

# City of Montpelier



## Annual Report

A review of fiscal year 2016-2017 including proposed budgets and articles to be voted on at Montpelier City Meeting March 6, 2018.

# Bridges of Montpelier

*Photos courtesy of Vermont Historical Society*



*Main Street near the Winooski River was a busy place in 1880 when this photo was taken. The two-lane Red Arch Bridge carried Montpelier's Main Street traffic across the river to the "Berlin Side" until 1898, when it was replaced by a steel truss bridge. None of the structures in this photograph still stand today.*



*A covered bridge carried passenger trains from the main line at Montpelier Junction over the river to the Montpelier depot. In this 1876 view the Catholic Church was a prominent feature of Court Street, the State House dome was red, the Dewey House stood across the street from the capitol, and a huge flagpole was located on the State House lawn to celebrate the nation's centennial.*



*A Pratt truss bridge crossed the river at Main Street from 1898 until it was replaced by a concrete bridge in 1976. This is the view ca. 1920 when E. W. Bailey's grain mill stood on Main Street on the north side of the river and other mill buildings lined Winooski Avenue on the south side of the river.*



*Covered bridges crossed the Winooski River at Taylor Street until the 1927 flood destroyed the last wooden bridge at this site. The entrance to the bridge was an effective place to advertise circuses that came to town and would be accessed by crossing this bridge to Langdon Meadow on the south side of the river.*

## About the Cover

A spelling error in Montpellier, France turned into a fun international exchange. Some Montpellier football (soccer) team jerseys arrived with the city spelled Montpelier. The team and city officials decided to give the jerseys to the Montpelier, Vermont school soccer teams. The cover photo is from an event where Montpellier Mayor Philippe Saurel spoke with Montpelier students along with City and School officials via Skype at a ceremony in the High School gym. The students are wearing the team jerseys.

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Photo courtesy of Linda Hogan

## CITY MEETING WARNING MARCH 6, 2018

The legal voters of the City of Montpelier, in City Meeting in Montpelier, in the County of Washington and the State of Vermont, are hereby warned to meet in the City Hall Auditorium, in said Montpelier, on the first Tuesday in March, March 6, 2018, at seven o'clock in the forenoon, and there and then to cast their ballot for the election of officers, matters that by law must be determined by ballot, and other matters as directed by the Council. The polls will be opened at 7:00 A.M. and shall be closed and the voting machine sealed at 7:00 P.M.

The legal voters of Montpelier and Roxbury are hereby warned of voting for all Australian ballot articles to be held on Tuesday, March 6 2018. Legal voters of Roxbury may vote at the Roxbury Town Hall from 10:00 a.m. to 7:00 p.m. The Legal voters of Montpelier may vote at Montpelier City Hall from 7:00 a.m. to 7:00 p.m.

**ARTICLE 1.** To elect one Mayor for a term of two years, one commissioner for the Green Mount Cemetery for a term of five years; one park commissioner for a term of five years; one park commissioner to fill out the remainder of a term of five years, to expire in one year; two school commissioners, each for a term to end January 1, 2019; one council member from each district, for a term of two years; one city clerk, for a term of three years.

**ARTICLE 2.** To elect one School District Moderator, one School District Clerk and one School District Treasurer to serve from their election and qualification for one year or until the election and qualification of their successors.

**ARTICLE 3.** To elect one at-large Board Member to serve on the Central Vermont Public Safety Authority Board for a three-year term commencing March, 2018.

**ARTICLE 4.** Shall the voters appropriate the sum of \$9,025,174 for the payment of debts and current expenses of the City for carrying out any of the purposes of the Charter, plus payment of all state and county taxes and obligations imposed upon the City by law to finance the fiscal year July 1, 2018 to June 30, 2019? (Requested by the City Council)

**ARTICLE 5.** Shall the voters of the school district adopt a budget of \$23,452,706 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,923.77 per equalized pupil. As this is the first year of operations for the new school district, the projected spending per equalized pupil cannot be compared to a prior year, as it does not exist. (Requested by the School Board)

**ARTICLE 6.** Shall the voters of the Central Vermont Public Safety Authority (CVPSA) appropriate the sum of \$60,000 (\$31,800 from Barre City and \$28,200 from the City of

Montpelier) for the operating budget of the CVPSA for fiscal year July 1, 2018 to June 30, 2019? (Requested by CVPSA)

**ARTICLE 7.** Shall the voters appropriate the sum of \$4,000 as compensation to the Mayor for services for the fiscal year July 1, 2018 to June 30, 2019? (Requested by the City Council)

**ARTICLE 8.** Shall the voters appropriate the sum of \$12,000 (\$2,000 each) as compensation to the Council Members for their services for the fiscal year July 1, 2018 to June 30, 2019? (Requested by the City Council)

**ARTICLE 9.** Shall the voters appropriate the sum of \$9,700 (Chair \$1,500; Vice Chair \$1,200; others \$1,000 each) as compensation to the School Directors for their services for the fiscal year July 1, 2018 to June 30, 2019? (Requested by the School Board)

**ARTICLE 10.** Shall the voters authorize the Board of School Directors to hold any audited fund balance as of June 30, 2018 in a reserve (assigned) fund to be expended under the control and direction of the Board of School Directors for the purpose of operating the school? (Requested by the School Board)

**ARTICLE 11.** Shall the voters authorize the City Council to borrow a sum of money not to exceed \$1,300,000 for water distribution and sewer collection infrastructure improvements? Water distribution and sewer collection projects are planned on Lague Drive, Quesnel Drive, Clarendon Avenue, Main Street and/or others projects as warranted. If approved, bonds for these capital items would be issued for a term of 20 years, approximately \$32,000 would be required for the first year interest payment and approximately \$104,000 for the second year principal and interest payment and future payments declining each year as the principal is repaid. Payments would be split respectively between the portion attributable to water or sewer funds. (Requested by the City Council)

**ARTICLE 12.** Shall the voters authorize the City Council to borrow a sum of money not to exceed \$1,300,000 for highway and infrastructure improvements? Proceeds from bond funding will be used to finance the City's share of matching funds on the shared use path, for Taylor Street construction, 1 Taylor Street Transit Center construction, sidewalk replacements and other highway infrastructure projects. If approved, bonds for these capital items would be issued for a term of 20 years, approximately \$32,000 would be required for the first year interest payment and approximately \$104,000 for the second year principal and interest payment and future payments declining each year as the principal is repaid. (Requested by the City Council)

**ARTICLE 13.** Shall the voters of the school district approve the school board to incur bonded indebtedness in an amount not to exceed \$4,900,000 for the purpose of fi-

nancing the construction of certain renovations and capital improvements to: Montpelier High School Wellness and Arts Wing including renovations to the auditorium, wellness center, locker rooms and lobby restrooms, construction of two classrooms, roof replacement, and upgraded heating and ventilation; and Union Elementary School including construction of an elevator with accessible vestibule, electrical systems upgrades, bathroom renovations, and playground renovation together with related site work and project costs. The estimated total cost of these projects is \$4,900,000. Article 5 includes the amount for payment of the debt service on this bonded debt for the ensuing fiscal year. **Notice required by 24 V.S.A 1758(b) (3) – State funds may not be available at the time this project is otherwise eligible to receive State school construction aid. The district is responsible for all costs incurred in connection with any borrowing done in anticipation of State school construction aid. (Requested by the School Board)**

**ARTICLE 14.** Shall the voters authorize the City to levy a special assessment of \$0.0515 per \$100 of appraisal value on properties within Montpelier’s Designated Downtown not used entirely for residential purposes? The assessment shall be apportioned according to the listed value of such properties except that the assessment for any property also used for residential purposes shall be reduced by the proportion that heated residential floor space bears to heated floor space for such property. Funds raised by the assessment shall be used to improve the downtown streetscape and to market the downtown. (Requested by the City Council)

**ARTICLE 15.** Shall the voters appropriate the sum of \$330,633 to be used by the Kellogg-Hubbard Library for the fiscal year July 1, 2018 to June 30, 2019? (This amount is in addition to the \$29,063 for the library bond payment included in the City General Fund Budget, ARTICLE 3)

**ARTICLE 16.** Shall the city amend Section 2, Subchapter 1, subsections 102 and 105; Subchapter 5, subsections 509 and 515; Subchapter 6, subsection 601; Subchapter 9 subsection 909 and 910; and Subchapter 11, subsections 1102, 1103, 1106, 1117 and 1125 of the city charter to reflect the creation of the new Montpelier-Roxbury School district and eliminate provisions for the former Montpelier School Department as filed with the City Clerk on January 10, 2018? (Requested by the City Council)

**ARTICLE 17.** Shall the city amend Section 2, Subchapter 5, subsection 510 to allow election filing deadlines coincide with the general State statute as filed with the City Clerk on January 10, 2018? (Requested by the City Council)

**ARTICLE 18.** Shall the city amend Section 2, Subchapter 8, subsection 805 and 806 of the city charter to allow for two more members of the Development Review Board and to set new terms for the Development Review Board and the

Planning Commission as filed with the Clerk on January 10, 2018? (Requested by the City Council)

**ARTICLE 19.** Shall the city amend Section 2, Subchapter 12, subsection 1201 to eliminate collections of personal property taxes for items valued under \$10,000 as filed with the City Clerk on January 10, 2018? (Requested by the City Council)

**ARTICLE 20.** Shall the Voters appropriate the sum of \$20,000 to be used by Central Vermont Home Health and Hospice for the fiscal year July 1, 2018-June 30, 2019? (By Petition)

**ARTICLE 21.** Shall the Voters appropriate the sum of \$4,000 to be used by Good Samaritan Haven for the fiscal year July 1, 2018-June 30, 2019? (By Petition)

**ARTICLE 22.** Shall the Voters appropriate the sum of \$2,000 to be used by People’s Health & Wellness Clinic for the fiscal year July 1, 2018-June 30, 2019? (By Petition)

**ARTICLE 23.** Let it be resolved that the residents of Montpelier urge the State of Vermont to: a) Halt any new or expanded fossil fuel infrastructure, including but not limited to pipelines’ b) Firmly commit in law to at least 90% renewable energy for the State of Vermont, with firm interim deadlines; and c) Ensure that the transition to renewable energy is fair and equitable for all residents, with no harm to marginalized or rural communities. (By Petition)

**ARTICLE 24.** Shall the City of Montpelier enter into a communications union district to be known as Central Vermont Internet, under the provisions of 30 V.S.A. Ch 82? (Requested by the City Council)



Photo courtesy of Linda Hogan

## A LOOK BACK AT SIX YEARS AS MAYOR

When I ran for mayor six years ago, I promised to work to make our community more affordable, vibrant, sustainable and economically healthy. On each measure, I believe we have made progress. Our downtown is filled with interesting and unique shops. We have a thriving arts community. We have a level of citizen engagement that has become increasingly unique in cities across the country. Most importantly (based only on what I hear on a regular basis), most residents seem happy to live here.

We have invested in street upgrades, renewable energy, economic development, alternative transportation, housing and our downtown. All of these investments are providing tangible benefits for our community.

The city council recently completed a complete revision of our zoning ordinance. This is hardly an exciting topic, but it involved a massive amount of work by the Planning Commission, city staff and City Council. It is an important accomplishment that will allow for new business and housing development, while also preserving the character of our historic neighborhoods.

There is already one business – TimberHomes LLC – that intends to move its business here as a result of our new zoning. New housing construction is also likely to result from the new zoning.

We have made dramatic investments in our roads, bridges and sidewalks. We now spend nearly one million dollars more per year on infrastructure than we did five years ago. This has significantly improved the condition of our roads and sidewalks, and residents should see the results of this new level of spending for many years to come.

Our Net Zero Montpelier goal has resulted in major changes in city policy that have dramatically reduced our carbon footprint. Montpelier's greenhouse gas emissions are 56% lower than they were in 2011. The successful completion of the district heating plant has guaranteed a long-term source of renewable heat for our downtown businesses and offices. The recent cold spell demonstrated the resilience of this heating system.

Through the enactment of the Downtown Improvement District, we created a sustainable source of funding that has been used to market Montpelier and upgrade the appearance of our downtown. We have more events than ever before. With the DID funds, our downtown has never looked better, with holiday lights, benches and flowers in the summertime. Our city has been recognized in numerous national publications for its vibrant downtown. Many of these accomplishments are due to the efforts of Montpelier Alive, our city's designated downtown organization. The city has strengthened its relationship and commitment to this organization since I have been mayor.

A hallmark of a great city is its accommodation of bikes and pedestrians. Through the creation of the Alternative Transportation Fund, we are beginning to make Montpelier a more bike- and pedestrian-friendly city. The Alternative Transportation Fund allocates five percent of the city's parking revenue to support this goal. It has been used to create a bike master plan, new bike lanes and a variety of other improvements. The bicycle and pedestrian master plan that we adopted will ensure these improvements continue in the years ahead.

Thanks to voter approval of the local options tax, the city is investing \$100,000 per year in economic development through the Montpelier Development Corporation. The MDC board consists of an impressive group of residents who are committed to improving business activity in Montpelier. With city funding, they are able to hire a full-time executive director who can focus exclusively on promoting job creation and attracting and retaining businesses.

We have made great strides in controlling the growth in city spending. Our property taxes have increased annually by about two percent over the last five years. The FY19 budget that was recently approved by the city council proposes an increase of 1.9%. We have restrained city spending by ensuring the efficient delivery of services while maintaining the high quality programs that Montpelier residents expect.

Five years ago, the city council created the Montpelier Community Fund as a way to allocate city funding to non-profit organizations. The Community Fund has largely replaced the dozens of items that appeared on the Town Meeting Day ballot. A five-member citizen board now works hard to allocate nearly \$120,000 annually through an application process that also ensures funding is spent as proposed. This process has brought a new level of accountability, fairness and rationality to the allocation of taxpayer funds to nonprofit organizations.

Two projects that have spent decades in planning – the bike path and the Taylor Street project – will enter construction next spring. While the delays in both projects have been disappointing and frustrating, I am confident that both projects will bring new vitality to our community by adding much-needed new housing, a transit center, a pedestrian bridge, new green space, and a bike path that will continue virtually the full length of Montpelier.

These accomplishments and many more are the result of dedicated staff, talented city councilors and a highly engaged community. I have been fortunate to serve with dozens of residents who have shown an extraordinary commitment to the improvement of our community.

I have been honored to serve as Mayor of Montpelier for the past six years, and I am grateful to city voters for entrusting me with this position.

John Hollar, *Mayor*



## DEDICATION

We are delighted to dedicate this year's annual report to Sandy Pitonyak who served our community with excellence and grace for 44 years. In her role as Executive Assistant in the City Manager's office, Sandy assisted countless residents, organized information for numerous public meetings and "trained" many different City Managers. She successfully transitioned from mimeograph machines, typewriters and carbon paper, to video linked council meetings and the electronic office world. We miss her smile, her calm demeanor and her consummate professionalism.

## MESSAGE FROM THE CITY MANAGER

It is an honor to present my 23<sup>rd</sup> annual report to you, the citizens of Montpelier.

### FY19 Budget

#### Guidelines:

The Staff Leadership team prepared a budget which met the council's target of maintaining the municipal property tax rate within the consumer price index. Key elements of the budget consideration were:

- Budget must reflect the City Council's adopted goals and priorities.
- Must continue increased funding for capital and equipment needs.
- Must deliver responsible levels of service to the residents of Montpelier.
- Must continue to advance the Economic Development Strategic Plan.

#### Assumptions:

For tax rate planning purposes, the budget assumed independent ballot items for the Kellogg-Hubbard Library. The budget numbers now include other external ballot funding requests. Additionally, the budget assumes that the Water/Sewer/CSO Benefit charges will remain at the present level. A slight (0.5%) increase in grand list was assumed.



Photo courtesy of Linda Hogan

**Property Tax Impact:**

- The net result of revenues and expenses is that \$9,408,762 in property tax revenues are required for the municipal portion (non-school) of the budget. This is an increase of \$266,924 or 2.9% over FY18.
- Requires a 2.5 cent (2.4%) increase in the property tax rate. This follows a 0.5 cent (0.25%) increase in FY14, a 1.5 cent (1.6%) increase in FY15, a 2.4 cent (2.5%) increase in FY16, 3.1 (3.0%) increase in FY17 and a 2.7 cent (2.6%) increase in FY18.. For the average residential property, this tax rate represents an additional \$57.92 on the tax bill.

**Budget Numbers:**

- FY19 General Fund Budget totals \$13,939,712 which is an increase of \$355,420 (2.6%) from the comparable FY18 spending plan. This increase is primarily composed of \$166,000 (10%) in Capital/Equipment and \$110,558 (1.5%) in personnel costs. Those two items total \$276,558. All other combined items in the budget are only \$78,862 higher than FY18.
- FY19 General Fund non-tax revenues total \$4,471,060 which is an increase of \$88,173 (2.0%) from FY18 non-tax revenues.
- Consistent with the council's fund balance policy, no general fund balance is used to offset the budget and reduce taxes.
- Revenues from the State of Vermont such as Highway Aid and Grand List Maintenance funding have been assumed to remain at their present funding levels. Payment in Lieu of Taxes (PILOT) was adjusted to reflect actual collection in FY18. Local Rooms, Meals and Alcohol tax revenues were included based in actual collection history and trend.
- Grand list value is calculated at 0.5% increase from the FY18 level. With the projected grand list, \$87,790 represents one cent on the tax rate.

**Infrastructure:**

- The Capital Projects, Equipment and Debt Service Program is funded at \$2,348,789. Of this \$1,254,671 is in annual funding, \$579,118 is in existing/projected debt service and \$515,000 is for equipment. This represents an overall increase for these combined items of \$166,000 (7.6%). Most notable is that over \$1.25 Million in annual capital funding is in the budget.
- Two bonds are being proposed:
  - ✓ \$1.3 Million in General Fund infrastructure. This will specifically cover \$450,000 for the bike path and \$360,000 for sidewalks with the remaining \$490,000 (if

needed) to cover any potential contingencies with One Taylor, Taylor St, Bike path or other projects. These funds will only be borrowed as needed and if needed.

- ✓ \$1.3 Million in Water/Sewer Fund infrastructure as per the long term plan. This breaks out as \$800,000 for water line upgrades on Main, Lague, Quesnel and Clarendon and \$500,000 for sewer line upgrades on Lague, Quesnel and Clarendon.
- The Capital/Equipment Plan anticipates an additional increase of \$50,000 in FY20 and \$50,000 in FY21 in order to bring funding levels to a projected steady state of maintenance and improvements and accommodate the new bond proposals.

**Personnel:**

- Total number of Full Time Equivalent Employees (FTE's), is 112.81 which is 0.1 FTE less than FY18. 1.25 FTE from FY18 for IT and Facilities were converted to contracted services. 1.0 Engineering FTE is added to DPW and 0.15 Admin FTE is added to Community Services.
- Cost of living allowances and step increases are built into all employee wage and salary accounts consistent with collective bargaining agreements and personnel policies. For this budget that represents a 2.0% contracted adjustment for both Police and Public Works Union employees and a 2.0% adjustment for all non-union employees. Note that the collective bargaining agreement with the Fire Union is pending for FY18. Overall wage costs are up by 1.2% in this budget. This number is low for a variety of reasons including the transition of the Full Time IT and .25 Facilities positions to contracted services.
- The budget continues the high deductible health insurance plan which was implemented four years ago. Thanks to very favorable health insurance rates, the overall benefit costs are only up by 2.1% in this budget.

**Operating:**

- As with prior years, many lines have been cut to stay within fiscal guidelines. Operating expenses are up by \$68,477. However \$111,200 in new contracted services for IT and Facilities are included which means that all other operating costs are reduced by \$42,723 from FY18. Department operating budgets are now very tight after multiple years of reductions.
- *Police:* The Police budget continues the contractual relationship with Capital Fire Mutual Aid System for dispatching services. This provides additional revenue and improved services for Montpelier. A School Resource Officer shared with the school is included. The Police Department

continues sharing administrative support with the Fire Department. The department remains engaged in drug reduction efforts and discussions of regional service.

- *Fire & Emergency Services:* Funds for call force have been eliminated due to budget needs and low participation in the program. Paramedics are being successfully integrated into the department.
- *Planning, Zoning & Community/Economic Development:* The Planning & Development Department budget has been left largely unchanged. The Zoning Administrator position remains at 0.8 FTE as established in FY18.
- *Public Works:* A new entry level staff engineer position (primarily funded in water and sewer) has been added to keep up with infrastructure project demands and stormwater requirements. Operating funds and overtime remain at extremely minimal levels.
- *Government Services:* The Finance Department and Manager's office consolidated 1.5 FTE into 1.0 in FY18. Longer term planning around future retirements is underway.
- *Community Justice Center* budget includes all funding for all programs with commensurate revenue offsets. There is no net property tax funding projected.

**Other Funds:**

- The Water and Wastewater user rates will be in accordance with the long term infrastructure management plan and budgets are built around those projected revenues.
- The Parking Fund includes the \$42,000 set aside for alternate transportation funding. We are making adjustments to accommodate anticipated parking needs during construction periods while acknowledging increased current revenues.
- The District Heat Fund will cover the fifth full year of operation.
- The budget continues implementing the Community Services Department plan which consolidates work between the Senior Center, Recreation and Parks/Tree Departments. The combined tax appropriations for these three functions are increased by \$40,576 from FY18 which is a net increase of \$29,095 from FY17. These funds are due to very large increases in demand for services. Additionally, \$14,000 has been transferred into these budgets from the Community Fund for the FEAST program. An admin position has been increased by .15. Some program fees are being increased where appropriate.

**Other Services:**

- Funding for the Housing Trust Fund is held steady at \$60,000.

- The Montpelier Community & Arts Fund is reduced from \$120,000 to \$115,500. \$14,000 was transferred to Community Services for the FEAST program.
- Community Enhancements Funding, including Montpelier Alive, is increased to \$41,600. \$5,000 of this increase is for the Montpelier Energy Advisory Committee (MEAC). The remaining \$3,000 is for July 3 (\$2,500) and Welcome Legislators (\$500) to reflect costs.
- \$100,000 to the Montpelier Development Corporation to implement the Economic Development Strategic Plan is included.
- \$59,890 in funding for the Downtown Improvement District is shown in the budget as both expense and revenue.
- The GMT circulator bus route remains at \$40,000 from FY18 although the city is working with GMT to improve route ridership.
- The budget includes funding for the monthly *Montpelier Bridge* article.
- Dog license fees are proposed to increase from \$15 to \$18.
- Parade Permit revenues of \$2,500 are included which have not been previously collected.
- Unless mentioned, all other rates and fees are unchanged.

**Items Not Included:**

While developing the budget within the financial target, several items were given substantial consideration but are not part of this proposal. Some of these are likely to appear in future budgets.

- Additional Police Officer
- Additional staff for building inspections
- Economic Development funding other than MDC
- Creation/implementation of Stormwater utility
- Funding for 55 Barre Street improvements or new Community Center
- Full staffing for Community Services
- Community Survey/Strategic Planning
- Green Energy electric rate from GMP
- Wood Pellet boiler for Parks delayed

**Ballot Items:**

**Articles 1-3** are the annual election of City, School and Central Vermont Public Safety Authority (CVPSA) officials.

**Articles 4-6** are for the City, School and CVPSA annual budgets.

**Articles 7-9** are for compensation for elected officials.

**Article 10** is the standard authorization for use of the school reserve fund.

**Articles 11-13** are for City and School Bonds. Article 11 is for \$1.3 Million for water/sewer improvements. Article 12 is for \$1.3 Million in general fund (alternate transportation path, sidewalks, One Taylor, Taylor St etc.) improvements. Article 13 is for \$4.9 Million in school renovations and improvements.

**Article 14** is for annual renewal of the Downtown Improvement District.

**Article 15** is for \$330,633 for the Kellogg Hubbard Library which is the same as last year.

**Articles 16-19** are for proposed charter changes addressing size and terms of the Development Review Board and Planning Commission, reflecting the creation of the Montpelier-Roxbury School District, eliminating the requirement for collection of business personal property tax valued under \$10,000 and aligning the city's electoral filing dates with general state statutes.

**Articles 20-22** are for petitioned money items. \$20,000 for Central Vermont Home Health and Hospice, \$4,000 for the Good Samaritan Haven and \$2,000 for People's Health & Wellness Clinic who opted not to seek funding through the Community Fund.

**Article 23** is a petitioned non-binding article concerning state renewable energy policy.

**Article 24** is to authorize the city to join the Central Vermont Internet group.

Fiscal constraints continue to conflict with all desired goals and service demands. This budget maintains direct core services while supporting infrastructure, economic development and housing priorities.

I appreciate the hard work of our management team and all city employees. This budget is a team effort from start to finish. The Department Heads worked diligently to meet our budget goals. I would like to particularly recognize the efforts of Finance Director Todd Provencher. I also appreciate the City Council's discussions and input which shaped this budget proposal.

**Appreciation:**

Many dedicated individuals deliver local government services to Montpelier residents 24 hours per day, seven days per week, 365 days per year and they deserve our collective appreciation and thanks. City employees work under difficult, stressful circumstances and sometimes dangerous conditions so that residents may have clean water, effective sewage disposal, safe

and clear roads, quick and effective fire and ambulance response, responsive and preventive police work, comprehensive planning and review of local development, wonderful parks/facilities and proper administration of citizen's needs. They are highly trained and certified professionals in specialized fields. Residents have very positive impressions of city employees. Montpelier's staff are hard working, dedicated and incredibly capable individuals. I am very proud of all of them.

Montpelier is fortunate to have a strong team of Department Heads working for the city's interests. These individuals' experience, education, talent and dedication keep our operations in line with the high expectations of our residents. Our excellent team is comprised of Parks Director Geoff Beyer, Community Justice Center Director Yvonne Byrd, Senior Center Director Janna Clar, Police Chief Anthony Facos, Fire Chief Robert Gowans, Cemetery Superintendent Patrick Healy, Public Works Director Tom McArdle, Planning & Development Director Michael Miller, City Clerk John Odum, Finance Director Todd Provencher and Assessor Steve Twombly.

As it is with every year, some city employees choose to retire or move on to other endeavors. This year we thank 12 people for their service and contributions to the community. Those who retired from the city in 2017 include long time employees Sandy Pitonyak, Tom Conneman, Fred Skeels, Paul Charron and Scott Powers. In addition, Jessie Baker, Anthony Carpenter, Devin Hoagland, David Kachajian, Lise Markus, Zachary Miles and Galen Therault all chose to move onto new phases of their careers. We wish them all the best of success on the next paths of their lives and careers.

As we say goodbye to our former colleagues, we welcome the newest members of our team who bring new ideas, new energy and new approaches. In 2017, the following new employees were hired: DPW workers Daniel Durkee and Carl Griffith, Dispatchers Justina George, Miriam Larkin and Emily Shuman, Firefighter Mark Truedson, Accounting Manager Heather Graves, Community Services staffers Harry Divack and Jessica Sanderson and Assistant City Manager Sue Allen.

Montpelier has benefitted greatly from having many experienced employees who have spent distinguished careers with the city. I'd like to recognize and thank individuals with many years of experience with the City of Montpelier.

Charlotte Hoyt, Treasurer	45 years
Jane Aldrighetti, Assessor/City Manager Office	38 years
Robert Gowans, Fire/EMS Department	38 years
Thomas McArdle, Public Works Department	35 years
Dana Huoppi, Fire Department	32 years
Neil Martel, Police Department	30 years
Anthony Facos, Police Department	30 years
Stephen Nolan, Police Department	29 years
Sharon Olson, Police Department	28 years

I thank the Mayor and City Council Members for the huge amount of time they commit to the community. Most people have no idea of the amount of time council members devote to an often thankless and stressful task. In 2017, Council Members Tom Golonka and Jessica Edgerly Walsh stepped down from their positions. We welcomed newly elected Council Members Rosie Krueger and Ashley Hill to City Hall.

I thank the many citizen volunteers on our boards, commissions and committees for the long hours they give for the honorable purpose of serving their fellow residents. They face controversy, tough decisions, pressure and public criticism yet continue to offer their time, energy and expertise. Our democratic form of government relies on citizen participation for success and these individuals deserve the utmost in respect and appreciation for their dedication. I encourage more citizens to run for office, apply for appointments and volunteer for committees.

The City was fortunate to have Jessie Baker as our Assistant City Manager for four years. She made many lasting contributions to the organization and the community. We wish her the best in her position as City Manager for Winooski, Vermont.

Sue Allen joined our team as Assistant City Manager in the spring. She has made an immediate impact with her communications skills, project management experience and “get it done” attitude. We look forward to working with her in the years to come.

The incomparable Sandy Pitonyak retired after an extraordinary 42 years in the City Manager’s office. She was the familiar face, kind voice and quietly efficient employee who kept things rolling. We miss her every day and hope she is enjoying her retirement.

For twenty three years I have had the privilege of working daily with Jane Aldrighetti in the City Manager and Assessor’s office. Her professionalism, abilities, customer service, trustworthiness and dedication are unmatched. Our office has now been graced by the presence of Jamie Granfield who has stepped in like a seasoned veteran. I cannot say enough about Jane or Jamie and am grateful for the chance to share office space with them.

It is my great fortune to be both City Manager and a resident of this wonderful city. I thank Olivia, Patrick, Claire and Angus for their own many contributions to Montpelier and the world outside, for keeping a good sense of humor about their father’s public job and for reminding me of life’s real priorities. My final thanks, as always, are for Anne Fraser who steadfastly supports me unconditionally while carving out her own role in Montpelier. I love her and could not do this work without her.

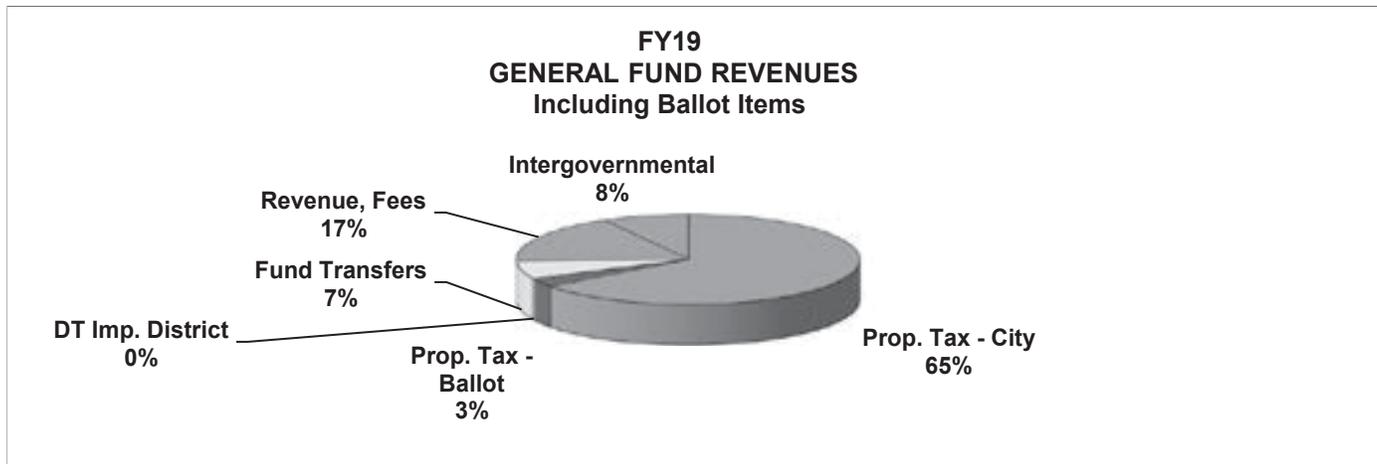
Respectfully Submitted,  
William J. Fraser, *City Manager*



Photo courtesy of Linda Hogan

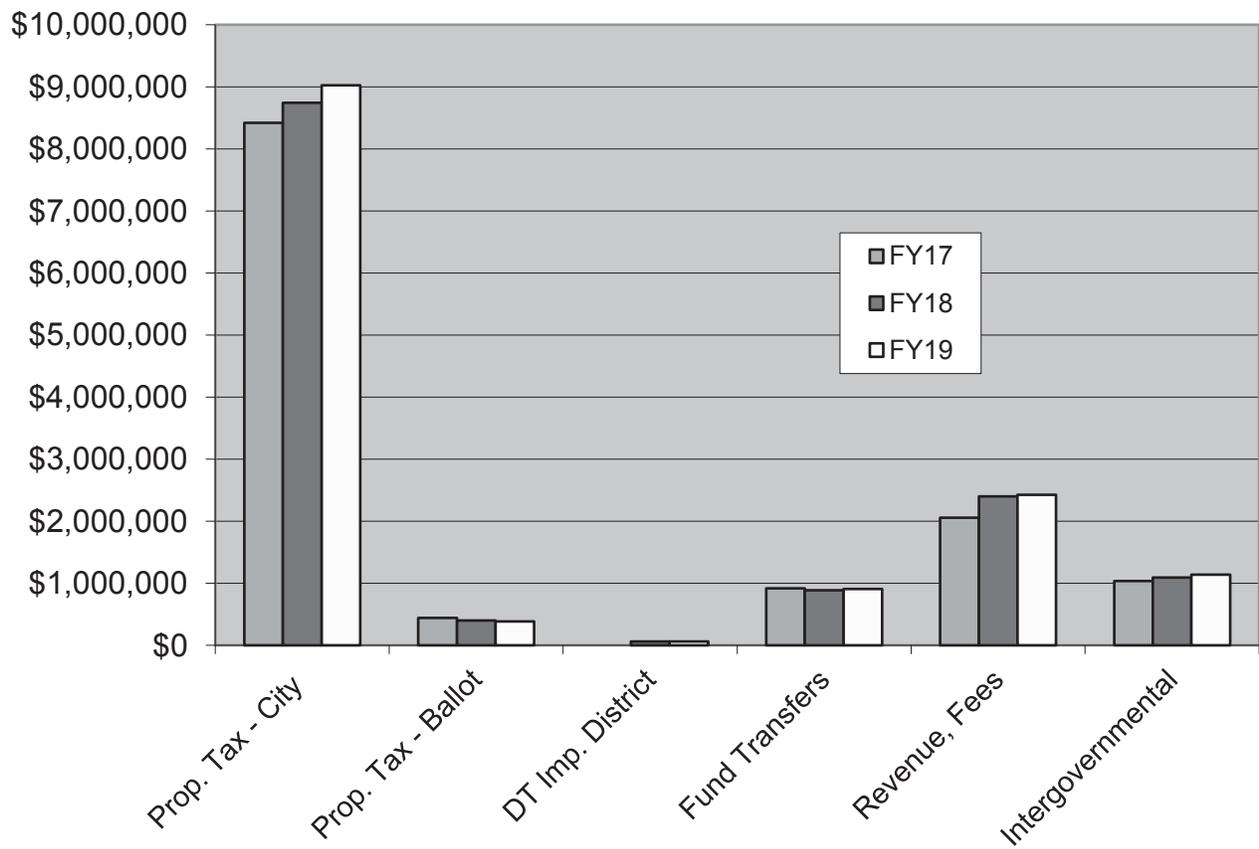
## BUDGET COMPARISON - General Fund Revenue

