

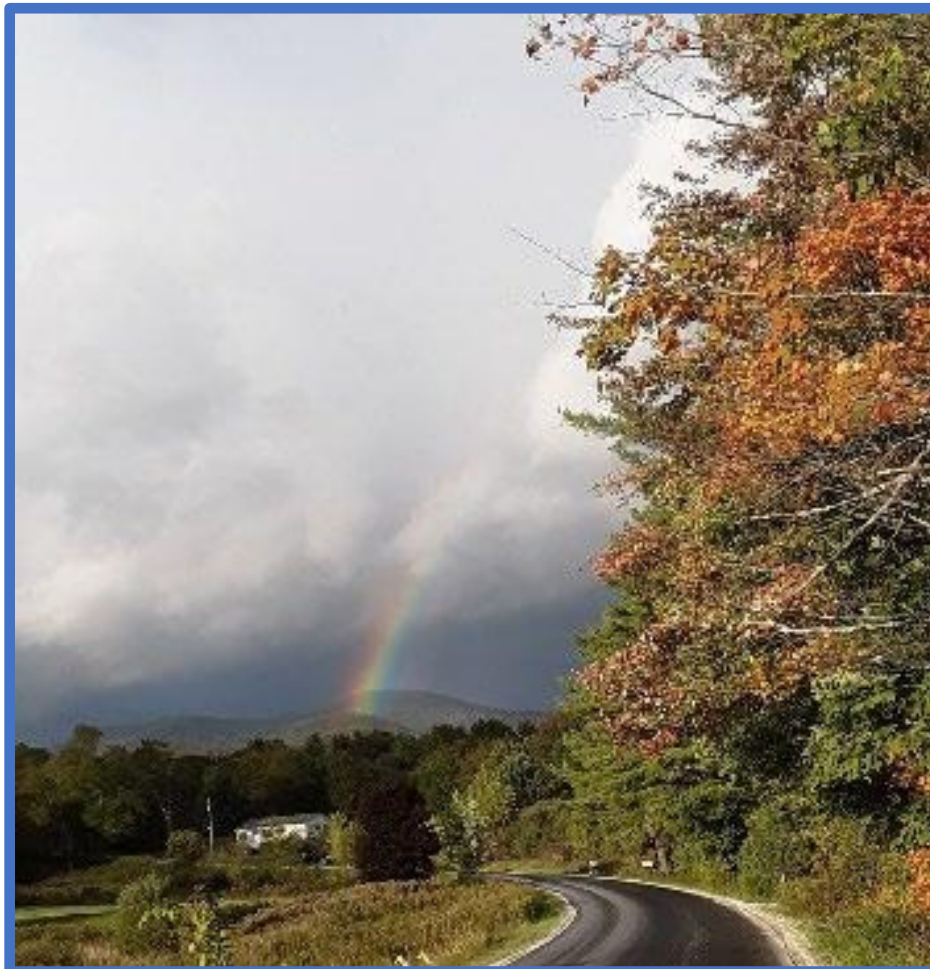
130<sup>th</sup> Annual Report of

# Chittenden, Vermont

For Fiscal Year Ending  
June 30, 2023



Financial Reports - July 1, 2022 to June 30, 2023 and  
Proposed Budgets - July 1, 2024 to June 30, 2025



## TOWN OF CHITTENDEN

Chittenden Town Office	Open Monday - Thursday, 9:00 AM - 4:00 PM
Transfer Station Hours	Friday, 4:00 PM to 6:00 PM Saturday, 8:00 AM to 3:00 PM
PROPERTY TAXES	First Installment by September 3, 2024 Second Installment by February 3, 2025
Chittenden Select Board	2nd and 4th Monday of the month, 5:30 PM at the Chittenden Municipal Office
Chittenden Planning Commission	1st Monday of the month, 6:00 PM at the Chittenden Municipal Office
Barstow Unified Union School Board	3rd Monday of the month 7:00 PM at Barstow School
Chittenden Public Library Board	2nd Wednesday of the month, 6:00 PM at the Library
Chittenden Fire Department	2nd Tuesday of the month 7:30 PM at Chittenden Fire House
Chittenden First Response	1st Monday of the month 7:00 PM at Chittenden Fire House
Chittenden Historical Society	2nd Tuesday of the month (March thru November) Open Tuesday afternoons or by appointment
Chittenden Senior Citizens Group	Every Monday - Lunch Reservation: Marilyn, 773-6308 12 Noon at Chittenden Grange Hall
Chittenden Recreation Program	Meetings posted Town Website and Town Offices
Dog Registration	All dogs 6 months of age and over by April 1, 2024. Owners must provide rabies vaccination certificate

## DEDICATION



KAREN WEBSTER

This year's Town Report is dedicated to Karen Webster who has served the Town of Chittenden for almost forty years.

Karen and her husband Bob moved to Chittenden in 1984 where they raised their family on Mountain Top Road until moving to Pittsford in 1997. Karen's involvement in Chittenden started while her girls were at Barstow Memorial School and expanded to other areas. Karen served as the Assistant Town Clerk from 2000-2003, was involved with Chittenden Day, events at the library, and she was instrumental in transforming the "*Chit Chat*" into the online quarterly publication that is enjoyed by many. Karen was involved in every aspect of the renovation of the Chittenden Grange Hall starting with raising money/applying for grants to working with contractors and community members. Her love for the Grange Hall has resulted in the beautiful addition to our community that will be enjoyed by generations to come. In 2018 Karen took on the role of Select Board Assistant which also included taking minutes for the Planning Commission and the Rec Committee. Karen was tasked with doing the layout and publishing of the town report. With her love of photography, this was a great place to showcase her photos.

Her dedication to the Chittenden Historical Society brought her on a journey of gathering town knowledge that the Town will be lucky enough to benefit from for many years. If there was a question of any kind, Karen would either know, or gladly research, the answer for you. Her work as President of the Chittenden Historical Society continued until her recent retirement.

The writing and publishing of "Chittenden, Vermont – A Town History" by Karen Webster and Fran Wheeler in 2008 was so well received that all copies from the three printings were sold out. This is a town legacy that will last forever.

Thank you, Karen, for all that you have done for the Town of Chittenden. The countless hours that you spent behind the scenes has not gone unnoticed, and your knowledge and love of Chittenden will be greatly missed! We wish you and Bob the best and hope you enjoy where life takes you next.

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# **WARNING**

## **TOWN OF CHITTENDEN ANNUAL TOWN MEETING**

### **March 5, 2024**

The legal voters of the Town of Chittenden are hereby warned and notified to meet in the Barstow School Hall in said Town on March 4, 2024, at 6:30 pm (or by Zoom, see Notice for Voters) for public informational hearing to discuss the following Australian ballot articles contained in this 2024 Town Meeting Warning.

At the close of the informational hearing, the meeting shall be adjourned. Voters are warned and notified to meet Tuesday, March 5, 2024, at 10:00 am at the Chittenden Town Office, 260 Chittenden Road, to transact the following business by Australian ballot:

Article 1: To elect all Town Officers required by law:

- Auditor for 1 year remaining of a 3 year term
- Auditor for a term of 3 years
- Cemetery Commissioner for 2 years remaining of a 3 year term
- Cemetery Commissioner for a term of 3 years
- Moderator for a term of 1 year
- Select Board Member for a term of 2 years
- Select Board Member for a term of 3 years
- Town Clerk for a term of 3 years
- Town Treasurer for a term of 3 years

Article 2: Shall the voters authorize a tax for the period July 1, 2024, to June 30, 2025 (Fiscal Year 2025) with said tax to be paid in two equal installments on September 3, 2024, and February 3, 2025, with physical delivery to the Chittenden Town Office before 4:00 PM on those dates.

Article 3: Shall the voters authorize General Fund expenditures for operating expenses of \$518,071.00, of which \$266,054.00 shall be raised by taxes and \$252,017.00 by non-tax revenues for the 2024-2025 fiscal year?

Article 4: Shall the voters authorize Highway Fund expenditures of \$827,809.00, of which \$590,003.00 shall be raised by taxes and \$237,806.00 by non-tax revenues for the 2024-2025 fiscal year?

Article 5: Shall the voters appropriate \$14,000.00 to the Chittenden Cemetery Commission, with said funds to be raised by taxes?

Article 6: Shall the voters appropriate \$20,800.00 to the Chittenden Public Library, with said funds to be raised by taxes?

Article 7: Shall the voters appropriate \$79,500.00 to the Chittenden Volunteer Fire Department, with said funds to be raised by taxes?

Article 8: Shall the voters appropriate funds to the following social service agencies, pursuant to 24 V.S.A. § 2691?

- a) \$1,680.00      VNA & Hospice of the Southwest Region  
Advanced in-home care when needed
- b) \$600.00        Southwestern Vermont Council on Aging  
Support, resources, and assistance for elderly and caregivers
- c) \$600.00        RSVP & The Volunteer Center  
A volunteer management program to meet community needs  
through volunteer service (i.e., Bone Builders)

Polls open Tuesday, March 5, 2024, from 10:00 am to 7:00 pm

Dated this 22<sup>nd</sup> day of January 2024

By the Selectboard members of the Town of Chittenden:

Kathleen Pratt  
Andrew Quint  
Dave Sargent  
Joseph Casella  
Gary Congdon

# NOTICE AND AGENDA FOR REMOTE 2024 TOWN MEETING

The Chittenden Select Board for the Town of Chittenden will hold a public informational hearing on March 4, 2024, at 6:30pm at Barstow School and by Zoom to discuss the Australian ballot articles on the 2024 Town Meeting Warning. The public will also be able to access and participate in the meetings remotely using Zoom, either dialing in by telephone or using a computer, tablet, or smart phone with an internet connection.

Information on how to access the remote meeting:

- By computer: Download meeting software at <http://zoom.us/join>. You may be prompted to enter a meeting ID: 860 1357 3128 and passcode: 712151. Or copy and paste the following address into your web browser:  
<https://us02web.zoom.us/j/86013573128?pwd=eGs4T1RDbltdtNHoyajlCKzVFbHkrZz09>.
- By telephone: Dial by your location:  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington DC)  
When prompted enter the meeting ID: 860 1357 3128 and passcode: 712151
- By smartphone or tablet you can download the app and use the same meeting ID and passcode as above.

If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to Kathie at [kpratt.selectboard@chittendenvt.org](mailto:kpratt.selectboard@chittendenvt.org). To ensure smooth access, we recommend that you test your remote meeting software in advance of the meeting. All meetings will be conducted in accordance with the respective "Rules and Procedure" of each public body, to the extent practicable.

## AGENDA

6:30 pm	Call to Order	
	Review of the Town Report	Public comment
	Additions or deletions to the agenda	Public comment
6:40 pm	1. Introduction of Candidates for election	Public comment
6:50 pm	Articles to be Voted by Australian Ballot:	
	2. Establishment of Fiscal Year	Public comment
	3. General Fund Budget	Public comment
	4. Highway Fund Budget	Public comment
	5. Support of Cemetery Expenses	Public comment
	6. Support of Chittenden Public Library	Public comment
	7. Support of Chittenden Volunteer Fire Department	Public comment
	8. Appropriations, with public comment after each:	
	VNA & Hospice of the Southwest Region	
	Southwestern Council on Aging	
	RSVP & The Volunteer Center	
7:15 pm	Open public comment period	
7:30 pm	Entertain motion to adjourn meeting	

## Minutes of the Chittenden Town Meeting

### March 6, 2023

Bob Baird, in his 18th year as Moderator, opened the hybrid meeting at 7:00 PM and welcomed the audience present, including those attending by Zoom, to the informational meeting before the voting by Australian ballot at the Municipal Office the following day between 10:00 AM and 7:00 PM on the Articles presented. Bob announced that the Forest School presentation will follow in Other Business. After adjournment, Jim Harrison, State Representative, will speak about contemplated Legislative actions. Bob then outlined the meeting rules, most notably that comments were to be kind, considerate, and limited to two minutes.

After the Pledge of Allegiance to the flag, the Select Board members introduced themselves: Kathie Pratt, Andrew Quint, Julie Fredette, Joseph Casella, and Dave Sargent. Alyssa Reynolds was introduced as appointed Town Clerk and elected Treasurer. Bob Baird then turned to the Town Report, noting the Dedication to former Town Clerk Roberta Janoski, who received a round of applause for her 22 years of service.

Andrew Quint said this report gave more a detailed explanation of what the Select Board was doing in town as an effort to be more transparent. Kellie Becker appreciated the details and echoed Andrew's comments. Lisa Purcell noted how much gets done in town by volunteers to make Chittenden a place we all love. Brad White made the motion to approve the Town Report. The motion was seconded by Kathy Hall and approved by the audience.

A review of the articles began:

Article 1 -- To Choose the Following Officers: Candidates for offices were introduced. For Select Board, 3 years, Christie Garofano and Gary Congdon; Select Board, 2 years, Joseph Casella; Town Clerk, 1 year remaining of 3-year term, Alyssa Ryan; Cemetery Commissioner, 3 years, Ed Elliott; Cemetery Commissioner, 1 year remaining of 3-year term, Dave Sargent; Auditor, 3 years, Jeff Spaulding; and Delinquent Tax Collector, 1 year term, Alyssa Reynolds. All other open offices have no candidates. The Select Board can appoint someone to fill an office if interest is made known to them. Brad White asked if someone writes in a candidate, to please check the box to the right of the line so the tabulator recognizes the write-in.

Article 2 -- Establishing the tax period and payment due dates: No Comments.

Article 3 -- General Fund Expenditure Budget: Jonathan Yacko asked why some items wind up in the Select Board budget while others are voted separately? Andrew Quint explained that the Library, the Cemetery Commission, and the Fire Department are essential services and have been on the ballot without requiring petitions. For other appropriations, the parties come to the Select Board with requests by petition and are voted. An exception is the Pittsford Police Department, for which the Town of Chittenden has asked them for a contract.

Article 4 -- Highway Expenditure Budget: Andrew Quint explained that figures are up meaningfully. This year there was no paving grant, so funds (\$95,000) have been deferred until next year in anticipating a paving grant. Also, the town is increasing the reserve accounts for replacing equipment and for bridges and culverts. Salt and gravel expense has increased. Bonnie Bird made the only comment to say the roads have been good.

Article 5 -- Cemetery Commission: Lin Reuther asked what expenses were besides mowing? Dave Sargent noted costs are up for gas and labor, tree removal, fall cleanup, weed whacking. The road into the Horton Cemetery will be patched up this year. Kellie Becker was surprised how much work goes into preparing for a burial.

Article 6 -- Chittenden Volunteer Fire Department and First Response: no comments.

Article 7 -- Chittenden Public Library: Sarah Quint spoke to thank the town for their continued support.

Article 8 -- Barstow Youth Club: Andrew Quint noted that this was slightly different from other appropriations in that the Towns of Mendon and Chittenden contribute equally. This article is funded only if Mendon also funds it.

Article 9 -- Petitioned Appropriations: Jeff Spaulding gave brief summaries of benefits specifically to Chittenden.

a) RSVP and the Volunteer Center: 1,650 hours to the community.

b) VNA & Hospice: 924 visits to 29 individuals.

c) SW VT Council on Aging: 1,194 homes with Meals on Wheels; lunch for 37 elders with 621 meals provided. 5 ½ hours nutrition support for 8 residents; 109 ½ hours in Chittenden. Julie Fredette complimented the Bone Builders program.

Kellie Becker asked why was the list only three? Andrew Quint replied that petitions were received for only these three. No petitions were required during the pandemic but were reinstated this year. Charities were notified petitions were required.

Elaine Meyers asked why there have not been as many recreational opportunities. Van Purcell answered that the Recreation Committee has been inactive for the past few years. It did replace a wooden bridge on the East Creek Trails.

Article 10 -- Authorizing tax collection: Housekeeping. No comments.

Article 11 -- Appointment of Delinquent Tx Collector: Andrew Quint explained that the State regulations allow appointment instead of election. It would be a more seamless process. No changes in applicability. Kellie Becker said some towns have done away with the position since the bulk of work is done by legal professionals. Andrew Quint replied that legal council is expensive, and the town hasn't needed that. The statutes allow for a delinquent tax collector.

Article 12 -- Prohibiting the constable from exercising law enforcement authority: No comment.

Article 13 -- Elimination of office of Constable: Law enforcement is hired out now. The office is an historical construct.

Article 14 -- Exemption of taxes on CVFD land for 5 years: no comment.

Article 15 -- Elimination of office of Lister: No candidates have come forward. Kellie Becker asked about reappraisal. The town is now at 87% and now reappraisal is suggested after reaching 85%. Brad White acknowledged Millie Kimball's 15 years of service as Lister (and 6 years on Select Board). Pat Harrison asked what the professional accessor will cost? Andrew Quint said the proposal for an hourly rate as converted to an annual rate is estimated to cost an additional \$10,000. Lisa Purcell asked what if people come forward -- can this action be reversed by ballot? The answer was yes. Lin Reuther asked what time was involved? Millie Kimball said that now through the Spring, Listers are visiting new changes, all transfers are entered into the computer. Work involves one day a week in the office. Also, there is to be a change in the computer program. At least 2 people should be together to visit properties. Really there should be 3.

Joe Williams asked what was the impetus to remove positions not filled? Dave Sargent answered that requirements for these positions have so increased that no one wants to do the jobs.

#### OTHR BUSINESS

The meeting then progressed to Other Business at 8:13 PM.

Kathie Pratt introduced the topic for discussion, saying the Select Board has tried to reach as many people as possible for people to know about the proposal and to give their input.

Andrew Quint said this is a relatively new proposal. The best decision, either way, will leave someone not happy. He wants to best utilize resources.

