
Zandstra, Nicholas B.	91,300	41.50	20,366	709.34
Grand Totals	7,108,800	9,637.69	2,837,198	42,716.03

INSURANCE
VERMONT LEAGUE OF CITIES AND TOWNS PROPERTY AND
CASUALTY INTERMUNICIPAL FUND, INC.
COVERAGE SUMMARY 2003

I. PROPERTY COVERAGE

Limit of Liability - \$10,000,000 per municipality - any one occurrence

- \$5,000,000 per municipality per occurrence/annual aggregate for earthquake
- \$5,000,000 per municipality per occurrence/annual aggregate for flood
- \$1,000,000 Municipal Income and Extra Expense
- \$1,000,000 Accounts Receivable
- \$1,000,000 Valuable Papers & Records
- \$150,000 Pollution Removal and Cleanup
- \$1,000,000 Unintentional errors and omissions in property scheduling
- \$1,000,000 Terrorism - entire fund

II. GENERAL LIABILITY COVERAGE

Limit of Liability - \$2,000,000 per municipality - any one occurrence.

- \$500,000 per municipality-any one occurrence/aggregate for Pollution Amendment
- \$ 20,000 Road Salt Application - per occurrence/aggregate
- \$ 15,000 Medical Payments Extension
- \$2,000,000 Year 2000 Type Computer/Electronic Problems any one occurrence and in the aggregate (bodily injury only)
- \$ 10,000 Sewer Backup Extension - \$10,000 any one occurrence and in the aggregate annually

III. AUTOMOBILE AND CONTRACTORS EQUIPMENT

Limit of Liability - \$2,000,000 per municipality - any one occurrence

Hired & non-owned autos - Automatic coverage for newly acquired vehicles -

Uninsured/Underinsured motorists coverage - Limit \$250,000 any one occurrence

IV. CRIME

Coverages and Limits of Liability

- Faithful Performance \$500,000
- Commercial Blanket Bond \$500,000
- Forgery or Alteration \$ 25,000
- Money & Securities (Inside) \$ 25,000
- Money & Securities (Outside) \$ 25,000
- Deductible - \$500 per occurrence

V. BOILER & MACHINERY (Included in Property Coverage)

Limit of Liability

- \$50,000,000 per loss combined property damage; business interruption, extra expense, service interruption
- sub limits of \$100,000 apply to water damage, ammonia contamination, expediting expenses and hazardous expenses

VI. WORKERS COMPENSATION

Limits of Liability Worker Compensation - statutory

Employer's Liability - \$2,000,000 any one occurrence.

VII. PUBLIC OFFICIALS LIABILITY/EMPLOYMENT RELATED

PRACTICES LIABILITY

Limit of Liability-\$2,000,000 per municipality-any one occurrence

TOWN CLERK/TREASURER REPORT

In this first report as Town Clerk/Treasurer for the past four years, I will share some of the goals [past, present and future] and their impact on the Town Office. Initially, I chose to create the image of a "Town Office" - not just a Town-Clerk's office - where taxpayers, residents and researchers could find all the information they sought in one location. Through cleaning, rearranging, updating equipment and some furnishings, the current space accommodates the working tasks of all town officials, making their meetings more public and having access to files and records with the assistance of office staff. Expanding days and hours of operations, securing outstanding assistants, providing training to fully understand all operations, has met this goal beyond my expectations.

FY1: Comparison of 1999 Clerk/Treasurer Salary Formula to 2003 Cost

Town Clerk & Asst	\$3,700		\$26,500	
Treasurer & Asst	\$8,900		\$ 0	
TOTAL	\$12,600 (PLUS FEES)		\$26,500 (LESS FEES)	
Clerk fees	\$13,736		- <u>\$13,736</u>	*Net Expense
1% of taxes	\$11,657		- <u>\$11,657</u>	to Town
Dog Lic. Fees	\$ <u>920</u>		- <u>\$ 920</u>	\$187
TOTAL 1999	\$38,913	Difference - \$12,413 =	\$26,500	Total 2003

Addition of a periodic newsletter has kept the Topsham public aware of current projects, changes and deadline reminders. (LESS income generated)

This year we are asking your support to make the investment in the remaining NEMRC software modules to coordinate all the town records into one compatible system. We could eliminate our current patchwork package of NEMRC, QuickBooks, One-Write and manual, which is very time consuming with less than satisfactory results. The additional advantage is GASB 34 requires financial reports in this format to apply for disaster funds, large federal highway grants, bonds or loans. With the addition of the new computer this past year it will now be possible for more than one person to apply the computer to daily tasks. The Selectmen have requested more detailed breakdowns of highway expenses to better track costs and make management decisions. NEMRC is the software developer contracted by the State and they make all necessary revisions to provide the information required by any changing legislation [and there is plenty!]. Currently we subscribe to their support contract for the tax module and there is no additional expense for the entire program. Finally, the NEMRC consultants will be constant for assistance and training, no matter who is the Town Clerk or Treasurer, assuring continuity in the future.

The Town building is in desperate need of attention and the Budget Committee has included a minimal line item to install heat in the vault according to state codes, update the septic system and install new lights in the office. Beginning mold has been discovered on some record books, indicating the most urgent need to change the vault environment; the septic system has no record of maintenance since installation over 30 years ago; the light fixtures [same age] are flickering, some deteriorated beyond repair and do not provide a healthy work environment. How much should we invest in a site that has zero handicapped parking and no future for any, with inadequate space to even hold town meetings?