Item	FY17	FY18	FY19	\$ Change	% Change
<i>Property Taxes - City Budget</i>	<b>\$8,418,702</b>	<b>\$8,744,205</b>	<b>\$9,023,929</b>	<b>\$279,724</b>	<b>3.2%</b>
<i>Property Taxes - Ballot Items</i>	<b>\$438,698</b>	<b>\$397,633</b>	<b>\$384,833</b>	<b>-\$12,800</b>	<b>-3.2%</b>
<b><i>Property Taxes - Total</i></b>	<b>\$8,857,400</b>	<b>\$9,141,838</b>	<b>\$9,408,762</b>	<b>\$266,924</b>	<b>2.9%</b>
<i>Other Tax Related Income</i>	\$855,500	\$1,203,363	\$1,223,900	\$20,537	1.7%
<i>Permits &amp; Licenses</i>	\$83,500	\$97,000	\$105,300	\$8,300	8.6%
<i>Intergovernmental</i>	\$1,035,297	\$1,093,966	\$1,140,025	\$46,059	4.2%
<i>Fees &amp; Charges for Service</i>	\$660,302	\$643,813	\$635,460	-\$8,353	-1.3%
<i>Rents &amp; Commissions</i>	\$500	\$500	\$1,000	\$500	100.0%
<i>Fines &amp; Forfeitures</i>	\$25,000	\$20,000	\$18,000	-\$2,000	-10.0%
<i>Equipment Revenues</i>	\$372,542	\$380,101	\$382,400	\$2,299	0.6%
<i>Interest Income</i>	\$40,000	\$40,000	\$40,000	\$0	0.0%
<i>Miscellaneous Revenue</i>	\$17,000	\$16,500	\$19,300	\$2,800	17.0%
<i>Fund Balance</i>	\$0	\$0	\$0	\$0	0.0%
<i>Operating Transfers</i>	\$919,263	\$887,644	\$905,675	\$18,031	2.0%
<b><i>TOTAL - Non Tax Revenues</i></b>	<b>\$4,008,904</b>	<b>\$4,382,887</b>	<b>\$4,471,060</b>	<b>\$88,173</b>	<b>2.0%</b>
<i>Downtown Imp. District</i>	<b>\$57,000</b>	<b>\$59,567</b>	<b>\$59,890</b>	<b>\$323</b>	<b>0.5%</b>
<b>TOTAL REVENUES</b>	<b>\$12,923,304</b>	<b>\$13,584,292</b>	<b>\$13,939,712</b>	<b>\$355,420</b>	<b>2.6%</b>



REVENUE CATEGORIES	FY17	FY18	FY19	\$ Change	% Change
Prop. Tax - City	\$8,418,702	\$8,744,205	\$9,023,929	\$279,724	3.2%
Prop. Tax - Ballot	\$438,698	\$397,633	\$384,833	-\$12,800	-3.2%
DT Imp. District	\$0	\$59,567	\$59,890	\$323	0.5%
Fund Transfers	\$919,263	\$887,644	\$905,675	\$18,031	2.0%
Revenue, Fees	\$2,054,344	\$2,401,277	\$2,425,360	\$24,083	1.0%
Intergovernmental	\$1,035,297	\$1,093,966	\$1,140,025	\$46,059	4.2%
<b>Total</b>	<b>\$12,866,304</b>	<b>\$13,584,292</b>	<b>\$13,939,712</b>	<b>\$355,420</b>	<b>2.6%</b>
<i>Grand List</i>	<i>\$857,509,491</i>	<i>\$866,457,800</i>	<i>\$870,790,000</i>	<i>\$4,332,200</i>	<i>0.50%</i>
<b>Total Property Tax Dollars</b>	<b>\$8,857,400</b>	<b>\$9,141,838</b>	<b>\$9,408,762</b>	<b>\$266,924</b>	<b>2.9%</b>
<b>Property Tax Rate</b>	<b>\$1.03</b>	<b>\$1.06</b>	<b>\$1.08</b>	<b>\$0.025</b>	<b>2.4%</b>
Avg Municipal Tax Bill	\$2,309.10	\$2,358.64	\$2,415.43	\$56.79	2.4%

**General Fund Revenue Comparison**

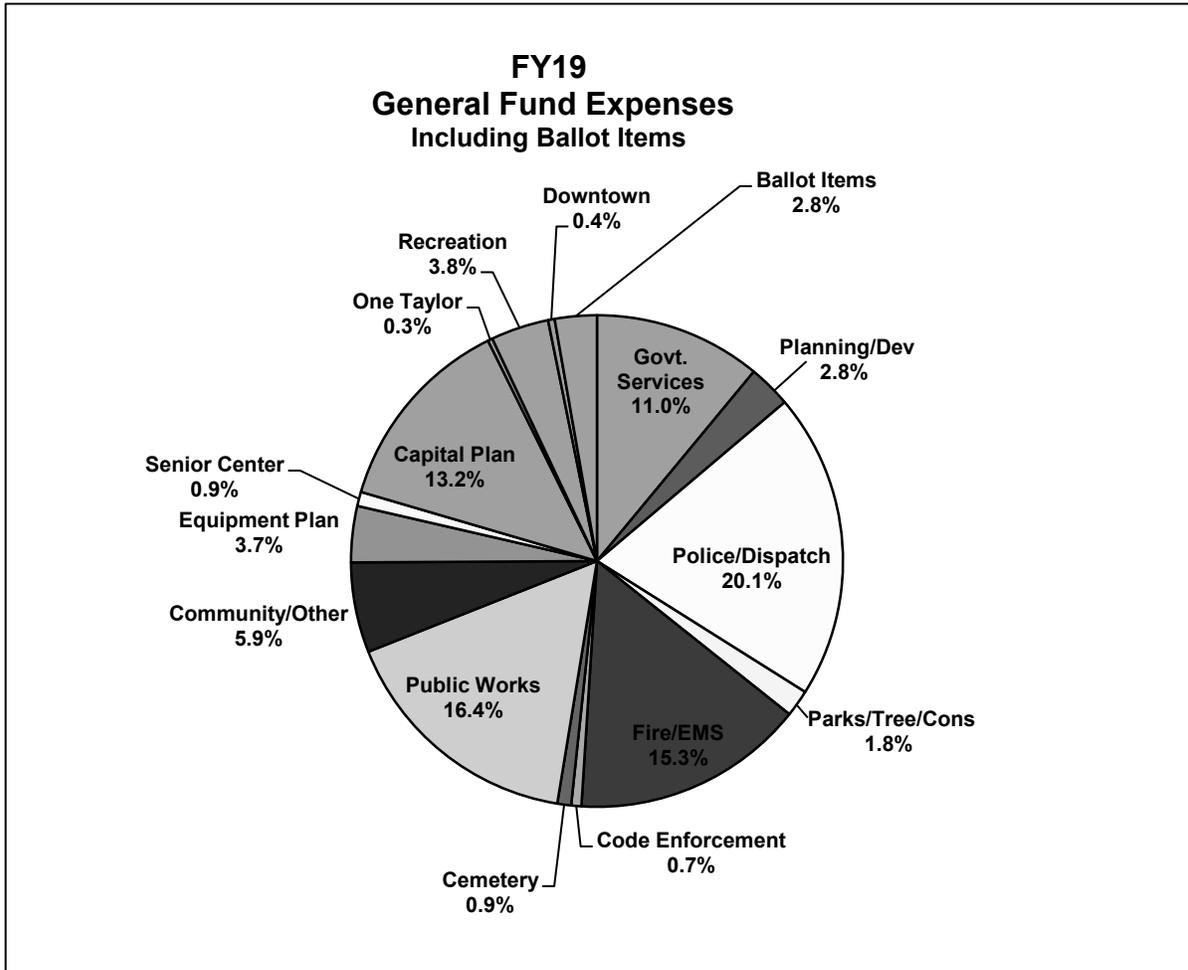


**BUDGET COMPARISON - General Fund Expenditures**

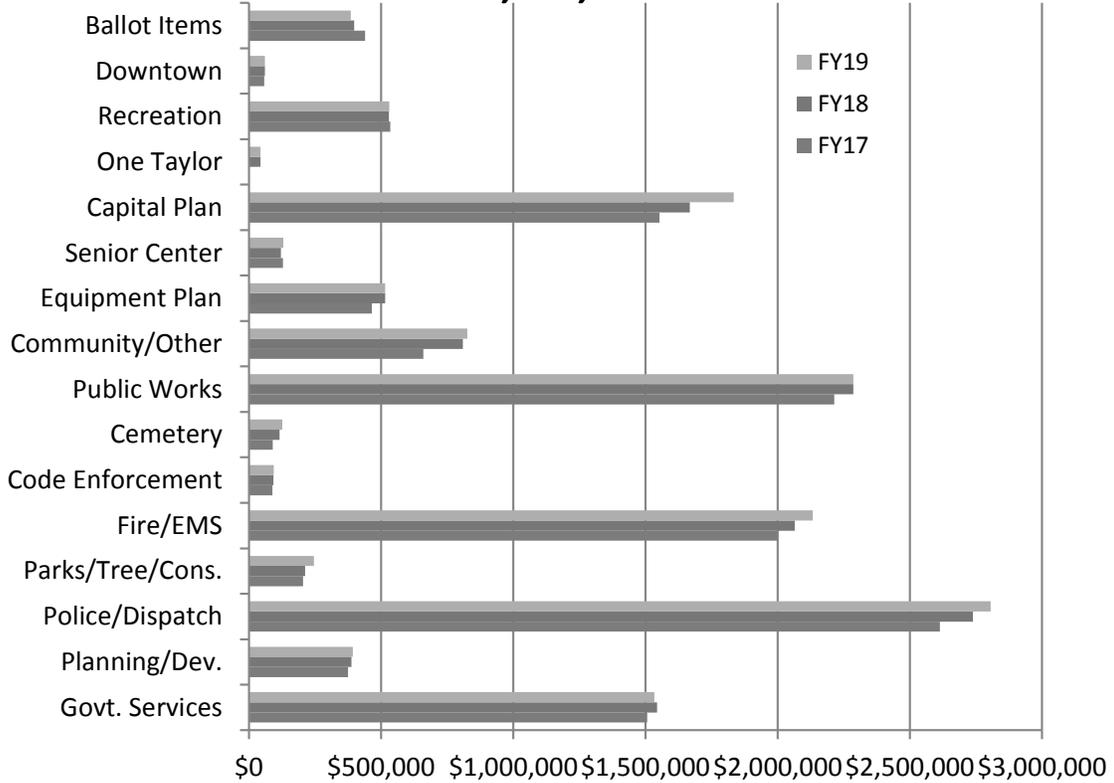
Item	FY17	FY18	FY19	\$ Change	% Change
City Council Operations	\$31,502	\$31,565	\$31,530	-\$35	-0.1%
City Manager's Office	\$434,189	\$422,391	\$432,070	\$9,679	2.3%
Clerk/Elections	\$151,004	\$157,076	\$154,715	-\$2,361	-1.5%
Finance/Treasurer	\$444,613	\$480,386	\$466,425	-\$13,961	-2.9%
Technology Services	\$257,997	\$263,333	\$257,530	-\$5,803	-2.2%
Property Assessment	\$186,779	\$189,044	\$191,575	\$2,531	1.3%
Planning & Development	\$374,110	\$387,252	\$392,470	\$5,218	1.3%
City Hall Maintenance	\$233,354	\$264,826	\$247,390	-\$17,436	-6.6%
Police - Operations	\$1,857,506	\$1,939,958	\$2,007,910	\$67,952	3.5%
Police - Communications	\$652,540	\$690,697	\$683,155	-\$7,542	-1.1%
Police- School Resource Off.	\$103,127	\$108,437	\$114,615	\$6,178	5.7%
Community Justice Center	\$270,458	\$326,263	\$338,645	\$12,382	3.8%
Fire & Emergency Services	\$1,926,041	\$1,992,306	\$2,052,980	\$60,674	3.0%
Code/Health Enforcement	\$88,609	\$92,991	\$93,155	\$164	0.2%
Emergency Management	\$6,500	\$6,000	\$8,500	\$2,500	41.7%
DPW - Streets	\$1,368,140	\$1,426,279	\$1,434,185	\$7,906	0.6%
DPW - Fleet Operations	\$551,258	\$535,967	\$545,900	\$9,933	1.9%
DPW - Building Operations	\$60,774	\$59,774	\$58,400	-\$1,374	-2.3%
Wrightsville Beach	\$7,207	\$8,814	\$8,815	\$1	0.0%
Community Fund	\$119,550	\$120,000	\$115,500	-\$4,500	-3.8%
Community Enhancements	\$33,600	\$33,600	\$41,600	\$8,000	23.8%
Tree Management & Board	\$41,208	\$48,446	\$51,605	\$3,159	6.5%
Conservation Commission	\$3,500	\$3,500	\$3,500	\$0	0.0%
Capital Plan Debt Service	\$661,280	\$645,519	\$579,118	-\$66,401	-10.3%
Capital Plan Annual Funding	\$891,317	\$1,022,270	\$1,254,671	\$232,401	22.7%
Other Governmental Services	\$171,742	\$268,612	\$270,115	\$1,503	0.6%
Equipment Plan	\$464,399	\$515,000	\$515,000	\$0	0.0%
Sprinkler Tax Credit	\$66,000	\$66,000	\$71,500	\$5,500	8.3%
Cemetery	\$89,303	\$115,392	\$126,445	\$11,053	9.6%
Parks	\$152,915	\$151,819	\$181,895	\$30,076	19.8%
One Taylor	\$43,200	\$43,200	\$43,200	\$0	
Housing Trust Fund.	\$21,000	\$60,000	\$60,000	\$0	0.0%
Recreation	\$534,777	\$529,053	\$530,645	\$1,592	0.3%
Senior Center	\$128,107	\$121,322	\$130,230	\$8,908	7.3%
<b>Sub TOTAL CITY BUDGET</b>	<b>\$12,427,606</b>	<b>\$13,127,092</b>	<b>\$13,494,989</b>	<b>\$367,897</b>	<b>2.8%</b>
<i>Library Ballot Item</i>	\$316,698	\$330,633	\$330,633	\$0	0.0%
<i>Other Ballot Items</i>	\$122,000	\$67,000	\$54,200	-\$12,800	-19.1%
<b>Sub TOTAL BALLOT ITEMS</b>	<b>\$438,698</b>	<b>\$397,633</b>	<b>\$384,833</b>	<b>-\$12,800</b>	<b>-3.2%</b>
<i>Downtown Improvement</i>	\$57,000	\$59,567	\$59,890	\$323	0.5%
<b>TOTAL GENERAL FUND</b>	<b>\$12,923,304</b>	<b>\$13,584,292</b>	<b>\$13,939,712</b>	<b>\$355,420</b>	<b>2.6%</b>

## BUDGET COMPARISON - Expense Categories

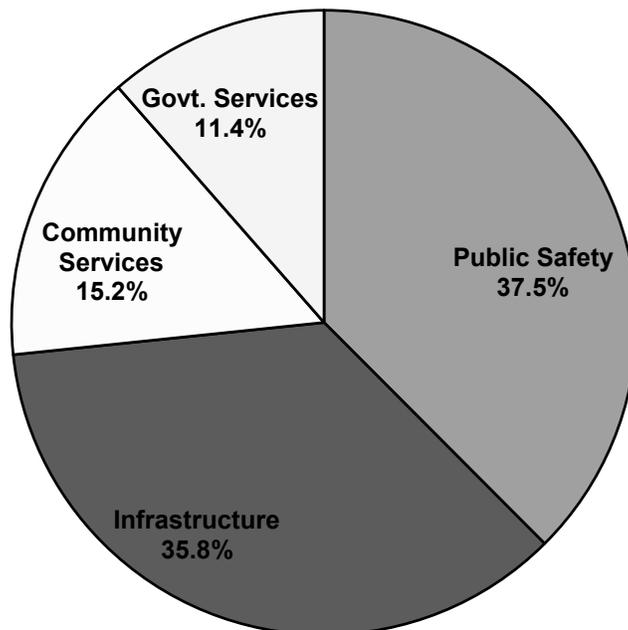
EXPENSE CATEGORIES	FY17	FY18	FY19	\$ Change	% Change
Govt. Services	\$1,506,084	\$1,543,795	\$1,533,845	-\$9,950	-0.6%
Planning/Dev.	\$374,110	\$387,252	\$392,470	\$5,218	1.3%
Police/Dispatch	\$2,613,173	\$2,739,092	\$2,805,680	\$66,588	2.4%
Parks/Tree/Cons.	\$204,830	\$212,579	\$245,815	\$33,236	15.6%
Fire/EMS	\$1,998,541	\$2,064,306	\$2,132,980	\$68,674	3.3%
Code Enforcement	\$88,609	\$92,991	\$93,155	\$164	0.2%
Cemetery	\$89,303	\$115,392	\$126,445	\$11,053	9.6%
Public Works	\$2,213,526	\$2,286,846	\$2,285,875	-\$971	0.0%
Community/Other	\$659,550	\$808,475	\$825,860	\$17,385	2.2%
Equipment Plan	\$464,399	\$515,000	\$515,000	\$0	0.0%
Senior Center	\$128,107	\$121,322	\$130,230	\$8,908	7.3%
Capital Plan	\$1,552,597	\$1,667,789	\$1,833,789	\$166,000	10.0%
One Taylor	\$0	\$43,200	\$43,200	\$0	0.0%
Recreation	\$534,777	\$529,053	\$530,645	\$1,592	0.3%
Downtown	\$57,000	\$59,567	\$59,890	\$323	0.5%
Ballot Items	\$438,698	\$397,633	\$384,833	-\$12,800	-3.2%
<b>Totals</b>	<b>\$12,923,304</b>	<b>\$13,584,292</b>	<b>\$13,939,712</b>	<b>\$355,420</b>	<b>2.6%</b>



### General Fund Comparison by Department FY 17, 18, 19

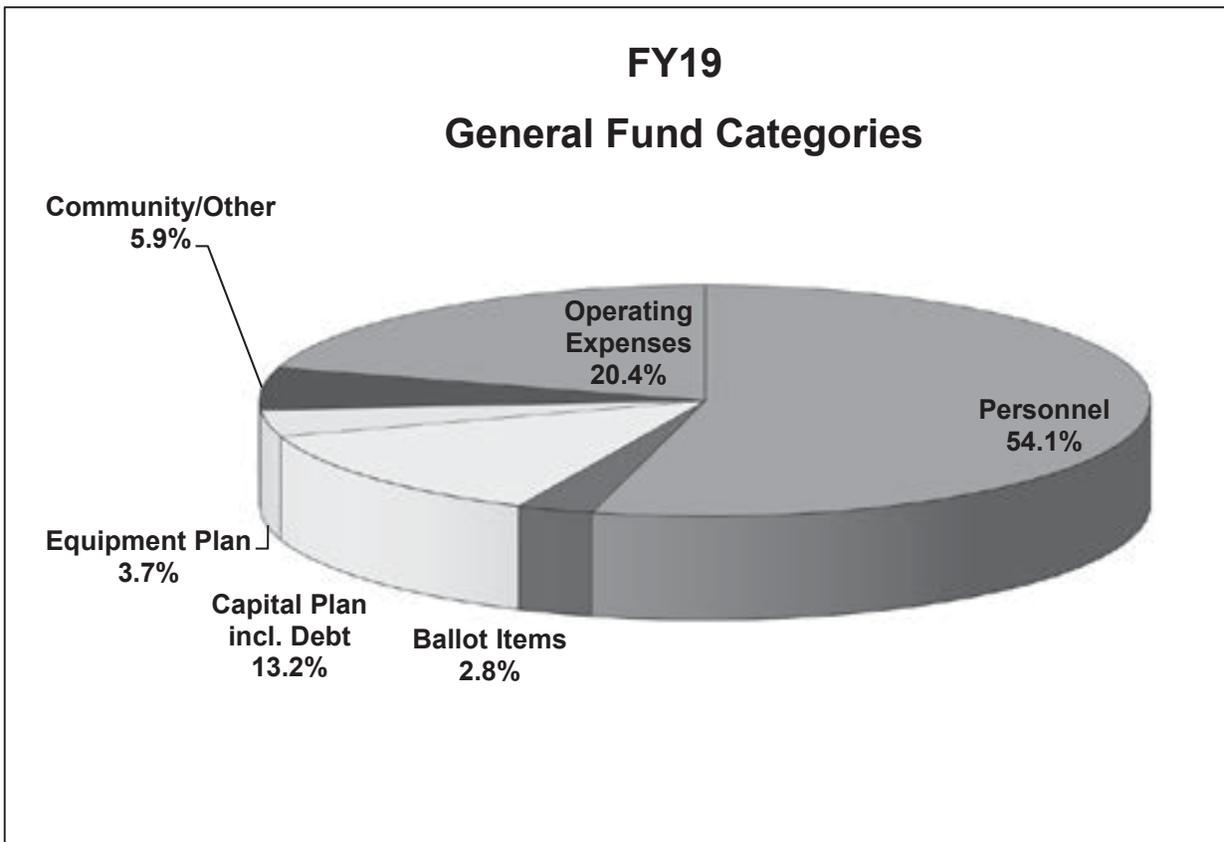


### General Fund Expenses by Broad Category FY19

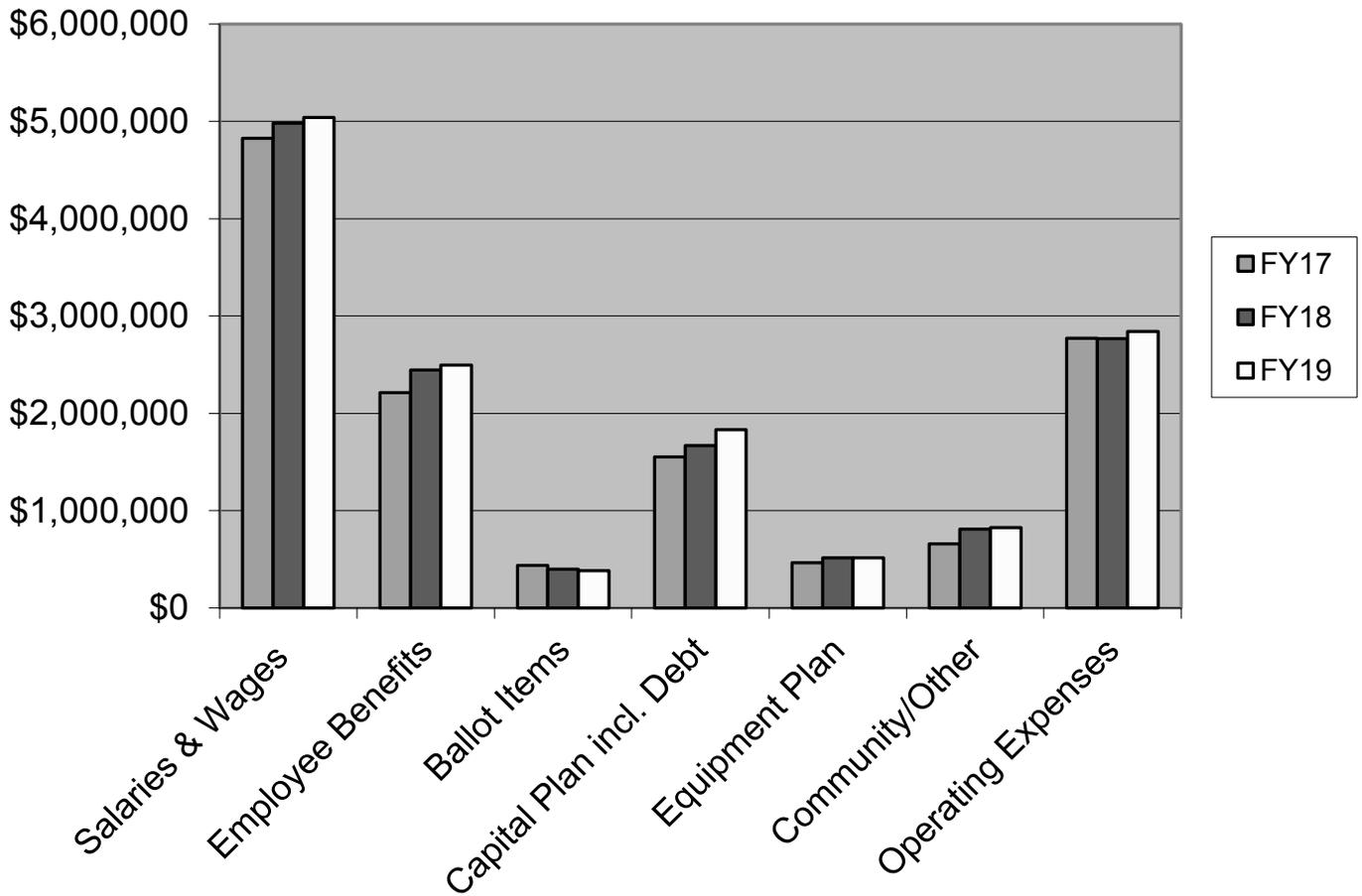


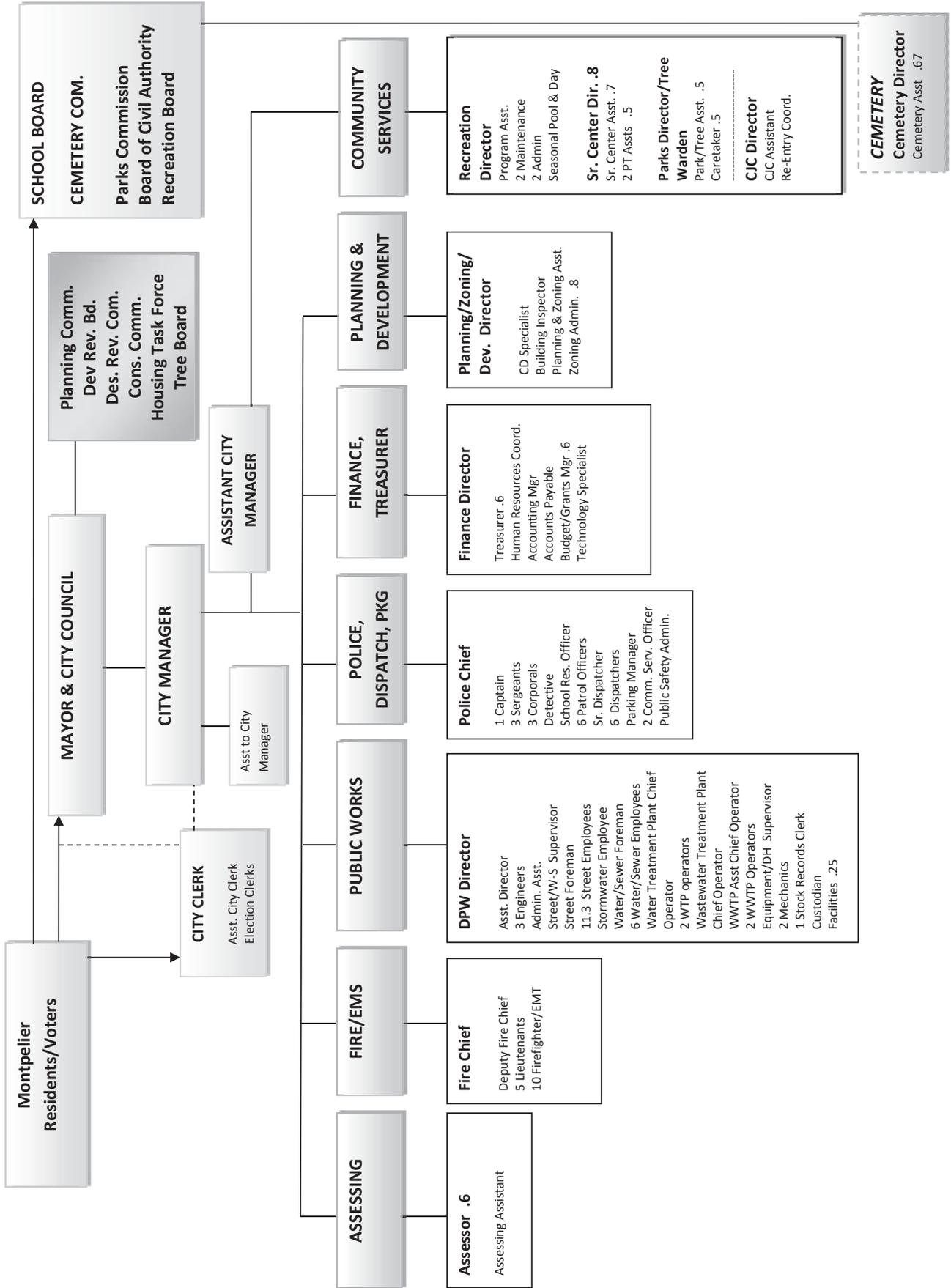
## GENERAL FUND - Allocation by Category

Category	FY17	FY18	FY19	\$ Change	% Change
<i>Salaries &amp; Wages incl. OT</i>	\$4,826,001	\$4,982,786	\$5,041,300	\$58,514	1.2%
<i>Employee Benefits incl. FICA</i>	\$2,211,953	\$2,446,051	\$2,498,095	\$52,044	2.1%
<b>Personnel</b>	\$7,037,954	\$7,428,837	\$7,539,395	\$110,558	1.5%
<b>Ballot Items</b>	\$438,698	\$397,633	\$384,833	-\$12,800	-3.2%
<b>Capital Plan incl. Debt</b>	\$1,552,597	\$1,667,789	\$1,833,789	\$166,000	10.0%
<b>Equipment Plan</b>	\$464,399	\$515,000	\$515,000	\$0	0.0%
<b>Community/Other</b>	\$659,550	\$808,475	\$825,860	\$17,385	2.2%
<b>Operating Expenses</b>	\$2,770,106	\$2,766,558	\$2,840,835	\$74,277	2.7%
<b>General Fund Budget</b>	<b>\$12,923,304</b>	<b>\$13,584,292</b>	<b>\$13,939,712</b>	<b>\$355,420</b>	<b>2.6%</b>



### Comparison of Budget Categories FY 17, 18, 19

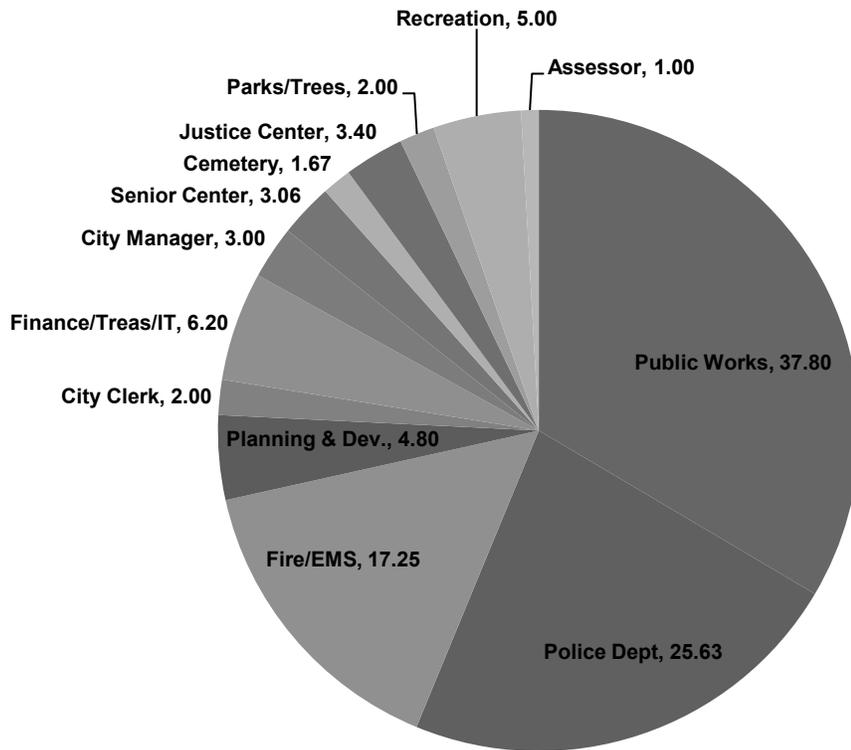
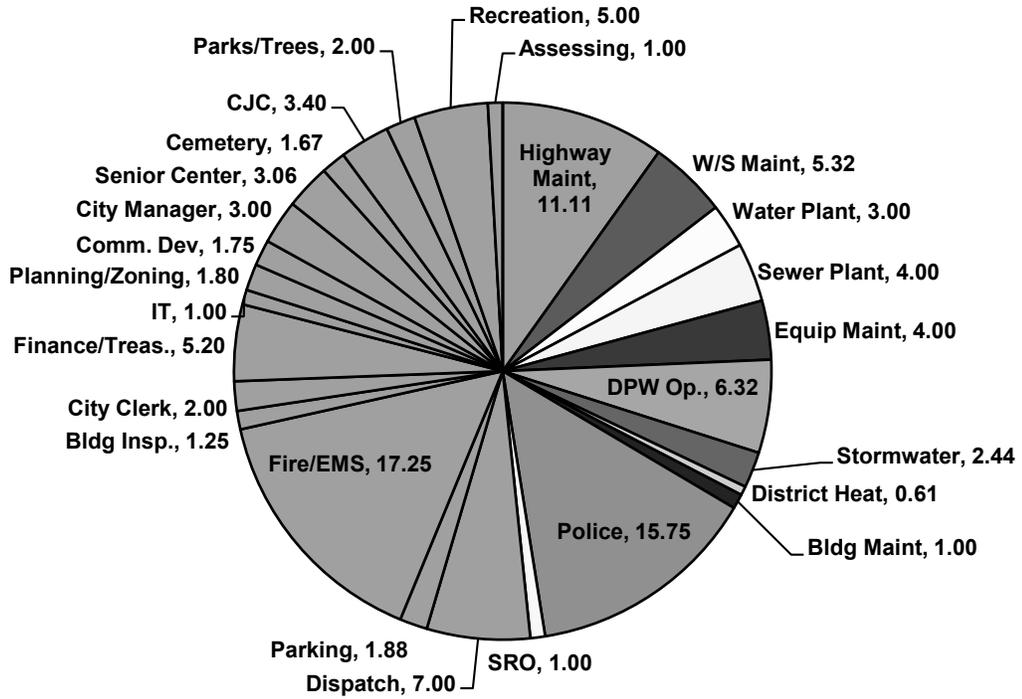




<b>Employees by Function</b>	<b>FY18</b>	<b>FY19</b>	
Highway Maint	11.33	11.11	-0.22
W/S Maint	5.59	5.32	-0.27
Water Plant	3.00	3.00	0.00
Sewer Plant	4.00	4.00	0.00
Equip Maint	4.00	4.00	0.00
DPW Op.	5.49	6.32	0.83
Stormwater	1.70	2.44	0.74
District Heat	0.69	0.61	-0.08
Bldg Maint	1.00	1.00	0.00
Police	15.75	15.75	0.00
SRO	1.00	1.00	0.00
Dispatch	7.00	7.00	0.00
Parking	1.88	1.88	0.00
Fire/EMS	17.25	17.25	0.00
Bldg Insp.	1.25	1.25	0.00
City Clerk	2.00	2.00	0.00
Finance/Treas.	5.70	5.20	-0.50
IT	2.00	1.00	-1.00
Planning/Zoning	1.60	1.80	0.20
Comm. Dev	1.75	1.75	0.00
City Manager	3.00	3.00	0.00
Senior Center	2.54	3.06	0.52
Cemetery	1.67	1.67	0.00
CJC	2.68	3.40	0.72
Parks/Trees	2.00	2.00	0.00
Recreation	5.00	5.00	0.00
Assessing	1.00	1.00	0.00
<b>Total</b>	<b>111.86</b>	<b>112.81</b>	<b>0.94</b>