Claire Purcell and Kristin Lucas presented their proposal for a Forest School at the Grange Hall. They provided a handout containing answers to questions they have had so far as well as a proposed budget. They began looking for a place to house the school and first went to the Church of the Wildwood but found the State did not allow a school in the basement. At the Harvest Festival, they saw the Grange Hall for the first time. They have a grant from Let's Grow Kids. They visited the Friends of the Grange, where they said they had great feedback, so they then approached the Select Board.

Their proposal is use of a public building for a private business. It is an outdoor preschool. It will provide a community service, a public service to the community. Because there is no preschool beyond the 10 hours at Barstow, for daycare/preschool people travel outside the school district (RNESU). RNESU provides \$100 per week for preschools, public or private, within the district but not beyond. Therefore, they feel they are losing \$100 per week in the cost of childcare.

The outdoor preschool will take place mostly outside with only an hour and a half inside for naptime, except on days when the weather is too extreme. They propose to be flexible, using whichever floor is not in use 5 days a week, 8:00 AM until 3:30 PM or later.

The floor opened to questions/comments limited to 3 minutes.

- Nancy Boynton asked if everyone [parents] would have a key to the building? Answer: Number locks would be installed, timed and individualized – an upgrade for the town and safe for the kids.
- Seth Coombs asked what was the town being asked to do relative to use? Kathie Pratt said that there will be a relationship between the school and the town for the town building, with a contract stating beginning and end of use and rent paid.
- Brad White asked while the Town Hall is out of use, there is a concern for space for citizen use. Has the Board ever considered putting to a vote? Kathie Pratt said the Board did discuss no town vote because the Board has charge of town buildings. The plan is to get the Town Hall up and running again. The Board is working towards a schedule of maintenance for all town buildings. Andrew Quint added that there is a timeline to get onto the ballot. It was missed this year, and no vote is scheduled until next year. Having a separate vote is expensive and how many people would show up?
- Presto Rich appreciates having someone volunteer to do this, he thanked them for their work and benefit to the town.
- Jeff Spaulding asked what does the board need to make their decision and where do they stand now? Kathie Pratt said the proposal has been placed on the town website, Facebook. The town is polarized. Recognizing that we are just coming out of Covid, the building is not used fully yet. Maybe this is an opportunity to use the building and see how it works. Andrew Quint would like to see the building used. There are 4 weddings scheduled over 365 days.
- Bill Reuther finds the proposal an interesting idea. The rental rate is grossly low. Secondly, this is interesting for the community, but summer months need to be compromised for developing business for the tow building.
- Sandi Reiber said it is hard to find any preschool. The whole state needs to look at childcare. This would be good for the town.
- Ben Lucas said \$6,000 is low but there are no other preschools other than those in Rutland, and they are in churches. The \$25,000 grant will build a playground and other upgrades. The Grange Hall made \$750 last year vs. \$6,000.
- Kathy Hall said she knows the school is an important service, but it is not fair to say the building is not earning money, grossly unfair to call it unused since we are just coming out of Covid. More investigation is needed.
- Claire Purcell agrees 100% that Barstow would be good for a fulltime preschool. RNESU is interested in preschool. She was told it would not be in the budget for this year, but not the FY23/24 budget. If the opportunity comes to use Barstow School, she is 100% there.
- Jonathan Yacko asked if the taxpayers should have the burden of being landlord. The building was not built for that.
- Roberta Janoski asked if \$6,000 would cover heating costs, now up quite a bit, and an insurance increase? Kathie Pratt said the preschool has to carry liability insurance, naming the town as also insured.
- Christie Garofano asked if the school was outside, where? Also, there are 20 students proposed; what if there are 25 to 40? Claire Purcell responded that if there were more than 20, the school can't take them. For outdoors, there will be the playground. They can walk over private land.
- Dave Ingerman said economics are important, the building is now underutilized. A group is needed to go before the school district to say we need this.
- Kellie Becker loves the idea but not the location. No one approached the School Board. Legislation is pending on full-day preschool statewide. She does not understand the rental vs use of town buildings. How equitable is this across citizens?
- Lisa Purcell said the Chittenden Day survey showed people want preschool/childcare. It is among the list of wanted services in the Town Plan.
- Van Purcell commented on being a landlord, the town is renting out for weddings already. Andrew Quint said this would be a longer term as landlord.
- Elaine Meyers has used the building many times. She heard about the proposal at Senior Lunch. Money was put into the



Grange Hall building for everybody. With winter travel, this is not a good location, especially for people from out of town. The town had to vote for funds for the building, then the town should have to vote for this.

- Christian Stevens has a 3-year-old who would benefit from this. If this proposal does not work out, there are three years of benefits anyway. He hopes both his son and daughter can use it.
- Mary Lou Bolt agrees there is a gross underrepresentation of childcare. Barstow School is the best place. There is a need in the county, especially for a quality preschool.
- Julie Fredette hopes going forward that nothing happens fast. Everyone thinks the school is a great idea, whether at the Grange Hall or not.
- Jane Munroe thinks the school would be a good use for the Grange Hall.
- Jim Harrison said that in the Legislature, everyone recognizes the shortage and expense of childcare. Something will happen, either mandatory preschool or subsidies. Personally, he would like conversations about use of the field. Citizens paid for it. Will it still be available?
- Luke Purcell said there were 15 families interested. There are two floors to the Grange Hall. There can be a public/private partnership.
- Lin Reuther is favorable about the preschool, but the Grange Hall is the wrong place. The building is for everyone. If it is used as a full-time preschool, can you use it.
- Erin Bodin said we ARE the community. The school will attract more attention to the Grange Hall and not conflict with the preschool.
- Brenda Flower said the intended use is the key. There may be mandated full day preschool available, and Barstow should not be affected by this. The Grange Hall was not intended to make a profit.
- Mike Casey asked why Barstow School not used. Why does the town have so many buildings in town. The Grange Hall needs a stove and roof; a \$30,000 chimney and the roof leaks. Kathie Pratt indicated there were mixed messages with the stove and other buildings.
- Brianna Davis asked how the funding works, and \$100 funding discounts within the RNESU district were explained.
- Pat Harrison said that all are in favor of the daycare/preschool. The biggest concern is that the Grange Hall is not the place for it. \$500,000 was put into the rehabilitation. The school should be at Barstow. If we have to push to get that, we should do it.
- Bonnie Baird feels similarly to Pat. The idea is lovely, but she does not want the school to monopolize the building.

The meeting was adjourned at 9:25 PM until Tuesday from 10:00 AM until 7:00 PM at the Municipal Office for voting by Australian ballot.

The meeting was turned over to Jim Harrison, Town Representative to the Vermont State House of Representatives. Jim referred people to his columns in the *Mountain Times*, the latest being "A Bumpy Road." He spoke briefly on the subjects before the Legislature: heat, childcare, school meals and how to pay for them, paid family leave, the budget, and school choice (Senate #66, House #258). He noted that a surplus is not necessarily a good thing. Everyone wants a piece.

Respectfully submitted,  
Karen Webster

**OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
TOWN OF CHITTENDEN, VERMONT  
March 07, 2023**

**INSTRUCTIONS TO VOTERS**

- Use BLACK Pen to fill in the oval. DO NOT USE PENCIL.
- To vote for a person whose name is printed on the ballot, fill in the oval to the right of the name of that person.
- To vote for a person whose name is not printed on the ballot, write his or her name in the blank space provided and fill in the oval to the right of the write-in line.
- Do not vote for more candidates than the "VOTE for NOT MORE THAN #" for an office.
- If you make a mistake, tear, or deface the ballot, return it to an election official and obtain another ballot. DO NOT ERASE.

<b>AUDITOR</b> for 3 years (Vote for not more than One) <b>JEFFREY S. SPAULDING</b> 257 ✓ (Write-in) ○	<b>1ST CONSTABLE</b> for 1 year (Vote for not more than One) (Write-in) ○	<b>LISTER</b> for 1 year (Vote for not more than One) (Write-in) ○
<b>AUDITOR</b> for 2 years remaining of 3 year term (Vote for not more than One) (Write-in) ○	<b>TOWN CLERK</b> for 1 year remaining of 3 year term (Vote for not more than One) <b>ALYSSA REYNOLDS</b> 256 ✓ (Write-in) ○	<b>MODERATOR</b> for 1 year (Vote for not more than One) (Write-in) ○
<b>CEMETERY COMMISSIONER</b> for 3 years (Vote for not more than One) <b>ED ELLIOT</b> 257 ✓ (Write-in) ○	<b>DELINQUENT TAX COLLECTOR</b> for 1 year (Vote for not more than One) <b>ALYSSA REYNOLDS</b> 254 ✓ (Write-in) ○	<b>SELECT PERSON</b> for 2 years (Vote for not more than One) <b>JOSEPH A. CASELLA</b> 233 ✓ (Write-in) ○
<b>CEMETERY COMMISSIONER</b> for 1 year remaining of 3 year term (Vote for not more than One) <b>DAVID J. SARGENT</b> 258 ✓ (Write-in) ○	<b>LISTER</b> for 2 years (Vote for not more than One) (Write-in) ○	<b>SELECT PERSON</b> for 3 years (Vote for not more than One) <b>GARY CONGDON</b> 138 ✓ <b>CHRISTIE GAROFANO</b> 112 ○ (Write-in) ○

**ARTICLES**

**ARTICLE 2**  
 Shall the Town vote a tax for the period July 1, 2023, to June 30, 2024 (Fiscal Year 2024) with said tax to be paid in two equal installments on September 5, 2023 and February 1, 2024, with physical delivery to the Chittenden Town Office before 4:00 PM on those dates.

261 YES ✓  
11 NO ○

**ARTICLE 3**  
 To see if the Town of Chittenden will adopt the proposed General Fund Expenditure Budget of five hundred eleven thousand six hundred ninety three dollars (\$511,693.00), less anticipated revenue of two hundred forty four thousand nine hundred eighty five dollars (\$244,985.00) leaving two hundred sixty six thousand seven hundred eight dollars (\$266,708.00) to be raised by taxes for the 2023-2024 Fiscal Year. The amount of such sum to be reduced by any additional receipts, state aid, grants, and other income.

242 YES ✓  
31 NO ○

**ARTICLE 4**  
 To see if the Town will adopt the proposed Highway Budget of one million twenty two thousand nine hundred sixty six dollars (\$1,022,966.00), less anticipated revenue of four hundred twenty seven thousand nine hundred six dollars (\$427,966.00), leaving a portion thereof in the amount of five hundred ninety five thousand six dollars (\$595,000.00) to be raised by taxes for the 2023-2024 Fiscal Year. The amount of such sum to be reduced by any additional receipts, state aid, grants, and other incomes.

229 YES ✓  
43 NO ○

**ARTICLE 5**  
 To see if the Town will appropriate the sum of fourteen thousand dollars (\$14,000.00) to defray the cemetery expenses of the Town for the 2023-2024 Fiscal Year to be raised by taxes?

244 YES ✓  
28 NO ○

**ARTICLE 6**  
 Shall the Town vote to appropriate the sum of seventy-seven thousand dollars (\$77,000.00) to the Chittenden Volunteer Fire Department and First Response, with said funds to be raised by taxes?

253 YES ✓  
20 NO ○

**ARTICLE 7**  
 Shall the Town vote to appropriate sum of twenty thousand dollars (\$20,000.00) for support of the Chittenden Public Library, with said funds to be raised by taxes?

233 YES ✓  
36 NO ○

**ARTICLE 8**  
 Shall the Town vote to appropriate the sum of three thousand dollars (\$3,000.00) for the Barstow Youth Club with said funds to be raised by taxes, provided an equal amount is raised by taxes in Mendon?

234 YES ✓  
39 NO ○

# ARTICLES CONTINUED

## ARTICLE 9

Shall the voters appropriate funds to the following social service agencies, pursuant to 24V.S.A. §2891?

- a) \$800.00 Retired and Senior Volunteer Program & The Volunteer Center  
To serve programs for individuals & organizations (i.e., Bone Builders)

254 YES ☒  
17 NO ☐

- b) \$1680.00 VNA & Hospice of the Southwest Region  
Advanced in-home care when needed

255 YES ☒  
15 NO ☐

- c) \$600.00 Southwestern Vermont Council on Aging  
Support, resources, & assistance for elderly & caregivers

254 YES ☒  
NO ☐

## ARTICLE 10

Shall the voters authorize the Treasurer, pursuant to 32 V.S.A. §4781, to collect current taxes?

264 YES ☒  
8 NO ☐

## ARTICLE 11

Shall the voters authorize the Selectboard to appoint a collector of delinquent taxes pursuant to 17 V.S.A. §2851(d)(a)?

238 YES ☒  
29 NO ☐

## ARTICLE 12

Shall the voters prohibit the town constable from exercising any law enforcement authority, in accordance with 24 V.S.A. §1836(a)(a)?

164 YES ☒  
78 NO ☐

## ARTICLE 13

Shall the town vote to eliminate the office of constable pursuant to 17 V.S.A. §2851(a)(d)?

154 YES ☒  
98 NO ☐

## ARTICLE 14

Shall the Town vote, pursuant to 32 V.S.A. §3840, to exempt from taxation for a period of five years the property which is located at 298 Chittenden Road, and which is owned by the Chittenden Volunteer Fire Department and is used exclusively for the purposes of such organization?

258 YES ☒  
11 NO ☐

## ARTICLE 15

Shall the voters authorize the elimination of the office of Town Lister in accordance with 17 V.S.A. §2851(c)(b)(1) and replace it with a professionally qualified assessor who shall have the same powers, discharge the same duties, proceed in the discharge thereof in the same manner, and be subject to the same liabilities as are prescribed for listers or the board of listers under the provisions of Title 52 V.S.A.?

181 YES ☒  
84 NO ☐

# **REPORTS OF TOWN OFFICERS**

## **Chittenden Select Board Report**

The Select Board meets on the second and fourth Monday of each month at 5:30 PM in the Town Office. On occasion, if the meeting falls on a holiday such as Christmas, the Select Board may opt to meet on a different day to ensure consistency of operations. Agendas for each meeting are posted prior to the meeting date, to allow the public to be aware of the topics that will be discussed. We encourage townspeople to attend our meetings, and comments are welcome during the audience portion of each meeting. You may also contact the Select Board members with any questions or concerns via email or by contacting the Town Clerk's Office.

The Select Board would like to recognize and thank Karen Webster for her many years of support and dedication to the Town in the various roles she has filled. Karen has recently moved to Ohio to be closer to her family, and we will miss the energy and knowledge that she brought to all that she did for the Town. We will miss Karen but wish her all the best as she makes this transition.

The Select Board welcomes Cara Nalbach as the new Select Board's assistant. We look forward to working closely as she settles into this role.

### **Roads**

The Town continues to seek grant opportunities to help defray the cost of maintaining the Town roads. With the expertise and efforts of Jan Sotirakis, the Town applies for multiple grants each year to help offset the cost of paving and replacing major culverts in the Town. Unfortunately, this is a competitive process, that sees other communities throughout the state applying for a limited pool of grant money. We have been unable to secure any grant funds to help defray the cost of Class 2 road paving for the last several years. Jan will continue to research opportunities to take advantage of any grant monies that may be available to the Town. We received a structures grant that helped us replace the Horton Hill culvert and were able to repave West Road and a couple of other small stretches of Class 3 roads using money budgeted for last fiscal year and this fiscal year, reflecting unexpectedly high paving prices last year due to the unusually high oil prices.

### **Buildings**

With the use of American Recovery Plan Act (ARPA) funds, a new well was installed at the Town Office last year to provide water to the Town Office and Fire Department. There has been a delay in completing the hook up of the well as the current underground fuel tank, furnace, and air handling system at the Town Office need to be replaced before the final connection of the well can take place. The furnace is the original furnace that was installed in the 1960's when the building was St. Roberts Church, so replacement is long overdue. The Select Board is currently researching heating and ventilation options with the expectation that we will use ARPA funds to finance the project.

The Select Board continues to research solutions to make the Grange Hall kitchen fully functional as a rental space and are planning to ensure ADA compliance for the building by installing a handicap accessible ramp and entrance for the building's upper level.

The Chittenden Planning Commission continues to research options for use of the Town Hall. Due to the age of the building and minimal upkeep through the years, it appears efforts to make the building up to current codes and standards, including safety, will be costly. We will continue work to ensure that any options for the building will preserve Town history while keeping the needs and wishes of the Community at the forefront.

The Select Boards anticipates developing a capital plan for the Town's buildings that will help determine a schedule for future maintenance and upkeep of buildings and equipment. Balancing the needs of five Town buildings is challenging due to the age of resources such as the Town Hall and Historical Society building. There are also a number of issues that we are aware of with the Transfer Station that will need to be addressed in the near future.

### **Ordinances**

The Select Board has not enacted any new ordinances this past year and continues to look for ways to resolve issues in the Town that do not add overly burdensome and prohibitive rules to residents.

### **Town Forests**

Bob Baird and Jonathan Yacko continue to work with the County Forester in evaluating the Mount Carmel Town Forest and the Upper Lead Mine Town Forest regarding the harvesting of timber and recreational use. The Michigan Brook Town Forest and the Grammar School Town Forest have not been scheduled for lumber harvesting yet as access permits have not been obtained.

### **Warning Sirens**

There is a testing schedule in place for the warning sirens and the community is notified when testing will take place via signage in the Town, notification via VT Alert, and on the Town website and Facebook page. Thank you to the Emergency Management Team for continuing to oversee this function.