Please accept my apology for not being with you on Town Meeting Day [I will still be in Australia, realizing a long-time dream]. I am confident Cindy and the other town officials can answer any questions you may have, as I have no secret information. I will welcome any questions you might still have upon my return.

SELECTBOARD'S REPORT

It has been the goal of the selectboard to better serve the residents of Topsham this year by having more frequent meetings and meeting earlier in the evening. The board meets the 2nd and 4th Monday of the month @ 7:30 p.m.

The board has had a very busy year, over the last ten months. We have overseen the installation of the box culvert on Willey Hill Road. The paving project on the Topsham/Corinth road from Swamp Road to Lime Kiln Road was accomplished including ditching and replacing the culverts along that stretch of road. The board adopted a Highway Policy, Highway Employee Policy and a Highway Access Permit, which is required whenever any work is to be done within the limits of a town highway.

The board requested the help from Two Rivers Ottauquechee Regional Commission (TRORC) to complete our culvert inventory which reduces the amount of match money from the town for Sate Grants. TRORC completed the inventory, at no charge to the town. TRORC also helped the board in developing the Request For Proposal, which had to be sent out to request bids for the tax mapping. The tax mapping has been started and completion is expected in June. The board has reactivated the planning commission and appointed new members to make it a six-member board.

The land on Welch Road was purchased for a new Town Cemetery. It's our hope to start developing the cemetery this spring.

We hope to have a productive and safe year for all. Thank you for your support.

Sincerely;

Term - 2004
Tony Spooner

Term - 2005
Bruce Thompson

Term - 2006
Thomas Flannigan

LISTERS REPORT

This will be a busy year for the town listers. Not only do we have an increase in land and property transfers. We have numerous homes and additions to appraise. There is also an increase in Land Use. The real burden will be the new Act 68. This new statewide system provides two separate state property tax rates. The residential rate is \$1.05 for each \$ 100.00 of assessed valuation, while the non-residential rate is \$1.54. The residential will be higher if individual towns vote to spend more for education than the \$6800.00 per student provided under the legislation. This is why you have received the Homeowner Declaration form. If you fail to file this form you will be charged the higher rate and penalties. This non-residential rate also includes, rental properties, commercial buildings, farm buildings, and parcels of land that do not abut your homestead property.

Isn't Vermont Wonderful!

Thanks the Listers.

Term - 2004
Brad Calhoun

Term - 2004
Stanley Wadsworth

Term - 2006
Marty Liegel

PLANNING COMMISSION REPORT

The Planning Commission has been reactivated. Members will serve a three-year term. As noted in the list of Officers and committees on page 5. Some members have been appointed to a one-year term and a two-year term, as the commission has been inactive for some time

After a series of organizational meetings the first business meeting of the commission was held on February 4th at 7 PM in the Town Office. Subsequent meetings are scheduled to be held the first Thursday of each month at 7PM in the Town Office.

With the assistance of Two Rivers Ottauquechee Regional Commission this committee is tasked to develop a comprehensive town plan to aide the Select Board in planning for future development of the town, budgeting money for the town, applying for grants and other matters that may be applicable

Once the plan has been created it will be submitted to the Selectmen. Before the plan can be adopted public hearings will be held to consider amendments to the proposed plan. At the conclusion of the public hearings the proposed plan may be adopted by act of the Selectmen. The plan is effective upon adoption and is valid for 5 years. Implementation of the plan occurs only after voter approval of the necessary adoptions of by-laws and amendments to current bylaws.

Term - 2005

Stanley Wadsworth

Robert Sullivan

Term - 2006

Joe Maxwell

Bill Hodge

Term - 2007

Polly Stryker

Bill MacDonald

AUDITORS REPORT

In accordance with section 3593, V.S. as amended, we have verified the existence of stated cash balances, examined the accounts and records of town officers, and to the best of our knowledge, the preceding financial statements and reports of receipts and disbursements present an accurate record of funds handled in the year ending December 31, 2003.

Term - 2004

Barbara Partington

Term - 2005

Roland Peixotto

Term - 2006

William Hodge

BUDGET COMMITTEE REPORT

The budget process was started much earlier this year. The Committee was appointed in October and meetings with the Town Officers were held from November through January. Separate meetings allowed more time for discussion of each area's requests. The Committee worked closely with the Selectboard during the entire process and the whole process went very smoothly.

Actual expenses for 2003 - Town Operation was over budget about \$400 and Highway was under budget by about \$17,500 after taking into account the receipts from grants, State Aid and Town Office income

The proposed budget for 2004 prior to subtracting the estimated income and adding the 4%/3% discount is \$444,505 compared to \$444,855 for 2003 (\$425,855 plus \$15,000 for tax mapping and \$4,000 for cemetery land voted at town meeting.

The proposed amount to be raised by taxes for 2004 is \$339,205. This is \$25,516 (or 8.13%) higher than the amount for 2003

2004 proposed budget \$339,205

2003 budget \$313,689 (\$294,689 plus \$15,000 tax mapping and \$4,000
Increase \$25,516 cemetery land)

Some of the items included in the budget recommendation for 2004 are as follows:

Town Operations:

\$4000 increase for the Town Office to purchase NEMRC software (see Report of Town Clerk/Treasurer). With this software we will be able to keep a more detailed breakdown of expenses and will be able to compare actual expenses with the budget amounts very easily at anytime. This software will tie all our systems together including payroll, which is currently done manually. Also it will be much easier to meet any new municipal accounting requirements mandated by the State. The cost of the software is \$5400 plus upfront training cost of about \$4000. The cost of the software will be spread over a three-year period beginning in 2005. We recommend the purchase of this software and have included \$4000 in the proposed budget for the upfront training.