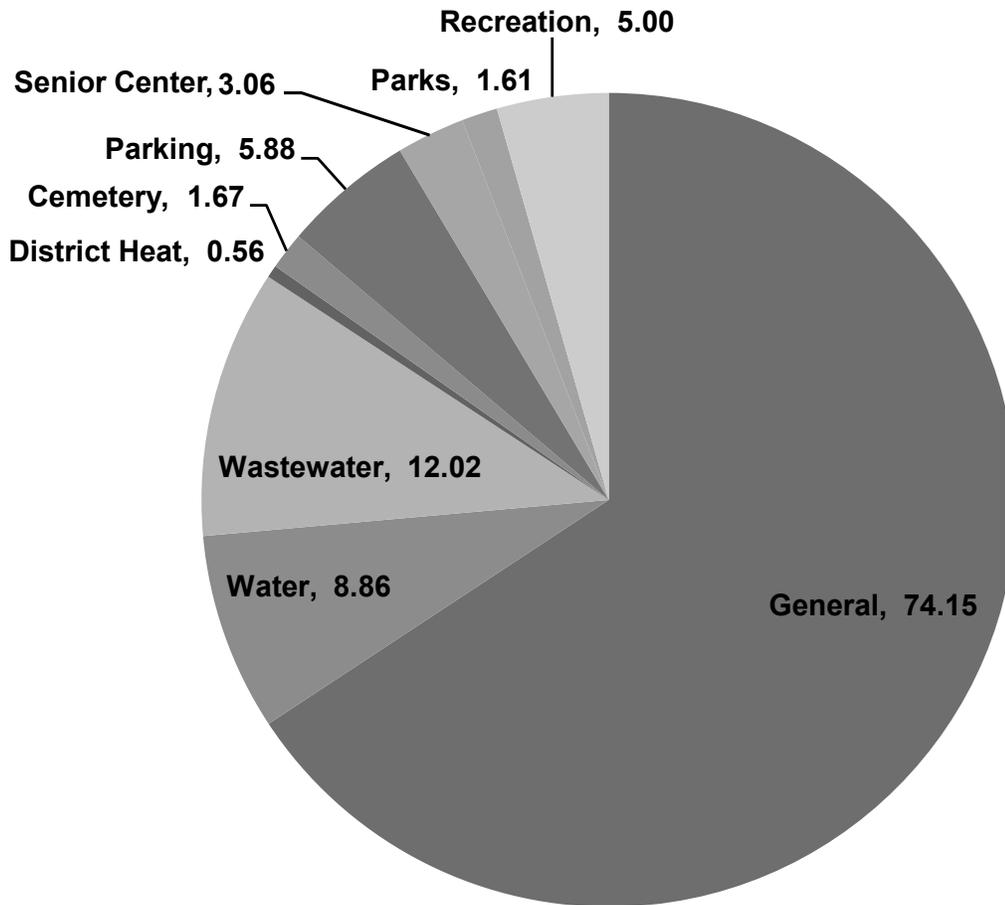
<b>Employees by Department</b>	<b>FY18</b>	<b>FY19</b>	
Public Works	36.80	37.80	1.01
Police Dept	25.63	25.63	0.00
Fire/EMS	17.25	17.25	0.00
Planning & Dev.	4.60	4.80	0.20
City Clerk	2.00	2.00	0.00
Finance/Treas/IT	7.70	6.20	-1.50
City Manager	3.00	3.00	0.00
Senior Center	2.54	3.06	0.52
Cemetery	1.67	1.67	0.00
Justice Center	2.68	3.40	0.72
Parks/Trees	2.00	2.00	0.00
Recreation	5.00	5.00	0.00
Assessor	1.00	1.00	0.00
<b>Total</b>	<b>111.86</b>	<b>112.81</b>	<b>0.94</b>

### Employees by Function 112.81



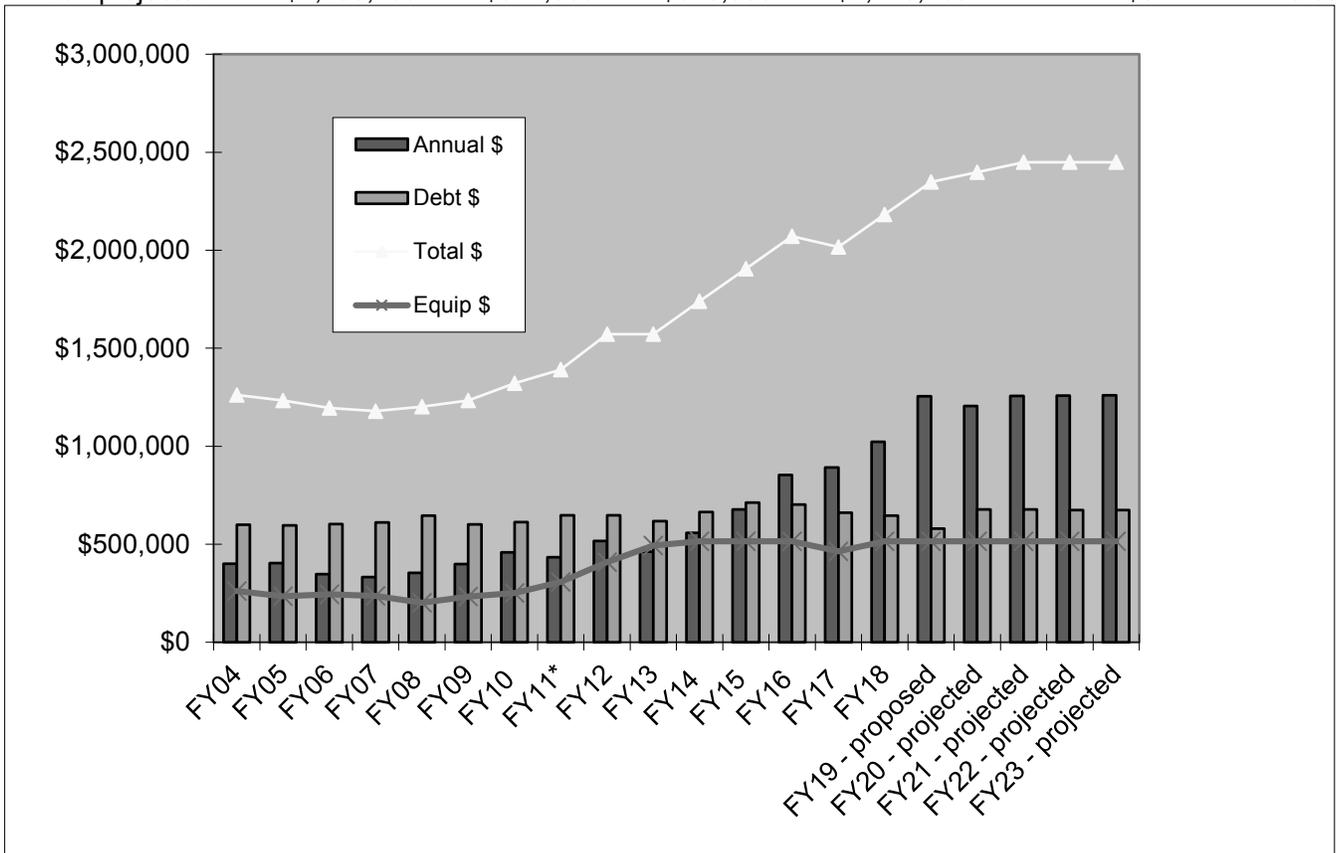
### Employees by Department 112.81

## Employees by Fund 112.81



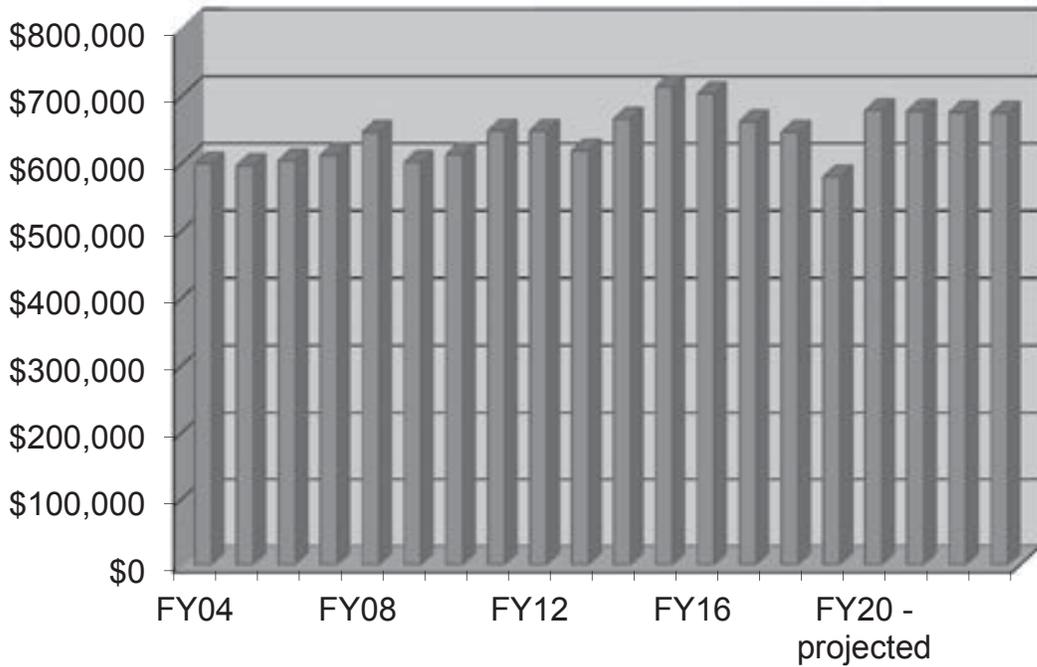
20 YEAR SUMMARY of ANNUAL and DEBT FUNDING for CAPITAL PROJECTS & EQUIPMENT

Fiscal Year	General Fund				\$ Change	% Change
	Annual \$	Debt \$	Equip \$	Total \$		
FY04	\$401,100	\$598,900	\$261,565	\$1,261,565		
FY05	\$404,183	\$595,817	\$234,025	\$1,234,025	-\$27,540	-2.2%
FY06	\$346,699	\$603,301	\$245,250	\$1,195,250	-\$38,775	-3.1%
FY07	\$332,196	\$611,304	\$235,854	\$1,179,354	-\$15,896	-1.3%
FY08	\$354,510	\$645,490	\$201,581	\$1,201,581	\$22,227	1.9%
FY09	\$399,251	\$600,749	\$233,735	\$1,233,735	\$32,154	2.7%
FY10	\$457,811	\$612,389	\$250,847	\$1,321,047	\$87,312	7.1%
FY11*	\$434,509	\$647,691	\$308,275	\$1,390,475	\$69,428	5.3%
FY12	\$515,849	\$647,651	\$408,904	\$1,572,404	\$181,929	13.1%
FY13	\$461,693	\$618,061	\$492,650	\$1,572,404	\$0	0.0%
FY14	\$558,974	\$664,730	\$515,000	\$1,738,704	\$166,300	10.6%
FY15	\$677,570	\$712,434	\$515,000	\$1,905,004	\$166,300	9.6%
FY16	\$853,109	\$703,195	\$515,000	\$2,071,304	\$166,300	8.7%
FY17	\$891,317	\$661,280	\$464,399	\$2,016,996	-\$54,308	-2.6%
FY18	\$1,022,270	\$645,519	\$515,000	\$2,182,789	\$165,793	8.2%
<b>FY19 - proposed</b>	<b>\$1,254,671</b>	<b>\$579,118</b>	<b>\$515,000</b>	<b>\$2,348,789</b>	<b>\$166,000</b>	<b>7.6%</b>
FY20 - projected	\$1,206,014	\$677,775	\$515,000	\$2,398,789	\$50,000	2.1%
FY21 - projected	\$1,256,974	\$676,815	\$515,000	\$2,448,789	\$50,000	2.1%
FY22 - projected	\$1,258,789	\$675,000	\$515,000	\$2,448,789	\$0	0.0%
FY23 - projected	\$1,259,789	\$674,000	\$515,000	\$2,448,789	\$0	0.0%

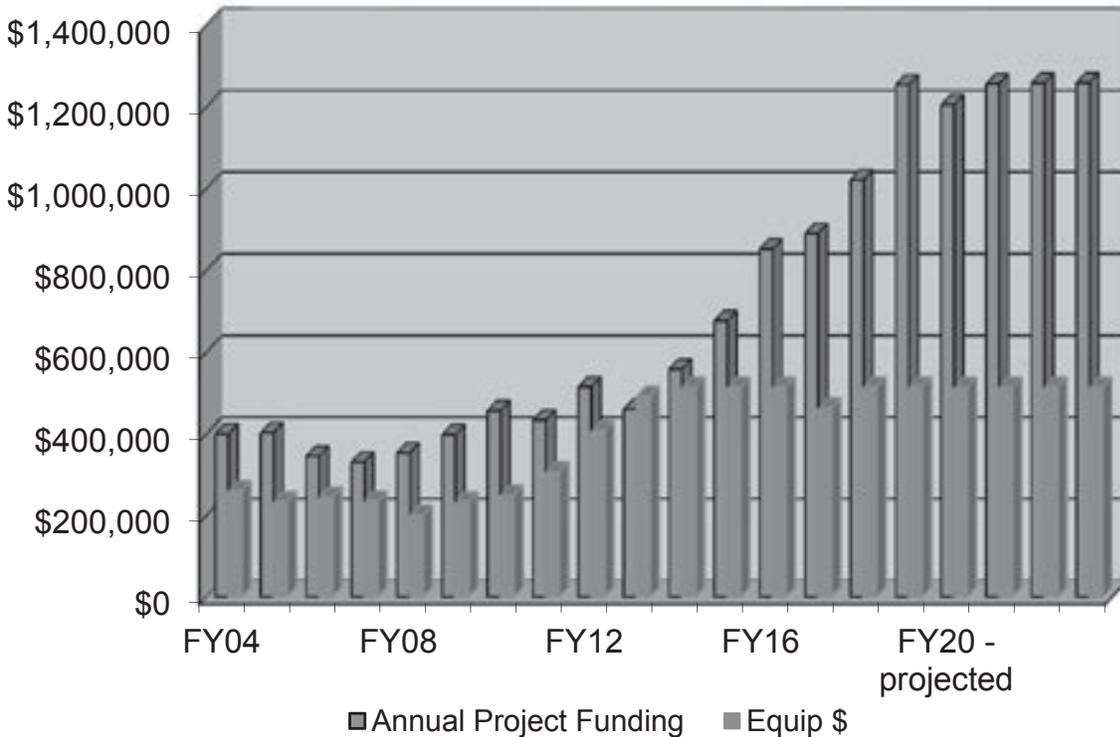


\* equipment funds for parks/cemetery & lease payments included in department budgets before FY11

**Scheduled Debt Payments FY04-FY23**



**Annual Project and Equipment Funding FY04-FY23**



## FY19 CAPITAL IMPROVEMENT PROJECTS

### Street Rehabilitation and Paving: \$548,095

- College Street from Woodrow to East State Street = \$135,000
- Lague Drive from State Street to Overlook = \$65,000
- Sherwood Drive from Barre-Montpelier Rd to Berlin Street = \$160,000
- Liberty Street from Main St to Heaton Street = \$150,000
- River Street wheel rutting from the roundabout to Pioneer Street = \$25,000
- Crack Sealing = \$13,095

### Bridges: \$115,000

- Bridge Balance = \$58,693.25 (Cummings Street)
- Cummings Street = \$96,881.75 (Funds to be reserved for when projects is completed)
- Annual Maintenance = \$6,868.25 (FY19 Funds + operations budget)
- Grout Road = \$11,250 (Grant Match)

### Transportation: \$25,000

- Main and Barre Traffic Study = \$25,000

### Retaining Walls and Slopes: \$0

- Lague Drive Slope Stabilization = \$110,000 (FY17 Bond)

### Sidewalks and Bike Paths: \$154,297 + (\$175,000 pending bond approval)

- Sidewalk Extension Elm Street = \$60,268.84 (Reserved Funds for Grant Match)
- Sidewalk Funds for Northfield Street = \$90,000
- Montpelier in Motion = \$20,000
- Misc. Section Repairs = \$44,297
- Liberty Street Sidewalk = \$75,000 (pending bond approval)
- College Street Sidewalks = \$100,000 (pending bond approval)

### Storm Drains and Culverts: \$110,000

- Crestview Drive = \$9,784
- Northfield Street Dry swales = \$4,500
- Route 302 Study and Design = \$5,000 (local match)
- 58 Barre Street Playground = \$5,000
- Franklin Street = \$50,000
- Northfield Street Grant Match = \$10,000 (pending award)
- Culvert work for streets that will be paved = \$25,716

### Water:

- Northfield Street Phase II
- Lague Drive
- Quesnel Drive

### Sewer:

- Northfield Street Phase II
- Lague Drive
- Quesnel Drive
- State Street Lining (as budget allows)
- St. Paul and Baird IDDE

PROJECTED TAX RATES									
	FY17 Taxes	FY17 Rate	FY18 Taxes	FY18 Rate	FY19 Taxes	FY19 Rate	Tax \$ Change	Rate Change	Pct. Change
<b>MUNICIPAL</b>									
City Budget	\$8,359,414	\$0.97	\$8,676,831	\$1.00	\$8,951,929	\$1.03	\$275,098	\$0.027	2.7%
County Tax	\$59,288	\$0.01	\$67,374	\$0.01	\$72,000	\$0.01	\$4,626	\$0.000	6.3%
<b>Sub Total CITY</b>	<b>\$8,418,702</b>	<b>\$0.98</b>	<b>\$8,744,205</b>	<b>\$1.01</b>	<b>\$9,023,929</b>	<b>\$1.0363</b>	<b>\$279,724</b>	<b>\$0.027</b>	<b>2.69%</b>
Ballot Items	\$438,698	\$0.05	\$397,633	\$0.05	\$384,833	\$0.044	-\$12,800	-\$0.002	-3.7%
<b>TOTAL MUNICIPAL</b>	<b>\$8,857,400</b>	<b>\$1.0329</b>	<b>\$9,141,838</b>	<b>\$1.0551</b>	<b>\$9,408,762</b>	<b>\$1.0805</b>	<b>\$266,924</b>	<b>\$0.0254</b>	<b>2.4%</b>
Avg Res Tax Bill	\$2,355		\$2,406	\$50.53	\$2,464	\$57.92			
<b>SCHOOL</b>									
Residential	\$7,214,891	\$1.63	\$7,206,013	\$1.62	\$7,395,108	\$1.67	\$189,095	\$0.043	2.6%
Non-residential	\$5,386,844	\$1.61	\$5,447,352	\$1.63	\$5,445,681	\$1.63	-\$1,671	\$0.000	0.0%
<b>TOTAL SCHOOL</b>	<b>\$12,601,735</b>		<b>\$12,653,365</b>		<b>\$12,840,788</b>		<b>\$187,423</b>		<b>1.5%</b>
Avg Res Tax Bill	\$3,706		\$3,701	-\$4.56	\$3,798	\$97.13			
<b>SUB-TOTAL</b>	<b>\$21,459,135</b>		<b>\$21,795,203</b>	<b>\$2.68</b>	<b>\$22,249,550</b>	<b>\$2.75</b>	<b>\$454,347</b>	<b>\$0.068</b>	<b>2.5%</b>
Water/Sewer Benefit	\$171,502	\$0.02	\$173,292	\$0.02	\$174,158	\$0.02	\$866	\$0.000	0.0%
CSO Benefit	\$600,257	\$0.07	\$606,520	\$0.07	\$609,553	\$0.07	\$3,033	\$0.000	0.0%
<b>TOTAL - Res.</b>	<b>\$22,230,894</b>	<b>\$2.75</b>	<b>\$22,575,015</b>	<b>\$2.77</b>	<b>\$23,033,261</b>	<b>\$2.836</b>	<b>\$458,246</b>	<b>\$0.068</b>	<b>2.5%</b>
<b>Non -Res.</b>		<b>\$2.73</b>		<b>\$2.77</b>		<b>\$2.80</b>		<b>\$0.025</b>	<b>0.9%</b>
<b>Avg. Res. Value</b>	<b>Avg Res Total Tax Bill</b>		<b>One Year Change</b>		<b>Two Year Change</b>				
\$228,000	\$6,266	\$6,312	\$46	\$6,467	\$155	\$201	2.5%	\$201	3.2%

Estimated Property Taxes - July 1, 2018 - June 30, 2019

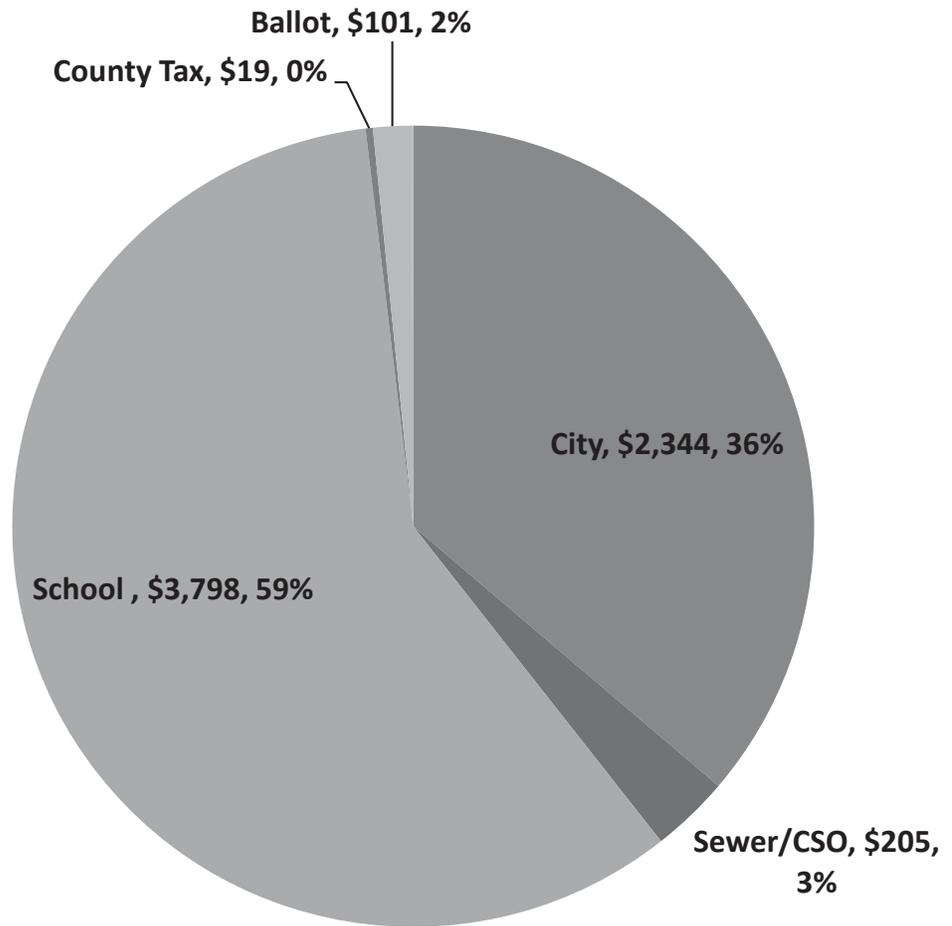
Grand List estimate: \$ 870,790,000

Ballot Article	Item	Funds	Tax Rate per \$100 Value	Estimated Property Taxes at various property values				
				\$100,000	\$200,000	\$228,000	\$300,000	\$400,000
				Median Resident				
4	City Budget (includes Senior & Rec Ctr & Washington County Tax)	\$ 9,025,174	\$ 1.0364	\$ 1,036	\$ 2,073	\$ 2,363	\$ 3,109	\$ 4,146
5	School Budget - Residential Tax Rate Est. 1/22	\$ 23,452,706	\$ 1.6660	\$ 1,666	\$ 3,332	\$ 3,798	\$ 4,998	\$ 6,664
6	Central VT Public Safety Authority	\$ 28,200	\$ 0.0032	\$ 3	\$ 6	\$ 7	\$ 10	\$ 13
7	Mayor Compensation (included in Article 3)	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Council Compensation (included in Article 3)	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	School Commissioners Compensation (included in Article 4)	\$ 97,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal City and School Articles</b>	<b>\$ 32,619,080</b>	<b>\$ 2.7057</b>	<b>\$ 2,706</b>	<b>\$ 5,411</b>	<b>\$ 6,169</b>	<b>\$ 8,117</b>	<b>\$ 10,823</b>
15	Kellogg-Hubbard Library	\$ 330,633	\$ 0.0380	\$ 38	\$ 76	\$ 87	\$ 114	\$ 152
20	Central Vermont Home Health & Hospice	\$ 20,000	\$ 0.0023	\$ 2	\$ 5	\$ 5	\$ 7	\$ 9
21	Good Samaritan	\$ 4,000	\$ 0.0005	\$ 0	\$ 1	\$ 1	\$ 1	\$ 2
22	People's Health and Wellness Clinic	\$ 2,000	\$ 0.0002	\$ 0	\$ 0	\$ 1	\$ 1	\$ 1
	<b>Subtotal Other Agencies' Articles</b>	<b>\$ 356,633</b>	<b>\$ 0</b>	<b>\$ 41</b>	<b>\$ 82</b>	<b>\$ 93</b>	<b>\$ 123</b>	<b>\$ 164</b>
	<b>TOTAL of Articles</b>	<b>\$ 32,975,713</b>	<b>\$ 2.7466</b>	<b>\$ 2,747</b>	<b>\$ 5,493</b>	<b>\$ 6,262</b>	<b>\$ 8,240</b>	<b>\$ 10,987</b>
	Water/Sewer Benefit Charge		0.02	\$ 20	\$ 40	\$ 46	\$ 60	\$ 80
	Sewer Separation Benefit Charge		0.07	\$ 70	\$ 140	\$ 160	\$ 210	\$ 280
	<b>Estimated Total Taxes</b>	<b>\$</b>	<b>\$ 2.8366</b>	<b>\$ 2,837</b>	<b>\$ 5,673</b>	<b>\$ 6,468</b>	<b>\$ 8,510</b>	<b>\$ 11,347</b>

Note:

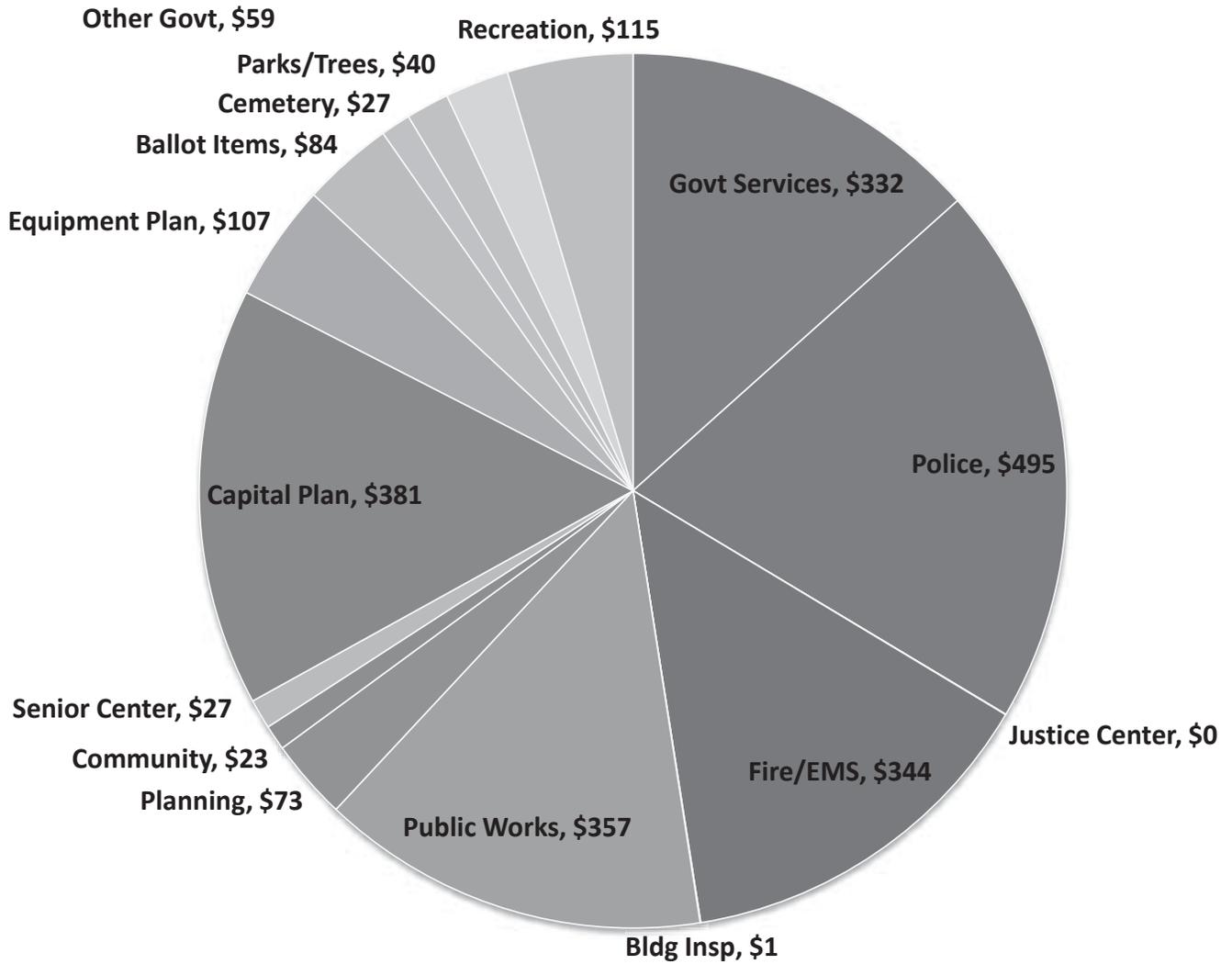
14 Article 14 levys a special assessment of \$.0515 per \$100 value on properties within Montpelier's Designated Downtown not used for residential purposes

**FY19 Avg. Residential Tax Distribution Avg. Bill = \$6,467 +\$155**



**Municipal Tax Dollars: FY19 Budget + Ballot Items**

**Avg. Residence \$228,000 = Tax Bill \$2,464**



**2016 Effective Property Tax Rates & Tax Bills**

Data source - 2017 Annual Report - Division of Property Valuation and Review, VT Tax Dept.

Municipality	School		Municipal	Total Res.	Avg. Res. Eq. Value	Avg Eq Tax Bill	Avg Eq Mun. Bill	Avg Eq Sch. Bill
	Res.	Non-Res.						
Barre City	\$1.23	\$1.50	\$1.81	\$3.04	134,120	\$4,077	\$2,431	\$1,646
Barre Town	\$1.25	\$1.52	\$0.82	\$2.07	179,515	\$3,717	\$1,476	\$2,241
Berlin	\$1.69	\$1.56	\$0.49	\$2.18	209,526	\$4,563	\$1,023	\$3,541
Calais	\$1.61	\$1.53	\$0.67	\$2.28	219,416	\$5,004	\$1,470	\$3,534
East Montpelier	\$1.85	\$1.54	\$0.57	\$2.42	241,884	\$5,858	\$1,371	\$4,487
Middlesex	\$1.70	\$1.52	\$0.42	\$2.12	177,570	\$3,766	\$753	\$3,012
Moretown	\$1.70	\$1.46	\$0.25	\$1.96	224,628	\$4,394	\$571	\$3,823
Northfield	\$1.50	\$1.52	\$0.86	\$2.36	167,974	\$3,967	\$1,451	\$2,515
Plainfield	\$1.67	\$1.56	\$0.69	\$2.35	166,306	\$3,912	\$1,141	\$2,770
Waterbury	\$1.66	\$1.55	\$0.45	\$2.11	279,727	\$5,895	\$1,265	\$4,629
Worcester	\$1.55	\$1.49	\$0.62	\$2.17	177,454	\$3,850	\$1,105	\$2,744
<b>CENTRAL VERMONT AVG.</b>	<b>\$1.58</b>	<b>\$1.52</b>	<b>\$0.70</b>	<b>\$2.28</b>	<b>\$198,011</b>	<b>\$4,455</b>	<b>\$1,278</b>	<b>\$3,177</b>
Montpelier	\$1.53	\$1.52	\$0.97	\$2.50	235,915	\$5,909	\$2,297	\$3,612
Montpelier vs. Average	-\$0.05 -3.16%	-\$0.01 -0.34%	\$0.28 39.72%	\$0.23 9.95%	\$37,904 19.14%	\$1,454 32.64%	\$1,018 79.69%	\$436 13.72%

**2016 Effective Property Tax Rates & Tax Bills**

Data source - 2017 Annual Report - Division of Property Valuation and Review, VT Tax Dept.

Municipality	School Res.	School Non-Res.	Municipal	Total Res.	Avg. Res Eq. Value	Avg Eq Tax Bill	Avg Eq Mun. Bill	Avg Eq Sch. Bill
Barre City	\$1.23	\$1.50	\$1.81	\$3.04	134,120	\$4,077	\$2,431	\$1,646
Brattleboro	\$1.71	\$1.57	\$1.25	\$2.96	198,869	\$5,892	\$2,490	\$3,402
Hartford	\$1.52	\$1.50	\$0.95	\$2.47	231,515	\$5,711	\$2,196	\$3,514
Middlebury	\$1.58	\$1.46	\$0.85	\$2.43	229,962	\$5,591	\$1,963	\$3,629
Newport City	\$1.40	\$1.52	\$1.09	\$2.49	128,059	\$3,191	\$1,395	\$1,797
Rockingham	\$1.64	\$1.52	\$1.01	\$2.64	133,479	\$3,527	\$1,343	\$2,183
Rutland City	\$1.52	\$1.58	\$1.48	\$3.00	143,638	\$4,307	\$2,124	\$2,183
Springfield	\$1.67	\$1.53	\$1.73	\$3.40	127,376	\$4,327	\$2,206	\$2,122
St. Albans City	\$1.31	\$1.39	\$0.86	\$2.17	173,583	\$3,768	\$1,487	\$2,281
St. Johnsbury	\$1.31	\$1.56	\$0.88	\$2.20	133,944	\$2,944	\$1,184	\$1,761
Windsor	\$1.36	\$1.51	\$1.55	\$2.91	148,787	\$4,332	\$2,313	\$2,018
<b>AVG. OF SIMILAR TOWNS</b>	<b>\$1.48</b>	<b>\$1.51</b>	<b>\$1.22</b>	<b>\$2.70</b>	<b>\$162,121</b>	<b>\$4,333</b>	<b>\$1,921</b>	<b>\$2,412</b>
Montpelier	\$1.53	\$1.51	\$0.96	\$2.48	235,915	\$5,861	\$2,260	\$3,601
Montpelier vs. Average	\$0.05 3.38%	-\$0.01 -0.43%	-\$0.27 -21.77%	-\$0.22 -8.02%	73,794 45.52%	\$1,528 35.25%	\$339 17.62%	\$1,189 49.29%

## Montpelier Community Fund Recommended FY19 Budget

<b>Outside Agency Grants</b>	<b>Approved</b>
American Red Cross	1,000.00
Capstone Community Action	2,000.00
Central Vermont Adult Basic Ed	5,000.00
Central Vermont Council on Aging	7,000.00
CIRCLE	3,000.00
Community Connections	5,000.00
Community Harvest of Central VT	5,000.00
Everybody Wins! Vermont	2,000.00
Family Center of Washington County	3,500.00
Friends of the Winooski	750.00
Girlz/Boyz First Mentoring	2,000.00
Good Beginnings of Central Vermont	1,000.00
Green Mountain Youth Symphony	1,000.00
Green Up Vermont	300.00
Home Share Now	1,200.00
Just Basics–Montpelier Home Delivery Program	13,000.00
Lost Nation Theater	6,000.00
North Branch Nature Center	5,000.00
Sexual Assault Crisis Team	2,500.00
Vermont Association for the Blind & Visually Impaired	500.00
Vermont Center for Independent Living	4,000.00
Vermont College of Fine Arts	2,500.00
Vermont Family Network	500.00
Vermont Historical Society	2,500.00
Washington County Diversion Program	2,000.00
Washington County Mental Health Services	4,000.00
Washington County Youth Service Bureau	18,000.00
Wood, T.W. Gallery	6,000.00
<b>Total Outside Agencies</b>	<b>106,250.00</b>
Arts Grants	
Capital City Band	500.00
Capital City Concerts	2,000.00
Center for Arts and Learning	1,000.00
Green Mountain Film Festival	2,000.00
Kids Fest	1,000.00
Montpelier Chamber Orchestra	2,000.00
Montpelier Community Gospel	750.00
<b>Total Arts Grants</b>	<b>9,250.00</b>
<b>Grand Total Grants</b>	<b>115,500.00</b>

## City Department Reports

### PUBLIC SAFETY PROTECTION

#### Montpelier Police Department

##### Highlights from 2017:

- The murder of Marcus Austin and the investigation that led to the arrest of Javian Cabalero for his murder
- The Women's March—a peaceful protest of more than 25,000 that created total traffic gridlock in the City
- Retirement of long-time dispatcher, Tom Conneman
- Overall, crime was down 13% from 2016 (burglary down 50%)

##### Personnel:

The Montpelier Police Department (MPD) has worked closely and openly with various organizations and members of the community to discuss contemporary policing issues here in Montpelier. Despite some directional changes at the federal level, the MPD still embraces and believes in the “six pillars” of 21st Century Policing: 1) Building trust and legitimacy, 2) Community policing and problem solving, 3) Effective strategies in crime reduction, 4) Appropriate use of technology, 5) Officer and dispatcher training, 6) Officer/Dispatcher wellness.