### **Community**

In November, the Town held a "Button Up Vermont" event at the Mountain Top Inn to learn about energy resilience. The event was sponsored by the Municipal Resiliency Program (MERP) and was attended by 60 people from the Chittenden Community. The evening included speakers from the Rutland Regional Planning Commission and Efficiency Vermont who shared information about alternate funding sources for projects such as solar, battery storage, and EV chargers as well as sharing ideas and tools to improve energy efficiency in our homes. Mountain Topp Inn provided a delicious dinner and dessert, and the evening was capped off by the awarding of many door prizes. The event was funded by the State of Vermont with money received through the Community Capacity Grant from BGS. Many thanks to Jan Sotirakis for procuring the grant money, space for the event, and door prizes.

As always, the Select Board looks to the Chittenden Community for input and support. There are many opportunities for residents to share their time and talents to keep our community a caring, thriving place to live, raise our families, enjoy outdoor recreation, and get to know our neighbors. We encourage you to become involved and to share your thoughts and energy to help our Town, Chittenden, be a model community for Vermont.

### **Financial Overview**

Next year's proposed budget has General Fund expenses that are about 1% or \$6,000 higher than 2024's budgeted expenses, while holding revenues raised by taxes flat on a year-over-year basis. The proposed Highway Fund has expenses that are lower than this year's budget by about 19% or \$195,000. This decrease largely reflects one-time expenses in Fiscal Year 2024, including \$90,000 for paving that was rolled forward from Fiscal Year 2023-2024 reflecting unexpectedly high paving expenses due to high oil prices and the fact that the Town did not receive a paving grant; additionally, we had a \$80,000 one year increase to funding of the Bridge and Culvert Reserve to reflect the high recent costs of culvert replacement projects. Anticipated revenue raised by taxes is set to decrease by about \$5,000.

The Town's current reserves are meant to help manage large future expenses, while ensuring that taxes do not have large fluctuations between years. We have committed to purchasing a new plow truck to replace our 2015 Western Star, with an anticipated total delivered cost of about \$227,000. \$110,000 will be taken from the Equipment Reserve with the remainder being funded using ARPA monies. We are currently planning on replacing our 2012 Dodge truck in Fiscal Year 2025 with an estimated cost of about \$110,000.

The only significant change to this year's General Fund budget versus last year is \$21,000 for outsourcing Lister's expenses. Last year the Town voted to discontinue Listers as there were no candidates running for the position. The vote authorized using an outside contractor, Wright Appraisal Services, and, at the time we anticipated that the change would increase expenses by about \$15,000 for Fiscal Year 2024. The total expense has been running higher than our original estimate, leading us to raise the budget expense an additional \$6,000 for next Fiscal Year.

**Contact Information:**

Kathleen Pratt, Chair	<a href="mailto:kpratt.selectboard@chittendenvt.org">kpratt.selectboard@chittendenvt.org</a>
Andrew Quint	<a href="mailto:aquint.selectboard@chittendenvt.org">aquint.selectboard@chittendenvt.org</a>
Dave Sargent	<a href="mailto:dsargent.selectboard@chittendenvt.org">dsargent.selectboard@chittendenvt.org</a>
Gary Congdon	<a href="mailto:gcongdon.selectboard@chittendenvt.org">gcongdon.selectboard@chittendenvt.org</a>
Joe Casella	<a href="mailto:jcasella.selectboard@chittendenvt.org">jcasella.selectboard@chittendenvt.org</a>
Cara Nalbach	<a href="mailto:sbassistant@chittendenvt.org">sbassistant@chittendenvt.org</a>



# TOWN CLERK'S 2023 REPORT

Statistics for the 2023 Annual Town Meeting: 41 voters voted via absentee ballot and 232 voters voted at the polls. Thank you to all that either mailed your ballots or stopped by to vote in person.

## **SAVE THE DATES ~ Upcoming 2024 Elections**

Town Meeting/Presidential Primary – Tuesday, March 5

Primary elections – Tuesday, August 13

General Election – Tuesday, November 5

The Secretary of State's office Elections Management Platform has streamlined the election administration process, providing voters with access to voter specific information. Voters are encouraged to login into the My Voter Page to learn more at <https://mvp.vermont.gov/>.

The **March Election will be held on Tuesday, March 5, 2023**. Polls will be open from 10:00am – 7:00pm. **Ballots will not be mailed for this election.** If you would like to request an absentee ballot, contact 802-483-6647.

I would like to say thank you to all the voters, volunteers, and BCA members for your participation in our Elections. Please note the Town Office will be closing at noon the day before all elections.

The Town Clerk's office reports the following statistics for 2023:

- Recorded 752 pages in Land Records.
- Recording fees were \$4,387.00.
- Restoration fees totaled \$1,602.00. These fees are for the preservation of old records and scanning of new records.

Vital Statistics are all follows:

- 5 Births
- 13 Deaths
- 83 Marriages

We processed 249 dog licenses totaling \$2,373 in fees.

- \$1,245 was paid to the state for their rabies and neutering program.
- License costs for spayed and neutered dogs are \$9.00. Un-spayed/un-neutered dog licenses are \$13.00.

Dog licenses are due by April 1<sup>st</sup>. A current rabies certificate must be on file or included with your payment.

Town Clerk's office hours are Monday-Thursday from 9:00am – 4:00pm

Respectfully submitted,  
Alyssa Reynolds  
Town Clerk

## **Road Commissioner's Report 2023-2024**

Chittenden has approximately 30 miles of road of which a large number are graveled. There are 10.78 miles of class 2 and 18.96 miles of class 3 roads. It is a big task for our Road Crew to maintain so residents can comfortably and safely use them. Our Road foreman, Keith Adamsen, along with his assistant Chris Armell have worked hard to make this all possible

Through Grants in Aids, we were able to replace several culverts, shape and stone line ditches. With our excavator we were able to do much of that work and be reimbursed for it. Keith says that the excavator has been used a lot on other projects and thus has reduced the amount of contractor hours.

This coming summer through a Better Roads Grant, several culverts across Powerhouse Road will be replaced. It should be noted that driveway culverts may be replaced by the Town, but the landowners must pay the cost of the culvert itself.

If a VTrans Paving Grant from the State is awarded, we expect to pave from the Newton farm to the Beebe Hill four Corners.

The over the guardrail mower was inoperable for a period of time but was eventually, at no cost to the town, repaired by the supplier. There have been call outs for trees that have come down during storms.

The large culvert replacement project on Mountain Top Road was completed in part with grant money. In addition, above that project a hole developed in the road and a failed culvert was replaced.

Because our many roads are narrow and very hilly the wear and tear on our town equipment is hard and requires continued maintenance. A lot of disposable supplies such as chains, tires, plow blades and fuel have seen big price increases.

A lot of man-hours have been spent and gravel used on Middle Road this past year due to washing from the many rainstorms of this past summer. The grader as well as the excavator saw a lot of use.

Our road grader is a 1984 Model and continues to have more issues with repairs being more and more costly. It will, at some point, be necessary to replace it. Chittenden has a lot of gravel roads that require the use of a grader.

A new Freightliner plow truck has been ordered to replace the 2015 Western Star plow truck. It should arrive in time for the 2024 - 2025 winter season. A portion of the ARPA funds is earmarked for the truck. The next truck to be replaced will be the well used 2012 Dodge 5500.

PLEASE NOTE, it is against Vermont Law to plow snow across any town highway or to blow or throw snow into the traveled portion. Landowners and their contractors are responsible should an accident occur.

## **Cemetery Commission**

Four cemeteries are maintained by the Town of Chittenden: the Baird Cemetery on Chittenden Road, the Horton Cemetery on Mountain Top Road, the Wetmore Cemetery on West Road, and the Bump Cemetery on Middle Road.

This past year we lost a good friend and fellow Cemetery Commissioner with the passing of Ed Elliott. Ed will be greatly missed! Herb Pelkey volunteered and was consequently appointed to fill in as a Commission member until annual elections take place in March 2024.

We would like to again thank GFC Property Services LLC for the outstanding job of mowing the cemeteries this past summer. Our planned road repair at the Horton Cemetery was postponed in 2023, with the hopes of now starting 2024. We had made plans to work with the Chittenden Historical Society for a cleanup day at the Wetmore Cemetery. Unfortunately, the weather did not cooperate, but we are looking forward to working with them this next summer. This past summer with the help of volunteers and donated materials some tree cutting and shrubbery trimming was completed. Also, a total of thirty headstones were cleaned at the Baird Cemetery.

There currently are lots available for Chittenden residents in the Horton Cemetery. There are also a limited number of lots available in the Baird Cemetery. Any questions feel free to contact Robert Case at: [rcasevt@gmail.com](mailto:rcasevt@gmail.com) or (802)773-6308.

## **Health Officer Report**

The past year has had several changes to be considered in town as well as new changes and mandates from the state regarding Health and Safety and regulations.

One of the most important and challenging things that is very urgent is air quality and ventilation in all town (public) buildings. Along with that is building safety and proper compliant ADA emergency egress routes and equipment.

Building projects both new and existing are quite busy and requiring several local and state health permits also requiring much review. There have been some changes made in the state rules regarding divisions having jurisdiction and the Vermont Rental Housing Code. It should be known that most projects do in fact need some sort of permit and project review before starting a project. All projects requiring plans and specifications are required to have readable / legible drawings or the project will be delayed until the proper documents are received and accepted.

The completion of the new well for the municipal offices and the fire station is yet again being delayed due to the state now requiring an MPA (Microscopic Particulate Analysis). This has to be done when run off is the greatest and the state is requiring it to be done between April 1st and June 1st with a report due by July 1st.

In closing I want to state my appreciation for all the help and consideration I receive from the Town Office and all others that makes my job easier.

Respectfully Submitted,  
Bernie McGee

## Emergency Management

Our Emergency Management Team utilizes the Town of Chittenden Local Emergency Operations Plan and Local Hazard Mitigation Plan (LHMP) to guide our work as we prepare for emergency situations and address the mitigation strategies defined in our plan. This work lessens the effects of potential threats to the Town.

We are strongly encouraging everyone to sign up for emergency alerts through VTAlert.gov. This is the system we will use in any emergency event that will reach you much sooner than our social media sites on Facebook, Front Porch Forum and the town webpage. If you don't have a cell phone, messages can be directed to your computer or your landline telephone. Chittenden was fortunate not to sustain the flood damage some other towns received from the rains in July. We are taking lessons from those towns and updating our plans on debris management, hiring temporary help, and our road maintenance plan. These are all things FEMA will ask for during a disaster.

We continue to do twice a year (May and November) full exercises of the four Green Mountain Power warning sirens. There is also a monthly short siren test (30-45 sec) that occurs on the first Wednesday of each month. This testing assures that equipment is in good operational condition.

We continue to evaluate the needs of our local Emergency Operations Center and shelters (Barstow School and the North Chittenden Grange Hall). A VT Department of Health priority is the development of "cooling centers" in towns to assist during prolonged heat waves. We will be considering this in preparation for next summer. We continue to recommend an upgrade of the Grange Hall kitchen to include the required exhaust and fire suppression systems to allow meals to be prepared there. This would be needed should we have to open a shelter at the Grange Hall. We have also recommended a generator in case of an extended power outage. We are working with the Select Board to achieve these goals.

Those who serve on this team include Bob Case, Emergency Management Coordinator, Kim Kinville, Public Information Officer, Bernie McGee, Health Officer, Gina Ottoboni, Gary Congdon, Justin Lindholm, and Jacob Powsner.

Should you have any questions or wish to discuss an emergency management issue, please contact Jan at 775-9633 or by email at [jsotirakis@aol.com](mailto:jsotirakis@aol.com) or Bob at 773-6308 or by email at [rcase48263@aol.com](mailto:rcase48263@aol.com). Please like us on our Facebook page Chittenden VT Emergency Management or view updates on the town webpage [chittendenvt.org](http://chittendenvt.org).

Respectfully submitted for the Town of Chittenden Emergency Management Team,  
Jan Sotirakis, Director      Bob Case, Coordinator      Kim Kinville, Public Information Officer

## Assessor's Office Report for 2023

At Town Meeting Day in 2023, the town of Chittenden voted to abolish the Board of Listers and replace that Board with a contract Assessor. Lisa Wright and Adan Garcia of Wright Appraisal Company were hired after the town meeting as the contract Assessor. Lisa serves as the Assessor and Adan is the Assessor Clerk. We provide office hours on Wednesdays and by appointment.

The total listed value of real estate in Chittenden for the purpose of taxation in the 2023-2024 property tax year is \$180,755,750. This is compared to the 2022-2023 Grand List value of \$179,700,121.

Our Common Level of Assessment, or CLA, as determined by the state annual Equalization Study, is 76.44%, which is down from 87.26% for 2022. The CLA of 76.44% will be used in the calculation of our 2024 tax rate.

Prior to 2022, a CLA under 85% or over 115% or a COD over 20 resulted in an order from the state to reappraise. In 2023, this "trigger" was changed to the COD only. Chittenden's 2023 COD is 19.37%, which is up from 15.69% in 2022. A higher COD indicates greater disparity, or less equity, in assessments, and it is typical that this number increases further out from a reappraisal.

Homestead declarations must be done every year. They can be filed with your 2023 State Income tax form or online at the State website at <https://tax.vermont.gov>. If you file an extension for your 2023 Income Tax, it is important that you fill out and file a homestead form by April 15<sup>th</sup>, 2024.

Building Permit Applications are also required. Please remember that before you make changes to your property, i.e. adding to an existing structure, adding or eliminating a structure, or installing and/or making changes to a septic or well, the town will need to approve a building permit. You can find the building permit application on the town website: [www.chittendenvt.org](http://www.chittendenvt.org).  
Lisa Wright, Contract Assessor

### Enhanced 9-1-1

When constructing a new residence, or other building which requires a locatable address, please contact the Town Office for a new physical address.

Please be sure your address is updated with your phone service. Emergency 911 dispatchers use the phone address to guide emergency responders to your location. Avoid confusion over your address which may result in delayed response to an emergency situation.

Light reflective green and white 911 numbers, are supplied by the Town of Chittenden free of charge to the owners of new property addresses. Please contact the Town Clerk's Office if you do not have yours. Please post these clearly on homes and businesses so that they are visible to responders even at night so responders can find you in the event of an emergency.

**The Town of Chittenden is currently seeking A 911 coordinator. This person should be knowledgeable about Town roads. Please contact the Town Clerk's Office at 802. 483-6647 or any member of the Select Board if you are interested.**

## Chittenden Planning Commission

One of the Chittenden Planning Commission's primary responsibilities is to prepare/update a municipal plan at least every 8 years. In December 2023, the Chittenden Select Board officially adopted the Town of Chittenden Municipal Plan that is now posted on the Town's website (a desk copy is available for viewing in the Town Office). This project was a two year process for the CPC. It included participation in multiple town-wide events to gather public input as the Plan was under revision, and this autumn there were two public hearings with opportunities for public comment on the Plan. We encourage everyone to take the time to review this document. The Plan seeks to reflect the collective values and goals of the town's residents, and the adoption of the Plan represents a conscious community decision about the town's future character and its priorities for land use.

Another project of the CPC in 2023 was the development of a conceptual streetscape and greenspace design for the Chittenden Village Center. In April 2022, Chittenden was awarded a \$22,000 Municipal Planning Grant (MPG) from the Vermont Agency of Commerce and Community Development for this work. The CPC would like to thank Laurie Wilson for her time and energy chairing the steering committee on this project. The Town contracted with Dubois & King in January 2023 to gather public input and develop a conceptual design. D&K's final report includes ideas for addressing some safety concerns on roads, suggests possible options for the Town Hall and other community spaces, and highlights recreation opportunities in the Chittenden Village Center. A link to the Chittenden Village Center Design Report is available on the Town's website.

As always, town residents should be aware that a Building Permit Application form must be completed *before* construction begins. That application form is available at the Town Office and on the Town website. In addition, there are other state and federal permits that may be required for projects, and it is the landowner's responsibility to meet these requirements.

The Commission meets on the first Monday of the month at 6:00 in the Town Office, 260 Chittenden Road. You are always welcome. Check the Town's website and Facebook page for CPC agendas, minutes and announcements.

Sincerely,  
Abigail (Elliott) Bradish, 2024  
Ben Lucas, 2024  
Gary Raymond, 2025  
Jonathan Yacko, 2024  
Lisa Purcell, 2026 (Chair)  
Michael Kinsler, 2025  
Sam Hall, 2026  
And Recording Secretary Cara Nalbach



## **Chittenden Recreation Committee**

### **2023**

The Chittenden Recreation Committee is in the process of establishing consistent protocols and forms for participating in the activities it sponsors. These tools will guide and protect participants and the Town.

The CRC is developing a calendar system to chart events and activities. This will enable folks to choose dates accordingly and be a path for everyone to know what's happening and available.

The CRC is working on a "statement of purpose" to inspire and focus our efforts. The hope is that all of these endeavors will help the CRC communicate and help to garner support and funding through taxes and grants. The committee welcomes new members who are interested in working to bring the community together for healthy activity and fun.

Adult basketball has returned to the gymnasium in Barstow School. Pick-up games happen on Wednesday evenings and Sunday mornings. On Thursday nights, futsal, a fast paced soccer game, is offered at 7:15 - 9:00 pm. We are looking for adult leaders for other activities. Volleyball and badminton equipment is available.

The school has a "New Courts Project" that will provide more recreational opportunities for the public. The old courts have been replaced with a tennis court, basketball court and pickleball court. We look forward to supporting the school's efforts in maintaining the new courts.

The East Creek Trails have become extremely popular. We are seeing increased use by community members and the school community as well. We are exploring the possibility of installing a Disc Golf course on the land within the interior of the East Creek Trails.