\$8000 increase for Town Building Repairs to upgrade the vault to include heat to preserve our records (mold is forming on some of the book covers), maintenance of the septic system and repairing/upgrading the lighting in the Town Office.

\$750 increase in Selectboard salaries to bring them more in line with other towns. The Board is now meeting twice a month and has been heavily involved in getting many projects completed or started (see Report of Selectboard).

\$4300 increase in Listers salaries has been included to allow for additional time that will be needed to meet the requirements of Act 68 (see Report of Listers).

\$5000 decrease for tax mapping. The cost for tax mapping was less than estimated. We reduced the \$15,000 for 2004 (as voted last year) to \$10,000. This will also cover the cost of a cabinet for the maps.

\$5000 decrease for the Reappraisal Fund. Since we currently have approximately \$55,000 in this fund, we are recommending the amount from taxes be reduced from \$10,000 to \$5000 for 2004.

Highways:

\$2000 increase for bookkeeping. This will cover the upfront and ongoing costs of tracking all highway expenses in the Local Roads software. We will be able to allocate expenses to each project, road, individual truck maintenance etc. This will be a very valuable tool for the Selectboard and Road Commissioner to use to project costs and determine future equipment needs.

BUDGET COMMITTEE REPORT **Continues**

\$35,000 decrease in materials and bridge repair

Discount for Early Payment of Taxes:

\$26,366 increase--in the 4%/3% discount for early payment of taxes. There was much discussion regarding the discount. In 2003 we added \$11,334 in anticipation of the discount. This did not reflect the discount for the School portion of the taxes, which must be included in the Town portion of the budget. Since it is difficult to estimate the discount in advance, we recommend using the actual amount of the discount given the prior year as the proposed amount for the current year budget. The actual amount of the discount given for 2003 was \$37,700. Our discussions on this topic raised the issue of changing to an earlier tax due date and eliminating the discount.

Committee Members:

Janice Emereson (Chair), Peggy Welch, William MacDonald and George DeNagy

DELINQUENT TAX COLLECTOR REPORT

As Delinquent Tax Collector, I'm pleased to report that my job has been successful due to the delinquent taxpayers, by your cooperation and attempts financially to pay the outstanding taxes, even though they seem to steadily increase due to the present economic conditions.

All attempts have been made to comply with Vermont Tax Statutes as well as to keep expenses of my office to a minimum.

TOWN CONSTABLE REPORT

As Constable for the Town of Topsham, the year 2003 has been busy at times with animal control. Even though this is an uncompensated position for the constable, it is a necessary task and appreciation is given to the Animal Control Officer, Renée Patnaude for her capable and efficient assistance.

Respectfully,

Fred E. Smith

REPORT OF THE TRI-VILLAGE FIRE ASSOCIATION, INC.

2003 was the Tri-Village Fire Department's 50th Anniversary. We celebrated it with an open house in August. We responded to 17 calls as listed below.

We were the recipients of a \$3,000.00 Homeland Security Grant providing the Department with 8 portable radios and 4 truck radios. Two radios each for the East Side Company and two for the West Side Company, one of which provides us contact with the State Police during a serious emergency. We have received notice of a second Homeland Security Grant totaling \$12,400, which we will use during 2004.

The response to our request for dues this year was noteworthy. We sent out 788 request and received 294 responses, a 34% return, for a total of \$7,405.00. The average donation was \$25.19. Thank all of you for the fine showing.

To raise funds we cleaned chimneys, conducted our 23rd Annual Auction, filled swimming pools, conducted a Gun Raffle, and had a Turkey Shoot. We also participated in the Corinth 4th of July parade.

We are looking for additional volunteer firefighters at both the West and East Topsham fire companies.

We tested the 6 fire hydrants in our area and washed down five bridges to keep the salt from eroding them. One of our Dry Fire Hydrants near the corner of Wiley Hill and Ben Dexter roads was destroyed when the new bridge was built. We need to rebuild it.

The 17 fire calls were classified as:

Structure Fires	Chimney Structure Fires	Tree Fires
0	3	3
Tractor Fires	Vehicle Accidents	False Alarms
2	1	1
Other Fires	Mutual Aid	Brush Fires
2	2	3

STANLEY WADSWORTH
President

EDGAR DOWNING
Fire Chief

TRI-VILLAGE FIRE ASSOCIATION INC.

Calendar Year end balance as of December 31, 2003

Account	Amount	Balances
Balance on hand January 1, 2003		
Checking Account	\$1,786.22	
Savings Account	\$10,475.27	
Accounts Payable	\$1,268.45	\$13,529.94
Balance on hand December 31, 2003		
Checking Account	\$1,462.37	
Savings Account	\$12,295.49	\$13,757.86
Income		
	Detail	Totals
Primary Income:		
Town of Topsham	\$8,000.00	
Town of Orange	\$1,600.00	
Interest	\$24.87	
Dues	\$7,610.49	
Donations	\$4,463.85	\$21,699.21
Activities:		
Auction	\$1,665.35	
Turkey Shoot	\$454.25	
Raffle	\$634.00	
Fire Service	\$500.00	\$3,253.60
Miscellaneous Income		\$0.00
Total Income		\$24,952.81
Special Funds:		
Bagley Fund	\$525.00	
Firefighters Equip Fund	\$1,248.15	
Martin Dexter Fund	\$185.00	
Murray Fund	\$210.00	\$2,168.15
Accounts Payable (Charge Accts):		
Bond Auto	\$0.00	
Galls	\$0.00	
Perry's Oil	(\$1,142.69)	
Oakes Brothers	\$0.00	
NAPA KDD auto	\$52.89	(\$1,089.80)
Expenditures		
Fixed Expenses:		
Insurance (Vehicle, Buildings, Liability & Workmen Comp)	\$7,316.00	
Buildings Maintenance	\$173.74	
Utilities (Heat, Electricity & Phone)	\$3,201.51	
Dispatch (Barre & CTERT)	\$4,653.93	
Association Dues	\$357.50	\$15,702.68
Optional Expenses:		
Vehicles (Gas Oil & Maintenance)	\$1,088.50	
Personnel (Training & Equipment)		
Fire Equipment	\$2,036.54	
Capital Equipment	\$0.00	
Activity Costs	\$1,022.63	
Miscellaneous	\$10.00	\$7,932.41
Total Expenditures		\$23,635.09