In order to meet the public safety needs of Montpelier, the department continues to strengthen its existing partnerships and collaborations with outside agencies, and build upon the department's increased reliance on evidence and intelligence based policing. Although the department has found itself spread thin from time to time, working hard to meet operational goals, the men and women of MPD have been creative and resourceful in order to carry out their public safety mission.

The department's authorized staff levels for 2017 were the same as 2016: 16 full-time police officers (chief, one captain, three sergeants, one detective, one school resource officer, and nine patrol officers --three of whom are corporals), one Public Safety Support Services Administrator, six full-time Emergency Services Dispatchers and one dispatch supervisor, one full-time and two part-time Community Service Officers (Parking Division).

The men and women of the MPD are focused on the core mission of providing police and public safety services to the citizens and visitors of Montpelier. In order to meet today's law enforcement challenges, the department will continue to seek and retain the right personnel--those who are qualified and motivated to be here at MPD. The MPD is committed to providing its officers and dispatchers with the necessary training and tools



*Dispatcher Tom Conneman retired June 2017 (L). MPD cruisers get a new look and all wheel drive (R)*

required to meet the present and future public safety needs of the City.

Due to staffing changes, the department hired three new employees in 2017: Dispatcher Emily Shuman, Dispatcher Justina George, and Dispatcher Miriam Larkin.

##### Patrol:

The department provides 24-hour police and communications services seven days a week. For safety reasons, there is a minimum of two police officers on duty during any given shift. Most officers work four, ten-hour shifts per week. This schedule enables the department to have critical shift overlaps during peak times and reduce the amount of overtime used when officers are on leave. However, given the increase in activity—especially the events related to being the capital city, it is anticipated that the police chief will seek funding in the near future to return the department to its authorized strength of 17 police officers.

The department has increased its use of bike patrol from one to two officers. It is important to note that all uniformed officers handle a full spectrum of law enforcement services ranging from traffic safety to crisis response.

School safety remains one of MPD's top priorities. The chief continues to serve as the Vermont Chiefs of Police representative on the Vermont School Crisis Planning Team (part of the Vermont Department of Emergency Management and Homeland Security). MPD and the Montpelier Public School System share in the funding of the department's School Resource Officer (SRO)--furthering the joint partnership and commitment to keep the children and faculty of Montpelier's schools safe.

##### Investigations:

The majority of criminal investigations are handled by patrol personnel, depending on the type of investigation and the training and experience of the case officer. For example, many of our officers have specialized training in areas such as death investigation, financial crime, child sexual abuse, and narcotics

investigations. Officers and agents from MPD, Barre City PD (BCPD), Vermont State Police (VSP), Drug Enforcement Administration (DEA), Bureau of Alcohol Tobacco and Firearms (ATF), the Federal Bureau of Investigations (FBI), the U.S. Marshal's Service, the Vermont Drug Task Force, and other area departments continue to work collectively to respond to and prevent criminal activity--intensified by the drug addiction problem in Vermont. The prevalence of illegal firearms associated with the drug trade in this region is of paramount concern to our officers, and ultimately the community.

Another important function of police investigations is criminal intelligence and analysis. The department has come a long way with improving the robustness of our intelligence and analysis thanks to the cooperation of our colleagues at the local, state, and federal levels. Public/private cooperative ventures with vetted partners further serves as a force multiplier for the department--especially during fiscally challenging times such as these.

The department has been actively involved with the organization and support of the Washington County Special Investigative Unit (SIU). Per state statute (Brook Bennett legislation), each county needed to have an SIU. The Washington County SIU is coordinated by the Washington County State's Attorney's Office (WCSA). Central to Washington County's SIU is OUR House, an advocacy and support organization for the protection of children and the investigation of child sexual and other serious abuse. MPD, BCPD, VSP, WCSA, Vermont Department of Children and Families (DCF), and OUR House have taken lead roles in the SIU. The SIU is one part of a multi-disciplinary team (MDT) that also includes advocates from the WCSA's office, medical community, mental health community, Circle (formerly Battered Women's Services), the sexual assault crisis team (SACT), and OUR House.

### "Project Safe Catch"

Project Safe Catch is a law enforcement addiction support and recovery effort, where anyone can seek help for drug addiction anytime, day or night and MPD personnel will coordinate linking an addict with treatment. Officers will also offer treatment through Project Safe Catch in a post arrest situation as well if drug addiction is suspected with an arrestee. The department's primary partners for Project Safe Catch include Central Vermont Substance Abuse Services, Washington County Mental Health, Central Vermont Medical Center's Emergency Department, and Central Vermont New Directions Coalition (education, outreach and prevention specialists). Project Safe Catch was also supported by the Washington County States Attorney, the United States Attorney (Dist. of Vermont), and the Washington County police chiefs and commanders.

### Building Community Trust and Legitimacy:

Maintenance of the department's Facebook page is carried out by a small team of officers, overseen by a sergeant in order to keep the page fresh without relying on one individual. This is also just one more way the department can keep the public informed with emergency and public safety information.

"Coffee with a Cop" events have provided members of the department a way to meet with citizens in a relaxed setting and engage in general conversations on a variety of topics ranging from quality of life to crime. These meetings provide great opportunities for understanding neighborhood and city-wide concerns and exploring possible solutions in a collaborative manner.

### Training:

Training is a critical component of modern policing. It is imperative that officers stay current in criminal law, juvenile law, liability issues related to policing, evidence (collection and maintenance), technology, weapons and tactics, interacting with vulnerable populations, first aid/CPR, emergency vehicle operation, critical incident management, ethics, and training on departmental policies. For the last six years, the department has instituted rigorous training requirements for all officers in high-risk areas such as use of force, mental health/crisis intervention training, legal training, and vehicle operation. This is part of the department's risk management approach to training which focuses on high-risk--low frequency incidents. The goal here is to train our officers better which helps to maintain our culture of excellence, improve our policing capacity, keeps both the officers and citizens safer, while minimizing the City's liability risks. These efforts have gained the positive attention of the Vermont League of Cities and Towns (VLCT), our federal partners, and our local law enforcement peers with whom we have shared some of this training. The department does as



much training internally as it can, utilizing “in house” academy-certified instructors when possible. However, it is common for our officers to travel around the state or even out of state to attend certain trainings, all of which add to the cost. Therefore, we are careful in our selection of classes and assessing officer and departmental needs.

## Offense Summary Report

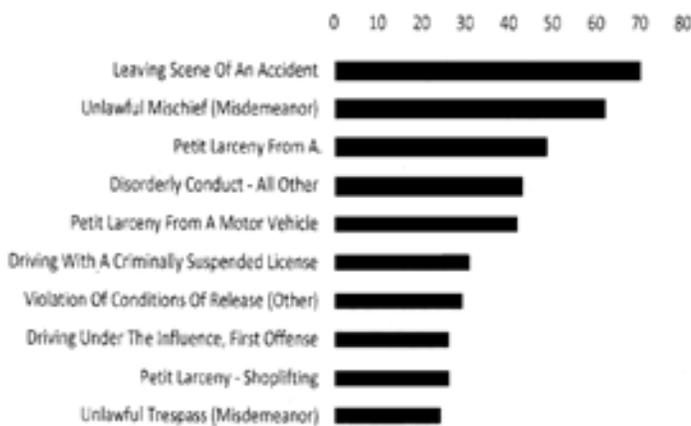
The following is the Valcour Offense Summary Report for Montpelier from January 1, 2017 through December 31, 2017.

(Note: The MPD’s statistics are on the second graph, the first graph represents the top 10 offenses for all the Valcour agencies in Vermont.)

Top 10 Overall For Selected ORI(s)



Top 10 Offenses For This Report



From: 01/01/2017 3:17 To: 12/31/2017 22:09

ORI: VT0120200

**MontpelierPolice Dept**

Offense	Count	% of Total Offenses
Leaving Scene Of An Accident	70	9.94%
Unlawful Mischief (Misdemeanor)	62	8.81%
Petit Larceny From A Building/Residence/Structure	49	6.96%
Disorderly Conduct - All Other	43	6.11%
Petit Larceny From A Motor Vehicle	42	5.97%
Driving With A Criminally Suspended License	31	4.40%
Violation Of Conditions Of Release (Other)	29	4.12%
Driving Under The Influence, First Offense	26	3.69%
Petit Larceny - Shoplifting	26	3.69%
Unlawful Trespass (Misdemeanor)	24	3.41%
Burglary	21	2.98%
Identity Theft	18	2.56%
Petit Larceny From Other Location	18	2.56%
Disorderly Conduct By Phone Or Electronic Communication	17	2.41%
Domestic Assault	17	2.41%
False Pretenses	17	2.41%
Simple Assault	14	1.99%
Driving Under The Influence; Criminal Refusal	12	1.70%
Grand Larceny	11	1.56%
Violation Of Conditions Of Release (Travel, Curfew, Or Contact)	8	1.14%
Cruelty To Children Under 10 By One Over 16	7	0.99%
Driving Under The Influence; Second And Subsequent Offense	7	0.99%
Bad Checks	6	0.85%
Petit Larceny Other	6	0.85%
Unlawful Trespass (Felony)	6	0.85%
Uttering A Forged Instrument	5	0.71%
Aggravated Assault	4	0.57%
Domestic Assault - 1st Degree Aggravated	4	0.57%
False Information To A Police Officer	4	0.57%
Home Improvement Fraud	4	0.57%
Lewd And Lascivious Conduct With A Child	4	0.57%
Liquor Sale Or Furnishing To Minors, Enabling Consumption By Minors - Misdemeanor	4	0.57%
Negligent Operation	4	0.57%
Operation Without Consent	4	0.57%
Resisting Arrest	4	0.57%
Sexual Assault	4	0.57%
Theft Of Services (Misdemeanor)	4	0.57%
Unlawful Mischief (Felony)	4	0.57%
Violation Of An Abuse Prevention Order	4	0.57%
Counterfeiting	3	0.43%
Drugs - Depressant, Stimulant, And Narcotic Possession Misdemeanor	3	0.43%
Fugitive From Justice (Arrest Prior To Requisition)	3	0.43%
Interference With Access To Emergency Services	3	0.43%
Lewd And Lascivious Conduct	3	0.43%
Wire Fraud	3	0.43%
Assault And Robbery	2	0.28%
Assault With Bodily Fluids (Misdemeanor)	2	0.28%
Credit Card/ATM Fraud	2	0.28%
Cruelty To Animals (Misdemeanor)	2	0.28%
Drugs - Heroin, Possession (Misdemeanor)	2	0.28%
Drugs - Marijuana, Possession Or Cultivation -Misdemeanor	2	0.28%

Sexual Offense Aggravated		
Sexual Assault Of A Child	2	0.28%
Unlawful Restraint - 2nd Degree	2	0.28%
Arson - 3rd Degree	1	0.14%
Assault On A Law Enforcement Officer (Felony)	1	0.14%
Assault On A Law Enforcement Officer (Misdemeanor)	1	0.14%
Attempts (Misdemeanor)	1	0.14%
Contributing To Juvenile Delinquency	1	0.14%
Criminal Threatening	1	0.14%
Custodial Interference	1	0.14%
Domestic Assault - 2nd Degree Aggravated	1	0.14%
Drugs - Cocaine, Possession Misdemeanor	1	0.14%
Drugs - Heroin, Possession 2+ Grams	1	0.14%
Drugs - LSD, Possession- 1 Gram +	1	0.14%
Escape	1	0.14%
False Alarms To Public Safety	1	0.14%
Forgery/Counterfeit	1	0.14%
Impeding Public Officers	1	0.14%
Inciting To Felony	1	0.14%
Liquor Sale Or Furnishing To Minors, Enabling Consumption By Minors - Felony	1	0.14%
Murder - 2nd Degree	1	0.14%
Obstruction Of Justice	1	0.14%
Operation Without Consent - Aggravated	1	0.14%
Retail Theft (Felony)	1	0.14%
Sexual Offense Sexual Abuse Of Vulnerable Adult	1	0.14%
Stolen Property Receiving (Possession Of)		
Stolen Property (Felony)	1	0.14%
Stolen Property Receiving (Possession Of)		
Stolen Property (Misdemeanor)	1	0.14%
Telecommunications Fraud (Misdemeanor)	1	0.14%
Theft Of Rental Property (Misdemeanor)	1	0.14%
<b>Total Offenses:</b>	<b>704</b>	

### Communications (Dispatch):

The MPD Dispatch is a regional dispatch center that has two contracts, one with the Capitol Police (State House), and the other with Capital Fire Mutual Aid (Capital West), which is an organization representing fire and emergency medical services covering 18 communities. The two contracts for FY 18 totaled \$326,293.00 in revenue. The following Vermont communities are served by the MPD Dispatch:

Montpelier, E. Montpelier, Berlin, Northfield, Roxbury, Plainfield, Cabot, Marshfield, Worcester, Middlesex, Walden, Waterbury, Duxbury, Moretown, Waitsfield, Fayston, Calais, and Woodbury.

The department's dispatch handles nearly 16,000 incidents per year. The dispatchers are quite frequently a citizen's first point of contact with public safety services. They also field general questions as well, including after-hours calls for the department of public works or simple questions such as "what time does the parade start?" Because anything can happen, either in the lobby of the station or on the other end of the phone, MPD dispatchers receive training in interacting with individuals experiencing a mental health crisis (MPD was the first PD in the state to require this police level training for dispatchers), critical incident

dispatching, and all maintain CPR/first aid certifications. The dispatchers and officers must go through annual National Crime Information Center (NCIC) trainings and certifications, which are required by both the state (VCIC) and the FBI. Additionally, there are environmental standards for the dispatch center itself, which must be in compliance with federal regulations (computer use security policies, computer encryption, security screens on monitors, approved network diagrams and firewalls, etc.).

In addition to the community support and public safety mission of dispatch, they also provide clerical support to both police and parking division functions of the department. They also monitor the security cameras located in City Hall and the police station.

Dispatchers are the lifeline for our citizens and for our police officers.

### Parking Division:

After a successful pilot program in 2016 testing "new" smart meters, the department acquired 450 IPS brand solar powered meters that accept both coins and credit/debit cards. Due to the downtown paving and construction projects on both State and Main Streets in the summer of 2017, the department has not been able to establish a clear financial baseline as to the full operational annual revenue with these new meters.

Parking enforcement is primarily accomplished using one full-time and two part-time Community Service Officers (CSOs). One of the CSO's duties is parking meter maintenance (we have over 400 meters around town) and the maintenance of five permit vending machines. Police officers also issue parking tickets and they are the ones tasked with winter ban parking enforcement and applying the "boot" on vehicles when owners have past due parking violations. Dispatch has parking duties as well which include updating late notices, and data entry using parking specific computer applications. Certain sergeants are assigned duties related to supervision and direction of parking enforcement personnel. Because both police and dispatchers are so involved with both enforcement and the administration of the parking division, a percentage of general fund expenditures for police and communications are offset by the parking fund.

### MISSION STATEMENT

*The ultimate responsibility for peace, good order, and law enforcement rests with the community of citizens in a democratic society. The complexity of modern society dictates that police efforts must be coordinated and directed by the services of law enforcement professionals.*

*Therefore, the Montpelier Police Department will be devoted to providing professional and quality police services, and will strive to remain effective, efficient, and responsive to the changing needs of our community while providing a safe environment that enhances the quality of life in Montpelier.*

Anthony J. Facos, Chief of Police



Photo courtesy of Linda Hogan

## Fire and Emergency Services

### *Committed to Professional Excellence*

#### ***Our Mission Statement***

The Mission of the Montpelier Fire and Emergency Services Department is the preservation of the Life, Health, Property, and the Environment for its residents and businesses at a reasonable and acceptable cost. We value the faith and trust of the Community and will continually work to deserve that confidence through our Conduct and Accomplishments.

The Montpelier Fire and Emergency Services Department shall develop expertise through innovation and progressive thinking to address change effectively and efficiently while providing fire suppression, fire prevention, building inspections, hazardous materials response, natural disaster response, multi-environmental rescues, public safety awareness programs, emergency medical care, transportation of the sick and injured, and emergency medical public education.

Commanded by the Fire Chief, this department shall be comprised of sufficient personnel and properly equipped to safely accomplish this mission. The Montpelier Fire and Emergency Services Department shall be augmented by a Mutual Aid Assistance Agreement with surrounding communities with the common goal of saving lives and protection of property. The Montpelier Fire and Emergency Services Department members shall be physically, mentally, and technologically prepared to meet the Mission requirements and shall maintain this level of readiness through a standardized training program while con-

tinually encouraging themselves to improve personally, and professionally.

The members of the Fire and Emergency Services Department work to make a difference in your life. We strive for the safest city by insuring building safety; continuing community fire prevention education; and responding effectively to problems as they occur.

When fire prevention fails, an immediate response by well trained and equipped Firefighters/EMTs limits harm and damage. In Montpelier, our department's direct response has been decisive in keeping a number of small fires from extending into much larger incidents.

The mission of the Montpelier Fire and Emergency Services Department is to save lives, protect property and preserve the tax base in Montpelier at a reasonable and acceptable cost to the taxpayer. We achieve our mission by managing the following departments: Fire and EMS, Building and Health, and Emergency Management.

## Fire

Our fire safety message is simple: we accomplish a safe city through a joint effort of residents and the department. Fires can occur at any time through human error or mechanical breakdown.

We avoid death, injuries, and catastrophic structure fires through alarm systems, good building code compliance, and properly installed and maintained sprinkler systems which provide the most effective protection.

## Emergency Medical Service

The department also provides ambulance service to the community. While there are always some acute emergencies, emergency medical care largely involves dealing with the ongoing health issues. In 2017, the city hired our second paramedic and have two advanced EMTs in paramedic training to increase our high level of treatment and medical care to the residents and visitors of Montpelier. Part of our new paramedic program advanced an in-depth, comprehensive on-going training program for all our EMTs. Our service allows people to live a better quality of life.

## Emergency Management

When a crisis occurs like flooding, severe weather events, safety incidents, the Fire Chief coordinates the citywide Emergency Management. This function helps the City of Montpelier prepare for major incidents and reduces potential risks as well as coordinating the response efforts when an incident occurs.

## 2017 Department Summary

### Fire and emergency operations

The department provides the city with both Fire and Ambulance service. Personnel are dual-trained as firefighters, emergency medical technicians (EMT), and paramedics. Our highly trained professionals maintain the department equipment, ensure personal capability through ongoing training, perform inspections, provide services to the public, present public education programs, and respond to emergency incidents.

Montpelier collects additional ambulance service revenue through three contracts with surrounding towns. Ambulance service revenues and contracts provide over 20% of the department budget.

The department operates the Fire Station on Main Street, a training area located at the City Stump Dump, two pumper trucks, one tower truck, two ambulances, and two utility vehicles. Maintenance of the facilities and vehicles is a top priority of the department.

The department is active in the mutual aid systems in our region. Participating in mutual aid system allows us to operate without the expense of maintaining reserve equipment and personnel. All major fire or rescue incidents require assistance from our neighbors. In 2017 we received fire or ambulance mutual aid 38 times and provided it 40 times.

## Number of Responses in 2016

### FIRE EMERGENCY RESPONSES

#### *Type of Alarm Responded to:*

Structure Fires/Alarms .....	185
Vehicle Fires .....	11
Other Fires.....	16
Power Lines.....	14
Vehicle Accidents (Initial Fire Response).....	66
Other Rescues.....	30
Ice / Water Rescue.....	1
Flooding, Water Problem .....	15
Collapse, Structural Problem.....	2
CO Alarm Activation .....	33
Electrical Problems .....	21
Odor/Smoke Investigation.....	38
Leak/Hazmat .....	22
Elevator Problems .....	17
Fire Alarm Problems .....	28
Other Emergency / Personal Assist .....	108
<b>EMS Emergency Response .....</b>	<b>982</b>

### NON EMERGENCY RESPONSES FOR SERVICE

#### *Type of Service Requested*

Burn Permits.....	46
Service Calls/Other Non Emergency.....	86
<b>Ambulance Non Emergency Transfer .....</b>	<b>126</b>
<b>Total.....</b>	<b>1938</b>

## Health Officer

The Fire Chief serves as the Health Officer. The assistant building inspector serves as the Deputy Health Officer. As Health Officer, there is the need to respond to complaints and proactively act to protect the community from public health threats. Areas of regular activities are rental housing, rabies and animal bites, garbage control and rats, mold complaints, lead abatement issues, carbon monoxide and smoke complaints, water supplies, septic tanks, and restaurant inspections. The Health Officer works under the authority of the Vermont Department of Health. In 2017, working as part of a city committee, we continued to develop a dog control ordinance. Also during 2017, both the Health Officer and Deputy Health Officer completed the annual statewide health officer training program.

## Emergency Management

The Fire Chief, Police Chief, and Public Works Director are Montpelier’s Emergency Management Team. The City Manager provides direction to the team while the Fire Chief coordinates the emergency management. In 2017, we added three current city employees to the Emergency Management team: Kristine Hepburn, Jamie Granfield, and Sue Allen. The Emergency Management Team ensures that the City prepares for serious incidents. The primary areas of concern are:

1. Evaluating the risks to the City and ensuring that City plans are kept updated;
2. Maintaining the Emergency Operations Center (EOC);
3. Verifying that personnel have necessary training and certifications;
4. Monitoring conditions in the City as needed;
5. Drills to practice plans; and
6. Reviewing mitigation efforts in the City.
7. Reviewing and updating the City’s Continuity of Operations Plan

In 2017, monitoring river and weather conditions remained a high priority. The monitoring of river gauges has provided much needed information; especially concerning possible ice jam flooding situations. In preparation of ice jams on the Winooski River, we will continue to monitor the Winooski and stage appropriate equipment if needed.

### Contact Information

**Emergencies:** .....Dial 9-1-1  
 Health Officer: ..... 229-4913  
 Other Fire/Ambulance Business: ..... 229-4913

Robert A Gowans, *Fire Chief*  
 Department 229-4913  
 Cell 371-9633  
 rgowans@montpelier-vt.org

## Central Vermont Public Safety Authority

After several years of planning the Central Vermont Public Safety Authority (CVPSA) became a reality. In 2014 a legal charter was created by the Vermont General Assembly. The proposal (House Bill 892, 2014 legislative session) was signed into law by Governor Peter Shumlin on May 20, 2014. The voters of the cities of Montpelier and Barre approved the creation of an Authority. Although the CVPSA is a separate municipality, it is accountable to the voters of Montpelier and Barre. The Authority exists for only one purpose and will have but one management goal: to enable central Vermont communities to

be safer from crime, fire, and medical emergencies through thoughtful, technologically sophisticated communications and response between providers and community.

**The proposed requested budget amount from the tax payers in both Cities for fiscal year 2018-2019 is reduced by 40% this year.** While the operating funds are level funded in FY 2018-2019 from FY 2017-2018 the CVPSA is planning on utilizing projected reserve funds to lower the requested tax payer allocation. The cost allocation breakdown for both cities follows the cost model that has been adopted by both city councils.

Prior to 2016, the Authority’s Board of Directors spent much of its time assessing the dispatching services in the area and developing a plan to regionalize these services. The Board presented a two-dispatch center plan to both city councils in December 2016. Opposition to this plan was voiced by city management and employees causing the CVPSA to re-think the proposal. During 2017 much time was spent on meeting with management and staff to determine the best dispatching solution. Consensus was that a single site dispatching solution was the preferred path forward. This change in direction was going to require more planning than could be accomplished in 8 months. Therefore, the CVPSA proposed again the two-center concept as a way of phasing in the new management structure while working on how to share calls for service and to accomplish the planning necessary to transition to a single site. This was also rejected. A third plan was developed that called for the CVPSA board to oversee certain aspects of dispatching while working collaboratively with the Montpelier City Council and staff without transferring staff to the employment of the CVPSA. Management from the City of Montpelier felt this type of oversight was not needed and in practice would be cumbersome to implement. This plan has been stalled in favor of doing more planning surrounding the development of single dispatching site.

The board is now working towards adding the Capital Fire Mutual Aid System as a member to the CVPSA. Ongoing plans will also take place in 2018 to identify a location and costs associated with developing a single dispatching facility. Everyone believes that the single site concept is the best way to achieve an integrated full service public safety dispatching system.

A major radio problem involving Canadian interference and frequency talk congestion has been identified as a significant issue for Central Vermont Fire/EMS dispatching services. Working with both cities and the Capital West Dispatch Committee to seek a bond for a new simulcast radio system by FY 2020 will be a major focus of the CVPSA in 2018. This radio interference is the single biggest problem with communications in Central Vermont and fixing it will significantly improve dispatching and communication efficiency. The Central Vermont Public

Safety Authority, as a broad based governing body, is uniquely positioned to help all Central Vermont communities collaboratively work on a financial solution to this radio problem.

The CVPSA web page is operational with agenda, minutes of the meetings and other planning documents available for review at [www.cvpsa.org](http://www.cvpsa.org). Agendas of board meetings and minutes are also available at both the Montpelier and Barre City web sites.

**The Board of Directors and staff of the Central Vermont Public Safety Authority include the following.**

**Tom Golonka, Chair**

Tom is a former Montpelier City Council Member appointed to the CVPSA board in August of 2014. In his professional career, Tom is a partner with Silverlake Wealth Management in Williston and Montpelier, VT. Tom serves as Vice Chair of the Board of Trustees of the UVM Health Network - Central Vermont Medical Center, and a Chair of the Vermont Pension Investment Committee (VPIC). His current term expires in March of 2019.

**Michael Smith, Vice Chair**

Michael is a former Barre City Council member appointed to the CVPSA board in August of 2014. He is active in the Barre community and has served on both the Greater Barre Public Safety Advisory Committee and the Greater Barre Community Justice Center Board. Michael works as a driver for the Ready To Go Program of Good News Garage based in Burlington. His two year term on the board expires in March of 2018.

**Robert Sager, Treasurer**

Bob has been a long-standing member of the efforts to bring about public safety regionalization to Central Vermont. He served on previous study committees leading up to the creation of the Authority. He was President, Vice President and Treasurer of the Barre Partnership, and President of the Barre Merchants Bureau. He has also served on various city committees and is currently on the Barre Partnership's Economic Development Committee, Retail Committee and on the board of the Barre Lions Club. He is a retired business owner.

**Dona Bate**

Dona is a Montpelier City Council Member who was appointed to the CVPSA board in August of 2014. Dona operates her own business, dbate Speaking; where she is a speaker, trainer and facilitator. Dona brings five years of service to the public safety committee which studied the feasibility of this regional public safety authority, and which successfully advocated for it being chartered. Dona says, "regional services will benefit both residents and employees." Her current term expires in March of 2018.

**Kimberly Cheney**

Kim is an attorney living in Montpelier who was appointed in August 2015 as an at large member of the board for a term expiring in March, 2016 and was subsequently elected in 2016 for a three year term ending in March of 2019. His service as Washington County State's Attorney and Vermont Attorney General brings practical public safety experience to the board. He joined the board saying: "Regionally managed public safety can bring communities to work together for the benefit of those who serve and those who are served." He also serves as Chair of the Board of Directors of the Vermont State Employees Credit Union (VSE-CU) and Vice Chair of the Montpelier Planning Commission.

**Douglas Hoyt**

Doug Hoyt was raised in Montpelier and graduated from St Michael's High School. He has since attained an Associate's Degree in Criminal Justice from Vermont College and a Bachelor's Degree in Government from Norwich University. He is also a Graduate of the FBI National Academy. Doug has retired from active law enforcement serving as Montpelier's Chief of Police for 26 years. He was elected to the board in March of 2015 to a term that expires in March of 2018.

**Martin Prevost**

Martin has lived in Barre City since 1978 when he moved here from Montreal. He was appointed to the Board in March of 2015 and re-appointed March of 2017 for a term ending in March of 2019. He is currently employed by the Vermont Department of Liquor Control and was previously a Barre City police officer. He has been active in the Barre community including serving as a school board member and city councilor as well as other civic boards and committees.

**Samuel M. Dworkin**

Sam lives in Montpelier and is an attorney working in Barre City for Martin and Associates. He is a 2013 Honors Graduate from Vermont Law School with a certificate in Dispute Resolution. He was elected as an at large member of the board of directors for the Central Vermont Public Safety Authority in March of 2017. Sam's three-year term expires in March 2020.

**Francis (Paco) X. Aumand III, Executive Director**

Mr. Francis (Paco) X. Aumand III has 39 years of law enforcement experience including service at municipal and state levels in Vermont. Before his appointment as Executive Director for the Central Vermont Public Safety Authority, in July of 2015, he served as the Deputy Commissioner for the Vermont Department of Public Safety. Mr. Aumand also was employed as Executive Director of the Vermont Criminal Justice Training Council, and he served with the Bellows Falls Police Department for 14 years, the last 7 of those years as Chief of Police. He holds a Master of Science in Administration from St. Michael's College, Colchester, VT.

## Central Vermont Public Safety Authority Budget

The Central Vermont Public Safety Authority (CVPSA), comprised of the City of Montpelier and the City of Barre, is dedicated to establishing an affordable, integrated, efficient system of public safety services (fire, police, emergency medical services and dispatching), initially for the twin cities and possibly for all Central Vermont. A long journey begins with the first step – creating a single dispatch system to enhance public welfare by providing rapid, coordinated response to emergencies in member communities with highly qualified personnel.

The first budget for CVPSA began in fiscal year 2016, which finished the year with an \$18,724 surplus. Fiscal year 2017 involved the receipt of \$75,000 in federal grant money to pay for new radio equipment and a bridge allowing communication between Montpelier and Barre City. FY 18 began with a surplus that is, in part, a result of holding payment for the installation of the radio equipment.

In fiscal year 2019, the CVPSA will continue the development of a single site dispatching service. More importantly CVPSA is working to bring the Capital Fire Mutual Aid System into the CVPSA as a member. We collectively will work on developing a simulcast radio system that will improve dispatching services for fire departments within 20 Central Vermont communities. The CVPSA plans on using \$40,000 of reserve funds to offset the FY 19 operating expenses (24 App. V.S.A. Chapter 901, § 32(b)) thus reducing the amount of the appropriations from its members.

The fiscal year 2020 and 2021 budget projection at this time continues a financial status quo until a commitment by the cities is received to move staff operations (dispatching) under the CVPSA.

The fiscal year budget for 2018-2019 (FY 19) is represented below along with projections for future years.

<b>Central Vermont Public Safety Authority Budget Projections</b>					
<i>Budget Summary:</i>	<b>FY 17 Approved Actual</b>	<b>FY 18 Approved Budget</b>	<b>FY 19 Budget Requested</b>	<b>FY 20 Projected Budget</b>	<b>FY 21 Projected Budget</b>
<b>Expenditures</b>					
Personnel	\$ 53,764	\$ 75,980	\$ 91,390	\$ 80,020	\$ 80,020
Operating	\$ 3,500	\$ 8,505	\$ 8,610	\$ 8,900	\$ 8,900
Dispatch Training	\$ 25,000	\$ 10,000			
Joint Operations Planning		\$ 5,515			
<b>Total Expenditures</b>	\$82,264	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
<b>Montpelier Dispatching</b>					
Barre City Dispatching	\$ -				
<b>Total Dispatch Expense</b>	\$0	\$ -	\$ -	\$ -	\$ -
<b>Total CVPSA and Dispatch</b>	\$82,264	\$ 100,000	\$ 100,000	\$ 88,920	\$ 88,920
<b>Revenue</b>					
	<b>FY 17 Actual</b>	<b>FY 18 Actual</b>	<b>FY 19 Request</b>	<b>FY 20 Budget</b>	<b>FY 21 Budget</b>
Balance on Hand	\$ 18,724	\$ 59,322	\$ 40,000		
Miscellaneous					
Montpelier CVPSA Formula	\$ 47,000	\$ 47,000	\$28,200	\$ 41,792	\$ 41,792
Montpelier Dispatch Costs			\$ -	\$ -	\$ -
Barre CVPSA Formula	\$ 53,000	\$ 53,000	\$31,800	\$ 47,128	\$ 47,128
Barre Public Dispatch Costs			\$ -	\$ -	\$ -
<b>Total Revenue</b>	\$118,724	\$ 159,322	\$ 100,000	\$ 88,920	\$ 88,920

## Building Inspector

The Building Inspector's office is located in the Planning and Development office. Chris Lumbra has been the Building Inspector since December of 2012. The Building Inspector has two primary tasks: 1) reviewing plans and providing support for construction projects in the city, and 2) inspecting current buildings. Reviewing and inspecting construction projects in the city ensures that work is performed in compliance with the building and life safety codes adopted by the city and the State of Vermont. Since 2007 the department has been responsible for virtually all construction in the city. Significant permit and inspection fees which had been paid to the State are now collected by Montpelier. The Building Permit system allows us to deliver this service. Most construction, except for minor repairs or routine maintenance, requires a building permit. In 2017, 210 building permits were processed and inspections were performed as needed to support those efforts. 26 of the permits were issued for PV solar arrays. Building permits are valid for one year from the issue date. If construction is ongoing, permits can be renewed. If permits are renewed before the expiration date there is no additional fee. Existing buildings, especially residential rental units, are inspected to ensure proper maintenance and operation. Buildings are inspected primarily on receipt of a complaint, although there are limited inspections on a scheduled basis. Complaints are given a higher priority while scheduled inspections are conducted as resources are available. The intent of the existing building inspections is to ensure safe and healthy conditions. In 2017 the City Council passed a nuisance ordinance which was used with the assistance of the Building Inspector to order the demolition of two vacant buildings in Montpelier.