We have requested funds for the Pavilion. It will have a new roof soon. The ramp access will be replaced to keep the facility in American Disabilities Act compliance.

The land across from the Grange Hall will open new opportunities for community outside activities. The field is not suitable for a soccer field without site work to level and remove rocks.

New members and new ideas are welcome. For information about joining, please contact a member of the Chittenden Select Board.

Chittenden Recreation Committee members:

Tom Cook, Van Purcell, Christian Stevens, Laurie Wilson, Jane Munroe, Julie Fredette, Aria Brissette

# **TOWN OF CHITTENDEN FINANCIAL STATEMENTS AND REPORTS**

## **TOWN AUDITORS' REPORT**

The Chittenden Town Auditors have examined the accounts and records of the Town of Chittenden for the fiscal year ending on June 30, 2023. In accordance with the Statutes and with guidance from the Vermont League of Cities and Towns, the Auditors conclude that the figures presented with these reports and budgets accurately reflect the transactions of town for the fiscal year July 1, 2022 to June 30, 2023.

The Barstow Unified Union School District will provide its own Annual District Report.

In 2018, the Select Board engaged an outside auditor, Jeffrey R. Bradley CPA, P.C. to conduct the town's first professional audit for the years ending June 2017 and 2018. That audit was concluded in December 2018 and included an unqualified opinion.

In September 2021, the Board engaged the services of Batchelder Associates, PC to perform an audit for the fiscal year ending June 30, 2021. The full auditors' report is posted on the Town's website, including the audit opinion presented with no qualifying exceptions.

We would like to thank the Treasurer/Town Clerk, her assistant, the Select Board, town officers and employees, town organizations, and the people of Chittenden for their support during the past year. The timely submissions for this report made our job a pleasure.

Respectfully submitted,  
Town Auditors  
Jean Higgins and Jeff Spaulding

## Statement of Taxes Raised 2022-2023

<u>Grand List Category</u>	<u>Gross Grand List</u>	<u>Factor</u>	<u>Tax Assessment</u>
Municipal	175,090,900	at 1%	1,750,909
Education	175,848,721	at 1%	1,758,487
<b><u>Taxes Assesed and Billed</u></b>			
<b><u>Municipal Tax:</u></b>	<b><u>Grand List</u></b>	<b><u>Tax Rate</u></b>	<b><u>Tax Assessed and Billed</u></b>
General	1,750,909	0.2345	410,585
Highway	1,750,909	0.3300	577,800
Veteran's Exemption	1,750,909	0.0024	4,202
<b><u>Education Tax:</u></b>			
Non-Residential	746,587	1.6105	1,202,379
Homestead	1,009,200	1.5422	1,556,388
Late Homestead Filers Penalty			1,750
Total Grand List, as above			
Total Taxes Assessed			3,753,104
<b><u>Reconciliation to Taxes Collected:</u></b>			
Real Estate Taxes Paid on Time			3,737,347
To Delinquent Tax Collector			15,756
Total Taxes, as above			3,753,104

## Delinquent Tax Report As of 8/31/2022

<u>Tax Years</u>	<u>Balance 6/30/2022</u>	<u>To Tax Collector</u>	<u>Collections</u>	<u>Balance 6/30/2023</u>	<u>Collections</u>	<u>Balance 8/31/2023</u>
2011-2021	48,783.69		42,137.80	6,645.89	1,915.66	4,730.23
2022		174,223.06	156,496.34	17,726.72	4,120.15	13,606.57
Totals	48,783.69	174,223.06	198,634.14	24,372.61	6,035.81	18,336.80

Duprey, Jake                      2016,2017,2018,2019,2020,2021,2022  
 McPhee, Rita                    2022  
 Robbins, Ronald                2021,2022

Gerlach, John & Deb      2022  
 Mead, Elizabeth            2022

## General Fund Comparative Budget Report

Account	Budget FY - 2023	Actual FY - 2023	Budget FY - 2024	Budget FY - 2025
<b>Revenues:</b>				
<b>Tax Revenue:</b>				
Current Property Taxes	\$ 287,749	\$ 400,566	\$ 266,708	\$ 266,054
Interest on Current Taxes	990	6,541	1,200	1,500
Delinquent Taxes	0	42,282	0	0
Interest on Del Taxes	14,598	8,237	12,000	12,000
Delinquent Tax Penalties	0	16,182	0	0
<b>Total Tax Revenue</b>	<b>303,337</b>	<b>473,808</b>	<b>279,908</b>	<b>279,554</b>
<b>Revenue from Other Governments:</b>				
Current Use	21,397	23,220	22,440	23,500
Payment in Lieu of Taxes (PILT) Agency of Natural Resources	875	887	875	887
PILT National Forest	81,265	92,701	86,000	92,700
Fish Hatchery Revenue Share	300	134	120	130
<b>Total Revenues From Other Governments</b>	<b>103,837</b>	<b>116,942</b>	<b>109,435</b>	<b>117,217</b>
<b>Licenses:</b>				
Dog Licenses	900	1,618	900	1,500
Beverage Licenses	200	185	200	200
Marriage Licenses	1,300	1,540	1,750	1,750
<b>Total Licenses</b>	<b>2,400</b>	<b>3,343</b>	<b>2,850</b>	<b>3,450</b>
<b>Fees &amp; Fines:</b>				
Copies & Fees	1,500	2,157	2,200	2,200
Recording Fees	10,000	9,636	3,750	5,700
Town Hall Rent	0	0	0	0
Grange Hall Rent	1,000	1,980	2,750	2,750
Fines	2,500	0	0	0
Transfer Station stickers	1,800	2,072	1,800	2,000
Transf Station Punch Card	24,000	27,820	27,500	27,500
Recycling Income	500	321	500	500
Overweight Permit Fees	0	445	0	0
<b>Total Fees &amp; Fines</b>	<b>41,300</b>	<b>44,431</b>	<b>38,500</b>	<b>40,650</b>
<b>Grants:</b>				
FEMA COVID-19 / PW196	0	3,356	0	0
<b>Total FEMA COVID Grant</b>	<b>0</b>	<b>3,356</b>	<b>0</b>	<b>0</b>
Prperty and Casulty Insurance Fund (PACIF) Equipment Grant	0	2,500	0	0
<b>Total State Grants</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>0</b>
<b>Other Revenue:</b>				
Interest Income	500	1,363	1,000	1,200
Miscellaneous	0	16	0	0
<b>Total Other Revenue</b>	<b>500</b>	<b>1,379</b>	<b>1,000</b>	<b>1,200</b>
Prior Year Surplus Applied	60,000	0	80,000	76,000
<b>Total Revenues</b>	<b>511,374</b>	<b>645,759</b>	<b>511,693</b>	<b>518,071</b>

<u>Expenditures</u>			
<u>General Government:</u>			
Selectboard Salaries	5,700	5,700	5,700
Selectmen's Assistant	10,000	6,317	10,000
Selectmen's Sec. Holiday	100	125	125
Building Maintenance Assistant	4,160	837	4,371
Election Workers	700	294	700
FICA/MEDI Expense	1,580	6,862	1,599
Postage	3,000	2,319	3,500
Advertising	3,500	183	2,500
Town Reports	2,200	2,478	3,300
Election Expenses	2,500	1,846	1,750
Signs	600	31	600
Professional Fees	15,000	5,151	12,000
Legal Fees	9,000	11,558	9,000
Town Insurance	39,128	27,976	39,128
Town Officers Expense	1,000	729	1,000
County Tax	15,000	13,828	15,000
Total General Government	113,168	86,234	110,273
<u>Town Clerk:</u>			
Town Clerk's Salary	37,154	30,246	21,055
Assistant Town Clerk	19,963	19,799	22,204
Holiday Bonus	300	250	125
FICA/MEDI Expense	4,392	3,048	3,319
Health Insurance	8,000	617	8,000
Retirement	2,999	1,516	2,271
Total Town Clerk	72,808	55,476	56,974
<u>Treasurer:</u>			
Treasurer's Salary	39,852	39,852	41,646
Holiday Bonus	200	250	250
FICA/MEDI Expense	3,064	2,816	3,205
Health Insurance	13,500	14,966	20,000
Retirement	2,092	2,814	2,186
Total Treasurer	58,708	60,699	67,287
<u>Listers:</u>			
Listers Salaries	3,500	902	4,080
FICA/MEDI Expense	268	69	312
Professional Services		8,973	
Lister Computer Expense	0	0	0
Parcel Mapping Update Exp	2,060	2,100	2,226
Total Listers	5,828	12,044	6,618
<u>Auditors:</u>			
Auditors Salaries	2,300	915	2,448
FICA/MEDI Expense	176	70	187
Audit Costs	0	0	0
Total Auditors	2,476	985	2,635

<u>Planning Commission:</u>				
Clerk/Recording Secretary	1,200	929	1,200	1,200
Office Supplies	100	0	100	0
Meetings & Supplies	50	0	50	150
Documents & Publications	100	0	100	100
Town Plan Implementation	1,000	2,685	1,000	1,000
Professional Services	3,000	0	3,000	3,000
Training	250	0	250	250
Total Planning Commission	5,700	3,613	5,700	5,700
<u>Public Safety:</u>				
Reservoir Water Testing	850	0	1,000	0
Patrol Services Contract	21,840	22,429	24,650	25,513
Animal Control	1,000	570	1,060	1,097
Total Public Safety	23,690	22,999	26,710	26,610
<u>Emergency Management:</u>				
Training	750	725	300	300
Office Supplies	300	495	300	300
Equipment	1,000	745	1,000	1,000
Shelter Team	500	552	500	500
Hazard Mitigation Impleme	1,000	990	1,000	1,000
Recording Secretary	600	825	1,200	1,200
Total Emergency Management	4,150	4,331	4,300	4,300
<u>Recreation:</u>				
Recreation Program Costs	750	370	750	2,000
Total Recreation	750	370	750	2,000
<u>Town Buildings:</u>				
<u>Town Office:</u>				
Office Supplies	3,250	3,154	4,000	3,500
Copier Supplies & Maint	2,850	3,185	2,850	3,200
Dog License Expenses	200	158	300	200
Custodial Supplies	0	340	300	400
Office Equipment	250	233	250	250
IT & Computer Services	16,645	15,883	21,645	20,331
Electricity	9,500	5,991	8,000	7,500
Street Lights	3,500	4,835	3,710	4,200
Telephone & Internet	7,500	6,339	7,950	4,800
Barstow Generator/Internet	0	338	0	0
Town Office Heat	3,000	4,665	6,500	5,500
Town Office Maint	5,350	5,049	357	1,500
Custodial Services	4,500	2,100	0	0
Water Testing	1,500	100	2,000	500
Mowing & Lawn Care	6,000	6,000	8,000	7,500
Generator Maintenance	3,750	465	1,000	500
Generator Propane	300	225	700	400
Barstow Generator Maintenance	0	568	1,000	700
Total Town Office	68,095	59,628	68,562	60,981



<u>Town Hall:</u>				
Town Hall Cust. Supplies	0	0	0	0
Town Hall Electric	750	330	500	500
Town Hall Telephone	1,000	892	1,000	750
Town Hall Heat	1,500	0	0	0
Town Hall Maintenance	350	249	13,572	5,000
Town Hall Water Testing	250	0	0	0
Town Hall Custodial	0	0	0	0
Town Hall Lawncare	0	0	0	0
Total Town Hall	3,850	1,472	15,072	6,250
<u>Grange Hall:</u>				
Grange Cust. Supplies	0	0	75	150
Grange Hall Electricity	2,100	1,500	2,100	2,100
Grange Hall Telephone	900	1,426	1,560	1,560
Grange Hall Heat	3,000	2,059	3,500	3,500
Grange Hall Maint.	20,350	11,479	7,857	7,857
Grange Hall Water Testing	300	100	300	300
Grange Hall Custodial	1,200	900	0	0
Grange Hall Lawncare	0	0	1,500	1,500
Grange Hall Rennovations	0	0	0	0
Total Grange Hall	27,850	17,464	16,892	16,967
<u>Historical Society:</u>				
Historical Soc Electric	450	454	525	525
Historical Soc. Telephone	550	718	700	700
Historical Soc Heat	1,200	532	1,200	1,000
Historical Soc Maint.	3,350	780	357	357
Historical Soc. Water Tes	0	0	50	50
Total Historical Society	5,550	2,484	2,832	2,632
Total Town Buldings	105,345	81,048	103,358	86,830
<u>Transfer Station:</u>				
Attendants Salaries	24,728	23,614	27,936	28,915
Attendants Holiday Bonus	300	375	375	375
FICA/MEDI Expense	1,892	1,298	2,166	2,241
Retirement	0	0	0	0
Punch Card Expenses	2,250	1,256	1,800	1,800
Dump Sticker Expenses	500	434	600	600
Trash Hauling/Trucking	1,800	5,400	5,000	5,000
Recycling Hauling/Truckin	8,880	8,375	12,000	10,000
Maintenance	10,800	1,763	8,929	8,929
Trash	15,858	20,113	24,000	22,000
Solid Waste SWAC Fees	5,936	5,740	6,100	6,200
Hazardous Waste	1,400	1,351	2,000	2,000
Recycling	14,500	8,567	5,000	9,000
Total Transfer Station	88,844	78,285	95,906	97,060

<u>Dues:</u>				
Vermont League of Cities and Towns (VLCT) Dues	2,650	0	2,650	2,812
Rutland Region Planning Commission (RRPC) Dues	975	1,000	1,000	1,000
Regional Ambulance Service	5,032	5,032	5,032	5,032
Pittsford Food Shelf	1,000	1,000	1,000	1,000
Total Dues	9,657	7,032	9,682	9,844
<u>Fees:</u>				
Green Up Vermont	100	100	100	100
Delinquent Tax Coll Fees	0	16,182	0	0
Direct Deposit Bank Fees	150	51	150	150
Total Fees	250	16,333	250	250
<u>FEMA Grants:</u>				
COVID-19 Expenses	0	2,500	0	0
Total COVID 19	0	2,500	0	0
<u>Appropriations:</u>				
Southwest VT Council on Aging	0	600	0	0
Barstow Youth Club	0	3,000	0	0
Boys & Girls Club	0	5,000	0	0
Rutland Mental Health Services	0	1,273	0	0
RAVNA and Hospice	0	1,680	0	0
Chittenden Public Library	0	19,000	0	0
Chittenden Volunteer Fire Department	0	75,000	0	0
Cemeteries	0	13,000	0	0
Wonderfeet Kids Museum	0	2,500	0	0
RSVP	0	600	0	0
Total Appropriations	0	121,653	0	0
<u>Other Expense:</u>				
Emergency Management Fund	500	500	1,250	1,250
Planning Commission Fund	0	0	0	0
Professional Audit Fund	4,500	4,500	5,000	5,000
Barstow Generator Fund	5,000	5,000	5,000	5,000
Total Other Expense	10,000	10,000	11,250	11,250
<u>Miscellaneous:</u>				
Grant Matching Funds	10,000	0	10,000	10,000
Total Miscellaneous	10,000	0	10,000	10,000
Total Expenditures	511,374	563,603	511,693	518,071
Excess of Revenues over Expenditures	\$ -	\$ 82,156	\$ -	\$ -

Highway Fund Comparative Budget Report				
Account	Budget FY - 2023	Actual FY - 2023	Budget FY - 2024	Budget FY - 2025
<u>Revenues:</u>				
Town Highway Appropriation	\$ 576,321	\$ 576,321	\$ 595,060	\$ 590,003
State Aid Highway	77,506	78,233	77,506	77,506
Total Revenues	653,827	654,554	672,566	667,509
<u>Grants:</u>				
<u>Federal Emergency Management Agency (FEMA) Grants:</u>				
FEMA Reimbursement - April Flooding	0	46,915	0	0
FEMA Reimbursement - Mtn Top/Mtn Spring	0	89,785	0	0
FEMA Reimbursement - Culvert 162	0	69,273	0	0
Mtn. Top Drainage Scoping	0	12,000	0	0
Management Cost	0	800	0	0
Total FEMA Revenue	0	218,772	0	0
<u>State Highway Grants:</u>				
Culvert	0	200,000	0	0
Bridge & Culvert	0	846	0	0
Total State Highway Grants	0	200,846	0	0
<u>Municipal Roads General Permit (MRGP) Grants:</u>				0
FY23 Grants In Aid (GIA) / GA0285	0	14,800	0	0
Total MRGP Grants:	0	14,800	0	0
Total Grants	0	434,419	0	0
<u>Other Revenues:</u>				
Interest - Highway	200	805	400	300
Miscellaneous	0	0	0	0
Total Other Revenue	200	805	400	300
Prior Year Surplus Applied	120,000	0	350,000	160,000
Total Revenues	774,027	1,089,777	1,022,966	827,809
<u>Expenditures:</u>				
<u>Salaries and Benefits:</u>				
Road Foreman	59,873	59,375	61,140	63,290
Road Crew	48,726	51,998	55,192	57,126
Labor	18,000	7,803	16,500	16,500
Highway Department Holiday Bonus	400	750	750	500
Highway Administrator	10,000	6,570	11,000	10,000
FICA/MEDI Expense	10,480	6,400	11,061	11,277
Unemployment	0	0	0	0
Health Insurance	0	0	0	0
Retirement	5,701	5,594	6,107	6,623
Admin Mileage	250	199	100	100
Total Salaries & Benefits	153,430	138,687	161,850	165,416
<u>Outside Services:</u>				
Professional Services	0	0	0	0
Outside Contractors	35,000	15,236	30,000	25,000
Rental Equipment	0	0	0	0
Total Outside Services	35,000	15,236	30,000	25,000
<u>Garage:</u>				
Garage Office Supplies	600	524	600	600
Eye Wash Station Supplies	200	0	200	200
Safety Gear & Clothing	1,200	930	1,200	1,200
Electricity	4,800	5,232	5,088	5,266
Telephone & Internet	3,500	3,601	3,710	3,840
Heat	6,000	6,119	6,800	6,800
Garage Maintenance	10,800	562	8,928	8,928
Generator Propane		171		0
Health & Safety / VOSHA	750	0	750	750
Portable Toilet	2,900	3,055	3,074	3,182
Small Tools & Supplies	2,000	381	2,120	1,500
Diesel Fuel	23,000	37,170	35,000	35,000
Gasoline	100	21	150	150
Propane	100	243	100	100
Welding Gas	600	340	500	500
Total Garage	56,550	58,349	68,220	68,016