TOPSHAM HISTORICAL SOCIETY

WANTED

MEMBERS FOR TOPSHAM HISTORICAL SOCIETY

Call the Town Clerk (439-5505) and let her know of your interest in helping to gather and preserve old photographs, documents and other items from early Topsham.

The members will need to choose three trustees, a secretary, treasurer and auditor.

Join the other members during a recess at Town Meeting to set up the first meeting of the Society.

ORANGE EAST SENIOR CENTER

21 Upper Plain Bradford, VT 05033 (802) 222-4782

We would like to thank the people of Topsham for the annual appropriation to this center. The town's appropriation helps us to serve the seniors of Topsham with hot nutritional meals and transportation. All income is spent for the seniors needs. We are asking the town of Topsham for \$2,000 the same amount as received last year.

We delivered approximately 1,100 meals in Topsham. Our wonderful volunteers donated 7308 hours to the Center, Our volunteers drivers drove 15,736 miles this year to deliver hot meals to those in need. Without these volunteers these meals would not be possible. I thank everyone of them, they are very special people.

Our long time volunteers Robert and Margaret Erickson were honored by Governor Douglas for outstanding community service. It was a wonderful award that they deserved very much.

Several Topsham seniors were helped with their federal and state income tax returns, the center has offered other services such as blood pressure clinics, Foot care Clinics, Flu shots, Hearing test and repairs of the hearing aids, Exercise Class, Computer Class.

We have had speakers at the meal sites speaking on important issues such as fire safety, medicare issues,

Activities held for the seniors to encourage them to get out and socialize were live music, special speakers, raffles, holiday celebration, coffee social, trips, visits from local schools.

We always have a need for volunteers to deliver meals either on a regular basis or as a substitutes. We need volunteers to help at the meal sites and at the center. If you have some free time and would love to feel appreciated call me at the center anytime

Please feel free to come and join us anytime. Everybody is welcome

ORANGE COUNTY COURT DIVERSION PROGRAM

P.O. Box 58, Chelsea, VT 05038 (802-685-3172)

The Orange County Court Diversion Program (OCCDP) is requesting that the Town of Topsham appropriate the sum of \$125.00 for our 2004 program.

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

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

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

A total of 177 clients were referred for services during the fiscal year that ended June 30, 2003. Of this amount, 104 clients were referred from juvenile and adult court for criminal offenses, and 73 clients were referred for a civil offense of underage drinking. With the exception of a few cases that were transferred from other counties throughout the state, nearly all of the client caseload represented crimes and offenses that occurred in Orange County. In cases involving criminal offenses, clients who successfully completed their Diversion contract during FY03 paid a total of \$11,747.00 in restitution to victims and victim related causes, and performed 368 hours of community service.

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

VERMONT STATE POLICE

Bradford Barracks

802-222-4680

2003 was a year marked by tragedy for members of the Bradford State Police Barracks. On June 15th Sgt Michael Johnson was killed in the line of duty. Sgt Johnson was attempting to assist fellow troopers that were pursuing a subject that was suspected of having illegal drugs in his vehicle. Sgt Johnson was struck and killed by the fleeing suspect's vehicle.

We wish to thank all of you for your thoughts, prayers, and continued support following this tragedy

Those who were fortunate to have known him will always remember Sgt Michael Johnson. He was a family man, a leader in our barracks, and a vital member of the Bradford community. He is and always will be sorely missed.

I have chosen to use this space to remember Mike Johnson, a man who epitomized community service, and embodied what it means to be a Vermont State Trooper.

I invite you to review statistics regarding VT State Police enforcement in your town during 2003 on website: vfsp.org/Bradford.htm/ (2003 VT Crime Report).

Respectfully,

Lt Walter Goodell
Station Commander

NORTHEAST SLOPES

Northeast Slopes was able to operate for its 67th season thanks to the continued support of the three Towns of Corinth, Topsham and Bradford. The monetary support from the three towns helped to offset our expenses of over \$15,000.

We continue to offer our Wednesday after school ski program to area schools as well as Saturday ski lessons. We have strived to involve area youth in the operation of Northeast Slopes as a way to build character and help our youth become responsible citizens. It is our goal to keep ticket prices as low as possible to keep skiing affordable for members of community.

We have been successful in our quest of obtaining our 501 © 3 status with the IRS. With our new tax status we are in the process of applying for grants for financial help.

We continue to operate by ALL volunteer help, with all ticket sales and donations being applied to our operating expenses, insurance and mortgage payments

New volunteers are always welcome and appreciated.