## Transportation & Public Utilities

### Public Works Department

A total of 37 dedicated and skilled employees work for Montpelier's Public Works Department, providing essential services that: sustain infrastructure, establish safe living and working conditions, and contribute to a high quality of life for our citizens. As such, it is the largest of the City's Departments and includes eight divisions; Streets, Water & Sewer, Water Treatment, Wastewater Treatment, Equipment/Fleet Operations, Building Maintenance, District Heat and Administrative.

If you think of the City's infrastructure as providing the com-

munity's skeletal framework, you will understand that almost every project undertaken in the City touches Public Works in some way. And, the technical expertise of the department's staff is wide-ranging and a critical asset to the community.

- The DPW administrative & engineering offices are located in the basement level of City Hall. The various division facilities consist of the Wastewater Treatment Plant, Water Treatment Facility, and the Public Works garage located on Dog River Road which houses the street, water/wastewater and equipment divisions, material storage and a fueling station. The so-called "stump dump" located on Finch Road is also an important open storage facility for recycling of earth materials, processed gravel, pipes and structures and is also a disposal site for brush, earth & yard waste.
- The administration and engineering staff prepare project designs, plan and manage infrastructure projects, provide technical support to the operations divisions, the City Manager's office, boards & committees, and also maintains all city owned traffic signals, street lights and facilities including buildings and grounds of municipal buildings (except schools). State mandated performance & permit requirements such as those associated with operating a public water system, a waste water treatment facility, storm water permits and other reporting processes are either managed directly or are supported by this staff. Permits for private construction related activities taking place within a public right-of-way and utility connection permits are also processed by the engineering staff.
- The Streets and Water/Waste Water Divisions maintain 55.8 miles of paved streets, approximately 25 miles of sidewalk as well as 1.7 miles of shared use paths within the City limits. Responsibilities extend beyond the physical streets and sidewalks to: 16 bridges (including 2 for pedestrian use), guardrails, retaining walls, storm water management, several miles of water and sewer mains, numerous water and wastewater pump stations, potable water storage tanks, street lights, traffic signals, street sweeping, markings and signage, maintenance of trash and recycling containers, and the care of numerous benches and flower barrels to enhance our downtown.

The Streets & Equipment Divisions experienced a challenging 2016 / 2017 winter season which included multiple freeze / thaw cycles and mixed precipitation events. The winter weather conditions persisted into the spring impacting the winter operations budget but overall, we came in under budget. The Water & Sewer Divisions experienced a relatively normal winter but the wet weather through the month of July resulted in some challenges including combined sewer overflows as a result of some significant storm events. Despite the weather challenges, both

Divisions were able to transition into the summer construction season with only minor impacts. In spite of the very wet spring / early summer, the majority of projects and tasks on the lengthy list of summer construction and maintenance projects were accomplished.

The Streets Division is continually tasked with ensuring that the roads and sidewalks are safe and passable while trying to keep overtime and salt usage to a minimum. The use of computerized spreader controllers on our large trucks to monitor salt usage provides the operators with the tool necessary to better manage salt use. A balanced approach to salting is important for public safety, environmental impacts, and budgetary considerations. Liquid deicing materials combined with organics began during the 2015/ 2016 winter season and continued to prove advantageous during the 2016 / 2017 winter season and as we move into the snowy beginning of the 2017/ 2018 winter. During the construction season, crews perform normal maintenance functions such as pavement markings, street sweeping, storm system repairs, etc. Storm water management with added emphasis on water quality initiatives are being implemented including catch basin inspections and cleaning coupled with an aggressive street sweeping program to reduce the amount of contaminants reaching our water ways.

The Water & Sewer Division annually undertakes numerous routine and on-going maintenance tasks such as sanitary and storm sewer cleaning, inspecting and maintaining sewer pump stations, repair of water meters, and flushing of the water system. The crew is also tasked with water distribution and sewer collection customer service, inspecting & repairing fire hydrants as well as the removal of snow to keep them accessible.

With IT & management support from the Equipment Division Supervisor and City Engineer, the Water & Sewer Division also performs maintenance and operations of the District Heat system. The District Heat system operational requirements include spring and fall conversion from the State of Vermont Central Heat Plant to the City Hall boilers to provide domestic hot water to all customers, and we also take care of annual valve operations, flushing of the system and other routine maintenance.

The Equipment Division repairs and maintains the City's fleet, including vehicles owned by Public Works, Police, Fire, Green Mount Cemetery, Parks, Recreation and School Departments. The high level of reliability and excellent condition of the fleet are a testament to the dedication of the division employees and their technical expertise. They utilize the services of a stock records clerk for computerized preventative maintenance scheduling including regular repair & parts replacement. The division operates and maintains a fueling station on premises which also provides fuel by agreement to regional agencies such as the Sheriff's Department. This division manages and provides

maintenance support for communication systems such as the Supervisory Control and Data Acquisition network (SCADA) monitoring controls and alarms related to critical pumps & systems. Mechanics provide assistance to the Water Resource Recovery Facility staff when needed such as welding, pump and motor repair and other tasks. The Division is also responsible for the buildings and grounds maintenance at the Dog River Road DPW facility. The Manager Plus program is used by this division to expand facilities management and for work order tracking to the Streets, Water/ Sewer divisions, and the Wastewater Treatment Plant. The Water Treatment Plant is also integrating the program to provide scheduled maintenance task notification, work order implementation and inventory tracking.

An average of 1 million gallons of high-quality drinking water per day is distributed to Montpelier and Berlin customers via the Water Treatment Facility. Employees continuously monitor water quality through laboratory analysis, consumption (usage) trends, and source protection inspections. Staff regularly performs preventative maintenance to the processing equipment to extend the life of all of the systems. This Division also fulfills State reporting requirements, prepares the Consumer Confidence Report every spring, and takes care of facility and grounds maintenance. Water Quality Reports are archived in the "document library" with a direct link on the Public Works Department's page of the City's web site for easy reference (<http://www.montpelier-vt.org/DocumentCenter>). With the Use of Public Waters rules permitting recreational use of Berlin Pond, our crews continue to update and follow our source protection plan to safeguard our water against potential pollutants that could affect the quality of the drinking water.

Almost 2 million gallons of wastewater is received at the Water Resource Recovery Facility (WRRF) for processing daily. This water pollution control facility has received recognition for excellence from the New England Water Environment Association (NEWEA) and routinely exceeds state required minimum water quality standards ensuring our river systems and the Lake Champlain basin remain as clean as possible. The WRRF staff manages the septage and leachate receiving facility, operates an on-site laboratory, and the numerous wastewater processing systems such as sludge pressing and de-watering, infrared disinfection, phosphorus control and de-chlorination prior to release to the river. Accurate and timely reporting to the State of the proper functioning of all systems is required by our discharge permit. As previously reported, a consultant was retained to conduct an operational review of the entire facility and to develop cost estimates to implement recommended upgrades. A commitment was secured for the Clean Water State Revolving Loan Fund and Pollution Control Grants. Professional engineering services were secured last year to conduct a facility assessment and develop a preliminary engineering re-

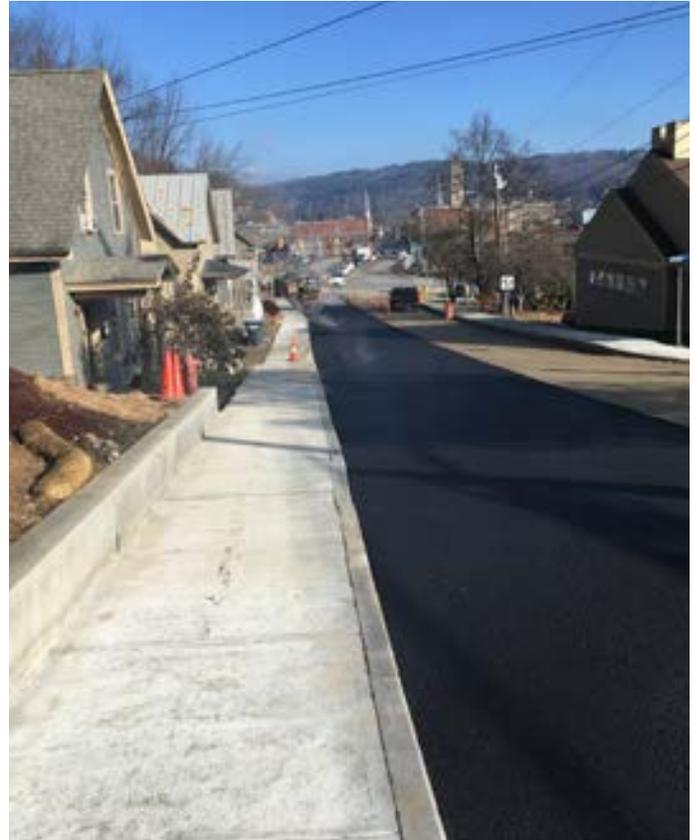
port (PER). The PER identified aging infrastructure which will need to be addressed.

Over the last several months staff entered into discussions with a company specializing in converting wastes including organics into energy. The concept was brought to attention of staff by the Montpelier Energy Advisory Committee (MEAC) and after a thorough vetting process, Energy Systems Group (ESG) was retained by the City in July, 2017. A plan was developed to include a full assessment of a combined aging infrastructure modernization project with an organics to energy project as a combined rehabilitation and re-fitting of the facility to generate a reliable income stream to help offset some of the extreme costs associated with replacing critical operating systems necessary to fulfill our water pollution prevention mandate. There is a local and regional need for a reliable disposal facility for organics and septage which does not compromise water quality. While the Montpelier facility has been receiving and processing a substantial volume of this material, this revenue may no longer be available unless the facility is specifically designed to process it at a reasonable price. A bond vote is expected to be presented to voters in 2018 which will either be funding for a standalone aging infrastructure (AI) project or combined with the organics to energy (OE) initiative.

The DPW's responsibilities shift throughout the year to accommodate and respond to New England's changing seasons and challenges. Snow removal is an obvious example, but other examples include: collaboration with Police & Fire Departments to provide flood monitoring through the River Watch/Ice Jam Prevention program; fall leaf collection; infrastructure repair and heavy construction such as the many summer/fall paving and utility projects, support for parades and other civic events.

Through the financial commitment to infrastructure support through the Capital Improvement Projects (CIP) maintenance plan, we continue to make progress to improve overall conditions of the City's streets and sidewalks. Because of the high level of technical expertise of our staff, we are often able to use our own crews to prepare streets for rehabilitation, including subsurface drainage, sidewalk reconstruction, and utility structure rehabilitation. This helps to contain project costs while improving controls of the quality of work undertaken; an important consideration in the effort to achieve a "steady state" system while working within budget constraints. The following list represents highlights of work completed during the 2017 construction season (April – November):

- ✓ 1.1 miles of residential street paving, rehabilitation/reconstruction projects consisting of a ½ mile of curbing and 2,322 tons of hot mix asphalt applied to 8 streets: High School Dr, Gallison Hill Rd, Winter St, Merrill Ter, Harrison Ave, Whittier St, Gov Davis Ave, & a section of Towne Hill Road.



- ✓ 4.9 Miles of Class One Streets rehabilitated (Main, State & Elm Streets)
- ✓ About a half mile of asphalt sidewalk reconstruction and ¾ of a mile of concrete sidewalk reconstruction including 69 crosswalk ramps replaced for ADA compliance and pedestrian convenience.
- ✓ 3.4 miles of new bike lanes developed through road widening or re-assigned lanes on existing streets. Also, bicycle pavement markings were painted on several city streets and highways.
- ✓ Storm Water Culverts and Drainage Repairs / Improvements completed on: Northfield Street & Route 302.
- ✓ Construction of a retaining wall on River Street near Phelps Street to stabilize a failing slope.
- ✓ Reconstruction and replacement of water and sewer systems on Harrison Ave & Whittier Street.
- ✓ Reconstruction of Northfield Street (Phase 1: Memorial Dr – Derby Dr) including new water & sewer systems, replacement of road subbase, reconstruction of the sidewalks and curbing, and minor realignment to accommodate an up-hill bike lane.
- ✓ Reconstructed 6 downtown tree planting pits replacing poor soil with a patented structural soil product.



- ✓ Began the replacement and relocation of a large water transmission main at an off-street location near Barre Street.
- ✓ WRRF: Completed a preliminary engineering report and began a detailed assessment and feasibility study to convert organic waste to energy.
- ✓ Managed the Winooski East Alternative Transportation Path extension project and secured final right-of-way.

Over the winter months, the administrative & engineering staff assists with budget planning and prepares for the construction and paving projects for the upcoming construction season which will include additional slope stability/ retaining wall work, & utility reconstruction design projects for the Lague Drive neighborhood, completion of the Northfield St reconstruction project, and planning for the construction of the Winooski East alternative transportation path.

The part time Facilities Manager has overseen various upgrades or repairs occurring at City Hall such as an unplanned moisture control / mold abatement project, replacement of part of the roofing system, safety modifications to the fire escape system, and is managing the municipal facilities energy audit project. An unplanned reconstruction of the Recreation building granite stairs was also managed through this position. In addition to major projects, maintaining clean and sanitary conditions for both staff and the public represents an ongoing challenge, particularly due to the seven-day-a-week plus evening use that often occurs. City staff plus contractual labor is needed in order to maintain the facilities, which include the Police Station, City offices, the Teen Center, the auditorium, and meetings rooms used by staff, community groups, and a resident theatre.

We are fortunate to have knowledgeable, dedicated employees

supporting the Public Works Department's mission and goals who strive to provide exemplary service to the public every-day. The personnel of this department respond to snow storms, water and sewer breaks, operating system alarms, natural disasters; they provide mapping and engineering guidance, oversee consultant and contractor projects, collaborate with State and Federal partners and other City departments and assist citizen committees, external organizations, private property owners, and developers. All of this - and more - is done for the residents and customers of the City of Montpelier. I am proud, pleased and honored to work with all of our employees and to serve with them to provide the very best possible services.

If you have any questions or comments, please feel free to call the Public Works Office at 223-9508.

Thomas J. McArdle , *Director*

## Water Fund

It is the responsibility of the Department of Public Works – Water Division to maintain a consistent and adequate flow of water to the city from the city's water source at Berlin Pond. Raw water is transmitted via pipeline to the Water Treatment Facility for reduction or elimination of possible contaminants. The Water Treatment Facility was completed in fiscal year 2001.

A combination of user fees and water benefit charges fund the Water Division. Water Division staff maintain hydrants for fire protection, construct water lines, maintain control valves and gates, flush hydrants annually, provide water meter readings, maintenance and repairs, keep daily records on water quality and consumption, repair leaks and mains, operate the water treatment facility, oversee land management of the city's prop-

erty in Berlin and support all systems associated with providing potable water to our customers. There are more than 3,000 water meters in the City of Montpelier (includes some Town of Berlin users) and each meter is read quarterly.

The Montpelier City Council, sitting as the Water & Sewer Commissioners, determines water rates. Water rates are reviewed annually in the spring. **The current quarterly rates are as follows: \$8.00 per 1,000 for the first 50,000 gallons, \$8.65 per 1,000 for the next 200,000 gallons, \$13.52 per 1,000 for over 250,000 gallons and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$51.00. A water benefit charge of \$.01 per \$100 of property value** is dedicated to the repayment of bonded indebtedness.

Annual water usage has decreased more than 9 percent over the last ten years. This conservation of water use by city residents and businesses poses financial challenges for the Water Fund.

From 2005-2010 the Water Fund accumulated a deficit due to high fixed costs (debt) and a reduction in billable usage. Between 2011 and 2015, the fund made continued progress toward reducing the deficit and in 2016, the Water Fund was finally able to eliminate prior year deficits. Continued improvements to equipment and system monitoring have been made to reduce the number of water line breaks. Moving forward, the adoption of the Water/Sewer Master Plan will result in continued investment in water system infrastructure.

The Water Fund's proposed fiscal year 2019 budget and other financial information can be found online at: <http://www.montpelier-vt.org/DocumentCenter/View/3792>. For budget questions, please contact the Finance Department at 223-9520. If you have a concerns or questions about your quarterly water bill, please contact the City Clerk's Office at 223-9500 Option 2.

Todd Provencher, *Finance Director*

## Sewer Fund

The primary responsibility of the Department of Public Works – Sewer Division is to collect and treat sewage from the City of Montpelier and part of the Town of Berlin. A combination of user fees and sewer benefit charges fund the Sewer Division.

The Sewer Division maintains sanitary sewer collection mains and pumping stations, installs new service connections and repairs clogged or broken sewer lines in Montpelier. This division is also responsible for the maintenance and operation of the Water Resource Recovery Facility, which has undergone major upgrades to become a regional treatment facility for septage and leachate treatment. Future upgrades are anticipated in FY19 in response to state and federal environmental standards which improve the quality of life in Montpelier and the State of Vermont. The Department of Public Works continues to focus on

additional operations and maintenance of the Combined Sewer Overflow (CSO) to include the storm water maintenance component of the wastewater discharge permit.

The Montpelier City Council, sitting as the Water & Sewer Commissioners, determines sewer rates. Sewer rates are reviewed annually in the spring. **Quarterly sewer rates are as follows: \$9.20 per 1,000 gallons of water used and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$51.00.** Utility rates may be adjusted annually due to increases in maintenance, chemical, fuel, electricity costs and debt payment. New storm water management requirements also add operating costs in the Sewer Fund. It is expected that the storm water component will be separated into a separate fund during FY18.

A **sewer benefit charge** of \$.01 per \$100 of property value is dedicated to the repayment of bonded indebtedness. A **sewer separation benefit charge** of \$.07 per \$100 of property value is dedicated to pay off debt and project costs associated with the Combined Sewer Overflow (CSO) separations. The objective of these projects is to divert storm water from going into sanitary sewer lines reducing a major source of potential pollution for our city's waterways. These sewer benefit charges are expected to remain the same for FY19 which begins July 1, 2018.

Information about the proposed FY19 Sewer Fund Budget can be found online at: <http://www.montpelier-vt.org/DocumentCenter/View/3792>. For budget questions, please contact the Finance Department at 223-9520. If you have a concern or question about your quarterly sewer bill, please contact the City Clerk's Office at 223-9500, Option 2.

Todd Provencher, *Finance Director*

## District Heat Montpelier

District Heat Montpelier (DHM) is the thermal utility operated by the City of Montpelier. DHM distributes thermal energy through a system of underground pipes to downtown Montpelier. The city has contracted with the State of Vermont to receive wholesale energy from the central heat plant located at 120 State Street in Montpelier. Twenty-one downtown buildings receive heat from DHM.

The 2016-2017 heating season was the third full season of operation, and the system experienced no outages during the heating season. The heat was comprised of approximately 88 percent renewable, locally sourced biomass, and 12 percent conventional fuel oil. By comparison, if this heat was supplied by individual building furnaces, it would require the consumption of an estimated 137,700 gallons of fuel oil.

We have trained three staffers from the Department of Public Work's Streets and Water/Sewer Divisions to become certified

pipe wrappers, and now have in-house expertise in the event a field repair is ever needed. Also, we have incorporated DHM into our SCADA system (computer controls) which allows us to monitor the system remotely.

Rates for the coming year have increased only slightly.

District Heat Montpelier is supported by city staff. The Department of Public Works provides customer service for operations engineering and technical support, and operation and maintenance planning and implementation. Budget, billing and audit support is provided by the Finance Department. The City Manager's office is ultimately responsible for the heat utility.

Sue Allen, *Assistant City Manager*

## Municipal Development

### Planning and Community Development Department

The Department of Planning & Community Development had another successful year advancing projects and initiatives. As you will see below we have completed some of the bigger projects like the City Master Plan, updated the National Register of Historic Places district boundary, and the implementation of the economic development strategic plan (also known as an EDSP). We almost completed others like the long awaited zoning update, the street typology project, and the public arts master plan. Please feel free to contact me with questions and comments as we move forward on these and other initiatives.

Mike Miller, Director of Planning & Community Development (mmiller@montpelier-vt.org)

**Mission:** *To serve the community by facilitating the creation and preservation of a healthy, safe, sustainable, and high quality living environment through the management of an effective, on-going planning and implementation process.*

This broad mission is carried out through several areas of responsibility:

- To protect and enhance Montpelier's natural and built environment;
- To strengthen the local economy and tax base;
- To meet housing needs of low and moderate income residents;
- To engage the whole community in planning for growth and change;
- To provide information and service to the public; and
- To be accountable to our citizens.

The Department is staffed by 3 full time employees (Director, Community Development Specialist, and the Planning & Zoning Assistant) and one part time employee (Planning & Zoning Administrator). The Department also shares the Building Inspector position with the Fire Department.

Planning and Community Development activities can generally be broken into four groups:

- Planning (developing broad master plans or making specific plans on topics like parking, stormwater, or economic development; proposing revisions to zoning bylaws, coordinating committee and subcommittee meetings, and facilitating public input);
- Regulatory programs (such as zoning administration, flood hazard regulations, and building permits);
- Community development programs (managing the housing trust fund, housing preservation grant program, and business loan fund; grant writing and administration; economic development assistance, E-911 road naming coordination, community rating system for floodplains, certified local government for historic preservation); and
- Special projects (one time projects like the Log Road solar energy project, assisting on One Taylor Street, and Taylor Street reconstruction.)



The Department works closely with the City Manager and Assistant City Manager to advance Council goals including alleviating parking pressures, creating a hospitable environment for housing development, becoming a more bicycle and pedestrian friendly city, Net Zero Montpelier implementation, stormwater management, and supporting and promoting a vibrant downtown. The Department also provides assistance and staffing to many of our committees including Design Review Committee, Development Review Board, Historic Preservation Committee, Montpelier Business Loan Fund Committee, Montpelier Housing Task Force, Montpelier Housing Trust Fund, Montpelier Loan Fund Committee, Complete Streets Committee, and the Planning Commission.

This department could not do all that it does without the thoughtful and hard work by its staff and the individuals who volunteer on commissions and committees, the support from local officials, and the participation of citizens and other people and departments within and outside of City Hall. Montpelier is especially fortunate to have so many highly motivated, skilled, and interested citizens willing to give of themselves, their time, and their energies to make so many things happen.

## Planning

**Planning Commission:** The full Planning Commission is as follows (all seats are for 2-year appointments):

Members	Expires
Kim Cheney, Chair	8/13/18
Jon Anderson, Vice Chair	10/09/17
Leslie Welts	8/13/18
Kirby Keeton	8/13/18
John Adams	8/13/18
Barbara Conrey	3/25/17
Tina Ruth	10/09/17

**Zoning Revision:** The zoning process is scheduled to be complete on January 3, 2018 wrapping up what has been a seven year process. It is a process that included a great deal of public input and careful review by the City Council in 2017. The final product is much improved version due to this careful consideration by all.

**Economic Development Strategic Plan (EDSP):** Since 2012, one of the primary goals of City Council has been the development of an Economic Development Strategic Plan (EDSP). In the spring of 2015 the Montpelier City Council recognized that to move forward on economic development the City must first establish a common plan of what we want to accomplish and how we would like to achieve those goals.

The EDSP was completed in the summer of 2016. One of the outcomes of the process was the recommendation to create a local development corporation to promote economic development (a responsibility previously in the planning and community development office). In 2017 and moving forward the planning office will work cooperatively with the new Montpelier Development Corporation to establish programs and projects to support their leadership on economic issues.

**City Master Plan:** Another of this year's big project was the re-adoption of the City Master Plan. Initially intended to be complete rewrite, the extended review of zoning coupled with a legal challenge to the plan by opponents of the zoning lead the city to decide to readopt the previous plan before continuing the master planning process. This will be a years long process to reformat and strengthen the implementation portions of the plan.

## Development Review – Land Use Regulation

The Planning & Zoning Administrator provides staff support to the Development Review Board and Design Review Committee. During 2017, to date, approximately 148 zoning permits were issued. DRB approval was required for 74 of the permits

of which 46 also required DRC approval. 74 permits were approved administratively. The City issues administrative permits in less than one day and applications that require Board approval in an average of 36 days.

### Development Review Board (DRB):

- Phil Zalinger, Chair – reappointed, term expires 7/18/2018.
- Dan Richardson, Vice Chair – term expires 7/14/2019
- Kevin O’Connell– term expires 7/26/2020.
- James LaMonda – term expires 9/15/2020.
- Roger Cranse – term expires 7/18/2018.
- John Lindley – term expires 7/26/2020.
- Kate McCarthy – term expires 7/14/2019.
- William Schebaum and Ryan Kane serve as alternates to the DRB; their terms expire, collectively, 9/15/2018.

### Design Review Committee (DRC):

- Steve Everett, Chair – term expires 9/15/2020.
- Hannah Smith – term expires 4/8/2018.
- Eric Gilbertson – term expires 9/15/2020.
- Seth Mitchell – term expires 9/15/2020.
- Theodore Fetter – term expires 9/26/2018.
- Liz Pritchett - Alternate – 9/26/2018.
- Benjamin Cheney - Alternate – 9/15/2020.

Development Review Board and Design Review Committee information is available online: <http://www.montpelier-vt.org/489/Development-Review-Board>

<http://www.montpelier-vt.org/411/Design-Review-Committee>

You can view upcoming meeting agendas and watch past meetings at; <http://www.montpelier-vt.org/416/Media-Archive>

## Planning Programs

### Floodplain Management – Community Rating System (CRS):

The Planning & Zoning Assistant serves as the Floodplain Manager and CRS Coordinator.

The City of Montpelier participates in the National Flood Insurance Program (NFIP), and as a participating community, the City is committed to the following minimum NFIP activities:

- Issuing or denying floodplain development permits.
- Inspecting all development to assure compliance with the local floodplain ordinance.
- Maintaining records of floodplain development.

- Assisting in the preparation and revision of floodplain maps.
- Helping and assisting residents obtain information on flood hazards, floodplain map data, and flood insurance and proper construction measures.

Additionally, the City of Montpelier participates in, the NFIP's Community Rating System (CRS). CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. As a result, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS: (1) reduce flood losses; (2) facilitate accurate insurance rating; and (3) promote the awareness of flood insurance.

For CRS participating communities, flood insurance premium rates are discounted in increments of 5% - i.e., a Class 1 community would receive a 45% discount, while a Class 9 community would receive a 5% discount. The City of Montpelier is currently a Class 9 community and therefore we receive an insurance premium discount of 5%. The CRS classes for local communities are based on 18 creditable activities, organized under four categories:

1. Public information,
2. Mapping and Regulations,
3. Flood Damage Reduction, and
4. Flood Preparedness.

Our continued participation in the Community Rating System reflects our commitment to a sound floodplain management program for the benefit of the City of Montpelier and its citizens. Higher regulatory standards, open space protection, a Local Hazard Mitigation Plan and a Storm Water Master Plan including green storm water infrastructure are examples of CRS activities that could qualify the City of Montpelier as a Class 8 community (with a 10% reduction on flood insurance policies).

Floodplain information is available online: <http://www.montpelier-vt.org/603/Flood-Information> or by calling or visiting the Planning Department.

**Certified Local Government (CLG) – Montpelier Historic Preservation Commission (HPC):** The Planning & Zoning Administrator serves as the CLG Coordinator and provides limited staff support to the Historic Preservation Commission (HPC). In 2017, the Commission completed a long standing project to update the City's National Register Historic District. Working with preservation consultant Lyssa Papazian, the update amends the existing National Register Historic District to include an additional thirty-six (36) historic resources and re-evaluated the number, integrity, and level of documentation of the previously recorded historic properties, as well as documented new construction. The updated nomination was approved by the Vermont Advisory Council on Historic Pres-

ervation in October and is in the process of being submitted to the National Park Service in Washington D.C. for final review and listing by the Keeper of the National Register. It is expected that the nomination will be officially listed on the National Register of Historic Places in mid-January 2018. Once listed, income producing property owners within the National Register Historic District will be eligible for a 20% investment tax credit for the certified rehabilitation of income-producing historic structures such as commercial, industrial, or rental residential buildings. Staff in the Department of Planning & Community Development is available to assist historic property owners with tax credit applications. Tax credits have funded numerous rehabilitation projects throughout the City. The Commission encourages eligible property owners to continue to make use this great financial benefit.

Working closely with staff and a consultant, the Historic Preservation Commission will be dedicating the upcoming year to evaluating the City's Design Control District including reviewing district boundaries, permitting process, and standards for review. The Commission envisions this process to include a community-wide discussion regarding the values of historic preservation and importance of design review. The ultimate goal of the project is to develop design review regulations that protect the unique historic character of our great Capital City, while providing a fair, flexible, and efficient permitting process for property and business owners within the Design Control District.

All of the information regarding the Historic Preservation Commission, including meeting agendas and minutes, are available online: <http://www.montpelier-vt.org/426/Historic-Preservation-Commission>. The Commission meets once a month, generally on the second Tuesday at 6:30 PM in the City Manager's Conference Room. All meetings of the Commission are open to the public; community members are invited and encouraged to attend.

The Historic Preservation Commission consists of six community members:

- Eric Gilbertson –term expires 9/22/2018.
- James Duggan –term expires 9/22/2018.
- Elizabeth Peebles –term expires 9/22/2019.
- David Carris –term expires 9/22/2018.
- Jenna Lapachinski –term expires 9/15/2020.
- Greg Tisher –term expires 9/15/2020.
- Vacant

Should you have any questions or are interested in serving on the Commission, please contact the Planning & Zoning Administrator at 262-6270 or [smcshane@montpelier-vt.org](mailto:smcshane@montpelier-vt.org).

E911: The Planning and Zoning Assistant is the E911 coordinator, she works with landowners, the E911 board, phone and

cable companies and the US Postal Service to determine correct E911 numbering for new building sites, as well as existing sites. The process of updating address information is ongoing.

Many streets in Montpelier were never re-numbered to the accepted numbering system but were instead “grandfathered” with the older numbering system. There are circumstances where this older style can no longer be used because of the addition of structures or changes of use that require a previously un-numbered structure to need a number, for example. In these cases the “grandfathered” numbers have to change. The older system was just sequential numbering; odd numbers on one side and even on the other. The newer system uses distance to calculate the address number so future additions and changes do not affect the entire street.

## Community Development

The Community Development Office is staffed by the Community Development Specialist and addresses a wide range of economic and community development issues. The Community Development Specialist works to further the development goals established annually by the City Council. Additionally he works closely with Montpelier Alive and local business and community leaders on projects as needed. Priority projects during 2017 are outlined below.

**One Taylor Street Housing:** The Department in partnership with Housing Vermont and Downstreet Housing and Community Development submitted an application for \$505,000 in funding from the Vermont Agency of Commerce and Community Development to fund the construction of 30 units of housing at 1 Taylor Street, the application will be considered by the VCDP Board at their February 2018 meeting.

**French Block:** In the fall of 2015, Downstreet Housing and Community Development announced that they had secured an option to purchase the upper floors of the French Block to redevelop for housing. The City supported numerous grant applications including a successful CDBG grant for \$500,000 as well as \$175,000 in funding from the City’s Housing Trust Fund to close the final funding gap to make this project possible. The City will continue to work with Downstreet in 2018 as this project shifts into the construction phase which will provide up to 16 new housing units.

**Housing Trust Fund:** In 2017 the Housing Task Force continued to work on implementing the 2011 Barriers to Housing Report. With the guidance of staff in the Planning Department the Task Force developed a strategic plan for incorporation into the new Master Plan. The plan establishes goals and task to be accomplished over the next eight years. The Task Force hopes to bring funding back to a level that will enable full implemen-

tation of our housing goals including 240 new housing units in the next eight years. For more information, contact Community Development Specialist, Kevin Casey, at (802) 223-9507.

**Housing Preservation Grant Program (HPG):**The HPG loan program provides renovation loans to low and moderate income homeowners to help address code, health and safety issues, accessibility needs, weatherization needs, and overcrowding. Loans are typically provided with a 0% interest rate and with repayment deferred until the property is sold. In 2017 three HPG loans were granted, to address immediate structural, health, and safety issues. Funds are still available for qualified homeowners. For more information, contact Community Development Specialist, Kevin Casey, at (802) 223-9507.

**Montpelier Business Loan Fund (MBLF):** This fund seeks to foster a strong and vital downtown in Montpelier by making capital available to new enterprise developments that are unable to obtain sufficient financing through existing commercial lending institutions. The city is in the process of evaluating options to best leverage this loan fund to maximize its effectiveness. We anticipate that the Montpelier Development Corporation will provide guidance to the Community Development Specialist on how to best align the loan policies of the MBLF to achieve the goals of the City.

**Parking:** The Community Development Specialist assists the Police Chief in providing support to the Parking Program. The primary efforts in 2016 had been the selection and implementation of smart meters in the City and development of the long term parking strategy for the downtown. A more complete parking strategy was developed during 2017 with plans now underway to help solve the potential parking shortages anticipated during the construction of One Taylor Street, French Block and other downtown projects during 2018.

**Complete Streets and Road Typology Project:** The Department worked with the Montpelier Transportation Infrastructure Committee (MTIC) and consultant ALTA Planning and Design to develop a Complete Streets and Road Typology Plan. The street typology framework will identify and categorize streets in Montpelier based on the needs of all users, and in consideration of the land use context. Street users and activities include, but are not limited to: pedestrians, bicyclists, transit, motorists, deliveries, trucks, on-street parking. Due to constraints inherent in the finite nature of street rights of way, priorities will likely need to be identified as a part of the street typology. The next phase of the project will identify current conditions and deficiencies and apply the street typologies into the capital improvement plan (CIP) budget. This project was funded by a grant from Vtrans and ACCD. The plan, which will be presented to the committee for review in January of 2018

## Special Projects

**Montpelier ArtSynergy Public Art Master Plan:** The ArtSynergy Master Plan will articulate goals, identify resources and propose prioritized strategies, timelines and cost estimates for the funding, placement, creation and maintenance of public art in Montpelier, with a focus on the Downtown. The ArtSynergy Master Plan will develop a public art strategy that connects future design and cultural initiatives for greater community and economic development. The community-wide planning process will include small focus groups, individual interviews, and large community exercises. The centerpiece of the planning process will be a series of five creative visioning workshops led by teaching artists from different disciplines. The project team anticipates the Master Plan will be complete in June 2018.

**One Taylor Street:** Planning staff will continue to help the manager's office on this big project by administering the many grants used to fund the initiative while DPW and the Manager's Office act as Project Managers.

**Taylor Street Reconstruction:** Related to the One Taylor Street project are the necessary improvements needed for Taylor Street. The Department spearheaded efforts to identify funding to implement the plans developed in the Greening Americas Capitals Planning Process. Successful grant applications were made in 2015 to the Ecosystem Restoration Program for \$250k and another \$100k from the Vermont Downtown Transportation Fund was awarded in 2016. Again, the planning staff will act as grant administrators while DPW will handle the project management.