<u>Equipment:</u>				
Equipment Maintenance	2,000	758	1,800	1,000
Commissioner Truck	100	0	100	100
Truck Repairs 2019 Ford	1,100	3,150	1,500	1,500
Truck Repairs 2015 Wester	15,000	8,662	15,000	12,500
Truck Repairs 2012 Dodge	7,000	1,202	6,500	6,500
Truck Repairs 2020 WS	6,000	6,402	6,000	6,000
Plow & Sander Repairs	5,000	160	3,500	3,500
Grader Expense	3,000	10,599	3,500	7,500
Loader Repairs	3,000	2,161	3,000	2,500
Back Hoe Repairs	1,750	159	1,750	1,000
Tractor Repairs	750	0	750	500
Stone Rake Repairs	150	0	150	150
Mower Repairs	500	733	500	500
Chipper Repairs	600	0	500	250
Chain Saw/Weeder/Brush	600	171	500	250
Forklift Repairs	600	350	500	500
Alamo Mower Repairs	1,000	683	700	500
Generator Maintenance	0	641	0	700
Total Equipment	48,150	35,833	46,250	45,450
<u>Road Maintenance:</u>				
Culverts	10,000	6,051	10,000	7,000
Bridge Repair and Maintenance	7,500	0	15,000	7,500
Chloride	3,500	0	4,000	500
Gravel	13,000	2,770	20,000	4,000
Paving	92,500	14,131	180,000	20,000
Cold Patch	1,000	0	1,000	100,000
Salt	68,000	678	80,000	1,000
Winter Sand	24,000	81,181	28,000	80,000
Supplies	0	16,099	500	29,000
Total Road Maintenance	219,500	120,910	338,500	249,000
<u>Inventory Purchases:</u>				
Inventories & Engineering	15,000	1,691	15,000	5,000
Signs	1,500	1,820	1,500	1,500
Total Inventory Purchases	16,500	3,511	16,500	6,500
Voted Grant Match	30,000	0	30,000	30,000
<u>Grant Expenses:</u>				
<u>Building Resilient Infrastructure and Communities (BRIC) 2020:</u>				
Mtn. Top Drainage Scoping	4,200	16,000	0	0
Management Cost	0	0	0	0
Total BRIC 2020	4,200	16,000	0	0
<u>State Highway Grant Expenses:</u>				
Horton Hill	0	6,889	0	0
Culvert 258 - Wildcat	66,839	324,659	0	0
Bridge & Culvert	0	778	75,000	0
Power House - Culvert Better Roads	0	0	8,000	0
To Be Determined	0	0	0	70,000
Total State Highway Grants	0	332,326	83,000	70,000

<u>MRGP Grants:</u>				
FY22 GIA / GA0054	0	17,559	0	0
FY23 GIA / GA0285	0	3,316	0	0
MRGP Fees	1,750	1,765	1,750	1,750
Total MRPG Grants	1,750	22,640	1,750	1,750
Total Grant Expenses	72,789	370,966	84,750	71,750
<u>Debt Payments:</u>				
Bond Interest Payment	2,108	2,108	1,896	1,677
Bond Principal Payment	15,000	15,000	15,000	15,000
Total Debt Payments	17,108	17,108	16,896	16,677
<u>Transfers to Reserve Funds:</u>				
Equipment Reserve	75,000	75,000	100,000	100,000
Bridge/Culvert Reserve	50,000	50,000	130,000	50,000
Total Transfer to Reserve Fund	125,000	125,000	230,000	150,000
Miscellaneous Expense	0	180	0	0
Total Expenditures	774,027	885,779	1,022,966	827,809
Excess of Revenues Over Expenditures	\$ -	\$ 203,998	\$ -	\$ -

## Fund Balance Narratives For the Fiscal Year Ending June 30, 2023

**Oversight:** The Select Board has oversight of all funds, except for the Cemetery Fund. The Cemetery Fund is overseen by a publicly elected board of commissioners.

**Cemetery Fund:** The commissioners are responsible for four cemeteries in the town. This fund has a general operating account and a time deposit for perpetual care plots. In addition to voter appropriations of \$13,000 and \$12,000 for FY 2023 and FY 2022, respectively, the fund also received \$3,400 from plot sales in FY 2023, but none for FY 2022.

**Highway Fund:** This is the operating account for highway maintenance. It has two reserve accounts: one for equipment replacement and the other for bridge and culvert replacement.

**Equipment Reserve Fund:** This fund was established to receive annual funding from the Highway Fund budget for replacement of the equipment listed on page 44. There were no equipment purchases in FY 2023. In FY 2002 the town purchased an excavator for \$75,000, an over-the-rail mower attachment for \$28,675 and a tilt deck trailer for \$10,900. In FY 2021, the town purchased a 2021 Western Star truck and plow for \$160,919, offset by an \$18,000 trade-in for the 2013 International truck.

**Bridge & Culvert Reserve Fund:** This fund was established to receive annual funding from the Highway Fund budget for replacement of the 284 culverts and 9 bridges in the Town. There were no disbursements from the fund in FY 2023 and FY 2022.

**General Fund:** This fund has the operating account for the Town.

**Town of Chittenden Reserve Fund:** This fund was established in FY 2017 primarily with the remaining funds from the sale of timber on three of the Town's timber lots. In FY 2020, \$29,500 was used for the Holden Road Culvert Project and \$30,000 was used for the Wildcat Bridge Project. There was no activity in this fund for FY 2021 through FY 2023.

**Emergency Management Reserve:** The operating expenses for emergency management are included in the Town's General Fund. The Emergency Management Reserve Fund was established to cover the Town's share of any emergency management grant that requires a local match and for the quinquennial update of our Hazard Mitigation Plan, next due in 2025 and expected to cost approximately \$8,000. There were no disbursements from the fund in FY 2023 or FY 2022.

**Generator Fund:** This fund was originally established in 2018 for future replacement of the emergency generator at Barstow. The fund receives annual payments from the General Fund (\$5,000 in FY 2023 and FY 2022). The School and the generator serve as a disaster site for residents of both Chittenden and the Town of Mendon. The two towns share equally in the replacement reserve. There were no disbursements from this fund in FY 2023 or FY 2022.

**Chittenden Planning Commission Reserve Fund:** The operating expenses of the Planning Commission are included in the Town's General Fund. The Planning Commission Fund was established to set aside funds to cover the Town's share of any grant that requires a voter match (\$8,243 at June 30, 2023) and to cover the cost to rewrite the Town's Plan (\$5,200 at June 30, 2023). The Town was awarded a \$22,000 grant from the Vermont Agency of Commerce and Community Development, which will require a 10% (\$2,200) local match. The Commission expects to receive the grant in FY 2024. Work on the project, focusing on developing a plan for the Village Center, will extend from FY 2023 to FY 2024. All the \$8,140 in disbursements in FY 2023 were for the development of that plan.

**Historic Building Preservation Reserve Fund:** This fund was established to cover the cost of repairs and renovations to the Town's buildings. During FY 2020, final distributions from the fund were used for the Grange Hall. There is no current plan to recapitalize the fund.

**Vermont Community Development Fund:** The balance in this fund represents the remaining balance from a project completed several years ago, which was funded, in part, by a State of Vermont grant. There were no disbursements from the fund in FY 2023 or FY 2022.

**Reappraisal Fund:** Revenues for this fund come from the State of Vermont, to be used to maintain the Town's grand list and reappraisal expenses. Disbursements in FY 2023 were \$1,056 and \$971 for FY 2022.

**Records Preservation Fund:** Revenues for this fund come from the Town's \$4 share of recording fees. The funds are used to maintain the Town's physical books and records. Expenses for FY 2023 were \$1,760 and \$1,920 for FY 2022. In FY 2021, \$28,096 was used to migrate to an electronic platform, with the help of a \$23,969 grant for that purpose.

**Listers' Education Fund:** This was funded with funds from the State of Vermont to be used for lister training expenses. There were no disbursements from the fund in FY 2023 or FY 2022.

**Professional Audit Fund:** This fund was established to cover the cost of the triennial professional audit of the Town's financial statements. In FY 2022, the town paid \$15,445 for the FY 2021 audit (its second audit). The 2018 audit cost \$10,500. The FY 2022 payment brought the balance in the fund to zero at the end of the year. In FY 2023, the town set aside \$4,500 for a future audit.

**Chittenden Public Safety Fund:** At the March 2019 Town Meeting, voters approved the creation of this fund. The fund's receipts come from law enforcement fines (formerly reported as other income in the General Fund) and disbursements are for the purpose of supporting public safety concerns. The fund became active in FY 2020. There were no disbursements from the fund in FY 2023 or FY 2022.

**War Memorial Fund:** This fund was established to erect a new war memorial. It has been primarily funded with donations. The last was \$235 in FY 2020. There were no disbursements from the fund in FY 2023 or FY 2022.

**Royal Baird Memorial Park Fund:** This fund was established to construct and maintain the Royal Baird Memorial. It has been funded solely with donations. There were no disbursements from the fund in FY 2023 or FY 2022.

**School & Church Lot Fund:** This fund was established in 1997 from the sale of the so-called school and gospel lots to Central Vermont Public Service Corporation (subsequently acquired by Green Mountain Power). The principal cannot be used. Annual interest is distributed, by formula, primarily to Barstow with small amounts going to operating churches in the Town.

**ARPA Fund:** This fund was created in FY 2021 to track revenues and disbursements from federal funds for COVID 19 related relief. The American Rescue Plan Act (ARPA) included \$350 billion in pandemic-related aid for state and local governments. Vermont will receive more than \$1.25 billion of Coronavirus State and Local Fiscal Recovery Funding from ARPA. While the legislature and the governor will determine how more than \$1 billion of that funding will be spent, Congress directed nearly \$200 million of that funding directly to Vermont's cities, towns, and villages. City councils and selectboards will have discretion over how to spend their allocations based on federal guidelines. The State of Vermont will not be allowed to add any additional rules to the roughly \$200 million distributed directly to municipalities. Chittenden's share is \$353,032. We received \$176,515 in FY 2022, with an equal amount received in FY 2023. As of June 30, 2023, the town had spent \$36,142 of the funds, with \$317,748 remaining.

**Fixed Asset and Long-Term Debt Funds:** These funds are used to account for the proceeds from the \$150,000 Wildcat Bond. The bond was approved by voters in July 2018 and the proceeds were advanced in FY 2020. Both funds will be reduced by \$15,000 each year through FY 2030, as the Town makes annual principal payments in the same amount. The first payment was made in November 2020 (FY 2021).

Note: All funds share a common bank account, with sub-accounts for each fund. A minimum balance is non-interest bearing, with the remainder earning interest. Interest income is apportioned monthly to each fund in proportion to the fund's monthly average collected balance.

## Grants Available to Chittenden

### Federal:

**Federal Emergency Management Agency (FEMA) Public Assistance Grants:** When disasters occur in the United States, the federal government, through FEMA, can assist state and local governments. Disaster-related costs include repairs to damaged infrastructure, public services and facilities. Projects are intended to benefit everyone. These dollars may help repair roads and bridges people use every day getting to work and school. Grants are used to repair utilities and water systems. The dollars also help to rebuild hospitals, schools and universities and restore damaged public parks and beaches. Grants reimburse communities for cleanup and debris removal. They are also used to reimburse emergency services such as police, fire and emergency management for extraordinary expenses for overtime pay to protect and assist community residents during a disaster. Chittenden has received several FEMA grants, including the most recent one in April 2019 following a heavy rain event. FEMA does not cover all of the costs, usually only 75%. The Town of Chittenden's Emergency Relief Assistance rating cover 12.5% and the state covers the remaining 12.5%. FEMA reimburses the town after the project has been completed and completed forms have been approved. That's why there are times when you see the expenses in one fiscal year, and the grant receipts in the next fiscal year.

**Building Resilient Infrastructure and Communities (BRIC) Grant Program:** This is an annual FEMA funding program for hazard mitigation. It provides grants to municipalities that have an approved Local Hazard Mitigation Plan. The program requires a 25% local cost share. Chittenden participates in this program and had received grant funding for two projects – one for the drainage issues on Mountain Top Road and the other project for scoping the Wildcat Road maintenance needs close to Lefferts Pond.

### State:

**Town Highway Aid Program:** This program, administered by the Agency of Transportation (AOT), was established by the Vermont state legislature and it provides towns with annual grants to assist with their class 1, 2, and 3 highways. The amount Chittenden receives is fairly consistent from year to year. Other grants administered by the AOT include: **Class 2 Roadway Grants** for paving, **Structures Grants** for culvert replacement, **Better Roads Grants** for culverts, streambank stabilization and hydro-connected segments, and **Highway Safety Improvement Grants**.

**Municipal Roads Program:** The Vermont Department of Environmental Conservation's Municipal Roads General Permit (MRGP) sets the standards for its Grants-In-Aid (GIA) Program. This program provides technical support and grants funds to Vermont municipalities to promote the use of erosion control and maintenance techniques that save money while ensuring best management practices. Chittenden has received several of these grants.

**Hazard Mitigation Funding Program:** Vermont has its own hazard mitigation grants administered by the Vermont Emergency Management division of the Department of Public Safety.

**Municipal Planning Grants (MPG):** Vermont issues these grants to municipalities to support local planning and community revitalization initiatives that ready projects for implementation, build strong communities and improve Vermont's quality of life. Grants are awarded annually by the Department of Housing and Community Development. Chittenden received an MPG in 2023 for \$22,000 to fund a \$24,200 project focusing on developing a plan for the Village Center.

### Other:

**Property and Casualty Insurance Fund (PACIF):** Like most towns in Vermont, we use the Vermont League of Cities and Town's insurance program (PACIF). From time to time the fund provides the towns with grants whose main purpose is to lower the fund's overall future expenses.



Town of Chittenden					
Combining Statement of Fund Balance Changes - All Funds					
June 30, 2023					
	Highway Fund	Equipment Reserve	Bridge & Culvert Reserve		Cemetery Fund
Beginning Fund Balance	\$ 299,009	\$ 165,607	\$ 97,936		\$ 60,509
Prior Year Audit Adjustments A	0	0	0		0
Tax Collections:					
General & Highway Funds	576,321				
Voter Appropriations					13,000
From Other Funds	0	75,000	50,000		
Other Revenues	513,456	498	305		3,541
Total Receipts	1,089,777	75,498	50,305		16,541
Voter Appropriations					
To Other Funds	(125,000)	0	0		
Other Expenditures	(760,779)	0	0		(11,096)
Total Disbursements	(885,779)	0	0		(11,096)
Ending Fund Balance	\$ 503,007	\$ 241,105	\$ 148,241		\$ 65,954
	General Fund	Town of Chittenden Reserve	Emergency Management Reserve	Barstow Generator Replacement Reserve	Chittenden Planning Commission Reserve
Beginning Fund Balance	\$ 196,974	\$ 72,831	\$ 17,054	\$ 6,510	\$ 21,539
Prior Year Audit Adjustments A	0	0	0	0	0
Tax Collections:					
General & Highway Funds	321,195				
Voter Appropriations	121,653				
From Other Funds			500	5,000	0
Other Revenues	202,910	154	37	24	43
Total Receipts	645,759	154	537	5,024	43
Voter Appropriations	(121,653)				
To Other Funds	(10,000)	0			
Other Expenditures	(431,950)	0			(8,140)
Total Disbursements	(563,603)	0	0	0	(8,140)
Ending Fund Balance	\$ 279,130	\$ 72,985	\$ 17,591	\$ 11,533	\$ 13,443
	Land Purchase	Vermont Community Development Reserve	Reappraisal Fund	Records Preservation Reserve	Lister's Education Fund
Beginning Fund Balance	\$ -	\$ 14,669	\$ 67,545	\$ 24,746	\$ 1,335
Prior Year Audit Adjustments A		0	0	0	0
Tax Collections:					
General & Highway Funds					
Voter Appropriations					
From Other Funds		0			
Other Revenues	0	31	7,348	3,546	3
Total Receipts	0	31	7,348	3,546	3
Voter Appropriations					
To Other Funds					
Other Expenditures	0		(1,056)	(1,760)	
Total Disbursements	0	0	(1,056)	(1,760)	0
Ending Fund Balance	\$ -	\$ 14,700	\$ 73,838	\$ 26,532	\$ 1,338