Respectively submitted,

Steven Simpson, President NES

CENTRAL VERMONT COMMUNITY ACTION COUNCIL (CVCAC)

195 US RT 302 - Berlin, Barre, Vt. 05641-2267
(802) 479-1053 or (800) 639-1053 Fax: (802) 479-5353

Report to the Citizens of Topsham

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

In our most recently completed program year, Central Vermont Community Action helped 56 individuals in 18 Topsham families with emergency assistance and comprehensive program services designed to teach important skills and help people access the resources they need to build better futures.

Here are some CVCAC program statistics for Topsham:

- 14 households (including 35 family members) received emergency assistance with food, shelter, Crisis Fuel, and other basic needs.
- 2 households participated in Head Start and Early Head Start programs that supported 11 family members.
- 1 household received weatherization assistance to help lower fuel bills an average of 20%-the equivalent of 70 gallons of fuel oil or 105 gallons of propane.
- 1 child care provider participated in our Child Care Food Program to serve the approximately 8 children in her care nutritious meals.

Our 2004 Funding Request: Community Action uses a formula for our funding requests to all towns based on population, number of residents served, and dollars spent in each community. Based on that formula, we are requesting \$300 from the citizens of Topsham to support Community Action. Your support is critical to our work, and the Board and staff of Community Action are most grateful for your help.

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

TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION 2003 YEAR-END REPORT

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

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

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

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

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

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

CLARA MARTIN CENTER

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

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

WHY SHOULD YOU HELP?

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

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

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

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

FY03 TOTAL SERVED AT CMC		TOTAL SERVED FROM TOPSHAM	
Children & Family Services	635	Child and Family Services	15
Adult Services	474	Adult Services	9
CSP Services*	180	CSP Services*	4
Substance Abuse Services	1,140	Substance Abuse Services	10
Walk-in Clinic Services	106		
Emergency Contacts	2,274	Total Served:	38
Total Served:	4,809		

*CSP is our community support program that serves the chronically mentally ill population. We would like to request that the amount of \$1,652 be on the warning for Town Meeting 2004.

VISITING NURSE ALLIANCE OF VERMONT AND NEW HAMPSHIRE, INC.

HOME CARE, HOSPICE AND FAMILY HEALTH SERVICES
REPORT TO THE TOWN OF TOPSHAM

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

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

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

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

Skilled Nursing	635		
Physical Therapy	134		
Speech Therapy	34		
Occupational Therapy	59		
Medical Social Worker	11		
Home Health Aide	837		
Total Visits	1,710		
Orange County Parent Child Center		Hospice VNH	
Families served	8	Patient/Families served	2
Children	21		
		Maternal and Child Health	
		Children served	9
		Home Visits	81

We would like to request \$3,200, which is the amount that Topsham allocated to VNA in 2003.

CENTRAL VERMONT COUNCIL ON AGING

Report Of Services to The Town of Topsham October 1, 2002 – September 30, 2003

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

Services include case management, information and referral community and home delivered meals, senior center services, transportation and a number of volunteer opportunities for people of all ages. Eight Topsham residents have received services through CVCOA in the past fiscal year.

The Case Manager for the Town of Topsham is Marianne Barnett. Case Managers are trained to assess needs and create care plans for individuals that include public, private and volunteer resources.

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

The Council on Aging contracts with Orange East Senior Center for the provision of community and home delivered meals for seniors. Noontime meals are served 3 days a week in towns throughout the service area. Home delivered meals are also delivered to the homes of elders who cannot get out to the meal site

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

Calling the senior help line at 1-800-642-5119 can provide other services such as legal assistance, health insurance information and referrals to other agencies.

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

Sincerely,

Charles W. Castle, Executive Director

THE BRADFORD REGIONAL COMMUNITY CENTER

The Bradford Regional Community Center (BRCC) located on Route 25 in Bradford will house the Orange East Senior Center and the Bradford Teen Center. Both groups are open to citizens of Bradford, Corinth, Newbury, Piermont and Topsham

The Bradford Teen Center has, for many years, has been, the meeting place for Oxbow High School Students. As soon as the BRCC is fully operational our next step will be to add a barn for Stagecoach Transportation in order to offer public transportation from the Senior Center and the Teen Center to outlying communities.

For more information, please contact Bobette Scribner at 802-222-5456

UPPER VALLEY SERVICES, INC.

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

The services that we provide are as follows:

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

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

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

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

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

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

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

For further information about our services contact any of our offices:

Bradford 802-222-9235 Randolph 802-728-4476 Moretown 802-496-7830

We are requesting funding from your town in the amount of \$500. Please include our request in the Town Meeting Warning.

RIVERS REACH

On behalf of the Advisory Board and Staff of River's Reach, I am writing to request funding for 2004 in the amount of \$140. This is the same amount of revenue that was approved by vote of the Topsham Annual Town Meeting held on March 4 of 2003 for the Wells River Action Program.

We are pleased to report another successful year of operation made possible by the generous support of local communities and individual donors. Throughout the year, we have provided area representation in the Agency of Human Services reorganization discussions, and are supporting the agency's effort to become more accessible at the community level. We have also offered our services to Little Rivers Health Care, Inc. in an effort to help them fulfill the outreach requirements of their grant application for designation as a Federally Qualified Health Center.