Michael Miller, *Planning Director*

## Management & Support

### Finance Department

#### Financial Management & Administrative Services

The mission of the Finance Department is to ensure the financial resources of the City of Montpelier are managed and accounted for in an effective and efficient manner. Staff strive to provide financial information in a timely, accurate and meaningful format and continually work toward financial and operational improvements while providing professional service.

The Finance Department oversees all of the city's financial matters. It is responsible for maintaining the daily accounting records and providing payroll, payables and utility billing services for the city's governmental and business activities. The Finance Department provides regular financial information to the Management Team, the City Manager, the City Council and residents. The department prepares the annual budget, manages human resources, prepares year-end financial statements and coordinates the annual audit. Financial records are maintained to insure compliance with federal, state and local laws and regulations. The department also oversees all grant financial activities to assure proper use and reporting of grant funds.

Many reports are available on the City's web site.

**Budget, Financial and Annual Audit information can be found online at:** <http://www.montpelier-vt.org/176/Finance-Department>

**Employment Agreements can be found online at:** <http://www.montpelier-vt.org/586/Personnel-Documents>

The City of Montpelier has 23 active funds, 10 departments and 4 labor contracts/employee plans. Montpelier has \$73 million dollars invested in capital assets financed by 51 loans that total \$22.02 million dollars. The annual operating budgets for all governmental and business-type activities total \$22.4 million dollars.



Photo courtesy of Linda Hogan

In addition to processing the city's financial transactions, the Finance Department is responsible for the deposits and cash management for the Montpelier School System. In FY19, the Montpelier School District will merge with the Roxbury School District to create the Montpelier-Roxbury School District. Our department staff has changed over the last year but we are in a period of stability with Heather Graves being our newest addition. Heather joined our team in January of 2017 as a staff accountant. Tanya Chambers continues to provide incredible support to staff and management alike handling the myriad of issues that come employing 112 individuals.

The department continues to rely on Senior Staff Accountant, Ruth Dockter and Charlotte Hoyt, City Treasurer. Their daily contributions are often thankless tasks reconciling accounts, producing and processing property tax bills, providing compliance and internal control oversight, working with regulatory reporting and providing cash management. These are the core functions of the Finance Department that the entire city depends upon.

Peggy Bolduc celebrated her 20<sup>th</sup> year of service to Montpelier in 2017. Peggy works in the Clerk's office processing our daily cash receipt transactions and assisting with counter transactions.

The Technology Division provides technology support services to all city departments. Seth Wood provides operational support to city staff and works on special projects throughout the year. He provides custom applications and reporting for employee time sheets and the annual budget report documents. In June of 2017, Fred Skeels retired from the IT Manager position. Since his retirement we have supplemented Seth's time with a contracted vendor for network security and maintenance. We certainly miss Fred's expertise, experience, laugh and sense of humor but we are thrilled he is enjoying his retirement.

We continue to be mindful of new threats as they emerge in network security, data breaches and ransomware. Our backup functions are "cloud" based and we continue to evaluate and selectively move applications and data.

With staff changes over the last two years and my first year in this role complete, we are now looking forward to the challenges of 2018. There is incredible excitement within the community as a number of long-term infrastructure projects will break ground this year and the push for additional housing and economic development opportunities continues. While challenges exist as our infrastructure ages and demand for services increases, property sales statistics continue to indicate a high demand for property in Montpelier. The budget for the 2019 fiscal year continues to reflect our constant efforts to meet City Council goals of limiting tax increases while increasing spending on infrastructure and economic development.

I appreciate the support the Finance Department receives from the Council, City Manager, Assistant City Manager and the members of the management team. Our office is located in City Hall and is open Monday-Friday from 8:00 AM to 4:30 PM. We welcome city residents' questions, comments and concerns. If I can be of service, do not hesitate to call me at (262-6253) or by e-mail: [tprovencher@montpelier-vt.org](mailto:tprovencher@montpelier-vt.org)

Todd R. Provencher, *Finance Director*

## Technology Services Division

The Technology Services Division of the Finance Department supports all municipal departments with information and technology systems. With support of offsite services, the Technology Division maintains and upgrades the communication and computer systems for the city.



In the last fiscal year, July 2016 through June 2017, the Technology Division continued to support and update the existing city software and workstations. Our utility billing program through NEMRC was moved to cloud services saving the city hardware maintenance costs and improving data security. The 2017 fiscal year also saw the completion of integrating

the Recreation Department into the city network. This was also the last year for our long time Technology Services Manager Fred Skeels, who retired June 30, 2017. On behalf of the Finance Department and the City of Montpelier, we thank Fred for all his years of excellent service and keeping the computers and operating systems running for the city.

The Technology Division has several networks throughout the city that are connected through Fiber, Cable, T1, and/or wireless Telecom companies. Many city departments are securely connected to each other in a larger WAN that allows all departments to collaborate and communicate effectively. The continued goal of supplying the city with proper research and information tools in balance with data security is always in mind. Connections between outlying facilities are configured for additional security that handle water and other essential services. The city is protected by a hardware firewall and filtering system to protect it from cyber-attacks and active virus protections to handle anything that may find their way in. This, along with a robust data protection plan ensures the city is adequately protected from cyber threats.

Seth Wood, *Information Systems and Technology Manager*

## City Clerk's Office

The City Clerk's Office is responsible for the administration of all elections, city business licenses and dog licenses. The City Clerk manages the city's voter checklist and coordinates the Boards of Civil Authority and Abatement. The office's responsibilities in regards to recording and indexing of land records and vital statistics (births, death & marriages), and generating and archiving the official records of the city council (the clerk serves as secretary to the city council), make the clerk the caretaker of much of the recorded history of the state's capital.

As of the 2012 Annual City Meeting, the city clerk and treasurer are separate entities. While the Clerk's office shares space with city Finance Department staff, responsibilities for tax collection and utility billing are no longer under the purview of the city clerk, although clerk staff still assists in the customer service work associated with these duties. Currently, the city clerk staffing structure consists solely of the clerk and one deputy clerk, as well as temporary poll workers as needed.

The 2017 calendar year saw the office return to and complete the multi-year effort to modernize and create easier access to city records. As a result, we have increased the efficiency, ease, and availability of documents. With the additional physical space created, the Clerk's Office now hosts a collection of Montpelier historical artifacts (some from the city vault, and some donated) that is open to the public.

In 2017, we also instituted online renewal for dog licenses, which was used for approximately 20% of renewals.

2017 was the first year of "opt out," automatic voter registration at the Department of Motor Vehicles which has had the side effect of allowing us to update and stay more current with our voter information. Additionally it saw the implementation of "same day" voter registration, allowing citizens to register on Election Day and cast a ballot. Combined with the capacity through the Secretary of State's website to register and request early ballots online, the 2017 Annual City Meeting election, as well as the Special City Meeting called to approve the new combined school district (Montpelier-Roxbury) were run with significantly improved efficiency.

As a helpful reminder, registered voters can log in at <http://mvp.sec.state.vt.us>, and online registration can be found at: <http://olvr.sec.state.vt.us>. 2018 is a general election year.

2017 also saw the launching of the online voter guide for city elections. Located at [montpelievoterguide.com](http://montpelievoterguide.com), it enables citizens to review the ballot and the candidates, allows candidates a platform to present themselves to voters, and creates an opportunity for citizens to submit commentary on upcoming articles appearing on the ballot.

The Clerk's Office has also made increased efforts to communicate with Montpelier citizens over its Facebook page (at <https://www.facebook.com/montpelievertclerk/>) and through Front Porch Forum. FPF is a free service and it's based in Vermont. Learn more at <http://frontporchforum.com>

In 2017, the Clerk's Office recorded 61 births, 53 marriages, 77 deaths, and licensed 424 dogs.

## Delinquent Tax Collection

As of this fiscal year (starting in July of 2017), Delinquent Tax Collection is now being done through the Finance Office.

Please note that the penalty rates assessed for late water/sewer payments have returned to the prior rate schedule of 8% (plus 1% of interest for utilities) upon delinquency. Other interest will continue to accrue as usual. The 5% rate, if paid within five business days, remains valid for tax payments (after that five day period, that rate as well goes up the additional 3% for a total of 8%).

Delinquent tax balances at the time of writing this report in January of 2018 are as follows:

2013-14	\$35.00
2014-15	\$472.12
2015-16	\$8,622.60
2016-17	\$83,223.04
2017-18	\$104,250.95

## Assessor's Office

The Assessor's Office is responsible for maintaining current ownership information and the listing and valuation of all real property (taxable and exempt) and all taxable personal property in the city. The Grand List is prepared as of April 1 each year and filed with the City Clerk in mid-June. Building and zoning permits, property transfer tax returns, listings, surveys and field inspections are used to update assessments.

According to the latest equalization study conducted by the Property Valuation and Review Division of the Vermont Department of Taxes, Montpelier's CLA (Common Level of Appraisal), effective January 1, 2018, is 92.31%. This means that, on average, Montpelier properties are assessed at approximately 92% of current market value according to the State's analysis. This is 1.89% percent below last year's CLA and indicates that property values, in general, increased during the past year. The COD (Coefficient of Dispersion) remained unchanged at 10.68.

According to data provided by a Heney Realtors, overall residential sales volume was about the same as last year. There were 85 single family home sales in 2017 vs. 94 in 2016 with

an average sale price of \$282,276, up from \$237,873 in 2016. 38 condominiums sold in 2017 vs. 28 in 2016 with an average sale price of \$186,524, up from \$160,102 in 2016. Days on the market declined from an average of 111 days in 2016 to 66 days in 2017. There were 11 sales of multi-family properties, 4 commercial property sales and 2 sales of vacant land.

Work on our Parcel (Tax) Maps is ongoing. The maps are updated on an annual basis reflecting new surveys, deed research, subdivisions and changes in ownership. I encourage property owners to check the maps for accuracy. Two versions of the parcel maps are available on the Assessor's page of the city website.

Property "Record Cards" for each property in the city, as well as property sales lists, previous Grand Lists and other information are also available on the Assessor's page of the city's website.

The 2017 Grand List includes 2,917 taxable real properties and 555 personal property accounts, plus cable and exempt properties. The final figures in the 2017 Grand List for taxable properties are as follows:

Property type	Number of parcels	% of Grand List Value
Residential	2,120	57.1%
Commercial	254	23.8%
Commercial Apartments	72	4.6%
Industrial	8	0.3%
Utilities- Electric	4	1.4%
Condominiums	399	7.4%
Misc- Land	59	0.5%
Cable - PP	1	0.2%
Personal Property	554	4.7%
<b>TOTAL</b>		<b>3,472</b>

Total taxable property value by category:

Residential	\$497,720,300
Commercial	207,638,600
Commercial Apartments	39,793,700
Condominiums	64,746,200
Industrial	2,705,000
Utilities	12,349,000
Miscellaneous	4,425,700
<b>TOTAL Real Property</b>	<b>\$829,724,000</b>
Cable	1,087,383
Personal Property	40,589,222
<b>TOTAL TAXABLE PROPERTY</b>	<b>\$871,400,605</b>

The 2017 Grand List grew by \$5 million over the 2016 Grand List (just over 1/2%), of which \$2.7 million was Real Property and \$2.3 million was Personal Property (Business Equipment).

One new residence was constructed during the past year; 6 were built in 2016. Residential properties (including Condominiums) account for almost 65% of the total Grand List. Commercial, Commercial Apartments, Industrial, Utilities and Miscellaneous (vacant land) categories saw little change from 2015. The number of Personal Property accounts declined by 6.

From the above total, just under \$4.94 million in exemptions for Veterans Exemptions, Tax Stabilization Agreements and Current Use are deducted, resulting in a Total Municipal Grand List of \$8,664,577.55 (1% of total value). Exemptions increased by \$160,000 over 2016 due to additional Veterans Exemptions.

It should be noted that despite reducing the Municipal Grand List, the city is reimbursed for almost all of the lost revenue due to the Current Use Program by a "Hold Harmless" payment from the State. This reduces the "net" reduction in the Grand List due to exemptions to \$1.84 million.

The Assessor's Office also provided numerous easement valuation revisions for the Montpelier-Berlin Multi-Use (Bike) Path project and provided hypothetical assessed values for various future development scenarios to assist in evaluating the possibility of forming a TIF District.

Jane Aldrighetti, our Administrative Assistant, is in the office Monday through Friday. My position continues to be a 60% contracted service. I am usually in the office on Tuesdays, Thursdays and Fridays. If you have questions or concerns regarding the valuation of real or personal property in the City, please feel free to contact our office. Jane's telephone number is 223-9504; my number is 223-9505.

I will continue to make my best effort to maintain accuracy and equity in property assessments in the city.

Stephen Twombly, *City Assessor*

## FACILITIES PROJECT MANAGER

Beginning on July 1, 2017, I contracted with the City for one day per week to provide facility project management services. Projects are undertaken as assigned.

Job responsibilities include developing scope of work/specification documents, soliciting prices from vendors, negotiating and drafting contracts for projects and managing and coordinating work when underway.

To date the following has completed:

- Coordinate Energy Audits of 6 buildings
- Arrange for design of Police Department cooling system retrofit

- City Hall basement issues – install foundation drainage and waterproofing, mold remediation, repair damaged plaster
- Replace leaking section of City Hall roof
- Code upgrades to one City Hall fire escape; install generator exhaust heat shields.
- Replace supports and reset granite steps at 55 Barre St. Rec. Center Building and install new handrailing
- Coordinate ceiling repairs and painting in Lost Nation Theater
- Price repairs to Little League shed at Rec. Field
- Investigate and price interior storm window options for City Hall

Stephen Twombly, *Facilities Project Manager*



## Montpelier Community Justice Center

The Montpelier Community Justice Center (MCJC) promotes the well-being of the community through application of restorative principles and practices. It is perhaps best known as **Montpelier's community-based restorative justice provider**, with programs that respond to criminal activity ranging from court-diverted misdemeanors to serious and violent offenses. However, the MCJC also plays an important role in building a healthy human infrastructure in our community by assisting people in managing conflict; facilitating dialogue; and providing educational programs in conflict management, principles of effective parenting, safe and respectful relationships, and other justice related matters.

The MCJC is one of the 20 Community Justice Centers supported by the State of Vermont that offer restorative justice programs. The MCJC and the other CJs provide an opportunity for real accountability and community engagement in the resolution of crime and conflict. They facilitate dialogue and understanding that allows people affected by crime and those responsible for it to tell their stories in a safe environment where the goal is to help people heal. Restorative justice has been shown to reduce recidivism, increase safety, reduce criminal justice costs and build stronger communities. People harmed by crime experience the support of their community and have the opportunity to seek what they need to help the healing process. People responsible for crime have an opportunity to learn from their mistakes, make amends and get support for making positive changes.

The MCJC's **Restorative Justice (RJ) Program** works with people who are referred at various levels of involvement with the criminal justice system. For court diversion, the RJ Pro-

gram allows local and state police as well as the State's Attorney's office to send people to resolve their offense through a community-based restorative process in lieu of being charged or prosecuted. For people sentenced by the Court, the RJ Program serves as an alternative to fines or other punitive sanctions. For people on probation, the RJ Program provides a way to enhance learning from mistakes as they meet with their community and interested victims and are supported in making amends. The MCJC screens people who are referred to make sure they are appropriate for the program. At a minimum, they must acknowledge what they did and be willing to talk about it. Intimate partner violence cases are excluded. Those who do not complete the program are sent back to the referring agent. In FY '17, Montpelier's Dog Control Ordinance was modified to include, as a remedy for violations, the option of engaging in a restorative justice process.

The RJ Program is available for people of all ages and accepts people more than once, should they re-offend. The MCJC's program requires active engagement by the person who offended. He or she must be willing to learn about the effects of the offense on others, make amends, do something to make a positive connection with the community and work on strategies to keep from re-offending. This is most often done by meeting with the victim (if that person wants to be involved) and a Restorative Justice Panel. The RJ Panel, made up of local, community volunteers, represents the broad community of harm in the restorative justice dialogue. It is not unusual for one or more of the RJ Panel members and the person who offended to have some level of acquaintance, thus increasing the personal stake in resolution. People typically complete the program in about three months. In FY '17 the Restorative Justice Program handled 89 cases with an 86% positive completion rate. 32 community volunteers dedicated 407 hours to serve on a Restorative Justice Panel.

Whenever there is a natural community of people who have been affected by the person's actions and who are interested in taking part in the RJ process, the MCJC organizes a facilitated conference where a resolution is crafted by all those involved. This usually results in an agreement that includes activities to be completed by the person who offended. Once completed, the group reassembles to acknowledge completion.

At the heart of restorative justice is the goal of looking at crime in terms of the harm to victims and responding to the victims' needs that were created by the crime. The MCJC reaches out to direct victims and others affected by the actions of those referred to its RJ Program. MCJC staff describes the process and gives victims options for participation that range from no participation at all to full engagement at a restorative justice meeting. The MCJC fully respects a victim's choice in this matter.

The MCJC also serves victims through its **Victim Outreach Program**, operated in collaboration with the Montpelier Po-

lice Department as a way to follow up after the initial police response. The Victim Services Specialist telephones or writes to each person who has reported to the police that they were a victim of a crime and who are not receiving services from other victim advocacy agencies. The goal is to offer empathetic support to those who need it and to help people identify other resources in their community that may be helpful to them based on their unique experience of being victimized. People who have been victims, including those who have not or do not wish to report the offense to the police, may seek assistance on their own by calling the Victim Services Specialist at 802-262-6262. The Victim Outreach Program reached out to more than 360 victims in FY '17.

When the MCJC works with people who have been incarcerated for serious/violent offenses who are returning to live in their community, it provides a different type of service. While the participants are expected to deepen their understanding of the harmful effects of their offenses on others and making amends, they are also supported in building a life that is more accountable than the one they lived before. The main feature of the **Restorative Reintegration Program** is the **Circle of Support and Accountability (COSA)** that is provided for each program participant (core member). COSAs are intentional communities made up of the core member and three community volunteers and are organized and supported by MCJC staff. Weekly meetings of this group over the course of at least a year have been shown to increase community safety as people desist from committing new offenses. In FY '17 the MCJC organized and supported 26 volunteers in working with 16 core members.

Another feature of the Restorative Reintegration Program is the *Parenting with Respect* class, a ten-week class designed to help fathers who are supervised by the Department of Corrections or the Department for Children and Families become more understanding of and responsive to the needs of their children. The MCJC has just completed a written manual for *Parenting with Respect* and is engaged in a project supported by the Sills Family Foundation to train others to deliver this class at other locations around the state. The class is co-facilitated by seven to eight volunteers working with the MCJC Director.

The MCJC's community building work happens through its **Conflict Assistance Program** and **Education and Outreach** efforts. The Conflict Assistance Program provides readily available help from a mediator for any community-based conflict such as those between neighbors, landlords and tenants, friends, etc. This service is free to all Montpelier residents and can be accessed by calling 802-223-9606.

The MCJC offers the *Insights Into Conflict* class for various audiences multiple times each year. This is a class developed by MCJC staff that helps people become more mindful of their

relationship with conflict and develop and improve basic conflict resolution skills. In FY '17, in addition to providing its three-part *Insights Into Conflict* quarterly for a general audience, the MCJC also provided a six-class session for the Montpelier Senior Activity Center.

A new domestic violence accountability program is being piloted by the MCJC. During FY'17 staff received training in the curriculum and began developing protocols for program delivery. The program, that has been imported by the Vermont Department of Corrections from Iowa, will soon be available in Montpelier to help men who have committed acts of domestic violence be accountable for their actions and develop knowledge, skills and attitudes that support safe, respectful behavior in relationships. Information about this program that was recently featured on NPR can be found here: <https://www.npr.org/2017/10/21/558623534/iowa-tries-a-new-domestic-violence-intervention-mindfulness>.

The MCJC makes itself available as a resource for community groups and offers consultation, program development, and/or facilitation assistance for those holding public forums with relevance to justice-related issues. For example, in 2017 the MCJC helped plan and facilitate an event called Moving Toward Racial Justice that included a panel presentation and community dialogue, held in conjunction with a similarly themed art show.

Four people are employed by the Montpelier Community Justice Center. Three experienced mediators work full-time and another person works part-time. All that the MCJC does would be impossible without the incredible members of the community who give of their time to serve on Restorative Justice Panels, Circles of Support and Accountability, and the Community Advisory Board or help out in other ways to make the programs work. At any time, the MCJC has between 55 and 60 people who are active volunteers. The MCJC is primarily funded by the Agency of Human Services of the State of Vermont.

For more information, to access services, or learn about volunteering, please contact us.

Yvonne Byrd, Director  
ybyrd@montpelier-vt.org / 802.262.6260

Judith Gibson, Programs Coordinator  
jgibson@montpelier-vt.org / 802.223.9606

Alfred Mills, Reentry Specialist  
amills@montpelier-vt.org / 802.279.9467

Pat Hoffman, Victim Services Specialist  
phoffman@montpelier-vt.org / 802.262.6262

## Green Mount Cemetery

### *Highlights of 2017*

**This Past Year's Work** – We continued with the use of 8 offenders from the Caledonia County Correctional Work Camp to maintain and operate Green Mount, Elm Street Cemetery and the various green spaces and traffic circles for the city. We have been using inmate crews for over 30 years. During the winter in addition to office work and burials, we continued to maintain some of the municipal parking lots including the Jacob lot, Farmer's Market lot and Stone Cutter's Way. During this past summer and fall, with the two crane operations of the Calcagni Family of Granite Corporation of Barre and Ray Smith of Tree Works of Montpelier, we were able to straighten approximately 100 monuments. We will continue this task in the middle and very hilly section of our cemetery. It is a wonder how these monuments were delivered and set 100 years ago.

**Green Burials** – We have taken on a case study to provide us with the necessary evidence for us to allow Green Burials throughout our whole cemetery. We are concerned with all of the logistics from the time of death to the time of burial and thereon. Location, weather conditions, types of outer burial containers, and present day family practices are some of the factors that we are looking at.

**Burial and Memorial Lots Available** – Our lot prices increased on January 1, 2017. There is a wide selection of lots available including family estate lots, mausoleum lots, and cremation lots nestled within a woodland section. Let us know your needs and we will strive toward developing your personalized burial lot.

**Rules and Regulations** – Before planning any work on your family's lot, including the installation of a monument or landscaping, please contact me for a copy of the Rules and Regulations.

**Tours** – Walking tours and even vehicle tours (if you provide the vehicle) can be given for individuals or for groups of up to 50 participants. These tours may be scheduled for any time with enough notice. Please call the office at 223- 5352 or email your request to [cemetery@montpelier-vt.org](mailto:cemetery@montpelier-vt.org). We also have a walking tour guide that can be used at your own discretion.

**Thank you** – to the citizens of Montpelier for your continued financial support and all of those who provide us feedback throughout the year. Thank you to our new employee Carl Griffith whose skill in monument setting expedited the process of straightening monuments immensely.

**Questions or Comments?** Please feel free to ask me any cemetery/death related question even if it does not directly pertain to Green Mount. You can always feel free to call me at work at 223-5352 or at home in the evening/weekends at 279-6957. My email is [cemetery@montpelier-vt.org](mailto:cemetery@montpelier-vt.org).

**This year's Director's advice – Purchase a lot before you need one.** Some people express sticker shock when purchasing a cemetery lot. Compared to other common purchases, cemetery lots are inexpensive and will last forever. Often lots are purchased at the time of need and no real planning/education has occurred. As most people will only purchase a cemetery lot once in their lifetime, it is crucial that pre- planning occurs. I am continually finding families with an urn filled with a loved one's cremated remains and no plan for memorializing this person's life. We have many options here at Green Mount. Please find out about cemetery lots way in advance of your need.

**Financial Gift Giving** – Please consider a monetary gift to our cemetery. Giving to Green Mount is truly a community gift. Gifts can be specified toward a certain project or for general use. Present project needs include: Endowment Care funding, Plant Materials (trees, shrubs, perennials) Entrance Enhancements, Visitor Benches and Monument Repair. Please contact us to discuss your preferred method of presenting a financial gift to Green Mount. Our commissioners have retained a professional advisor for this free private consultation. For a confidential discussion and/or a copy of our investment policy, please contact us at 802-223-5352 or email at [cemetery@montpelier-vt.org](mailto:cemetery@montpelier-vt.org).

Patrick Healy, *Director*, on behalf of our commissioners: Jake Brown, Meri Nielsen, Darragh Ellerson, Charlie Wiley and Linda Berger

### **Statistics 2017**

**Burials – 38, (22 Cremations, 16 Casket, 9 Winter burials, 1 infant)**

**Other Cemetery grave openings - 5**

**Lots Sold – 11 full Burial graves, 4 Cremation Lots**

**Removals – none**

**New Monuments installed - 7**

**Markers installed - 8**

**Monuments washed – 20 plus**

**Monuments repaired – 98**

**Flower/wreath Placement - 12**

**Mausoleum cleaned –1**

**Winter Vault entombments - 7**



Photo courtesy of Linda Hogan

## Community Services

### Community Services Department

The Community Services Department provides for the health and wellbeing of Montpelier residents and visitors by offering cultural, recreational, social, and outdoor opportunities for all people of all ages.

As a result of the work of the Montpelier Integrated Community Services Project in 2016, we began transition as of July 1, 2017 to a new integrated Community Services Department that maintains three distinct divisions of Parks and Trees, Recreation, and the Senior Activity Center. The newly integrated department allows us to improve the quality, efficiency and delivery of community programs for all ages in Montpelier now and into the future. We have made great progress toward building a new high quality organizational system that will strengthen customer service, build community involvement, and best meet the long-term vision and needs of residents of all ages and abilities in the city.

We have realized efficiencies and are now working together in a more collaborative way that better serves the community, including new cohesive communication methods, a joint services guide, a shared database and registration process, and more.

Many of our programs rely on volunteers in order to help them run smoothly. We are very fortunate to have such a high number of very qualified and experienced volunteers. The Community Services staff would like to express our gratitude to all our volunteers.

#### Community Services Staff

- Arne McMullen, CPRP, Recreation Director
- Janna Clar, Director, Senior Activity Center
- Geoff Beyer, Parks Director and Tree Warden
- Dan Groberg, Director of Communications and Development

- Eric White, Program and Pool Coordinator
- Alec Ellsworth, Parks Supervisor
- Jessica Sanderson, FEAST Meals Supervisor
- Becky Johnston, Resource Development AmeriCorps VISTA
- Norma Maurice, Office Manager
- Harry Divack, Administrative Assistant
- Rick Lachapelle, Maintenance Foreman
- Carl Nunn, Maintenance

## Montpelier Senior Activity Center



*A Gathering Place for Healthy Aging, Lifelong Learning and Delicious Dining*

Everyone 50+ is welcome at the Montpelier Senior Activity Center (MSAC), a place where vibrant, diverse programming promotes lifelong learning, healthy aging, socialization, enhanced nutrition and access to aging resources. More than 1,500 Central Vermont older adults, including one in four

older adults in Montpelier, participated at the Center last year.

According to the National Council on Aging, older adults who participate in senior center programs can learn to manage and delay the onset of chronic disease and experience measurable improvements in their physical, social, spiritual, emotional, mental, and economic well-being. Additionally, compared with their peers, senior center participants have higher levels of health, social interaction, and life satisfaction.

The mission of the Montpelier Senior Activity Center is to enhance the quality of life for the older adults in the Montpelier area through opportunities that develop physical, mental, cultural, social, and economic well-being at a welcoming, flexible environment. MSAC programming has grown to meet the increasing demand from a diverse group of older adults. Participation has grown by approximately 100 people per year in the past three years. MSAC offers a wide range of health, education, recreation, volunteer, and socialization opportunities that enhance dignity, support independence, and encourage community involvement. This year, we celebrated our 50th Anniversary at a Gala event with Senator Patrick Leahy.

Our core program is our diverse set of over seventy weekly classes, including movement classes, humanities classes, arts classes, and technology classes that encourage mental and physical well-being, and there are many available for working adults' schedules. We also offer countless hours of free programming, such as games, support groups, music groups, and more, plus affordable day and overnight trips to cultural venues, walks, and more in Vermont and beyond.

Additionally, MSAC serves to connect older adults to vital community services that can help them stay healthy and independent. MSAC hosts a free tax clinic, inexpensive foot care

and massage clinics, and serves as a gateway to community agencies. Our Resource Room provides a library of information about senior services and options.

The monthly Montpelier Memory Café, free and open to the public, is a social gathering where people experiencing memory loss and their care partners come together to connect and support one another in a relaxed atmosphere. Participants enjoy social time, refreshments, entertainment and other fun activities. For more information contact Liz at 229-9630 or visit [www.montpeliermemorycafe.net](http://www.montpeliermemorycafe.net).

MSAC's older adult nutrition program, FEAST, serves delicious, healthy, and affordable meals. "FEAST at Home" is delivered to eligible older adults, Monday-Friday. "FEAST Together" is served on-site Tuesdays and Fridays at noon. "FEAST to Go" is open to the public, and available Tuesdays and Fridays noon-1pm, and offers meals sold as a fundraiser for the other two program components. Call 262-6288 to make a meal reservation or talk with the FEAST coordinator, Jessica Sanderson, about volunteer opportunities. FEAST thrives thanks to a loyal, multi-generational and ever-growing volunteer force and adult trainees of the VT Associates for Training and Development program, all supervised by Chef Justin Turcotte.

Food insecurity acutely affects many people served by the FEAST program. Older adults experience greater difficulty reconciling food needs with transportation challenges, costs of medical care, and problems of rural isolation. FEAST provides nutritious meals, at no charge, to serve those at nutritional risk, while also offering all recipients the opportunity to contribute toward the cost of meals. Additionally, 33% of FEAST meal recipients report that they eat most meals alone. FEAST meals help to combat the mental health implications of frequent isolation. FEAST served over 18,000 meals in FY 2017.

In addition to increasing tax appropriations from our supporting towns, from a total of \$2,000 in FY 13 to \$19,700 in FY 17, a 10x increase in five years, MSAC has achieved substantial increases in fundraising from foundations, local businesses, and individual donors. In FY18, we received \$87,875 in fundraising revenue, an increase of 18% over FY16 and 83% over FY15. This has allowed us to maintain affordable class prices and to continue offering free programming to the community despite cost increases and a level City tax appropriation.

MSAC operations are maintained by the equivalent of 2.5 full-time staff members and over 170 volunteers. Volunteers are vital and contributed over 10,000 hours in FY17, leading classes and activities, working with the FEAST program, doing office work and data entry, planning and helping with events, preparing the mailing of the monthly newsletter, assisting with fundraising activities, serving on the Advisory Council, and more.

We are grateful to the members, families of members, businesses, foundations, and community members who support and remember MSAC through contributions, bequests and gifts. Our staff can talk with anyone about planned giving options. We

thank the entire Montpelier community for their strong support over the years.

Information about MSAC is available through the monthly printed newsletter, Active Times, weekly e-letters, and online at [www.montpelier-vt.org/msac](http://www.montpelier-vt.org/msac). MSAC office hours are 9 am-4 pm Monday through Friday, and the main phone number is 223-2518. All are welcome at this center that plays a vital role in making Montpelier a great place to live and to age!

**MSAC Advisory Council:**

- Bob Barrett, Chair
- Mary Carlson, Secretary
- Liz Dodd, Vice Chair
- Bill Doelger
- Fran Krushenick
- Barb Ladabouche
- Ron Merkin
- Janet Ressler
- Dianne Richardson
- Sue Stukey
- One vacancy

## Parks & Trees Department

### Staffing, Volunteers and Community Heroes

Montpelier Parks consists of 400 acres of Parks, 16 miles of trails, 7 acres of lawns and fields. We also care for the roughly 2000 trees growing within the city right of way along our streets. With only 2 staff members, we rely on a wide variety of volunteer heroes to help us manage these resources and run community events. Some of the major volunteer groups include the **VT Department of Labor Trainees, ECO Americorps and NCCC Americorps members, Montpelier High School, Union Elementary School, the New School, Youth Build, True North Wilderness Program, the Tree Board, and Volunteers for Peace**. Each of these groups played a vital role in not only maintaining our parks resources, but also developing new and exciting projects that will serve the community for years to come. The above groups logged the majority of the volunteer hours this year, but there are many more individuals and groups who are worthy of our praise for selflessly helping to care for our parks. Overall, we logged almost **15,000 volunteer hours in 2017!** This represents the equivalent of more than 7 full time employees.

I hope you share our community thanks to them all.

A special thanks this year goes out the **Vermont College of Fine Arts**, who hosted our **NCCC Americorps** group for 2 months, and to the **Trinity Church** pastor, staff and congregation who hosted the **Volunteers for Peace** for 3 weeks in July. Another special thank you to **Paul Wallace-Brodeur** for his thoughtful and helpful volunteer support for at least the past four years! Without all of this support we would only have accomplished a fraction of the good work we did this year.

### **Montpelier Tree Board**

Led by John Snell, the Tree Board continues to be an amazing group of action oriented community minded people. They show an impressive mix of visioning, planning and hands-on work around town to plant and take care of trees. Montpelier is a much better place given their generous efforts.

### **Department of Labor Grant**

We obtained a **\$7500 grant** to provide a job training site to youths facing challenges to getting employment. Through this grant, DOL youths trainees get on – the – job training doing: trail work; lawn care; picnic shelter care; road work; bridge replacement and repair; tree planting; tree pruning and much, much more, while giving an important boost to the amount of work we are capable of doing to improve conditions for Montpelier's Parks and Trees.

### **Watershed Grant**

We received a **\$8,700 grant**, - critical support from **Vermont Fish and Wildlife program and DEC**, through their Watershed program, which enabled us to implement a creative approach to combatting a variety of invasive species including knotweed, which threatens the stability of our river banks along the North Branch River park. Many municipalities, including ours, recognize the importance of encouraging native plant diversity and fighting the dominant presence of invasive plants, reducing healthy wildlife habitat. This work is often expensive, difficult and discouraging. Recently we observed a few riparian locations where knotweed's advance had been halted by mature evergreen stands and had an inspiration. Instead of struggling on our own, or using chemicals with negative side effects, why not team up with successful native plants to resist and battle the advance of knotweed. The watershed grant provided critical assistance to buy native plants and with the assistance of our eco americorp member and an NCCC group (see below) to begin to recreate the type of habitat that has been effective in halting knotweed's advance by planting evergreen barriers ahead of where knotweed and other invasives have been advancing along the river in the North Branch Park. The grant enabled us to purchase over 500 native trees. We planted six "evergreen" barriers, two or three rows of evergreen trees extending up from the North Branch river at least until the trail that goes along the river, which itself has also acted as a barrier. In some isolated small pockets of knotweed we planted some evergreens. We don't expect these barriers to immediately work but believe they will be gradually more effective as they mature and provide more and more shade. Especially for the first few years, but when needed, we plan to "assist" these barriers by mechanically, or otherwise, control the advance of invasives until the time the barriers have grown enough to do the job on their own.. As the barriers need less support from us in controlling knotweed and other invasives, we can then turn our attention to reducing the "footprint" of invasives, hopefully again, through finding synergistic assistance with key native plants to leverage our efforts.

### **NCCC Americorps**

We applied for and got a grant which resulted in us getting a National Civilian Community Corps (NCCC) group of 9 college age service members to come for the months of May and June. This crew was a HUGE help in invasive control and tree planting effort we were making with an eye toward the goals stated above in the Watershed grant. They also helped with some critical trail work and helped us build our new "**Forest Stage**" which will park fixture for years to come. Many thanks to Vermont College for their crucial hosting support enabling us to have NCCC's incredible help!