Town of Chittenden					
Combining Statement of Fund Balance Changes - All Funds, Continued					
June 30, 2023					
	Professio nal Audit Fund	Chittenden Public Safety	War Memorial Fund	Royal Baird Memorial	School- Church Lot
Beginning Fund Balance	\$ -	\$ 3,226	\$ 8,675	\$ 5,239	\$ 57,021
Prior Year Audit Adjustments A	0	0	0	0	0
Tax Collections:					
General & Highway Funds					
Voter Appropriations					
From Other Funds	4,500	0			
Other Revenues	9	2,217	18	1,024	120
Total Receipts	4,509	2,217	18	1,024	120
Voter Appropriations					
To Other Funds					
Other Expenditures	0	0		0	(83)
Total Disbursements	0	0	0	0	(83)
Ending Fund Balance	\$ 4,509	\$ 5,443	\$ 8,694	\$ 6,263	\$ 57,059
	<u>ARPA Fund</u>	<u>Subtotal</u>	<u>Adjustments</u> <sup>(1)</sup>	<u>Total</u>	
Beginning Fund Balance	\$ 176,659	\$ 1,297,085	\$ 14,695	\$ 1,311,779	
Prior Year Audit Adjustments A	0	0	0	0	
Tax Collections:					
General & Highway Funds		897,516	(8,659)	888,857	
Voter Appropriations		134,653	(121,653)	13,000	
From Other Funds		135,000	(135,000)	0	
Other Revenues	177,262	912,546		912,546	
Total Receipts	177,262	2,079,716	(265,312)	1,814,404	
Voter Appropriations		(121,653)	121,653	0	
To Other Funds		(135,000)	135,000	0	
Other Expenditures	(36,142)	(1,251,006)		(1,251,006)	
Total Disbursements	(36,142)	(1,507,659)	256,653	(1,251,006)	
Ending Fund Balance	\$ 317,778	\$ 1,869,142	\$ 6,036	\$ 1,875,177	
(1) Adjustments:					
Change in deferred tax receivable			(8,659)		
To Eliminate Voter Appropriations to Community Organizations			121,653		
To eliminate inter-fund accounts			135,000		
To recognize as income delinquent taxes received in July and Au			6,036		

Town of Chittenden					
Combining Balance Sheet - All Funds					
June 30, 2023					
	Highway Fund	Equipment Reserve	Bridge & Culvert Reserve		Cemetery Fund
Cash	\$ 503,007	\$ 241,105	\$ 148,241		\$ 65,954
Property Taxes Receivable					
Due From Other Funds					
Total Assets	\$ 503,007	\$ 241,105	\$ 148,241		\$ 65,954
Other Liabilities					
Due to Other Funds					
Fund Balance:					
Restricted	\$ 503,007	\$ 241,105	\$ 148,241		\$ 65,954
Unassigned					
Total Fund Balance	503,007	241,105	148,241		65,954
Total Liabilities & Fund Balance	\$ 503,007	\$ 241,105	\$ 148,241		\$ 65,954
	General Fund	Town of Chittenden Reserve	Emergency Management Reserve	Barstow Generator Replacement Reserve	Chittenden Planning Commission Reserve
Cash	\$ 286,188	\$ 72,985	\$ 17,591	\$ 11,533	\$ 13,443
Property Taxes Receivable					
Due From Other Funds		0			
Total Assets	\$ 286,188	\$ 72,985	\$ 17,591	\$ 11,533	\$ 13,443
Other Liabilities	\$ 7,058				
Due to Other Funds					
Fund Balance:					
Restricted	-	\$ 72,985	\$ 17,591	\$ 11,533	\$ 13,443
Unassigned	279,130				
Total Fund Balance	279,130	72,985	17,591	11,533	13,443
Total Liabilities & Fund Balance	\$ 286,188	\$ 72,985	\$ 17,591	\$ 11,533	\$ 13,443
	School- Church Lot	Vermont Community Development Reserve	Reappraisal Fund	Records Preservation Reserve	Lister's Education Fund
Cash	\$ 57,059	\$ 14,700	\$ 73,838	\$ 26,532	\$ 1,338
Property Taxes Receivable					
Due From Other Funds					
Total Assets	\$ 57,059	\$ 14,700	\$ 73,838	\$ 26,532	\$ 1,338
Other Liabilities					
Due to Other Funds					
Fund Balances:					
Restricted	\$ 57,059	\$ 14,700	\$ 73,838	\$ 26,532	\$ 1,338
Unassigned					
Total Fund Balance	57,059	14,700	73,838	26,532	1,338
Total Liabilities & Fund Balance	\$ 57,059	\$ 14,700	\$ 73,838	\$ 26,532	\$ 1,338

Town of Chittenden					
Combining Balance Sheet - All Funds, Continued					
June 30, 2023					
	Professional Audit Fund	Chittenden Public Safety	War Memorial Fund	Royal Baird Memorial	ARPA Fund
Cash	\$ 4,509	\$ 5,443	\$ 8,694	\$ 6,263	\$ 317,778
Property Taxes Receivable					
Due From Other Funds					
Total Assets	\$ 4,509	\$ 5,443	\$ 8,694	\$ 6,263	\$ 317,778
Other Liabilities					
Due to Other Funds					
Fund Balance:					
Restricted	\$ 4,509	\$ 5,443	\$ 8,694	\$ 6,263	\$ 317,778
Unassigned					
Total Fund Balance	4,509	5,443	8,694	6,263	317,778
Total Liabilities & Fund Balance	\$ 4,509	\$ 5,443	\$ 8,694	\$ 6,263	\$ 317,778
	Fixed Asset Fund	Long Term Debt Fund	Subtotal	Adjustments <sup>(1)</sup>	Total
Cash	\$ -	\$ -	\$ 1,876,200	\$ -	\$ 1,876,200
Property Taxes Receivable			0	24,373	24,373
Fixed Assets	105,000		105,000	0	105,000
Due From Other Funds			0		0
Total Assets	\$ 105,000	\$ -	1,981,200	24,373	2,005,573
Other Liabilities	\$ -	\$ -	\$ 7,058	\$ -	\$ 7,058
Due to Other Funds			0	0	0
Deferred Tax Receivable				18,337	18,337
Long Term Debt		105,000	105,000	0	105,000
Fund Balance:					
Restricted	105,000	(105,000)	1,590,012	0	1,590,012
Unassigned			279,130	6,036	285,165
Total Fund Balance	105,000	(105,000)	1,869,142	6,036	1,875,177
Total Liabilities & Fund Balance	\$ 105,000	\$ -	\$ 1,981,200	\$ 24,373	\$ 2,005,573
(1) Adjustments:					
To recognize receivable for delinquent taxes due to the Town at June 30			24,373		
To recognize receivable for delinquent taxes due to the Town at August 31			18,337		
To recognize as income delinquent taxes received in July and August			6,036		

Town of Chittenden			
Statement of Indebtedness			
Community Bank - Line of Credit			
On June 22, 2020, the Select Board approved a short-term line of credit, which expired on February 28, 2021 (Fiscal Year 2021). The non-revolving line with Community Bank was dated July 29, 2020 and had a fixed rate of 2.25%. The line expired with no advances during its lifetime.			
Maximum Available Balance			600,000
Intererst Rate			2.250%
Vermont Municipal Bond Bank 2019 Series 2 Bond			
June 30, 2023			
<u>Date</u>	Interest Rate	Principal Payment	Remaining Balance
7/31/2019			150,000
11/1/2020	1.350%	15,000	135,000
11/1/2021	1.360%	15,000	120,000
11/1/2022	1.400%	15,000	<b>105,000</b>
11/1/2023	1.420%	15,000	90,000
11/1/2024	1.500%	15,000	75,000
11/1/2025	1.580%	15,000	60,000
11/1/2026	1.660%	15,000	45,000
11/1/2027	2.074%	15,000	30,000
11/1/2028	2.418%	15,000	15,000
11/1/2029	2.698%	15,000	0

## Cash Drawers

The Town Office maintains two cash drawers: for the Treasurer/Town Clerk and Assistant Clerk. Each drawer has \$100.00 for the sole purpose of making change.

## OTHER TOWN REPORTS

### Dog Reports

Fiscal Year Ending June 30, 2023

Sex	#	Rate	Fees
Neutered	98	\$9.00	\$882.00
Spayed	118	\$9.00	\$1,062.00
Male	16	\$13.00	\$208.00
Female	17	\$13.00	\$221.00
<b>Total Licenses</b>	<b>249</b>		<b>\$2,373.00</b>
<b>Late Fees Collected</b>			<b>\$490.00</b>
<b>Fees Paid to State</b>			<b>\$1,245.00</b>
<b>Fees Retained by Town</b>			<b>\$1,128.00</b>
	<b>Total Fees</b>		<b>\$2,863.00</b>

### Transfer Station Report

Fiscal Year Ending June 30, 2023

Revenues			
Transfer Station Stickers	\$2,072.00	# Sold	296
Transfer Station Punch Cards	\$27,820.00		
Recycling Income	\$320.64		
<b>Total Revenues</b>	<b>\$30,212.64</b>		
Expenses			
Attendants Salaries	\$23,614.42		
Attendants Holiday Bonus	\$375.00		
Punch Card Expenses	\$1,255.80		
Dump Sticker Expenses	\$433.55		
Trash Hauling/Trucking	\$5,400.00		
Recycling Hauling/Trucking	\$8,375.00		
Maintenance	\$1,763.07		
Trash	\$20,112.50		
Solid Waste SWAC Fees	\$5,739.68		
Hazardous Waste	\$1,351.32		
Recycling	\$8,566.71		
<b>Total Expenditures</b>	<b>\$76,987.05</b>		
<b>Total Operating Costs</b>	<b>\$46,774.41</b>		

**2024 HOUSEHOLD HAZARDOUS WASTE (HHW) COLLECTION EVENTS  
SOLID WASTE ALLIANCE COMMUNITIES (SWAC)**



SATURDAY, APRIL 27, 2024

8:30 A.M. – 12:30 P.M. – RUTLAND TOWN Transfer Station, 218 Northwood Park, Off Post Road, Rutland, Vermont.

SATURDAY, OCTOBER 5, 2024

8:30 A.M. – 12:30 P.M. – FAIR HAVEN Transfer Station, Fair Haven Avenue, Fair Haven, Vermont.

2024 HW Contractor - US Ecology of Burlington, Inc. (formerly ENPRO Services of Vermont, Inc). THE SERVICE IS FREE TO: Residents of the SWAC Towns ONLY - Benson, Chittenden, Fair Haven, Middletown Springs, Pawlet, Rutland Town, Shrewsbury, Sudbury, Tinmouth, and West Haven. As a resident of SWAC, you may attend ANY of the events listed above. PROOF OF RESIDENCY MAY BE REQUIRED.

BETWEEN EVENTS: Residents of these communities may purchase a non-district permit to utilize the Rutland.

County Solid Waste District Gleason Road transfer station and hazardous waste depot. The permit allows access to the Gleason Road facility and allows for drop off of HHW and trash disposal at current rates, and access to recycling dropoffs. Permit purchase is available at the scalehouse or HW depot at the transfer station or at the RCSWD offices, located at 1 Smith Road, Rutland, Monday - Friday (7:00 a.m. - 3:00 p.m.). Weekend permits sales are not available at either location. Telephone 802-775-7209 for additional information and current rates.

**WHAT TO BRING:**

Any substance with labels that say CAUSTIC, TOXIC, CORROSIVE, POISON, FLAMMABLE, DANGER, WARNING, CAUTION, USE IN AN OPEN ENVIRONMENT. Examples include: antifreeze, turpentine, stains, varnishes, carburetor cleaner, creosote, drain cleaner, propane tanks, mercury thermostats, oven cleaner, fertilizer, paint strippers, thinners, solvents, gas treatments, old gasoline, engine degreaser, floor, metal, and furnisher polishes, latex and oil based paint, pool chemicals, and pesticides, herbicides, and fungicides (fertilizer without pesticides, herbicides, and fungicides is not a hw - use it for its intended purpose), and batteries (single use or rechargeable - for large batteries, see note below).

### WHAT NOT TO BRING:

ELECTRONICS: Permanent electronics collection locations are available throughout the County to serve Vermont residents. Call toll free at 855-632-9253 or visit <http://www.anr.state.vt.us/dec/e-waste/> to find a collection facility near you. Large businesses should contact the RCSWD at (802-775-7209) to discuss recycling and disposal options.

SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS - Intact carbon monoxide detectors and household smoke detectors can be disposed of as trash.

LARGE BATTERIES - Most service stations will accept used automobile batteries. Interstate Battery located on 71 River Street, Rutland, also accepts large batteries (automotive batteries or other large batteries).

FLUORESCENT BULBS - Residents of Vermont may at no charge to them dispose of mercury-containing lamps at collection sites throughout the state. Residents may take any number of compact fluorescent mercury-containing lamps (cfls) or 10 or fewer mercury-containing lamps that are not compact fluorescent lamps at one time. To find collection locations near you, visit: <http://www.lamprecycle.org/state-local-laws/vermont/>

TIRES are also accepted at the Gleason Road transfer station for a nominal fee and some SWAC transfer stations. Contact your local transfer station for more information.

VAPING DEVICES - Check with our local law enforcement officials for options for disposal.

### BUSINESS WASTE:

Small businesses (conditionally exempt generators) which may include town offices, schools, and town garages may be able to dispose of their waste at the RCSWD Gleason Road Hazardous Waste Depot. A permit is required to access the facility. Contact RCSWD directly at 802-775-7209 to purchase a permit, receive an estimate of disposal costs, and to schedule an appointment to drop off waste. Payment for disposal will be required at the time of drop-off.

Small businesses may also register to drop waste off at the SWAC hazardous waste collection events. Businesses will need a detailed breakdown of materials to be dropped off. A quote can be given by the HW contractor. Payment is due at time of drop off. Contact [solidwastealliancecommunities@gmail.com](mailto:solidwastealliancecommunities@gmail.com) for additional information.

### OTHER INFORMATION

CONTAINERS — Any product brought to the household hazardous waste events (including used motor oil) must be left in the container they are transported in. Materials will not be poured off into larger containers at the events.

USED WASTE OIL WILL NOT BE ACCEPTED BY THE HW HAULER. However, waste oil WILL be accepted at BOTH the Fair Haven and Rutland town transfer station used oil collection areas during the event. TRANSFER STATION ATTENDANTS will be happy to take your used waste oil.



Used waste oil is also accepted at many locations throughout the area for FREE. Visit <http://rutlandcountyswac.org/wpcontent/uploads/2017/07/Free-Used-Oil-Collection-Locations-Rutland-County-2017.pdf> for locations near you.

**EVENT MANAGEMENT:** Please place all items to be disposed of in the trunk of your car or the back of your van or truck. DO NOT exit your vehicle. PLEASE wear a mask for personal protection and leave pets at home.

To help lower the disposal costs for your community, only purchase the amount of a product you need and consider giving any leftover product (such as paint and fertilizer) to a neighbor, friend, or charitable organization. Please keep products in their original containers. Do not mix products!

For additional information, please call Pam at 802-342-5701.



## **Inventory of Town's Fixed Assets/Properties:**

### **Summary of Properties:**

#### **Properties with Buildings:**

- Chittenden Municipal Office, 4.86 acres
- South Chittenden Town Hall and Historical Society Office, .88 acres
- North Chittenden Grange Hall, 4.44 acres
- Town Garage (Silver-McPhee Building), recycling buildings, & transfer station complex, 3.6 acres

#### **Cemeteries:**

- Baird Cemetery, Chittenden Rd., 2.2 acres
- Bump Cemetery, Middle Rd., 0.3 acres
- Horton Cemetery, Mt. Top Rd., 2.2 acres
- Wetmore Cemetery, West Rd., .69 acres

#### **Woodlots:**

- Michigan Brook woodlot, 115 acres
- Lead Mine woodlot, 202 acres
- Mount Carmel woodlot, 110 acres
- Rutland Grammar School woodlot, 138 acres

#### **Miscellaneous Properties:**

- Town lot on Dugway, 0.4 acres
- Hotel lot at corner Mt. Top Rd & Holden, 0.16 acres
- North. Chittenden gravel pit, Stoney Hill, 3.3 acres
- School #6 property, 0.09 acres
- East Creek property, 29 acres
- Baird Memorial, Stoney Hill Rd, 0.08 acres

#### **Town Garage Equipment:**

- 2003 Hyster Fork Lift HSSXM
- 2011 John Deere 524k Loader
- 2016 Holland Tractor
- 2019 Ford 550 with Plow
- 2015 Western Star Dump, Plow & Wing
- 2020 Western Star Dump, Plow & Wing
- 2012 Dodge 5500 Dump, Plow & Sander
- 1984 1206 Cat Grader
- 1998 JCB Backhoe / Loader
- 2021 Over-the-Rail Mower
- 2022 Tilt-back Trailer
- 2022 Volvo Excavator

### **Other Town Equipment:**

#### **Town Garage:**

- Dirt Compactor
- Laptop and printer
- Chipper
- 3 Chain saws
- Power broom
- Air compressor
- Welder
- 20 Ton hydraulic jack
- Pressure washer
- Roadside mower
- 1 Sweeper
- 2 Weed eaters
- Upgraded pole saw
- Leaf blower
- Culvert thawing equipment
- Barricades, signs, cones & barrels
- Miscellaneous tools & safety equipment

#### **Constable:**

- Two programmable mobile radios
- UHF radio and antenna
- MPH mobile moving radar unit
- Two portable blue lights (1 single strobe)
- 38-caliber Smith & Wesson pistol
- One set of handcuffs20
- Two badges marked First Constable
- Three badges marked Second Constable
- Two Kevlar vests
- One uniform

#### **Generators:**

- Barstow School
- Town Garage
- Town Offices



Dear Residents of Brandon, Chittenden, Goshen, Leicester, Mendon, Pittsford, Sudbury, & Whiting:

I am pleased to write this report to capture RNESU, Otter Valley Unified Union and Barstow Unified Union activities for 2022-2023. Although each town and school within our system is unique, we are committed to supporting OVUU and BUU working together toward achieving RNESU's vision and mission of educating every child in our eight towns. This report summarizes the talent and dedication of the staff in providing learning opportunities for all students despite the lingering challenges of the pandemic. I want to emphasize how honored and privileged I am to continue to work within such a resilient, passionate, and innovative community.