As one of six Patch sites in the state of Vermont, River's Reach shares a commitment to serve and represent all individuals, without regard to income, age or affiliation, and to provide community-based access to services in the following manner:

1. Facilitate direct services through out-posting, Patch programs, information and referral.
2. Identify and bridge service gaps in under-served communities.
3. Involve local community members and service providers in planning and decision making.
4. Provide proactive advocacy on issues important to the community, families and individuals.
5. Organize and promote volunteer services in the community

During the 2003 calendar year, River's Reach experienced 831 total contacts. Of that number, 18 contacts were generated by Topsham residents requesting resources related to the following:

Food/Clothing	11	Patch Programs*	2
Income Support	3	(*Used computers, tax preparation,	
Community Service	1	Jobs for Kids, Community Garden)	
Employment/Training	1		

Our office hours are: Monday through Friday 10 AM to 2 PM Tuesdays and Thursdays until 6 PM (802) 757-3137

Director: Connie Philleo

Coordinator: Diane Goins

Advisory Board: Albert Stevens, Richard Hausman, Richard Roderick Mary Grant,
Gerry Brooks, Gertrude Hodge, Claude Phipps

ORANGE EAST SUPERVISORY UNION ANNUAL REPORT TO TOWN OF TOPSHAM

This information is provided in accordance with 16 VSA 261 a (10) which requires reporting to the town auditors "a summary report of financial operations of the supervisory union for the preceding school year, an estimate of its financial operations for the current school year, and a preliminary budget for the supervisory union for the ensuing year." And, "actual and estimated amounts of state aid for special education awarded (to the town)."

Preliminary figures for FY 2005 budget year are estimates and being reviewed by the supervisory board. The supervisory union budget for next year is subject to change

	Current			
	Actual 2002-03	Budget 2003-04	Estimate 2003-04	Preliminary 2004-005
OESU Program Salaries	417,302	416,567	426,758	463,594
Employee Benefits	128,726	132,571	123,862	142,748
Building Occupancy Costs	32,549	34,192	34,192	34,552
Other Admin Expenses	82,270	101,734	86,873	99,231
Total	660,847	685,064	671,685	740,125

These costs include the Office of the Superintendent, Special Education Administration, Essential Early Education programs, and local Arts programs which are funded primarily through assessments from schools.

Assessments - All Schools:

	548,444	582,799	582,799	669,021
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Current Year

State Aid for Special Education:	Actual	Estimate
Town of Topsham	2002-03	2003-04
Mainstream Block Grant	55,783	56,178
Expenditure Reimbursements	148,390	153,721
Early Childhood Programs	7,885	7,544
Total State Aid for Special Education:	212,059	217,443

State Aid for Special Education is paid to the local school district.

Record of Vital Statistics Filed in the Town Clerk's Office in 2003

<u>NAME</u>	<u>BIRTHS</u> <u>DATE</u>	<u>FATHER</u>	<u>MOTHER</u>
SAGE ELIZABETH WINNER	February 20, 2003	Matthew D. Winner	Heidi E. Otterman
ANDREW MICHAEL BATCHELDER	March 4, 2003	Michael Batchelder	Sierra R. Bernier
AARON MICHAEL THURSTON	March 20, 2003	Nicholas J. Thurston	Catherine M. Limlaw
RILEY SCOTT CHAFFEE	September 16, 2003	Thomas M. Chaffee	Lynne M. Mullen
OWEN SCOTT CARBEE	September 23, 2003	Christopher M. Carbee	Crystal R. Covey
GREGORY FORD TILTON	October 22, 2003	Benjamin S. Tilton	Naomi S. Lemieux
JACOB ALAN NOHRENBURG	November 13, 2003	Gary A. Nohrenberg	Jodi A. Sandin

NOTE: New Hampshire Town Clerks are not allowed to send copies of Birth or Death records to Vermont Town Clerks. If you wish vital statistics from other states to be recorded in Topsham you must secure a copy from the Clerk of the town in which the event occurred and deliver it to the Topsham Town Clerk for recording. The Topsham Town Clerk cannot make certified copies of these records, but having the record recorded indicates where to go to get a certified copy, if needed.

Record of Vital Statistics Filed in the Town Clerk's Office in 2003

MARRIAGES

<u>GROOM</u>	<u>BRIDE</u>	<u>DATE</u>
JAMES S. TOFFLING	Lise G. Fassett	February 24, 2003
STEVEN J. COMSTOCK	HEATHER L. PERREAULT	July 12, 2003
BARRY K. EMERSON	KRISTIN L. WHEELER	August 9, 2003
JAMES A. ANDERSON	April C. Grout	August 31, 2003
SHAWN A. ELDERKIN	CINDY L. RYAN	September 20, 2003
WAYNE A. DARLING	JOLENE L. STONE	September 13, 2003

CIVIL UNIONS

<u>PARTY A</u>	<u>PARTY B</u>	<u>DATE</u>
JOSEPH M. BOCCHINO	Brian H. Besser	August 3, 2003

Note: ALL CAPITALS indicate residents of Topsham

Record of Vital Statistics Filed in the Town Clerk's Office in 2003

<u>NAME</u>	<u>DEATH CERTIFICATES FILED</u>	<u>AGE</u>	<u>DATE of DEATH</u>
JUNE SPOONER		85	April 2, 2003
LUCILLE E. ANDERSON		79	April, 27 2003
DENNIS GARCIA		59	May 7, 2003
ROBERT W. COOK		55	May 28, 2003
CHARLES A. CURRIER		79	June 11, 2003
DELTA HIGHT		90	June 12, 2003
William C. Heidenreich		92	July 9, 2003
Lawrence Welch		71	July 3, 2003
JAMES A. DOWNING, SR		77	September 7, 2003
GLORIA L. WHEELER		71	September 25, 2003
ROSEY BIXBY		80	October 31, 2003

BURIAL PERMITS FILED

*Richard F. Farnham	77	October 5, 2002
WILLIAM A. DUNNACK, SR	81	February 18, 2003
Frances E. Thurston	85	February 23, 2003
Raymond A. Willey, Sr.	43	July 4, 2003
Fayra L. Elmer	87	November 2, 2003
GAYLE I. BUTLER	40	October 15, 2003

Note: ALL CAPITALS indicate residents of Topsham.
 * Received too late for inclusion in a previous report.