### **Rec and Trails Grant**

This year we replaced 4 bridges and made repairs on 2 bridges with the support from the Vermont Recreation and Trail Grant program. We have over 20 bridges in the Montpelier Parks trails system. This was a great boost in our plans to replace 2 or 3 bridges every year to keep our bridges safe and functional. We got help from several groups to do this work including one bridge we got major help from Mark Billian and his class at Vermont Technical college.

### **HOWL Summer Festival and Forest Stage**

We had our first ever summer park festival, complete with camping, numerous bands, fun family activities, nature walks, food vendors, fireside visits and much more. Event goers were very pleased, many of which expressed their hopes that we would offer the event again in the future. In preparation for the event, we built a beautiful new shelter/stage out of wood from the park. A special thanks to our many sponsors who made this event happen, including the National Life Group, Ben & Jerry's Foundation, Hunger Mountain Coop, Vermont Mutual, Community National Bank, North Country Savings Bank and Blue Cross Blue Shield.

### **Volunteers for Peace**

Over the last 21 years have had over 23 VFP groups come to Montpelier for three weeks each year helping take of and improve our local parks. This year the group helped with a variety of projects, such as trail restoration work, invasive plant removal and lawn care, but the highlight for them and us, was their help setting up and creating HOWL --- our first ever summer park festival. Part of the preparation included building the **Forest Stage** --- our new picnic shelter that will also act as a stage for park events, such as HOWL.

### **MHS Community Based Learning Students**

Every year we are happy to work together with Montpelier High School's Community Based Learning program to provide an opportunity for several High School students to volunteer in the parks. They help us do our work and in return we expose them to a wide variety of skills and try to get them fired up about a career in outdoor recreation.

### **Park Events**

Parks and Tree staff helped support two community events this last year, Ice on Fire and Enchanted Forest. With the help of

many, many volunteers and good weather both were well attended and wonderful community events.

## Recreation Department

*“Serving our community since 1945”*

As we look back on 2017, the Montpelier Recreation Division continues to develop opportunities for the citizens of Montpelier. The staff of the Recreation Division are proud of the services we provide to the community.

The Recreation Baseball Fields had a really busy season with the Mountaineers, Babe Ruth, Mens League, and Little League baseball keeping all the fields busy through the summer and fall. The Mountaineers added some new options at the ball park with their new beer garden and plenty of picnic tables around the facility. The Men’s Baseball League that use the field had two championship games on the field again this year. The adult softball leagues continue to keep the Dog River softball fields busy all summer with the co-ed league growing and in more demand for field space. Our youth soccer program played at both Dog River and the Recreation Field again this year. We also have middle school field hockey using the Rec. Field as well for their games. Our maintenance staff does a fantastic job keeping our facilities in top shape and are always ready to prepare fields for athletic and leisure use.

Despite the weather and school getting out late this year, we had a good summer of programs down at the Rec field and pool area. The shelter’s accessible walkway that extends out to the parking lot had made the walk to the shelter a lot better on rainy days. An accessible walkway replaced the old walkway from Elm Street down to the pool house. The shelter continues to receive a lot of use from April to October for birthday parties, school field days, school reunions and many other groups.

Our Capital Kids Summer Day Camp program had record enrollment this summer at the picnic shelter. We averaged over 100 participants a day. The dry space on rainy days is perfect for the whole camp to have lunch together. The partnership with the Summer Lunch Program was once again very successful. Everybody enrolled can participate in the lunch program that is offered at camp and eligible participants can receive a free lunch to help provide a well-rounded day camp experience. The Vacation Break Day Camps continue to provide opportunities for participants to have some fun over their winter and spring breaks.

The Recreation Division’s overall attendance for day camp, swimming lessons, and tennis programs went really well after school finished for the year. Fall, winter, and spring activities overall saw a modest increase over last year’s participation. The merger between Montpelier Little League and Central Valley Little League to become the Central Vermont Little League was a big success.

The Recreation Division offered many activities including: Afterschool Spanish, Lego League, Youth Creative Motion, Ultimate Frisbee Camps, Adult Painting, and Adult Zumba, and other sports camps. Many other activities continue to draw good participation such as: fall tennis lessons, Young Rembrandts drawing, Adult yoga, dodgeball, and fitness hoping.

Our annual special events continue to draw a lot of community participation. Special events included the Valentines Dance, Parent/Child Bowling, Halloween Party, Spring Egg Hunt, and Touch a Truck.

The swimming pool had 1,117 pass members for the summer of 2017. We continue to enjoy sponsoring many special events at the pool including Summer Barbecues, Pizza Night, Moonlight Swim, Family Fun Day, and many other special events. Our lifeguards once again were trained by Red Cross. Audits from Red Cross help us continue a high level of guard performance and safety standards.

Looking back over our past year, we are very proud of the opportunities we provided. However, we are always seeking new ways to serve the community’s needs. We hope that you will take advantage of your Recreation Department in 2018. We are here to help you find “constructive use for your leisure time”.

If you know of a program you would like to see offered, know of an instructor to teach a class for us, or if you have any questions, please call us at 225-8699 or stop by our office at of 58 Barre Street. Don’t forget to check us out on the web at: [www.montpelierrec.org](http://www.montpelierrec.org).

### RECREATION ADVISORY BOARD MEMBERS:

James Surwilo, Chair  
Karlynn Koenemann  
Chris Hancock  
Vacant  
Vacant

## Montpelier Housing Authority

### *A Valuable Community Resource*

The Montpelier Housing Authority is a local, independent government agency that has served our community for over 47 years. Our five member Board of Commissioners is appointed by the City Council with commissioners serving staggered five-year terms. The Board employs an Executive Director and staff to oversee its operations. As a local independent agency, we are not a City department. We are funded entirely by federal funds and management fees paid by the properties that we manage. No local or state funds are received to operate our programs.

The Authority operates a wide variety of programs in its continuing effort to meet the need for affordable housing in our community. We own and manage Pioneer and Gould Apartments. We also serve as full managing agent for 58 Barre Street

Apartments, Lane Shops Apartments, Cummings Street Apartments, and Prospect Place. We provide management services for two projects for Washington County Mental Health Services: a group home on St. Paul Street and a small apartment house on Prospect Street. In addition, we administer the Section 8 Housing Choice Voucher Program which totals 122 vouchers. These subsidies assist eligible households in private apartments in the city. A total of 324 units of affordable housing are provided through these programs.

Our 501(c) 3 nonprofit, Capital City Housing Foundation (CCHF) was created in 1989 to provide another way to meet the affordable housing needs of the community. CCHF is the general partner for Cummings Street Family Housing Limited Partnership and 58 Barre Street Housing Limited Partnership, and also owns Prospect Place. Perhaps CCHF's biggest challenge was to renovate Heaton House, a closed nursing home, into a level three residential care facility. Heaton Woods is a tremendous asset to the community. CCHF operated the facility over twenty years. It was sold to the Living Well Group, a non-profit that owns two other residential care facilities in Vermont and is better able to carry on our mission.

CCHF continues sponsorship of the meals site at Pioneer Apartments, which has operated continuously since 1973. The Senior Meals Program serves weekday noon meals to the elderly and persons with disabilities, along with weekend frozen meals on Fridays for those who need them. They also provide home deliveries to our elderly/disabled buildings and those living near the meals site. Please call 223-6357 for more information.

The Montpelier Housing Authority is committed to paying our fair share toward city expenses. All projects owned or managed by MHA and CCHF pay full water and sewer charges, including the sewer benefit. 58 Barre Street Apartments, Cummings Street Apartments, Prospect Place, Lane Shops Apartments, 7 St. Paul Street group home and the Washington County Mental Health Prospect Street properties also pay full property taxes. A total of \$129,649.16 in property taxes was paid to the city for the 2016-17 tax year.

Pioneer Apartments paid \$2,465.91 in sewer benefit and \$10,817.70 in PILOT. Gould paid \$481.59 in sewer benefit and \$2,750.00 in PILOT.

The Authority works cooperatively with city departments and other non profits, especially the Planning and Development Office and Downstreet Housing and Community Development (formerly CVCLT). We continue to work closely with the city on issues that arise in connection with the 58 Barre Street property. The Authority not only serves as managing agent for the housing at 58 Barre Street, but also manages the commercial condominium comprised of the fourteen unit housing complex and the Montpelier Senior Activity Center. This includes ensuring that the bills are paid and that all the building systems are maintained, serviced and inspected as required.

The Executive Director also serves on the Montpelier Housing Task Force and the Washington County Continuum of Care.

The Authority strives to maintain a high level of service to our tenants and the Montpelier community. Please feel free to call our office at 229-9232 if we can be of service to you. You can also visit us on the Montpelier City website for more information including meeting agendas and minutes.

Jo Ann Troiano, *Executive Director*

## Conservation & Recreation

### Conservation Commission

The Montpelier Conservation Commission (MCC) seeks to strengthen the relationship between people and nature, in order to involve residents in the protection and enhancement of the city's natural environment. The Commission is charged with advising the Planning Commission, City Council, and other city officials on issues concerning Montpelier's natural resources. Highlights of our work during 2017 follow.

#### Zoning Revisions

The MCC continued its effort to support the Montpelier Planning Commission in their update of the Montpelier Unified Development Regulations (MUDR) by contributing text and providing input on portions of the document that relate to natural resources conservation, particularly portions that received public comment.

With the recent adoption of the updated MUDR, in 2018 the MCC will develop a protocol to provide input on future land development that triggers MCC review.

#### Strategic Planning

In 2017 the MCC began implementing priorities from their 2016 strategic planning matrix, including identifying top priorities and laying the groundwork to implement those priorities. The strategic planning matrix is a "living" document and priorities will continue to be shifted as needs, funding, or community priorities change.

Montpelier being in the Lake Champlain Basin, with several indirect and one direct tributary (Winooski River) to Lake Champlain, stormwater treatment rose to the top of the priority list. In 2017 the MCC began working with project partners to lay the framework to begin implementing stormwater treatment features throughout the city, based on the *Stormwater Master Plan, City of Montpelier, Vermont*. See Stormwater section for more detail.

The MCC is also working to formally establish working groups for priority topics to help boost momentum and to focus efforts of commissioners who have shown interest in specific topics.

### **Stormwater**

Due to geographic constraints, Montpelier being a regional population center, and the city's location in the Lake Champlain Basin, stormwater management rose to the top of priorities for the Commission.

Using the *Stormwater Master Plan, City of Montpelier, Vermont*, several stormwater projects were chosen for implementation. Initial conversations with project partners began and implementation could begin as soon as the ground thaws in the spring of 2018. These projects will include collaboration with Montpelier High School students and will occur in areas of high visibility to provide public education on stormwater management challenges while showcasing examples of solutions.

### **Montpelier Conservation Fund**

Brenna Toman was elected as one of three MCC members to staff the Montpelier Conservation Fund Committee. Brenna is charged with reviving this group, helping to fill it with two additional members of the MCC and two at-large members of the community, and to establish public outreach for potential projects. This fund was established for the purpose of conserving lands and waters within the city for agricultural, forest, wildlife, recreational or natural area use, under the control and direction of the City Council.

### **Outreach**

The MCC has prioritized public outreach as an important part of its mission. This year, a social media presence was established via Facebook. Additional outreach opportunities that have been flagged include a presence at the Montpelier Farmers Market and aiding in the upcoming BioBlitz being put on by the North Branch Nature Center.

### **High School Students Continue Service on the Conservation Commission**

Asa Richardson-Skinner continued to serve as Official Youth Member during the 2017 term. Asa represented the MCC and the city at the 2017 Conservation Summit put on by the Association of Vermont Conservation Commissions. Asa spoke on a panel titled "Recruiting and Engaging Youth for Conservation Commissions." Asa's insight was highly regarded and we are thrilled to have him on our team.

Students interested in serving on the Commission are encouraged to contact Matt McLane, Community Based Learning faculty, at Montpelier High School at 225-8052.

### **Budget Expenditures**

With several months remaining in the fiscal year, the MCC plans to allocate remaining funds for the following initiatives: city-wide wetland mapping update through Ecological Consultant

Brett Engstrom, stormwater project supplies and equipment, fencing supplies for a vernal pool in Hubbard Park, and support for education outreach projects related to the Montpelier Farmers Market and the 2018 Montpelier BioBlitz.

### **Members**

Roy Schiff stepped down as the chair of the MCC in the beginning of 2017. We would like to thank Roy for his strong leadership and commitment to the MCC over the years and are excited to keep him on as a commissioner. James Brady took over as chair and John Jose started as vice chair in early 2017.

Ben Eastwood stepped down from the Commission at the end of 2017. Thank you for your hard work over the years, Ben. We look forward to working with you in the future as a partner.

Commission members, alternates, youth members, and liaisons during 2017 (listed alphabetically):

- Geoff Beyer, Parks Liaison
- James Brady, Chair
- Emily Byrne
- Nick Giannetti, Alternate
- Page Guertin
- Charles Hohn
- John Jose, Vice Chair
- Asa Richardson-Skinder, Official Youth Member
- Roy Schiff
- Glennie Sewell, Alternate
- Brenna Toman, Alternate

The Conservation Commission is a group of Montpelier residents who are eager to assist the city in protecting its natural resources. The Commission meets at 7:00 pm at City Hall, generally in the Council Chambers, on the second Thursday of every month. All meetings are open to the public. For more information contact James Brady at [james.jj.brady@gmail.com](mailto:james.jj.brady@gmail.com) or by calling (802) 598-8745.

James Brady, *Chair*



*Photo courtesy of Linda Hogan*

## Montpelier Tree Board



### Purpose of the Tree Board:

The purpose of the Tree Board is to protect the public health and welfare by improving and preserving the beauty of the city as it relates to the “urban forest,” including street and park trees, the city forest and trees on private property. The board administers and updates a plan for the care, preservation, pruning, planting, removal, or disposition of trees and shrubs in

parcs, along streets, and in other public areas.

The old Ginkgo (above) on Barre Street, probably planted in the 1880s, is just one example of the many fine trees we can enjoy in Montpelier all year long.

*The Board meets monthly (1st Thursday) at City Hall and schedules two regular workdays each month (1st Saturday, 10-noon and 3rd Thursday, noon-2) around the city. All are welcome to attend any of our meetings or workdays. We also have room on the board for more members if you want to play a larger role in the city’s urban forest.*

### Current Board Membership:

John Snell, Chair	Sarah Hoffmeier	Steve Bailey
John Akielaszek	Abby Colihan	Cassandra Hemenway
Jeff Schumann	Lynn Wild	
Geoff Beyer, Tree Warden		

Note: Heather Calderwood and Jake Feldman both left the Board in 2017; their time and efforts were greatly appreciated.

*The board and a strong group of volunteers once again all together logged well over a thousand hours of service in 2017, from planting to weeding and watering, from meetings to completing grant applications, to removing invasive plants and celebrating trees as well as just enjoying talking about them.*

We did all our work in 2017 with an \$1800 budget from the taxpayers. In addition, we raised funds through grants and donations and met the bulk of our non-cash needs with volunteer labor.

*We could not do our work without **the very active support** of the Parks Department, in particular Geoff Beyer, Alec Ellsworth and their crews, as well as support from the Mayor and City Council, the City Manager and, especially, the Department of Public Works.*

### Summary of our work for 2017

• **Tree planting:** We continue to plant trees in various locations around town using both trees purchased with our budget and grant funds as well as trees grown in our nursery. This year we

replaced two trees in the downtown area that had been fatally injured and added another two dozen trees to the urban forest in various locations. Our initiative to grow trees in our nursery and plant them out, in particular, is paying off as we planted a dozen strong healthy trees we’d grown.

• **GreenUp Day celebration:** The Tree Board once again provided maintenance on all the downtown trees by adding compost and gypsum (to counter effects of salt) to the planting areas.

• **Arbor Day celebration:** The Tree Board helped plant a tree for Arbor Day on Main Street.

• **Arbor Day Conference:** Vermont’s Urban and Community Forestry Program sponsored a conference in Montpelier. Board Member Lynn Wild was asked to make a presentation and lead a workshop on the St. Paul Street project. It was very well received by more than a dozen people from all over the state.



### • Sidewalk reconstruction project:

As part of the reconstruction of many of the downtown sidewalks, DPW worked closely with the Tree Board to rebuild and significantly improve 10 planting areas. Structural soil was added around the existing planting areas before new walks were poured. This should result in much better tree growth and the necessity of less watering. Many thanks to all the DPW staff for this effort, one of the first in the country!

• **Tree maintenance:** We continue to expand our work maintaining our existing trees. We maintained our focus on the downtown trees, by adding compost and gypsum to the planting areas and pruning the trees as needed. Additionally, weeding the planting areas was done throughout the summer.

Two trees downtown were unintentionally damaged in snow removal operations and were replaced. Temporary wooden guards were added to a dozen trees for the winter; the City Manager is budgeting for permanent steel guards in the next budget year.

• **Tree nursery:** We maintain a small nursery, The Norm Hudson Nursery, at North Branch Nature Center, which donates the land for our use. We removed some trees that had grown too large to move and have dramatically improved the quality of the trees raised. This year we raised 15 (Honey Locust, Red Oak, Bur Oak, Littleleaf Linden and Serviceberry), all planted in grow-bags. These will be ready to be planted out in the spring at which time we will plant an additional two dozen trees in the nursery. We particularly appreciate the work done by the Parks Department to mow the nursery, remove damaged and older trees, clean up and recycle old plastic tubing and assist in transplanting.



• **Pruning workshops:** The Board hosted a hands-on workshop to teach people the basics of small tree pruning. This was attended by over a 18 people some of whom have continued to volunteer with us.

• **Tree walks:** Board member John Snell led three educational tree walks around town during 2017

which were attended by more than two dozen people total.

• **Watering downtown trees:** Due to limited quantity of soil in the small downtown tree pits, weekly hand-watering is required. Board member Abby Colihan and volunteer Ellen Doyle did the bulk of the work during the summer; as a result, and because of fairly good rainfall, most of the trees came through in excellent condition.

• **Sidewalk and street clearance pruning:** With assistance from the staff of the Parks Department, we have responded to more than a half-dozen situations, including several referrals from DPW, where trees overhanging sidewalks were causing problems. We are pleased to be able to provide these services to the city while also assuring the work will be done acceptably to relevant arboreal standards.



• **Tree City USA:** Montpelier once again qualified as a Tree City USA and was honored for the 15th year as such by the Vermont Urban and Community Forestry Program. A Tree City USA must have: (1) a tree board or tree warden; (2) a tree ordinance; (3) a tree program with an annual budget of at least \$2/person; and (4) an annual Arbor Day celebration proclaiming the importance of trees in our lives.

• **Protecting riverbank trees:**

Predation by beavers of riverbank trees was much less a problem than last year due, we believe, to our efforts of fencing trees. Work will continue as we may have simply forced the animals to new locations.

• **Focusing on Planting a Neighborhood:** Board member Lynn Wild has led a very successful effort to focus planting in the St. Paul Street neighborhood. Several of the trees planted last year bore fruit and all of the trees were watched over by students from Union Elementary School as part of the Tree Steward program Lynn developed and implemented.

With what we've learned on St. Paul Street, Sarah Hoffmeier

will lead a similar initiative in the Terrace Street neighborhood for this year.



• **Festival of Trees:** Lynn Wild organized a community event in February to celebrate trees and educate the city to their value.

• **Consulting:** We provide informal, free consulting to citizens, businesses and community organizations

with questions about their trees. This work ranges from advice on pruning and planting to questions about tree health or possible removal. In 2017 we provided these services in more than a dozen instances.

• **Emerald Ash Borer (EAB) Educational Project:** Unfortunately this invasive pest now surrounds Vermont on all sides and is expected to infest the city itself within a year or two. If there is any good news, it has not yet been discovered within the state. A group of volunteers, led by Board member John Akielaszek, has completed an inventory of all Ash trees in the city and used this to update the preparedness plan.

• **Inventory of all trees:** Led by Geoff Beyer, Tree Warden, work was completed on the inventory of all street trees. This will be of great value in planning future activities and expenditures.

• **Planning for the future:**

We will continue maintaining existing trees and planting new ones throughout the city using both purchased trees as well as those we grow in our nursery.

We will continue to educate community members of all ages as to the importance of Montpelier's trees and how they can better care for those on their property.

We appreciate the continued support we have from the citizens of Montpelier as well as the City Council and City government. We could not do our work without the very generous support of the staff of the Parks Department and the cooperation of DPW.

• **City Budget:** we were please the City Council restored much of our budget which now stands at \$2000/year. While we certainly have needs in excess of that amount (a single tree, purchased and planted by a professional typically costs 1/3 of that!), we are confident we can raise additional funds and find grants to supplement the taxpayers' investment in the urban forest. Of course, we also hope the Council will further prioritize funding the work we are doing so that it can be expanded.

As has been the case with our streets and bridges and other infrastructure, we have failed to adequately address the real needs of our urban forest for too many years now and the cumulative

effects are showing all too clearly. Located as we are in the middle of the Green Mountain forest, it is easy to take our trees for granted. *The City's trees need our increased support for the years ahead. Thank you.*

John Snell, *Chair*



## North Branch Nature Center

For 22 years North Branch Nature Center (NBNC) has been connecting people of all ages with the natural world in Montpelier and beyond. We offer natural history programming for children, adults and families, as well as special events and free and open access to our property and trails for recreation. Each year more than 5,000 people attend our programs and/or use our property, just two miles from the center of town (at 713 Elm Street). Our programs include:

- ECO (Educating Children Outdoors), offered in partnership with public schools. All Montpelier public school students in Kindergarten through 4th grade are involved.
- ECO teacher training (graduate-level, for-credit courses).
- Summer nature camps (scholarships available).
- Forest Preschool (scholarships available).
- A weekly playgroup for children up to age 5 and their caregivers (by donation).
- On- and off-site bird and nature walks and workshops.
- The mid-winter Naturalist Journeys slide show & lecture series.
- Citizen science programs, including owl banding and Monarch butterfly tagging.
- A seasonal after-school program and much more.

NBNC also serves as a convenient trail head for a walk on our property or a more extended hike in North Branch River Park and Hubbard Park. We welcome all trail-walkers, runners, bikers, birders, snowshoers, and skiers to our trails. We also host the Ice on Fire midwinter celebration, the Community Garden, where 40 families grow their food, and the City of Montpelier's tree nursery, where trees are tended until they are the right size to move into town to beautify our city streets.

Working in collaboration with the City of Montpelier's Conservation Commission and Community Services Department, we are excited to announce BioBlitz 2018: July 21-22! Like Montpelier's first-ever BioBlitz in 2008, this year's event will be a city-wide biologist-led, citizen-powered effort to catalog every living species in the City of Montpelier, complete with activities and learning opportunities for all ages.

The NBNC board and staff appreciate the continued support

of the City of Montpelier and its residents. We look forward to serving as your local resource for outdoor recreation, natural history and science education for many years to come.

For more information call us at 229-6206 or visit [www.NorthBranchNatureCenter.org](http://www.NorthBranchNatureCenter.org).

Chip Darmstadt, *Executive Director*

## Cross Vermont Trail Association

Imagine a multi-use, four-season off-road trail across the width of Vermont following the Winooski River & Wells River valleys, a 90 mile greenway for cyclists, skiers and walkers connecting communities, their schools, and the natural areas between. This vision has steadily moved toward reality through the quiet work of the Cross Vermont Trail Association.

The Cross Vermont Trail Association, formed in 1999, is an incorporated, private non-profit organization that is member-based and volunteer-driven. We are funded by winning competitive grants and through individual donations from trail users. With part-time staff and donated office space, we are large enough to get things done, but small enough to be cost efficient. We work in partnership with community organizations across the state to develop and expand local trails. Already 30 miles of Cross Vermont Trail are signed and open to the public. These 30 miles are complemented by our 60 miles of "on-road" route signs that identify the best roads people can use to link together existing trail sections. Meanwhile, we continue to work towards the ultimate goal of connecting all local trails into a continuous, statewide, off-road network.

Maps and guidebook to the trail route are available free at [www.crossvermont.org](http://www.crossvermont.org), or call us at 802-498-0079.

Thanks to all the people who volunteered their time this year swinging picks and shovels to improve and expand their local trails! We are working together with interested land owners to establish right of way for many miles of new trail at locations across the state, including what will be a watershed project in the history of the Cross Vermont Trail, a new 200 foot bridge over the Winooski River in East Montpelier.

Residents of all towns through which the trail route passes are invited to get involved in the CVTA. Get better trails near where you live. Contact us at 802-498-0079 or online at [www.crossvermont.org](http://www.crossvermont.org).

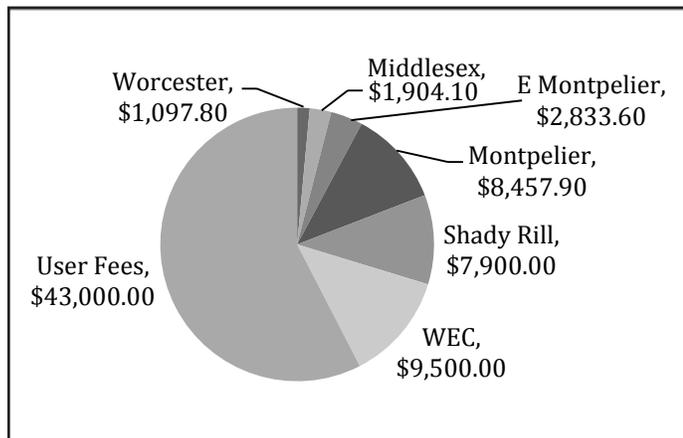
Greg Western, *Executive Director*

*P.S. We also host numerous recreational outings throughout the year. Check our website for further info on June's Central Vermont Cycling Tour in East Montpelier, the Fall Foliage Ride in Groton, Ryegate and Newbury, and more!*



## Wrightsville Beach Recreation District

The Wrightsville Beach Recreation District was formed in 1985 and is made up of the four member towns of East Montpelier, Middlesex, Montpelier and Worcester. A five-member Board with representatives from each town (Montpelier has two) provides oversight for the district and Beach Manager Collin O'Neil has responsibility for all operations and staffing. In 2017 the Beach District had a total budget of \$74,600.00, 20%, or \$14,702 came from a per diem charge from each of the member towns. The remainder comes mostly from user fees and an annual payment from Washington Electric Coop.



The summer of 2017 was one of the rainiest we have seen out at the beach, with two beach closings during the summer due to high water. A late season warm-up boosted attendance and helped to end the season on a high note.

This year the WBRD Manager presented at the annual Vermont Recreation Symposium, joining two other recreation departments organized as Municipal Districts. This model is increasingly being considered by towns across Vermont as a way to increase and improve recreational facilities by pooling resources from multiple towns. Wrightsville is viewed as a successful example from which others can learn.

Management added a School Group Package to our 2017 season offerings and we immediately saw a great increase in the number of area schools interested in bringing groups to the beach. The following schools brought at least one group: Doty, Rumney, Berlin Elementary, Calais, East Montpelier, River Rock, Spaulding, Chelsea, Williamstown, Northfield, New School Montpelier, Maple Hill Plainfield, and a number of Washington County Mental Health groups. Not only is it great to see all these children playing at the beach with their classmates, but these outings introduce all of those kids and school staff to the park.

2017 also saw the introduction of more health and fitness promotion at the Beach. These offerings were very popular and will return for the 2018 season. They included:

An automatic sunscreen dispenser / beach yoga / disc golf events / hiking and biking events

The board welcomes suggestions and feedback about the operations and facilities at Wrightsville Beach. Thanks to the member communities for your continued support of Wrightsville Beach.

Carl Witke, Worcester, Chair	Kim Kendall, East Montpelier
Jon Copans, Montpelier	Jane Dudley, Middlesex
Jessica Chaves, Montpelier	Collin O'Neil, Beach Manager

## Montpelier Community Connections



*Community Connections campers and counselors deliver thank you cards to Montpelier police officers and firefighters in February of 2017. The kids made them fruit salad too!*

In 2017, Community Connections began its seventeenth year serving the children and families of Montpelier, Calais, Berlin, East Montpelier, Middlesex and Worcester. Underlying all programming is the mission to make a positive difference in the lives of the area's youth, encourage healthy behaviors, support our schools, and decrease substance abuse. Community Connections continues to deliver engaging, enriching programs during all out-of-school-time periods – when youth are most vulnerable to risk.

During the past school year, Montpelier Community Connections afterschool and summer programming served 191 Union Elementary students, 127 Main Street Middle students, and 72 students from Montpelier High School. In addition, 81 Montpelier students came to our summer and in-service camps. Across the towns, 1570 students were served in CC's out-of-school-time programs.

The loss of our 21st Century Grant in June 2015 and the 75% reduction in funding from Montpelier Public Schools since then

has led to significant decreases in our grant revenues. At the same time we are serving more students than ever before. We have also increased the wages that we pay our staff in response to a tight labor market and increased qualification requirements that were put into place in FY 2017 by the Department of Children and Families. These new regulations have increased our costs in many other areas as well, with no offsetting increase in subsidy rates.

In Fiscal Year 2017 we continued to dip into our reserve fund. To maintain our current service level we depend on and appreciate support from the City of Montpelier more than ever!

Alexander Rob, *Executive Director*

## Area Agencies Social Services



### Central Vermont Home Health and Hospice

Central Vermont Home Health & Hospice (CVHHH) is a 106 year-old full service, not-for-profit Visiting Nurse Association governed by a local voluntary Board of Directors. Serving the residents of 23 central Vermont towns in the comfort and privacy of their own homes, CVHHH is committed to providing high quality, medically-necessary home health and hospice care to all central Vermonters regardless of their ability to pay, geographic remoteness or complexity of health care needs. The agency also promotes the general welfare of local community members with long term care and health promotion activities including flu and pneumonia vaccinations, health screenings, foot care clinics, international travelers' health and caregiver support. In addition to direct patient care, our hospice program offers comprehensive bereavement services and volunteer training.

#### CVHHH Services to the Residents of Montpelier Jan 1, 2017 – December, 2017\*

Program	# of Visits
Home Health Care	7747
Hospice Care	859
Long Term Care	5832
Maternal Child Health	208
TOTAL VISITS/CONTACTS	14645
TOTAL PATIENTS	437
TOTAL ADMISSIONS	564

\*Audited figures are not available at the time of report submission. Preliminary figures are prorated based on the number of visits from January 1, 2017 – September 30, 2017 and are not expected to vary significantly.

Town funding will help to ensure that CVHHH provides services in Montpelier through 2018 and beyond. For more information contact Sandy Rousse, CPA, President & CEO, Daniel Pudvah, Director of Development, or Kim Farnum, Manager of Community Relations & Development at 802.223.1878.



### People's Health & Wellness Clinic

The People's Health & Wellness Clinic has been providing primary health care and wellness education to uninsured and underinsured central Vermont residents who could not otherwise afford these services since 1994.

Our services include primary medical care, mental health, oral health, body work and other complementary health, diet and nutrition, and vision care. We are the regional contact for Ladies First, providing screening for breast and cervical cancer, as well as lifestyle coaching and memberships in weight loss programs for cardiovascular health for eligible women. Even if you are insured, Ladies First can fill gaps in coverage or provide complementary services. Tobacco cessation counseling and nicotine replacement therapies are also provided, as well as screenings for alcohol and drug use.

We also continue to provide navigation services for patients needing to sign up for health insurance through Vermont Health Connect, whether it's for Medicaid or commercial health insurance.

In calendar year 2017, the People's Health & Wellness Clinic served 557 unduplicated individuals, who came for 1170 clinical visits, requiring 2846 patient interactions. 287 of these patients were new to the Clinic. All of these numbers are significant increases over the past two years. We had 866 medical visits, 281 medical consults, and provided 904 diagnostic tests. 112 individuals came for 155 dental hygiene visits and 99 referrals to dentists for more advanced treatment. We provided 160 pharmaceutical samples, immunizations, and vouchers, and wrote hundreds more prescriptions. Our services include screening all patients for eligibility in a variety of health insurance and assistance programs. We also helped many patients navigate the application process for a variety of programs including Vermont Health Connect, Medicaid, Ladies First, and Central Vermont Medical Center – UVM Health Network and other hospitals' patient financial assistance programs. Through all these efforts, we were able to successfully enroll them 134 times, often in more than one program.

77 separate Montpelier residents sought our services in 2017, 41 of whom were new to the Clinic. They required 294 separate patient interactions. They came for 120 full medical visits and 15 mental health visits. We provided 52 case management interactions, 37 medical consults, performed or arranged for 165 diagnostic tests (labs, x-rays, etc.) and provided immunizations and pharmaceutical samples or vouchers 29 times. We had 35 dental visits, resulting in 32 cleanings (prophylaxis), 14 x-rays, and 12 referrals out to participating dentists. Our navigation services helped individuals successfully enroll into health insurance and assistance programs 19 times, as well as numerous renewals and other changes to their plans.

Volunteer practitioners are the heart of our service model. In 2017, over 60 volunteers gave over \$88,000 worth of their time serving our patients. Over \$95,000 worth of pharmaceuticals and medical supplies and other services were donated for our patients. We paid \$6,721 for diagnostic testing, and leveraged another \$19,514 worth of tests.

We define our primary service area as all of Washington County, plus the Orange County towns of Orange, Washington, and Williamstown, but we do not restrict geographic access, and ended up serving people from 48 Vermont towns. People must have household income of less than 400% of the Federal Poverty Level to be eligible for our services, but 90% were under 250% - basically the “working poor.”

As a federally-deemed free clinic, we cannot charge for services. We depend on grants and donations, including from our patients. For more information on our services, to make a donation, or to volunteer, please visit our website at phwcv.org. Patients are seen by appointment only – call 802-479-1229, Monday through Thursday.

We are grateful to the voters of Montpelier for many years of support for the Clinic, and are very pleased to be able to provide these services to the community. Thank you.

Peter Youngbaer, *Executive Director*



## Project Independence

During the year of 2017, Project Independence (PI) served nine (9) residents of Montpelier with three (3) residents currently enrolled in our program. Attendance for these participants varies from 2 to 4 days a week with an average day being 7 – 7.5 hours long. Our participants are cared for by licensed Nursing Assistants with oversight from our Registered Nurse, who is also the Adult Day Supervisor.

### While at our site, Participants receive:

- › Social, physical and mental stimulation through a variety of enjoyable activities including word games, exercise programs, musical entertainers, board games, educational speakers and craft projects.
- › Medical oversight and physical therapy support under the direction of their primary care physicians. (vital signs are monitored regularly, medications administered and diabetes monitored, along with physical therapy exercises prescribed for participants )
- › Socialization and outings include dining out, bowling, visiting the library on Senior Days, attending functions at the Barre Opera House, mall walks, shopping trips and visits to the hair salon at the Central VT Career Center located at Spaulding High School.
- › Hygiene assistance, as needed, which can also include a weekly shower, nail care, etc.
- › Delicious home cooked meals, prepared by our chef, that are nutritionally well balanced and served in a family style setting (breakfast, lunch and afternoon snack).
- › Transportation to and from our site is available for those participants requiring a ride.
- › PI works closely with family members/caregivers to offer support and information to ease the stress and concerns that come from caring for a loved one with a debilitating illness / disability.
- › PI also facilitates a Caregiver Support Group meeting on the first Wednesday of each month that is open to the general public.