Over this current school year, we began the collaborative process to identify the hopes, dreams, and aspirations we have for our children and the competencies that best reflect the skills, characteristics, and traits needed to achieve that vision, otherwise known as **"Strategic Planning."** We will build on past experiences to ensure that current and future students have opportunities to explore their interests and leave prepared to engage as positively contributing members of an ever-evolving society. This cohesive work will provide our roadmap for our work as we journey towards becoming a district of excellence.

In 2022-2023, each of our schools across the system took stock and measure of our academic, social, emotional, and behavioral growth priorities to support positive student outcomes. RNESU educators across the system prioritized the core work of teaching and learning, working to develop and refine student-focused measurable outcomes. It is through a focus on these outcomes, and other data sources, that our schools and educators are able to honestly reflect on how well our systems are operating and where we need to improve. In 2022-2023, RNESU schools and educators focused on the work of attending to Vermont's Act 173 legislation, asking for a commitment to:

1. Ensure elementary Tier 1 core instruction meets the needs of most students.
2. Provide additional instructional time outside core subjects aligned to the core instruction, to students who struggle, rather than providing interventions instead of core instruction.
3. Ensure students who struggle receive all instruction from highly skilled teachers.
4. Create or strengthen a systems-wide approach to supporting positive student behaviors based on expert support; and
5. Provide students having more intensive support needs with specialized instruction from skilled and trained experts.

*Serving schools for the  
Brandon, Chittenden,  
Mendon, Pittsford,  
Whiting.*



*communities of  
Goshen, Leicester,  
Sudbury and*

[www.rnesu.org](http://www.rnesu.org) 802.247.5757

In RNESU schools and across Vermont, we are committed to making sure each and every student thrives, improving outcomes for ALL students, while also accelerating growth for students that need the most support. In the 2022-2023 school year, we also sought to amplify the voices of our students - those most affected by District decisions – by developing a Student Advisory Council and engaging in “listening walks” in each of our schools. This focus and commitment continue in 2023-2024, with expanded opportunities for student voice in each of our schools, and engagement with student groups around Strategic Planning.

As you review the 2022-2023 annual report, I hope you take the time to reflect on this past school year and all that we accomplished together, while knowing that we still have much work to do as a school system and community. This proposed budget reflects the services and resources to support a student-centered educational program that will help our students flourish. I know from personal experience the transformational power of a great public education and have seen the positive difference it makes for individuals, families, and communities. The health of our greater community depends on the excellence of our public schools, and I am committed to making them work for every one of our children. Thank you for your continued support of each and every student. Together, we can ensure that our children receive the public education they deserve and support they need to achieve their hopes and dreams.



In partnership  
**Kristin Hubert, Superintendent**  
RNESU

**Please read the full  
Barstow Unified Union School District  
Annual Report  
available online at [www.rnesu.org](http://www.rnesu.org).**



# RUTLAND NORTHEAST SUPERVISORY UNION ANNUAL BOARD REPORT

January 2024

The Rutland Northeast Supervisory Union (RNESU) Board has been dealing with the ESSER Cliff that I mentioned to you last year. This means that all of the COVID monies we had received from the Federal Government have been depleted. The Administration has made some very hard decisions about what positions to keep within our budget that benefits our children the most. We decided that it made sense to keep the following previously ESSER funded positions in the current budget: a communications coordinator, elementary special education coordinator, a school psychologist, a mental health coordinator, and an out of district LEA. The Board made the decision this year to increase the number of Pre-K lottery slots from 5 to 10. This will allow additional families who cannot access our Pre-K programs to use state funds to attend a Pre-K program outside of our district. We are faced with a 16.4% increase in health care costs for our staff that is negotiated at the state level and is out of our control. Therefore, our budget reflects an 11.85% increase in spending. We have made no significant changes in programming.

We are currently hiring for bus drivers and paraprofessionals, so if you or someone you know are looking for a rewarding position, check us out!



I would like to take this opportunity to thank Rebecca Watters for her tireless work on behalf of the RNESU Board, as she is not seeking re-election. It is with a mixture of sadness and pride that we say goodbye to our Special Education Director, Marsha Bruce, who is retiring after many years of selfless dedication to our students.

Thank you for your support of our schools, staff and students! We are committed to the education of all of our students. If you should have any questions, please don't hesitate to contact a board member or use the Reach Out! button on any school website.

Respectfully Submitted,

**Laurie Bertrand**  
RNESU Board Chair



**BARSTOW UNIFIED UNION SCHOOL DISTRICT  
BOARD OF DIRECTORS'  
LETTER TO THE TOWNS OF  
CHITTENDEN AND MENDON  
January 2024**



Hello Neighbors,

The Barstow Unified Union (BUU) Board has been quite busy this past year. From changes in staff to changes in education funding, the BUU board has visited several topics over the past year while continuing to focus on our Global Ends.

We welcomed long-time Middle School teacher Bob Myers as Interim Principal in January and Bob officially took over the role as Principal in April. Bob's dedication to Barstow can be seen in all that he does, and we are confident that he will continue to excel in his role as Principal. Our Pre-K hours have expanded this past year to 18hrs a week (M-W-F) and we have also enhanced our Universal Pre-K partnerships with the addition of Fox Hollow Forest School. Fox Hollow is a nature-based classroom offering full-time care located at Barstow.

Improvements have also been made to the school grounds. With huge thanks to the Barstow Youth Club, donations and community support, the Barstow courts project was completed. New tables were added, a pollinator garden was planted, and the community pitched in to clean up the grounds and spread wood chips.

In the Senate, there were a few bills passed this year related to education. ACT 29, pertaining to Safety, and ACT 127 pertaining to student weighting with regards to funding.

In March, the BUU board adopted a new Safety Policy (2.0) which aligns with ACT 29. Other safety changes included new front doors added to the school entryway and the implementation of the RAPTOR system for visitor identification screening.

ACT 127 changes the method in which education funding is calculated in Vermont. While funding was previously based on Equalized Pupils, it will now be based on what is called Long Term Weighted Average Daily Membership. This ACT does provide a guardrail that states that the tax rate will not exceed more than 5% if a district's per pupil spending does not increase by 10%. We are currently within 5% and all measures available to remain under 5% will be taken by the central office.

Combined with ACT 127, another major factor in our FY25 budget is the end of pandemic era ESSER funding, or what has been referred to as the "ESSER cliff". While the funding may be ending, the needs of our students remain. Because of this, the positions established with these funds will not be eliminated but rather incorporated into the budget. The perfect storm of these two changes along with the rising cost of living, are the contributing factors towards this year's budget increase of 12.10%.

I would also like to take this opportunity to acknowledge our board members. Welcome to the BUU board, Tony Roberts. Tony was appointed to a 1-year term for the At-Large position last year when the seat was left vacant. We would also like to thank Suzannah Loffredo for her service to the BUU board as she will not be running for re-election. A big thank you to you both for your dedication to the board, the school, and its students.

If you should have any questions, please don't hesitate to contact a board member, or use the [Reach Out!](#) button on the RNESU website.

Respectfully,  
Jessica Quesnel (Chair)  
Ethan Bodin (Clerk)  
Robin Crossman  
Susannah Loffredo  
Tony Roberts

## Fire Warden Report



In the 2023 Fire season, Forest Fire Warden Dan Brown and Deputy Warden Conrad Zeller issued a total of 43 Open Burning Permits, up from 37 last year. The State of Vermont reports a total of 103 wildland fires resulting in 62 acres burned.

Officially, any open burning (fire not contained by an enclosure), requires a State of Vermont Open Burning Permit, unless there is snow on the ground. And to this I would like to add that Fire Wardens have access to very detailed information about weather conditions and predicted fire behavior. So aside from notifying local fire departments about location and timing of fires, we are your resource for information about potentially hazardous fire conditions.

Some of the materials you are not allowed to burn are household garbage and trash including tires, painted or treated lumber, and laminates such as plywood and particle board. We discourage burning at night and no active fire is to be left unattended at any time. Please plan ahead and be sure to have ample assistance, rakes, shovels, and water to control the fire at all times. And if a fire does threaten to get out of control, it's better to call 911 early than too late. Any concerns about air quality and open burning may be directed to any Fire Warden or to Vermont Air Pollution Control Division at (802) 241-3840

2023 also saw yet another wildland fire -- on GMNF property at the Reservoir. Please keep in mind spring and fall are New England's fire seasons. Dry leaves and other fine fuels can dry very quickly with little direct sun and become volatile with little ignition, particularly with a little wind.

The most effective and safest assistance the general public might offer at a wildland fire scene is to

- a) make sure the incident (and any significant changes) is reported to 911, and
- b) stay well away from the incident, especially after fire personnel arrive. Wildland firefighting can be challenging in itself. Potential medical emergencies only serve to exacerbate the situation. The risk of personal injury far outweighs damage to leaves, brush and trees.

Thanks to everyone for their past and future cooperation.

Stay Safe.

Respectfully submitted,  
Dan Brown, Forest Fire Warden, 802 483-2564, 802 353-8049  
Conrad Zeller, Deputy Fire Warden, 802-345-1529

## **Chittenden Volunteer Fire and Rescue Annual Report**

The Chittenden Volunteer Fire Department had a busy year last year. We responded to 73 incidents and conducted over 150 training and maintenance drills. We also tested all the dry hydrants in Town. An extremely generous local resident donated money to use in repairing the siding, roof, and driveway apron on our building. We accomplished the siding and roof this year and are going to proceed next year with the driveway. We think that this is a welcome upgrade that most residents and visitors to the Town notice.

We had six new members join last year. This necessitates us equipping them with PPE to use at fire and rescue scenes. (the cost of \$15,000 per person) and training them on safe firefighting, driving vehicles and our standard operating procedures. We need to keep the gear updated for all interior firefighters as the NFPA requires PPE used in interior firefighting to be no more than 10 years old. We do pass down the PPE used by interior firefighters to other members. Consumable incidentals like flashlights, gloves, job shirts, etcetera are needed every year also.

We have two aging vehicles in our fleet. A 1998 1500-gallon standard shift tanker and a 1984 utility vehicle. Both are gasoline fueled. We are beginning the process of replacing the tanker with a new diesel vehicle and expect this to take four to five years to accomplish, due to backlogs at the manufacturers. We need to custom order the tanker due to the size constraints of the Firehouse. This will work out with the expiration of the loan on our 2019 engine. We are looking at replacing the utility vehicle with a used diesel utility vehicle so it will not be necessary to respond to minor incidents with a full-size engine. This will also give us the flexibility to respond to difficult to access areas in the Town. The need for two engines and a tanker is due to the rural nature of the department. An engine is needed to pump from hydrants into the tanker, which shuttles the water to the fire scene. At the fire scene, the other engine relays that water to the hoses used to extinguish the fire.

We are also beginning to update our self-contained breathing apparatus which have a 10-to-15-year lifespan. These are used at fire scenes to avoid breathing in toxic fumes that are generated when the synthetic materials used in today's houses and cars burn and cost \$10,000 to \$12,000 each. There is also a need for a second thermal imaging camera used to locate a fire that has penetrated wall cavities without destroying the wall. We purchased an electric car blanket that is used in extinguishing battery fires and electric vehicles. When these vehicles burn, they require thousands of gallons of water to extinguish and produce extremely toxic fumes. The blanket is used to cover the car and deprive the fire of the oxygen needed to burn. This past year we added a used Jaws of Life extrication tool that we purchased from the Rutland City Fire Department. Money has been set aside in past years for these purchases to smooth the cost to the taxpayers and there are line items for future purchases and this year's budget also. The uncertainty of the radio/dispatch service currently provided by the state continuing still exists. If the state decides to discontinue its service, this will result in a substantial cost. We do not know what the cost will come to, nor has the successor to the state been identified. Rutland County Mutual Aid is working on that currently. We do not expect that to happen this year, but any help you can give us with our state delegation will benefit us all.

We always do a cost/benefit analysis when we purchase new equipment to make sure that value to the residents of Chittenden is there, balanced by the safety needs of firefighters. Our request for funds to be submitted to the Town Meeting in 2024 is \$79,500. The remaining money of our \$98,814 2024 budget will be raised by fundraising, grants and other sources. If you have any questions, we will be happy to attend a meeting to further explain our needs and



processes to the board. We encourage you to stop by on Tuesday nights to see the department and meet our members. We meet around 7:00 PM.

### **Chittenden Volunteer Fire Dept., Inc. Proposed Budget 2024**

	<b>2023 Budget</b>	<b>2024 Budget</b>
Utilities	\$6,500	\$6,500
Insurance	\$13,500	\$13,000
Training	\$1,000	\$2,000
Fuel (gas)	\$600	\$600
Dues	\$1,800	\$2,400
New Equip	\$10,000	\$15,000
E-4 Payment	\$22,214	\$22,214
Maintenance	\$4,500	\$5,000
Supplies	\$2,000	\$1,000
Fluent IMS	\$1,100	\$1,100
Radio Fund	\$4,000	\$2,000
Tanker Fund	\$12 000	\$12,000
Capital Fund	\$5,000	\$5,000
Accounting	\$1,000	\$1,000
Stipend	\$0	\$10,000
<b>Totals</b>	<b>\$85,214</b>	<b>\$98,814</b>



## Chittenden Public Library

The Chittenden Public Library has had another busy year and the Board of Trustees would like to thank everyone in town for their continued support. A heartfelt thank you to Nicole Vachon Hanlon and Theresa Czachor for their dedication and hard work. How lucky the library is to have such terrific staff members! The Board and library staff would also like to thank the Friends of the Chittenden Public Library for their support throughout the year. The Chittenden Public Library staff has worked very hard in and out of the library to build a real sense of community. We hope you have noticed! We also joined an Interlibrary Loan courier service with the Maclure Library in Pittsford that has been very successful and very cost effective.

The library held a variety of programs and activities for our community, including the following:

- A June magic show and bake sale to kick off the Summer Reading Program, Oceans of Possibilities
- A summer filled with Garden Walks - thank you to all who opened gardens to the community!
- Let's Go Fishing program at the National Fish Hatchery with Vermont Fish and Wildlife to celebrate the end of the Summer Reading Program
- Harvest Fest at the North Chittenden Grange with over 100 attendees. Many thanks to the Friends of the Grange, Friends of the Chittenden Public Library and the local businesses and volunteers who provided support. Many thanks to Nicole for her hours of work on this event.
- Adult Book Club – thanks to Board member and author Brenda Vicars Hummel for launching the club with her wonderful book, “Polarity in Motion.”
- First Saturdays of the Month Story Hours
- Third Thursdays of the Month Creative Hours
- Supermarket BINGO with Theresa over February break
- May Seed Library Kick-Off – thanks to Nicole and the community members who helped get this program off (and into) the ground.
- Burger and Brew at The Mountain Top Inn – thanks to the Friends of the Library for sponsoring this successful fundraiser.

The library provides access to a wide variety of reading materials, laptops, Kindles, DVDs, audio books and free Wi-Fi. We offer inter-library loan service and have access to Listen Up! Vermont for free e-books. The library staff can assist with technology questions and we have a color copier and printer for patron use. Several passes (VINS, VT State Parks, Wonderfeet, etc.) can be loaned out for a week, along with adult and children's snowshoes.

For more information on the Chittenden Public Library, please visit our website at [chittendenpubliclibrary.com](http://chittendenpubliclibrary.com), like us on Facebook, call us at 775-3531 or email us at [chittendenpl@gmail.com](mailto:chittendenpl@gmail.com). Please check our website for hours. As of this printing, the library is open Monday, Wednesday, and Thursday from 3:00 pm – 6:00 pm and Saturday from 9:00 am – 12:00 pm.

The Library Board of Trustees meets on the second Wednesday of the month at 6:00 pm in the library. All are welcome to attend.

**The Chittenden Public Library Board of Trustees:**

Sarah Quint, Chair

Colleen Niering, Vice Chair

Jody Condon, Treasurer

Brenda Vicars Hummel, Secretary

Sarah Gallagher

Heather Page

Melissa Slenker

**Library Director** – Nicole Vachon Hanlon

**Library Assistant** – Theresa Czachor

Income	2023-2024	2024-2025
	Budget	Budget
TOWN GRANT	\$20,000	\$20,800
ANNUAL APPEAL	\$6,000	\$6,000
DONATIONS	\$100	\$500
BOOK/BAKE SALES	\$1,000	\$1,000
STATE GRANT	\$200	\$300
INTEREST	\$15	\$30
FRIENDS	\$2,000	\$1,500
<b>Total</b>	<b>\$29,315</b>	<b>\$30,130</b>

Expense	2023-2024	2024-2025
	Budget	Budget
Salaries	\$18,000	\$20,000
U.S. Tax	\$3,400	\$3,300
VT.DEPT LABOR	\$350	\$250
VT TAXES	\$300	\$500
Work Comp Insurance	\$260	\$250
Liability Insurance	\$410	\$400
Telephone	\$600	\$700
Inter-Library Loan	\$530	\$350
Collection Development	\$1,900	\$1,700
Office Supplies	\$890	\$900
Annual Appeal	\$300	\$350
Programs	\$1,300	\$1,300
(Friends Programs)	\$1,000	\$100
Professional	\$75	\$30
Development		
<b>Total</b>	<b>\$29,315</b>	<b>\$30,130</b>

## Chittenden Senior Citizens

The Chittenden Senior Citizens group has had a busy year. Our Monday meals at the Chittenden Grange have been well attended.

We have enjoyed picnics, lunches off site at various restaurants, and pizza by the Wooden Barrel and bingo hosted by Theresa of the Chittenden Public Library. Our annual Christmas party at Mt. Top Inn ended our 2023 year.