Summary of the Minutes of Town Meeting 4 March 2003

The legal voters of the Town of Topsham, Vermont, met at the Town Hall on Tuesday, March 4, 2003, at 10:00 o'clock in the forenoon. The meeting was opened by Moderator, William MacDonald.

Article 1. Nominations for Moderator for a term of one year -William MacDonald. Motion made and seconded to have the Clerk cast one ballot for **William MacDonald**. So voted by voice vote.

A blessing was offered by Justice of Peace, Fred E. Smith, Pledge of Allegiance led by Moderator, William MacDonald, followed by the transaction of the following:

Article 2. Motion made and seconded to adopt the Town Report as printed. So voted by voice vote

Article 3. Nominations for Town Clerk (three year term) - Juanita Clafin and Donna Welch

Total votes cast	141	Necessary for election	72
Juanita Clafin	75	Donna Welch	64
Ward Calhoun	1	Spoiled	1

Discussion re: pending litigation with Washington Electric Cooperative and a petition available for signatures occurred while ballots were counted.

Article 4. Nominations for Treasurer (three year term) - Juanita Clafin. Motion made and seconded for the Clerk to cast one ballot for **Juanita Clafin**. So voted by voice vote

Article 5. Nominations for Selectman (three year term) - Thomas Flannigan and William Appleton.

Total votes cast	146	Necessary for election	74
William Appleton	56	Thomas Flannigan	90

Article 6. Nominations for Lister (three year term) - Martin Liegel. Motion made and seconded for the Clerk to cast one ballot for **Martin Liegel**. So voted by voice vote.

Article 7. Nominations for School director for the Waits River Valley School (three year term) -James Bulger and Carol Appleton.

Total votes cast	137	Necessary for election	69
Carol Appleton	35	James Bulger	100

Summary of the Minutes of Town Meeting 4 March 2003 (continued page 2)

Representative Harvey "Bud" Otterman [also a member of the Ways and Means Committee] addressed the voters on legislative issues, including Act 60.

Article 8. Nominations for Collector of Delinquent Taxes (one year term) - Fred E. Smith and Cynthia Flannigan.

Total votes cast	143	Necessary for election	72
Cynthia Flannigan	70	Fred E. Smith	73

Article 9. Nominations for Constable (one year term) - Fred E. Smith. Motion made and seconded for Clerk to cast one ballot for **Fred E. Smith**. So voted by voice vote.

Article 10. Nominations for Auditor (three year term) - William R. Hodge. Motion made and seconded the Clerk cast one ballot for **William R. Hodge**. So voted by voice vote.

Article 11. Nominations for an Agent to Deed Land (one year term) - Fred E. Smith. Motion made and seconded the Clerk cast one ballot for **Fred E. Smith**. So voted by voice ballot.

Article 12. Nominations for two Grand Jurors (one year terms) William Hodge, East Side and Georgiana Spooner, West Side. Motion made and seconded the Clerk cast one ballot for **William Hodge** and one ballot for **Georgiana Spooner**. So voted by voice vote.

Article 13. Motion made to appropriate \$30,000 for tax map of town. Amended to \$35,000. Another amendment offered to only raise \$17,500. Amount of \$30,000 was withdrawn. Amendment to motion to raise \$15,000 in Year 2003 and an additional \$15,000 in Year 2004 made and seconded. Question was called for last amendment by ballot.

(12:30 PM Moderator declared a recess for lunch until 1:30 PM, while votes were being counted.)

Total votes cast	117	Necessary for choice	58
Yes	98	No	19

Article 14. Motion made and seconded to exempt the Riverside Grange in whole from taxes for the next five years. Unanimously voted with voice vote.

Article 15. Motion made and seconded to exempt the West Topsham Community Hall in whole from taxes for the next five years. Unanimously voted with voice vote.

Summary of the Minutes of Town Meeting 4 March 2003 (Continued Page 3).

Article 16. Motion made and seconded to authorize \$4000 to purchase property from Gertrude Hodge for a cemetery.

Total votes cast	89	Necessary for choice	45
Yes	86	No	3

Article 17. Motion made and seconded to table Article 17 until Article(s) 18 and 19 have been voted. So voted by voice.

Article 18. Motion made and seconded to vote each request by voice. So voted "YES" for all.

Blake Memorial Library -	\$1142
Clara Martin Center -	1652
Central Vermont Council on Aging -	200
Northeast Ski Slope -	472
Orange County Diversion Program -	125
Orange East Senior Center. -	2000
Visiting Nurse Alliance/VT & NH -	3200
Wells River Action Program-	140
Sugar Maple Nursery School -	500

Article 19. Motion made and seconded to collect taxes same as in the past. Amendment to leave October 1st as due date and eliminate discount(s) made and seconded. Voice vote defeated amendment. Voice vote **to collect taxes as in the past [4% discount if paid within 30 days of postmark on bill; 3% discount if paid by August 31st and total tax due by October 1st]** passed by voice vote.

Motion made and seconded to bring Article 17 back to the table, passed by voice vote.

Article 17. Motion made and seconded to raise \$294,689.00 to pay expenses for the ensuing year.

Total votes cast	90	Necessary for choice	46
Yes	76	No	15

Article 20. Motion made and seconded to pass over Article 20 [no known vacancies]. Passed by voice vote.

Article 21. Motion made and seconded at 3:15 PM to adjourn. Passed by voice vote.

Respectfully submitted.

Juanita Claflin, Town Clerk

William MacDonald, Moderator

William Hodge, JP

OFFICIAL WARNING

The legal voters of the Town of Topsham, Vermont, are hereby notified and warned to meet at the Town Hall in said Town on Tuesday, March 2, 2004, at 10:00 o'clock in the forenoon to act upon the following articles, to wit:

- Article 1.** To choose a Moderator for the ensuing year.
- Article 2.** To see if the Town Report will be accepted and adopted.
- Article 3.** To choose a Selectman for a term of three years.
- Article 4.** To choose a Lister for the term of three years.
- Article 5.** To choose a Lister for a term of one year.
- Article 6.** To choose one School Director for the Waits River Valley School for a term of three years.
- Article 7.** To choose a Collector of Delinquent Taxes for a term of one year.
- Article 8.** To choose a Constable for a term of one year.
- Article 9.** To choose one Auditor for a term of three years.
- Article 10.** To choose an Agent to deed land and to prosecute and defend suits in which the Town may be interested.
- Article 11.** To choose two Grand Jurors.
- Article 12.** To see if the Town will appropriate to the Two Rivers-Ottaquechee Regional Commission a sum of \$1,262.00 to insure basic technical services rendered through that membership.
- Article 13.** To see if the Town will vote to establish a Highway Equipment Fund and determine amount.
- Article 14.** To see if the Town will vote to have its taxes collected by the Treasurer and fix the date, or dates, for payment of the same and the amount of any discount to be allowed.
- Article 15.** To see what money the Town will vote to pay for expenses and indebtedness for the ensuing year.

Article 16. To see if the Town will appropriate sums of money for the following organizations which have filed requests set forth below:

Bradford Regional Community Center	\$1,142.00
Clara Martin Center	1,652.00
Central Vermont Council on Aging	200.00
Northeast Ski Slop	472.00
Orange County Diversion Program	125.00
Visiting Nurse Alliance of VT & NH	3,200.00
Orange East Senior Center	2,000.00
River's Reach	140.00
Central VT Community Action Council, Inc.	<u>300.00</u>
TOTAL	\$9,231.00

Article 17. To fill all other Town and Waits River Valley School offices which may be vacant.

Article 18. To transact any other business that may legally come before said meeting.

Dated at Topsham, in the County of Orange and State of Vermont, this 26th day of January, 2004.

Anthony Spooner

Bruce Thompson

Thomas Flannigan

SELECTMEN OF THE TOWN OF TOPSHAM

Recorded before posting:

January 31, 2004

Juanita Claflin, Town Clerk

SUMMARY OF THE BUDGET COMMITTEE REPORT FOR 2004

The Budget Committee met November 3, 2003, November 18, 2003, December 9, 2003, January 5, 2004, January 13, 2004 and January 19, 2004, at the Town Clerk's Office in East Topsham for the purpose of hearing recommendations for the town of Topsham for 2004.

The Committee recommends the following as necessary to pay the expenses of the town for the ensuing year.

General Fund \$215,035.00

Highways \$124,170.00

Total Budget \$339,205.00

Janice Emerson

Peggy Welch

William MacDonald

George DeNagy

Note: The detail of the proposed budget is in the far right column of the "Statement of Cash Receipts and Disbursements" pages 8-10. A detailed discussion of how the budget was arrived at is found on the Budget Committee Report page 24.

In Case of Fire or Physical Emergency: DIAL -- 911

**This number will get the Fire Department,
the FAST Squad and Ambulance or the State Police**

1. Call immediately - Get the responders on their way.
2. Give your location - Name - Nature of emergency.
3. Wait - Do not hang up - Answer questions - Be sure you have been understood.

Forest Fire Wardens:

William Appleton	439-5530
Key Man - Edgar Downing	439-5880

Report any and all forest fires to the Fire Warden or Key Man at once! At all times of the year, ANY OUTSIDE BURNING REQUIRES A PERMIT or permission from the Fire Warden or Key Man. No trash burner nor incinerator is "official" or "approved" until declared so by the Fire Warden.

*** * * * Registrations & Park Passports * * * ***

Vehicle Registration Renewals:

Renewals can be done by Town Clerk, during regular office hours, for cars and trucks under 6,099 Lbs. and snowmobiles. You must have Preprinted Computer Generated Registration with current or previous month's expirations. Must pay with check or money order for the correct amount. Town clerk will collect a \$3.00 processing fee, which may be in cash.

Green Mountain Passport:

Must be 62 or over and a Resident of Vermont. Must apply with Town Clerk in town of Residence. Charge \$3.00

Passports to National Parks:

Golden Access Passport:

Free to Handicapped with proof of disability. Others purchase at Green Mountain National Park offices in Rutland, Manchester, Middlebury or Rochester.

Golden Age Passport:

Age 62 and over, with proof of age. Charge \$10.00. Can be purchased at entrance to any National Park or at any of the above Green Mountain National Park Offices.

Golden Eagle Passport:

Can be purchased at any age at entrance to any National Park for \$25.00.

**Please
bring
this
report
to
town
meeting.**

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109 State Street
Montpelier VT 05609-0601

TOPSHAM TOWN MEETING — Tuesday, March 2, 2004 — at the Town Hall — 10:00 A.M.

05609+0601