Many thanks to the Town of Chittenden residents who continue to donate their returnable bottles which help us fund our activities. The SVCOA for their guidance and Meals on Wheels for their meals and support.

Anyone over the age of 60 is welcome to join and encouraged to join us. Our Monday meals are held at the Grange at 3 Lower Middle Road. The meal is at noon. It is required to sign up the Wednesday prior. The cost is \$3.50 for those over 60 and \$5.00 for all others. There are no meals January thru March.

Coffee Hour is held on the second and fourth Wednesday's during January, February and March. It is at the Grange from 9:30 to 11. It is free and no sign-up is necessary. Come and enjoy coffee and sweets and good conversation. In case of bad weather, the event is cancelled. For more information, please call Marilyn 802-773-6308.



## PITTSFORD POLICE DEPARTMENT CHITTENDEN PATROL

During 2023, the Pittsford Police Department handled 110 complaints. For 2023, 7 animal complaints, investigated 2 suspicious activity complaints, 5 agency assists, 46 directed patrols, 43 traffic stops, and 454 miscellaneous complaints, 1 abandoned vehicle complaint, 1 suspicious person complaint, 1 suspicious vehicle complaint, 2 VIN verifications requests and 1 Welfare check.

In 2023 the Pittsford Police Department was short staffed due to medical leave and officer's retiring. The Department fulfilled the requested hours for Chittenden Patrol to the fullest with two officers covering every shift.

I would like to remind the Towns people that The Pittsford Police Department is not a 24/7 agency. We do not have individuals manning our phone. **ALL EMERGENCIES – CALL 911** which are dispatched through the Vermont State Police. After hours, call the Vermont State Police at 802-773-9101. Please refer non-emergency calls criminal and/or animal complaints to 802-483-6500 x140 or for Police Chief 802-483-500 x190, 8:00 am to 4:30 pm, Monday through Wednesday; 8:00 am to 6:00 pm Thursday and 8:00 am to 3:00 pm Friday.

Lastly, I would like to thank the Towns people of Chittenden for their continued support of the Pittsford Police Department. All the officers have been working hard over the past few years to protect and serve you all.

## PITTSFORD FOOD SHELF

This has been a very busy, and exciting year at the Food Shelf! 2023 brought many changes for us. We were fortunate to be the recipients of the Chittenden Dammers yearly project. They completely renovated our space for us, top to bottom. Our new look is something we are really proud of, and a space we truly enjoy greeting our neighbors in. A huge thank you to the whole club, and all of the volunteers and organizations who made the renovation possible.

We still have our normal open hours. Monday, 9-11, and Thursday, 4-6.

Curbside and delivery is possible when needed.

The amount of families we are serving is higher than ever, and we are thankful for the Vermont Food Bank for easy access to plenty of food to give out. More families means more expenses for us, and the continued support from residents, and businesses is tremendously appreciated and needed. We cannot help our neighbors without help from you, and we thank you for believing in us.

We received many donations this summer from local farmers and friends who had an abundance of produce and eggs. It was really great to be able to give out some super fresh food and see how happy people were to receive it.

Finally, a HUGE thank you to all of our incredible volunteers. They are the backbone to this operation, and we couldn't do it without them. It was a very successful year, and we look forward to seeing all of our regular familiar faces, along with new faces this year.

If you know someone in need, even if that need is small, we are here.

Come see us. All you need is proof of residency. Please email or call Sarah Harrington at [director@pittsfordfoodshelf.org](mailto:director@pittsfordfoodshelf.org) or 802-774-8403, with any questions.

## **Reports of Social Service & Other Organizations**

Annual reports are provided by the following organizations and are available in the town Clerk's Office. To access services or for comprehensive information, please contact organizations directly.

### **Advocacy Resources Community**

128 Merchants Row, Ste401, Rutland VT 05701 (802)775-1370 [info@ARCRutlandArea.org](mailto:info@ARCRutlandArea.org)

### **Regional Ambulance Service (RAS)**

275 Stratton Rd., Rutland, Vt. 05701 (802) 773-1746 [www.rasvt.com](http://www.rasvt.com)

### **Rutland Regional Planning Commission (RRPC)**

The Opera House, 67 Merchants Row PO Box 430, Rutland, VT 05702 (802)775-0871  
[www.rutlandrpc.org](http://www.rutlandrpc.org)

### **Rutland Mental Health Services (RMH) (part of Community Care Network)**

P.O. Box 222, Rutland, VT 05702 (802) 775-2381; [mail@rmhscn.org](mailto:mail@rmhscn.org) [www.rmhscn.org](http://www.rmhscn.org)

### **Rutland County Solid Waste District and Solid Waste Alliance Communities (SWAC)**

2023 Gleason Rd., Rutland, VT [www.rutlandcountyswac.org](http://www.rutlandcountyswac.org); [info@rutlandcountyswac.org](mailto:info@rutlandcountyswac.org)

### **Green Up Vermont**

PO Box 1191, 14 Baldwin St., #16, Montpelier, VT 05602; (802) 229-4586  
[greenup@greenupvermont.org](mailto:greenup@greenupvermont.org) [www.greenupvermont.org](http://www.greenupvermont.org)

### **Rutland County Humane Society (RCHS)**

765 Stevens Road, Pittsford, VT 05763 shelter (802) 483-6700 or office 483-9171  
[adoptions@rchsvt.org](mailto:adoptions@rchsvt.org) [www.rchsvt.org](http://www.rchsvt.org)

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

143 Maple St., Rutland, VT 05701; (802) 786-5991 [www.svcoa.org](http://www.svcoa.org)  
Senior HelpLine 1(800)642-5119 [infoandassistance@svcoa.net](mailto:infoandassistance@svcoa.net)

### **RSVP & the Volunteer Center**

6 Court St. Rutland, VT 05701 PH: (802) 775-8220 [www.volunteersinvt.org](http://www.volunteersinvt.org)  
[rsvpfgp@gmail.com](mailto:rsvpfgp@gmail.com)

### **VNA & Hospice of the Southwest Region**

7 Albert Cree Drive P.O. Box 787, Rutland, VT 05702 (802) 775-0568 800244-0568  
[www.vermontvisitingnurses.org](http://www.vermontvisitingnurses.org)

### **Green Mountain National Forest**

PO Box 220, Rutland, VT 05702 (802) 747-6700 [www.fs.fed.usda.gov/gmfl](http://www.fs.fed.usda.gov/gmfl)

### **Rutland West Neighborhood Housing** d/b/a NeighborWorks® of Western Vermont

110 Marble St., West Rutland, VT 05777 (802) 438-2303 [nwwwvt@nwwwvt.org](mailto:nwwwvt@nwwwvt.org)

### **Boys & Girls Club of Rutland County**

71-75 Merchants Row, P.O. Box 636, Rutland, VT 05702  
(802) 747-4944 [www.rutlandbgclub.org](http://www.rutlandbgclub.org) meets at Barstow M-F 2:45 - 6:30 pm

### **Wonderfeet Kids' Museum**

11 Center St., Rutland, VT (802) 282-2678 <https://wonderfeetkidsmuseum.org/>  
[info@wkmvt.org](mailto:info@wkmvt.org)

## Town of Chittenden Vital Statistics 2023

### Births

Adeline F. Stevens, daughter to Angela & Christian Stevens	February 6, 2023
Veery S. Davis, daughter to Breanna & Wesley Davis	May 23, 2023
Wyatt J. Johnson, son to Christine & Tyler Johnson	June 15, 2023
Morgan J. Zeller, daughter to Chelsea & Conrad Zeller	August 15, 2023
Delaney J. Reed, daughter to Marissa & Christopher Reed	September 5, 2023

### Marriages

The Town of Chittenden issued 83 marriage licenses this year. The town's share of the monies collected is \$1,540.00. Congratulations to the following Chittenden residents!

Samual Hall & Phoebe Brosnan	June 6, 2023
Erin Churchill & Joseph Ballard	July 8, 2023
Alyce Bilodeau & Christopher Carter	August 17, 2023
Megan Wooster & Thomas Apjohn	September 23, 2023
Allison Bannerster & William Dutton	September 30, 2023
Traci Naylor & Stephen Misko	October 7, 2023

### Deaths

Gail R. Weikel	January 29, 2023
Reggi A. Dubin	April 17, 2023
Jessica Norton	April 23, 2023
Hayes, Bernard P.	May 14, 2023
Gee, Adam O.	June 13, 2023
Dorr, Mary A.	June 27, 2023
Higuera, Sarah Jane	July 2, 2023
Elliott, Edward A.	July 18, 2023
Wheeler, Patricia A.	September 24, 2023
Field, Robert	October 6, 2023
Bailey, Betty V.	November 16, 2023
Sarandrea, Stella E.	November 27, 2023
Sargent, Gene F.	December 6, 2023

## General Town Information

### Terms of Office for March 2024

Office by Election	Term*	Dates	Current Office Holder
Moderator	<b>1 year</b>	<b>2023 - 2024</b>	<b>Bob Baird</b>
Select Board Member	3 year	2022 - 2025	Andrew Quint
	<b>2 year</b>	<b>2022 - 2024</b>	<b>Dave Sargent</b>
	3 year	2023 - 2026	Gary Congdon
	2 year	2023 - 2025	Joe Casella
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Kathleen Pratt</b>
Town Clerk	<b>3 year</b>	<b>2021 - 2024</b>	<b>Alyssa Reynolds</b>
Town Treasurer	<b>3 year</b>	<b>2021 - 2024</b>	<b>Alyssa Reynolds</b>
Auditors	<b>3 year</b>	<b>2022 - 2025</b>	<b>Vacant**</b>
	3 year	2023 - 2026	Jeff Spaulding
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Jean Higgins</b>
Cemetery Commissioners	3 year	2022 - 2025	Bob Case
	3 year	<b>2023 - 2026</b>	<b>Herb Pelkey**</b>
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Dave Sargent</b>
Justice of the Peace	2 year	2/1/2023 - 1/31/2025	Alison Briggs
	2 year	2/1/2023 - 1/31/2025	Katherine Hall
	2 year	2/1/2023 - 1/31/2025	Charles Ogg
	2 year	2/1/2023 - 1/31/2025	Linda Reis
	2 year	2/1/2023 - 1/31/2025	Dave Sargent
	2 year	2/1/2023 - 1/31/2025	Jeff Spaulding
	2 year	2/1/2023 - 1/31/2025	Bradford White

\*Terms in bold are up for election this year.

\*\*2 Years remaining of a 3-year term



Office by Appointment	Term*	Dates	Current Office Holder
Road Commissioner	<b>1 year</b>	<b>2023 - 2024</b>	<b>Dave Sargent</b>
State Forest Fire Warden	5 year	7/1/2021 - 6/30/2026	Dan Brown
Deputy Forest Fire Warden	5 year	7/1/2021 - 6/30/2026	Conrad Zeller
Tree Warden	<b>1 year</b>	<b>2023 - 2024</b>	<b>George F. Casey</b>
SWAC Representative	<b>1 year</b>	<b>4/15/2023 - 4/15/2024</b>	<b>Elmer Wheeler JR</b>
Alternate	1 year	4/15/2023 - 4/15/2024	N/A
Regional Ambulance Representative	3 year	2023 - 2026	Becky Congdon
Rutland Emergency Management Committee	<b>1 year</b>	<b>2023 - 2024</b>	<b>Jan Sotirakis</b>
	<b>1 year</b>	<b>2023 - 2024</b>	<b>Bob Case</b>
Chittenden Emergency Management Director	<b>1 year</b>	<b>2023 - 2024</b>	<b>Jan Sotirakis</b>
Chittenden Emergency Management Coordinator	<b>1 year</b>	<b>2023 - 2024</b>	<b>Bob Case</b>
Town Assessor		2023 -	Wright Appraisal Co.
Recreation Committee	3 year	2022 - 2025	Tom Cook
Planning Commission Members	3 year	2022 - 2025	Gary Raymond
	3 year	2022 - 2025	Michael Kinsler
	3 year	2023 - 2026	Lisa Purcell
	3 year	2023 - 2026	Sam Hall
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Abigail Elliott-Bradish</b>
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Ben Lucas</b>
	<b>3 year</b>	<b>2021 - 2024</b>	<b>Jonathan Yacko</b>
RRPC Regular Commissioner	<b>1 year</b>	<b>7/1/2023 - 6/30/2024</b>	<b>Gary Congdon</b>
Alternate	<b>1 year</b>	<b>7/1/2023 - 6/30/2024</b>	<b>N/A</b>
Town Health Officer	3 year	9/1/2022 - 8/31/2025	Bernard McGee
RR Transportation Council	<b>1 year</b>	<b>7/1/2023 - 6/30/2024</b>	<b>Jan Sotirakis</b>
Alternate	<b>1 year</b>	<b>7/1/2023 - 6/30/2024</b>	<b>N/A</b>
Special Flood Hazard Area Administrator	3 year		

\*Terms in bold are up for appointment in 2024.

## Ordinances and Policies in Town Clerk's Office

### Ordinances

Ordinance Regulating Dogs & Wolf Hybrids	2021
Permit Tracking Ordinance	2019
Transfer Station Ordinance	2015
Water & Septic Ordinance	2008 – no signatures but mentioned in minutes
Street Naming & Numbering Ordinance	1996
Road Standards Ordinance	1973 with update in 1984
Motor Vehicle Ordinance	2022
On Site Sewage Disposal Ordinance	1988
Trailer Park Ordinance	1967 – town vote

### *Filed as inactive:*

Citing Ordinance	No Dates – no signatures
Firearms, BB Guns, Similar Weapons	1975 – Rough Draft of Proposed only (Tabled by Select Board August 25, 1975)

### **Miscellaneous Town Policies** (Policies are dated if form so indicates)

Application for Underground /Encroachment/Right of Way  
Board of Civil Authority Rules of Procedure  
CDL Policy (July 11, 2021)  
Chittenden Town Cemeteries By-Laws (July 1968)  
Chittenden Transfer Management Plan  
Class 4 Highway Policy (January 25, 2021)  
Covid-19 Policy (July 8, 2020)  
Electrical Hazard Policy 2018  
Kennel Permit (Vt. Statute)  
Purchasing Policy (June 11, 2018)  
Snowmobile Policies (1975 through 2010)  
Permission Agreement for Use of the Town Hall (July 13, 1998)  
Enhanced 9-1-1- Maintenance Responsibilities (State of Vermont, September 22, 1998)  
Highway Access Policy (January 28, 2021)  
Highway Personnel Protection Equipment Policy 2018  
Highway Solicitations (Vt. Agency of Transportation)  
Overweight Truck Permit Policy – follows VT State guidelines  
Snowmobile Policy  
Information on Food Preparation Events (April 1994)  
State Information on Shows & Concessions (State June 18, 1987)  
Temporary Construction Easement  
Tree Removal Policy (August 9, 2021)  
Town Road and Bridge Standards (August 12, 2019)  
Town of Chittenden Alcohol & Drug Policy (March 1994)  
Town of Chittenden Bad Check Policy (Select Board minutes)  
Town of Chittenden Delinquent Tax Collections Policy – (January 23, 2023)  
Town of Chittenden Pay Policy (April 10, 2023)  
Town of Chittenden Employee Sick Leave (January 1, 2018)  
Town of Chittenden Mailbox Damage Caused by Snowplows (March 27, 2023)  
Town of Chittenden Sand/Salt from Town Supply Policy (March 27, 2023)

## Dog Licenses

All dogs six months or older must be licensed every year at the Town Clerk's office. Current dog licenses expire on April 1, 2024. Dogs must have a current rabies certificate on file with the Town Clerk in order to be licensed. Late fees of \$10.00 will apply for all dog licenses issues after April 1, 2024. Per State Law, owners of dogs not licensed by May 30, 2024, may face additional fines or possible loss of the dog.

## Town Phone Numbers

Fire Department & First Response .....	911
State Police Emergency .....	911
State Police Non-Emergency .....	802 773-9101
Town Office .....	802 483-6647
Town Facsimile .....	802 483-2504
Town E-Mail Address .....	<a href="mailto:clerk@chittendenvt.org">clerk@chittendenvt.org</a> <a href="mailto:treasurer@chittendenvt.org">treasurer@chittendenvt.org</a> <a href="mailto:highway@chittendenvt.org">highway@chittendenvt.org</a>
Town Website .....	<a href="http://www.chittendenvt.org">www.chittendenvt.org</a>
Town Auditors .....	<a href="mailto:townreport05737@gmail.com">townreport05737@gmail.com</a>
Town Garage - Keith Adamsen .....	802 483-6151 or 802 236-7847
Public Library .....	802 773-3531
Barstow School .....	802 773-3763, 773-6926
Forest Fire Warden - Dan Brown .....	802 483-2564, 802 353-8049
Deputy Fire Warden – Conrad Zeller .....	802 345-1529
Animal Control, Town of Pittsford Police Department .....	802 483-6400 ext. 14, leave message.

## The Chit Chat

The Chit Chat is a brief town newsletter produced quarterly with town information about upcoming events. Distribution will be primarily electronic by email, the town website ([www.chittendenvt.org](http://www.chittendenvt.org)), and Facebook (Town of Chittenden). To be on the email list and/or to contact us, please email [townchitchat@gmail.com](mailto:townchitchat@gmail.com) or contact the Town Office. Thank you, the Chit Chat Staff

Town of Chittenden  
Auditors  
Post Office Box 89  
Chittenden, VT 05737

PRESORTED STANDARD  
U.S. POSTAGE PAID  
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*Please use this report for  
Town Informational Meeting  
March 5th, 2024*