### Project Independence Mission/Work

The core of our mission is to keep frail, elderly, physically & mentally disabled adults at home with their families or living independently for as long as possible. As our population of aging adults continues to grow, Adult Day Programs remain a crucial piece of the healthcare circle.

Participants’ families are reassured to know their loved ones spend time in a safe and caring environment while they go to work and/or have time to care for themselves. For our participants themselves, coming to PI is like spending time at a social club where they have fun, eat delicious meals, and make new friends.

Sarah Crane, RN, *Adult Day Supervisor*



## The Vermont Center for Independent Living

Since 1979, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

Final numbers for our FY'17 (10/2016-9/2017) show VCIL responded to over **3,000** requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **357** individuals to help increase their independent living skills and **13** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **165** households with information on technical assistance and/or alternative funding for modifications; **84** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **97** individuals with information on assistive technology; **45** of these individuals received funding to obtain adaptive equipment. **534** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also now home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served **49** people and provided **22** peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont. Our Windham County office also houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings.

During FY '17, **46** residents of Montpelier received services from the following programs:

- Home Access Program (HAP)  
(over \$1,600.00 spent on modifications)
- Meals on Wheels (MOW)  
(over **\$8,800.00** spent on meals for residents)

- Sue Williams Freedom Fund (SWFF)  
(**\$230.00** spent on assistive technology)
- VT Telecommunications Equipment Distribution Program (VTEDP) (**\$1,300.00** spent on telecommunications equipment)
- Peer Advocacy Counseling Program (PAC)
- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at: 1-800-639-1522, or, visit our web site at [www.vcil.org](http://www.vcil.org).



## Sexual Assault Crisis Team

The Sexual Assault Crisis Team (SACT) is a private, non-profit organization that offers free of charge advocacy for female, male, and transgender victims of sexual violence. This advocacy includes emotional support both one on one and groups, 24/7 emergency hotline, legal support, medical and hospital support, emergency overnight shelter support and shelter use for victims/survivors and/or their non-offending family members during the legal process including court, depositions, rape exam recovery, time before or after individual counseling sessions through private therapist, and other times when victims/survivors need a private space or bed for an hour or a day. SACT also provides education regarding all aspects of sexual violence issues for Washington County Schools K-12 and colleges, service groups and other public organizations.

SACT, as is most non-profits, is continuing to face demands on existing resources as it attempts to provide the services needed for female and male shelter residents who maybe leaving behind their homes, belongings and financial resources. These demands include the need for medical assistance, food, and startup costs. Victims and survivors not only look to SACT to provide food, emergency dental and or medical assistance, but also looks to SACT for transportation funds and relocation funds including rent deposits, etc. SACT has found its shelter staff may also be required to provide both technical and clinical support to people as they apply for Relief from Abuse orders, complete victim's compensation forms, provide collaborate case management with other service providers, apply for disability and entitlement benefits, and ensure all required notifications have been submitted to continue essential services. SACT works in coalition with other Washington County and State agencies to provide comprehensive services to those seeking assistance. SACT continues its work with Norwich University and the Vermont National Guard Sexual Violence Response Coordinator to ensure returning soldiers, and their family members, who are struggling with sexual violence issues, are offered supportive services in their transition to civilian life. During the 2016 – 2017 reporting period, SACT

provided outreach and education to 83% of the Norwich student leaders, and 84% of Norwich's new students, faculty, and staff.

SACT operates using both paid staff and volunteers. During 2016-2017 SACT had 3 full-time advocates, 4 part-time stipend paid hotline staff, and many volunteers. Volunteers and part-time hotline staff are all from local Washington County communities. These dedicated advocates received twenty hours of intense training so they would be able to provide confidential advocacy to victims by responding to hotline calls & subsequently have provided 4380 hours of volunteer services. SACT's training program has been acknowledged as meeting current best practice standards and has been used as a model for the development of similar trainings by other sexual violence programs both within VT and nationwide. During 2016-2017 SACT received 1361 calls for services from 227 individuals. These calls included: crisis calls following sexual assaults, requests for emotional support, hospital advocacy, criminal justice advocacy, information and referral, and requests for education and training. These requests resulted in 741 units of service being provided. These calls for services were answered by both paid staff and volunteers.

SACT provided shelter for male, female, and transgender survivors of sexual violence. As with all the services provided by SACT, shelter services are offered to both non-offending survivors and their non-offending family members. SACT continues to provide shelter services for male and transgender victims of domestic/sexual violence, which in the past has included returning military personnel. SACT has extended shelter services to special needs victims, primarily those needing a fully accessible facility and which would also allow a non-offending care provider to stay in shelter with the victim/survivor. During the 2016-2017 fiscal year, SACT provided shelter for 43 people for a total of 1410 bed nights.

SACT remains dedicated to providing services to all victims/survivors of sexual violence and remains committed to identifying new needs and then meeting that challenge. Please do not hesitate to contact SACT for additional information or to make a request for services.



## Circle

Circle strives every day to meet the diverse needs of the many victims/survivors who come through our doors. We continue to do a tremendous amount of work during a challenging economy, all the while adhering to stringent program standards to ensure the highest quality of service. A continuing challenge facing Circle is the increasing utilization rate. As you can see from our hotline statistics alone, we are responding to more calls for assistance than ever before, and the nature of these calls, much like

people's lives, are becoming more complicated. Throughout the year, Circle staff and volunteer advocates have responded to these increased and complex needs by providing the following services:

- Staff and volunteers responded to 6,081 hot line calls, an increase of 1,095 calls compared to the previous year.
- Shelter services were provided to 19 women and 15 children for a total of 2,623 bed nights.
- Our prevention based programs in schools reached a total of 40 students during this fiscal year.
- Circle provided community presentations to 399 individuals through the 22 trainings and workshops offered to individuals and professionals in Washington County.
- Advocates provided support to 103 plaintiffs during Final Relief from Abuse Hearings, and assisted 132 individuals file for temporary orders.
- Court Education Program was presented to 197 individuals, and our Court Hour Program, which offers one-on-one support to plaintiffs as they prepare for their final hearings, was offered to 9 individuals.
- Circle held 105 support group sessions, which 19 women attended, and held 15 legal clinics.
- Over 1,500 people received direct services from Circle, which are maintained by trained staff and volunteers.
- Our organization continues to rely heavily on the vast support of its many dedicated volunteers; Board Members, Hotline Advocates, and Shelter Support have all contributed 8,010 hours to the work of Circle.

### Our services include:

- ◆ SHELTER: Emergency Shelter for women and their children fleeing from domestic violence
- ◆ SHELTER YOUTH PROGRAM: Available to children staying in shelter.
- ◆ TOLL FREE CONFIDENTIAL 24-HOUR HOT LINE (1-877-543-9498)
- ◆ EMERGENCY, CIVIL and CRIMINAL COURT ADVOCACY
- ◆ SUPPORT GROUPS
- ◆ PREVENTION EDUCATION OFFERED TO SCHOOLS THROUGHOUT WASHINGTON COUNTY
- ◆ EDUCATIONAL PRESENTATIONS and TRAININGS: offered to civic organizations and businesses.
- ◆ INFORMATION AND REFERRAL: information about domestic violence and community resources, as well as individualized advocacy and referral to social services, legal, employment, counseling, and housing options.



## Washington County Youth Service Bureau/ Boys & Girls Club

*is an important resource to the residents of Montpelier*

### How City of Montpelier funds were used:

The City of Montpelier has been supporting the need for a community teen center since the early '90's. With the city's designation of City Hall space and critical funding support, the Washington County Youth Service Bureau's Basement Teen Center has been an important community resource for local youth since 1993. The \$19,000 received from the MCF supported general operating expenses at the Basement Teen Center (BTC). A significant portion of this funding was used as required non-federal match for the Basement's AmeriCorps Member. AmeriCorps members are national service volunteers that offer valuable, high quality direct service opportunities to community-based non-profits that address critical community issues. The AmeriCorps member ensures that the Basement Teen Center offers appropriate supervision and delivers high-quality programming to teens. To be a safe and effective resource, the BTC must have two adult supervisors at the center. AmeriCorps members serving at the Basement deliver service based on a year-long service plan that guides the development and implementation of programming and leadership opportunities for youth and plays a key role in brokering community collaborations that benefit center initiatives. The Basement has benefitted from AmeriCorps members for approximately 20 years. Additional staffing is covered by various grants, including the Boys & Girls Club of America, foundation grants and fundraising activities. MCF funds also support programming and some general operating costs. As different funds are secured for BTC activities during the year, it is possible that some line items will be shifted to different cost centers, especially when grants limit funds to specific costs. MCF funding represents 18.79% of the center's operating budget.

### Program Activities:

The Basement Teen Center provides an important resource to Washington County youth ages 12-18 during the peak hours of the day where juvenile crime and experimentation with drugs, alcohol, tobacco and sexual activity is the greatest, between 3 p.m. and 6 p.m. Montpelier youth report many risk factors that the Basement Teen Center responds to through program activities. **From July 1, 2016 through July 31, 2017, the Basement achieved the following:**

### Youth Served:

174 individual youth were served at the BTC, 124 were from Montpelier, both slight increases from the previous year.

We had 45 regular attendees (attending a minimum of 10 times) and all were from Montpelier. Last year we saw 33 regular at-

tendees from Montpelier and the year before we saw 31.

Average daily attendance of almost 13, an increase of 4 youth from the previous school year. A total of 2,214 individual visits, up almost 25% over the previous year. Of that, 1,831 visits were from Montpelier youth, a higher number than total visits for all of last year, regardless of town of origin (1,773 visits).

We were open 193 days, with two youth attending over 100 times.

30 youth from Montpelier attended over 20 times (a 1/3 increase over 2016), 10 attended over 50 times, and 9 over 60 times.

**Volunteers:** 40 volunteers gave 221 hours to the BTC, mostly for one-time events, but also to serve as cooking/nutrition mentors, to help staff the BTC, and cleaning help. Comcast chose the BTC as one of their sites for Comcast Cares Day and gave over 100 hours on a Saturday in April. They pulled out our old, rotting raised garden beds, replaced them with new ones, and added fresh soil, compost, and planted flowers. They brightened up the BTC by painting a wall, turning it from dark red and blue to a brighter color, helped with small construction projects, and did a deep clean of the center. We had one volunteer give 21 hours of his time and was a welcomed addition during that time, making creative and healthy snacks and playing lots of pool with youth. We partnered with the Vermont Association for Justice to distribute and install 90 headlights and 70 taillights for bicycles. Additionally, our most dedicated volunteer, Robin, who has been volunteering with us for almost three years now, has enabled us to reach more teens, increase hours of operation and provide even more enriched programming. She has tallied close to 300 hours of volunteering across fiscal years.

**Meal Delivery:** With an increased focus on providing healthy snacks on a near-daily basis, we've anecdotally seen a drastic decrease of consumption of candy and sugar-sweetened beverages (which teens tend to purchase on route to the BTC). We served 1,113 snacks, a nearly three-fold increase from the previous year. 92 Montpelier youth ate snacks, an increase of 70%, and they ate BTC snacks 997 times of the 1,113. Snack was generally some variation on the theme of bananas, oranges, apples, Cabot cheddar cheese, and carrots, with ants-on-a-log being a surprising smash hit. Teens regularly used the kitchen for cooking and baking, with staff often teaching and assisting. A favorite regular activity was participating in the BTC version of "Iron Chef," where participants were given somewhat random ingredients and had to make a dish or two with them. For example, we had a contest that featured cabbage, eggplant, ramen, peanut butter and watermelon. The results were often tasty, if unusual, and occasionally delightfully inedible. On most Friday nights during the school year, staff and youth collaborated to prepare a dinner for all present at the BTC. We

often explored foods from different cultures, or made a meal inspired from that night's movie selection. As a result we had authentic (or as authentic as possible) Szechuan Chinese food, North Indian food, Japanese Soba noodles and sweet buns, and falafel and tabbouleh. Many of these foods were new for youth to experience and generally appreciated. BTC staff members delivered nutrition education and teens helped to plan, purchase supplies and prepare dinners. Celebratory meals were also delivered to celebrate teen accomplishments, holidays, and important milestones. We served 273 meals last year, with 211 going to Montpelier youth an increase of 50% over the previous year. We served meals to 50 total youth, 35 of whom were from Montpelier, a similar number from the previous year.

**Weekly Recreation Activities:** The BTC used the State House lawn for soccer, football and frisbee, and group games to promote healthy lifestyles through physical activity, and also used the green space outside the center for impromptu activities and challenges. 47 youth, 41 from Montpelier, participated 88 times in ongoing recreation activities such as Frisbee, Soccer, Ping-Pong, dancing to "Just Dance" videos and the Wii Fit, the last two activities being surprisingly cardio-intensive. We're looking at ways to include more recreational activities into our programming, like scavenger hunts, nature walks, dodgeball, and both downhill and cross country skiing.

**Cultural/Arts Programming:** We continued our attendance at Young Writers Project's Open Mic Nights in Burlington. We saw more and more teens come, and participate, in the Open Mics. They focused heavily on polishing their performances and did a truly wonderful job. The teens that performed reported feeling powerful and full of confidence. Additionally, we did a series of movie nights that featured movies that teens might not otherwise see, that featured different cultures, and that we hoped would provoke engaging discussion. We watched "Princess Mononoke," "Kubo and the Two Strings," and "Persepolis," "El Laberinto del Fauno (Pan's Labyrinth)," "Angus," and "Sing Street." This series of movies tied into the food we made for the meals that we offered on those nights as well. For the Christmas and Hannukah season, we did a series of craft projects where youth could make gifts at the BTC so they didn't have to spend cash on presents. These were quite popular, with 19 different youth participating, 17 from Montpelier. We also offered a wildly successful "Paint like Bob Ross" series of workshops, where we put on a "Joy of Painting" episode and painted along with the legend himself.

**Teen Council:** 53 total youth, with 50 from Montpelier, played an active role in monthly teen council meetings. Teen Council is held once a month and provides opportunities for teens to take a leadership role by providing advice, expressing concerns, and sharing ideas for activities. This gives more ownership of the space to the teens and allows the BTC to provide activities that are directly interesting to them. Ideas that have come from



Photo courtesy of Linda Hogan

teen council that have been implemented at the BTC include hikes, various tournaments (ping-pong, pool, board games), trivia nights, open-mic nights, Art Walks, photography lessons, and group activities with the Northfield Teen Center, which is also run by the WCYSB. We're looking at modifying the Teen Council process to be even more intentional. Changes might include electing or otherwise choosing five or so teens that would then provide a deeper level of feedback and suggestions for the BTC and they'd be remunerated accordingly.

**Personal Responsibility Education Program (PREP):** PREP is a federally-funded, evidence-based program to educate youth about sexual health, gender and sexual identity, delay tactics and refusal skills, and birth control and harm-reduction strategies including, but not limited to, abstinence. We had 29 youth complete this course over the year. Twenty-two teens completed the PREP course saying they are more likely to resist or say no to peer pressure, more likely to be more respectful to others, and more likely to make plans to reach goals as a result of completing PREP. Twenty-five teens said they were more likely to make healthy decisions about drugs and alcohol; 4 reported that their attitudes had stayed the same; 15 said they were more likely to abstain from sex in the next 6 months; 14 said they were more likely to use a condom in the next 6 months as a result of PREP.

**Unstructured drop-in:** In addition to structured programming, such as our sex-ed/healthy choices/harm reduction curriculum, the BTC provides a rare opportunity for youth to step away from an increasingly scheduled life. While we do offer a daily activity of some type, we have musical instruments, a pool table, ping-pong table, art supplies, cooking supplies with food free to teens, board games, and knitting and other crafts available at all times to youth. Many youth have taken a particular interest in board games and better understanding strategy, game theory and probability statistics. Unstructured time is where many positive relationships and meaningful conversations take place among teens, and also between teens and staff. Unstructured time is a very important pathway to engaging teens in structured activities. In the last year we've helped transgender youth get connected to the broader trans community, a youth and their parents find resources for substance abuse and running away issues, helped a youth facing food-insecurity locate multiple ways to access food, and worked with a youth to identify life goals and supportive adults which in turn helped avoid dropping out of school. All of these successes stemmed from conversations that occurred during unstructured times at the BTC.

**Mentorship:** Our formalized and intentional one-on-one mentoring has proven to be quite successful. We work to make sure we're providing a space where youth can seek guidance, help, or simply a listening ear. We define mentorship as attending the BTC at least twice a week for three months or four times a week for a month. During these times, substantial interaction also needed to occur, i.e. sharing personal experiences, discussing current events, seeking counsel or learning a new skill. We asked youth for their consent to be involved in this formal mentoring relationship, which has resulted in more openness, better communication and stronger relationships. Through the mentorship process we now have 52 formal mentees, 41 of whom are from Montpelier, a 25% increase over the previous year.

**Community Partners to support programming:** We are fortunate to live in a community that values the BTC and its mission. We partnered with many local businesses who offered a range of benefits, from donated and discounted goods to reduced admissions, services and instructions. Of particular highlight are those that contributed in some way to our annual fundraiser, based on the TV show "The Amazing Race". Teams raced around Montpelier's shops, streets, and green spaces, completing various team and individual challenges, in a family event that encouraged fun and no one particularly cared who "won." Community partners that hosted challenge stations, offered supplies, volunteers or teams included: Hunger Mountain Co-op, Guitar Sam, Woodbury Mountain Toys, Capitol Kitchen, Coffee Corner, VT Mountaineers, Cocoa Bean, Delish! Sweet Shop, VT Salumi, Woodbelly Pizza, Espresso Bueno, Global Gifts, Buch Spieler, Shaw's, Hartigan's, Pinky's, The Getup Vintage, No. 9 Boutique, The Skinny Pancake, Noyle

W. Johnson, National Life, Main Street Dentistry, The Drawing Board, Washington Electric Co-op, Northfield Savings Bank, Union Mutual, Montpelier Elks Lodge, Kiwanis Club, North Branch Tech, Lucky's Plumbing and Heating, Capitol Electric, and the Family Center of Washington County.

We've collaborated with Outright VT to orchestrate trainings and provide support for each other's drop-in spaces and the Young Writers Project to offer writing workshops and Open Mic nights.

In addition to the BTC's numerous community partnerships, the BTC is an access point for other services offered through the WCYSB. The BTC is frequently the first point of contact a young person has with the WCYSB. Therefore, we are able to connect them with important services they may need, such as substance abuse treatment, individual and family counseling, runaway and homeless services, assistance for pregnant youth, and emergency crisis response.

**Direct and in-kind support the Basement Teen Center receives from the City of Montpelier:**

The City of Montpelier provides the in-kind donation of a basement room in City Hall to house the Basement Teen Center. The Basement would not be sustainable without this level of community support and we are grateful. Local dollars are a critical financial resource for our agency. In addition to providing direct support for program operation, local dollars speak very loudly in convincing other funding sources that the Bureau meets a real need in the local community, and is viewed by local citizens as an important resource.

**Comments from BTC teens:**

*"I like the Teen Center because I get to interact with people and I enjoy the activities I get to do here."*

*"I love coming to the Teen Center, the staff listens to us!"*

*The Teen Center is: "A safe space, a place to make friends, a place to hang out with friends, the staff listens to me, they are a ton of fun, it is cozy; they have food!"*

*The Teen Center is: "Fun to be at, its chill, and you can be yourself. I made new friends. I love coming here, the people are awesome, and the staff are really cool and outgoing."*

*"I love the Teen Center because it's a warm place where I feel welcome."*

*"I like coming to the Teen Center because there is always something fun for me to take part in."*

*"I love the Teen Center because me and my friends can hang out there and I can get help with my homework."*



Winners of the June 24<sup>th</sup> Basement Teen Center Amazing Race Fundraiser: Team Hufflepug!



Rachael, age 17, Montpelier... presents her Young Writer's Project compositions to a packed audience at Burlington City Arts.



## Washington County Diversion Program

Serving the communities of Washington County including Montpelier for over 39 years.

### Who We Are and What We Do

**The Washington County Diversion Program (WCDP)** is a local non-profit that addresses unlawful behavior, supports victims of crime and promotes a healthy community. Diversion is a voluntary, confidential restorative justice option for individuals referred by the State's Attorney. We follow a balanced and restorative justice model that strives to right the wrongs that have been done and address the needs of all stakeholders, including the victim, the community and those who violated the law, holding the latter accountable in a manner that promotes responsible behavior. Participation is voluntary, but requires individuals to accept responsibility for their unlawful action(s).

WCDP runs five separate programs: Court Diversion, the Youth Substance Abuse Safety Program, the Balanced and Restorative Justice Program, the Tamarack Program (Pretrial Services) and the Driving with License Suspended Program.

#### **Court Diversion**

Diversion is a restorative program for individuals charged with a crime. After the police issue a citation for violating the law, the State's Attorney decides whether to refer the case out of the court system to the Court Diversion program. Participants must take responsibility for their actions and develop a contract with a panel of volunteers through which they repair the harm caused. After successful completion, the State's Attorney dismisses the charges. During Fiscal Year 2017, WCDP's Di-

version Program worked with 343 diversion participants (10% were Montpelier residents). Eighty-four percent of participants who completed the program during Fiscal Year 2017 did so successfully.

#### **Youth Substance Abuse Safety Program (YSASP)**

The Youth Substance Abuse Safety Program addresses civil violations of the underage possession of alcohol and marijuana laws. Youth who violate these laws are given the opportunity to participate in YSASP. Participants complete an alcohol and drug screening and are given other educational, remedial, reflective and financial conditions to complete. If the participant completes the conditions the ticket is voided. Those who fail to complete or refuse to participate face a civil ticket which includes a \$300 fine and a 30-day driver's license suspension for the first offence and a fine of not more than \$600 and 90-day license suspension for second and subsequent offenses. During Fiscal Year 2017, WCDP's YSASP Program worked with 231 youth (17% were Montpelier residents). Ninety-six percent of those who completed the program did so successfully.

#### **Balanced and Restorative Justice Program (BARJ)**

These services are provided to youth who are charged with a delinquency, have been adjudicated delinquent or are at-risk for involvement in the juvenile justice system. BARJ services vary depending on each individual youth, but consist of restorative interventions that reduce and eliminate further involvement in the juvenile justice system such as: restorative panels, restitution services, risk screening, and restorative classes and skills development. During Fiscal Year 2017, WCDP's BARJ Program worked with 101 youth (data not currently tracked by town).

#### **Driving with License Suspended**

The Civil DLS Diversion Program serves Vermont drivers whose license remains suspended because of unpaid fines and fees. Upon approval of the Judicial Bureau, a participant's license will be reinstated while the individual follows a payment plan and/or completes community service. During Fiscal Year 2017, WCDP's DLS program worked with 64 individuals (data not currently tracked by town).

#### **Tamarack**

The Tamarack Program is designed to assist adults with substance abuse and/or mental health treatment needs regardless of the person's prior criminal history record. Participants work with a case manager to access treatment and other resources. The goal of the program is to improve the person's health and reduce future adverse involvement in the justice system. This program began in Washington County during the last quarter of the fiscal year. We received 19 referrals between April 1 and June 30, 2017.

**We continue to need -- and deeply appreciate -- your support of our work!**

The majority of the folks we serve have complex and chaotic lives. They arrive at WCDP with multiple barriers to success: mental health issues, substance use problems, low educational attainment, poverty and/or homelessness. As a result, our level of engagement and case management with them has had to increase so that we can connect folks with the resources they need. The funding we receive from the towns and cities we serve, like Montpelier, allows us to keep offering the level of service we do.

Thank you!

Catherine Kalkstein  
322 North Main Street, Barre, VT 05641  
802.479.1900  
Catherine@wcdp-vt.org

### Vermont's Principles of Restorative Practices:

1. Harmful actions are violations of people and relationships.
  - While harmful actions may or may not be violations of law, the primary concern is the physical, emotional, and social impact such acts have on people—those directly harmed, impacted or victimized, family members, community members, those who have committed the acts—and the relationships among them.
2. Violations create obligations.
  - Each situation is complex and creates obligations to repair harm to the extent possible, as defined by all those affected.
  - Those who have caused harm and victimization have a responsibility to gain insight concerning their actions, to make amends, and to learn ways to avoid causing future harm or victimization.
  - Community and government, in partnership, have responsibilities to provide support and accountability to all its members when a violation has occurred.
  - Community and government have responsibilities to address conditions that may contribute to crime and delinquency as well as encourage mutual respect and healthy communities.
3. Restorative justice seeks to engage and support those who have been harmed or victimized.
  - People who have been victimized or harmed are in the best position to know what their needs are and what is important to them. They should be provided opportunities to participate, shape the process, make decisions and seek resolution.
  - People who have been victimized or harmed may determine their level of participation through a meaningful invitation, an opportunity to share how the incident affected them, being deeply listened to and by identifying how their needs may best be met.



## Capstone Community Action

Since 1965, Capstone Community Action (formerly known as Central Vermont Community Action Council) has served low-income residents of Lamoille, Orange, and Washington Counties and nine communities in Windsor, Addison, and Rutland Counties. We help people build better lives for themselves, their families and their communities. This year, Capstone Community Action served 14,460 people in 8,162 Vermont households through Head Start and Early Head Start, business development, financial education, food shelves and nutrition resources, housing counseling, tax preparation, teen parent education, emergency heating assistance, home weatherization, workforce training, healthcare navigation, and more.

Programs and services accessed by 449 Montpelier households representing 595 individuals this past year included:

- 186 individuals in 89 households accessed nutritious meals and/or meal equivalents at the food shelf.
- 23 households with 53 family members were able to keep heating their homes with help from our Crisis & Supplemental fuel programs as well as other utility costs.
- 11 individuals in 4 households worked with housing counselors to find and retain affordable, safe, secure housing.
- 25 children were in Head Start and Early Head Start programs that supported 26 additional family members.
- 1 pregnant and parenting teen and their children gained literacy skills through our Family Literacy Center supporting 2 family members.
- 7 households received emergency furnace repairs and 4 household furnaces were replaced at no charge, making them warmer and more energy efficient for residents.
- 12 households were weatherized at no charge, making them warmer and more energy efficient for 22 residents, including 6 seniors and 3 residents with disabilities.
- 4 people found and maintained reliable transportation with support from the Capstone Transportation Project, including car purchases.
- 31 people attended classes or met one-on-one with a financial counselor to be better able to manage and grow family finances.
- 23 entrepreneurs received counseling and technical assistance on starting or growing a business.
- 154 residents had their taxes prepared at no charge by Capstone's IRS certified volunteers ensuring them all the re-

funds and credits they were due.

- 2 people saved towards an asset that will provide long-term economic security. With savings, homes were purchased; businesses were capitalized and people enrolled in higher education or training.
- 2 childcare providers received nutrition education and were reimbursed for the cost of serving nutritious meals and snacks to the 40 children in their care.
- 21 people received information and assistance for signing up for Vermont Health Connect.
- 4 residents received a referral for the Jobs for Independence program.
- 3 people participated in an intensive 12-week workforce training program for the food service sector.

**Capstone thanks the residents of Montpelier for their generous support this year!**



## Central Vermont Adult Basic Education in Montpelier

*Local Partnerships in Learning*

Central Vermont Adult Basic Education (CVABE) is a community-based nonprofit organization serving the adult education and literacy needs of Montpelier residents for more than fifty years.

- ★ CVABE serves as central Vermont's resource for free, individualized academic tutoring for individuals (ages 16-90+) in:
  - Basic skills programs: reading, writing, math, computer literacy
  - English Language Learning and preparation for U.S. citizenship
  - High school diploma and GED credential programs
  - Academic skill readiness for work, career training and/or college
- ★ CVABE has six welcoming learning centers located throughout the organization's tri-county service region, including our Montpelier Learning Center, located at 100 State St., Suite 3, in the Capital Plaza. We collaborate with schools, libraries, employers, and a great number of other community resources to make our unique service locally accessible. Our welcome extends to everyone.
- ★ An average of 54 Montpelier residents benefit annually from CVABE's programs, and last year 53 city residents enrolled. Teachers instruct students one-to-one and/or in small groups. Each student has a personalized education

plan to address his/her learning goals. These goals might include: getting or improving one's job, earning a high school credential, helping one's children with homework, budgeting and paying bills, reading important information, obtaining a driving license, preparing for college, gaining citizenship, and more. As parents gain literacy, their children are twice as likely to grow up literate themselves.

- ★ CVABE provides free instruction to 450-500 people annually in its overall service area of Washington, Orange and Lamoille Counties. It currently costs CVABE \$3,145 per student to provide a full year of instruction. Nearly all students are low income. Over 125 community volunteers, including 36 volunteers from Montpelier, work with CVABE's professional staff to meet the large need for these services while keeping overhead low.
- ★ We are deeply appreciative of Montpelier's voter-approved support over many years. Only a portion of CVABE's budget is comprised of state and federal support. Funding is needed each year from the private sector and from the towns and cities we serve, to ensure we can help neighbors who need education for a better life.
- ★ **For more information** regarding CVABE's basic education and literacy instruction for students, or volunteer opportunities, contact:

CVABE's Montpelier Learning Center  
100 State Street, Suite 3 • Montpelier, VT 05602  
(802) 223-3403 • [www.cvabe.org](http://www.cvabe.org)



## Central Vermont Council on Aging

Central Vermont Council on Aging is a private, nonprofit organization dedicated to the mission of supporting older Vermonters to age with dignity and choice.

For more than 40 years, CVCOA has assisted older Vermonters aged 60 and up to remain independent for as long as possible. We connect the elders in our communities to the network of benefit programs and services that they need to thrive. All services are made available to our clients at no charge without regard to health, income or resources.

### **Some of the options we make available include:**

- ★ Senior Help Line - (800) 642-5119 - has the answers to hundreds of common questions from elders, families and caregivers.
- ★ Information & Assistance staff counsel elders and families on the many available benefit programs and services, such as 3SquaresVT, seasonal fuel assistance, and more.

- ★ Case Managers work with clients in their homes to assess needs and develop, implement and coordinate individualized long-term care plans.
- ★ Nutrition Services oversees the menu development for home-delivered and community meals and provides the largest source of funding for the 14 meal sites that prepare and deliver these meals.
- ★ State Health Insurance Program (SHIP) provides personalized Medicare counseling, group training, and enrollment assistance for Medicare Part D plans.

Family Caregiver Support promotes the well-being of the family members who help to make it possible for seniors to remain in their home.

During the last year, Central Vermont Council on Aging provided one or more of the above services to 330 Montpelier residents. Case Manager, Wanda Craig is designated to work directly with the seniors in Montpelier. Central Vermont Council on Aging devoted a total of 3,119 hours of service to Montpelier seniors.

In addition, RSVP is now a Central Vermont Council on Aging-sponsored program. RSVP is a program serving volunteers 55 and older who deliver Meals on Wheels, provide transportation, offer companionship, lead wellness programs and more. Last year, RSVP supported 34 volunteers from Montpelier who donated a total of 940 hours to the community.

All of us at CVCOA extend our gratitude to the residents of Montpelier for their ongoing commitment to the health, independence, and dignity of those who have contributed to making the Central Vermont communities what they are today.



## Family Center Of Washington County

**Family Center**  
OF WASHINGTON COUNTY

....serving families in Montpelier

The Family Center of Washington County provides services and resources to all children and families in our region. We offer services for children, youth and families, including: Early Care and Education, Children's Integrated Services-Early Intervention, Family Support Home Visiting, Family Supportive Housing Services, Specialized Child Care supports, Transportation, Reach Up and Job Development, Family Works, Child Care Financial Assistance, Child Care Referral, Welcome Baby visits, Strengthening Families Demonstration Project, Parent Education, and Playgroups for children from birth to five. We are grateful for the support shown by the voters of Montpelier. For more information about Family Center programs and services, please visit: [www.fcwcv.org](http://www.fcwcv.org).

### Among the 652 individuals in Montpelier who benefited from the Family Center's programs and services from July 1, 2016 – June 30, 2017 were:

- \* **82** families who consulted our **Child Care and other Resource and Referral services**, receiving assistance in finding child care to meet their needs, answering questions related to child care and child development, and receiving information about other community resources available to them.
- \* **68** families who received **Child Care Financial Assistance**.
- \* **7** **licensed and registered child care providers** and other support agencies who consulted our **Child Care Provider Support** services, and received monthly newsletters and training on a wide variety of topics through home visits, conferences, and workshops.
- \* **121** **children and caregivers** who participated in our **Playgroups**. Playgroups are free, open to all families with children birth to five, and have no eligibility requirements. Children have a chance to play with others in a safe, stimulating and nurturing environment. Parents talk to other parents, draw upon each other for support, learn new skills from Playgroup Facilitators and get information about community resources.
- \* **30** **adults and children** who participated in **Parent Education** workshops and related activities for children.
- \* **35** **children** who attended our **4 STARS Early Childhood Education** program.
- \* **113** individuals who were served by one of our Home Visiting services, providing parent and family education and support.
- \* **187** children and caregivers who received food and household items from our Food Pantry to help supplement their nutritional and basic needs of families we serve.
- \* **7** **individuals** who received **Employment Training in our Family Works program and Reach Up Job Development**.
- \* **2** **a child and adult** received permanent housing through our **Family Supportive Housing Services** for homeless or at-risk-families with minor children in Washington County.

*Building resourceful families and healthy children to create a strong community.*



## Home Share Now

Home Share Now has been facilitating and mediating shared housing in central Vermont since 2003 and Montpelier was its birthplace; matches are traditionally between people who need affordable housing and older adults who want to age safely at home. Instead of market rent, services are performed by vetted home seekers in exchange for housing; some matches involve a monthly contribution to household expenses like utilities.

For example, 86 year old Carolyn opens the spare bedroom in her home to 47 year old Sara who is living on a fixed income and unable to afford area rents. In exchange for housing, Sara provides Carolyn with an overnight presence, some shared meals, and \$100/month for utilities.

Home Share Now is the only organization doing this work in Orange, Washington, and Lamoille counties and in some adjacent towns in Caledonia, Orleans, and Windsor counties.

Last year 777 people considered home sharing as a strategy to meet their needs. For those who decide that home sharing is not a good fit for them, do not find a suitable match in the program, or who require additional services, Home Share Now serves as a referral organization.

Additional outcomes and stories can be found in Home Share Now's FY17 Annual Report, available by request or online (<https://homesharenow.org/legislative-report.html>).

- Intakes: 777
- Enrollments: 156
- Intakes from Montpelier: 142 (more than double from last year)
- Enrollments from Montpelier: 26
- Matched: 115
- Matched in Montpelier and provided ongoing support: 25

The term "enrollment" above means a person is interviewed, completes a background check, and provides personal/landlord/employment references. In FY17 we supported more people in final home sharing matches than in any year previous since our inception in 2003.

Outcomes of home sharing are many, here is a brief sample:

- The average rent paid by a home seeker was \$290 which saved home seekers \$158,000 in rental expenses with 31% of all home seekers providing services and paying \$0 in rent.
- While new infrastructure is important in meeting housing needs, the 99 units created by utilizing existing housing stock (home sharing) would cost nearly \$19 million to build new.

- Home sharing provided 12,000+ hours of service, enabling older adults and others to stay home.
- Seniors with the highest needs likely saved over \$350,000 in nursing home diversion thanks to home sharing.

Home Share Now's successes were made possible on a budget of \$269,529.

- 43% Foundations, Corporations, Community Organizations, and Individuals
- 24% State of Vermont (Dept. of Disabilities, Aging, and Independent Living)
- 26% Federal Match (Global Commitment)
- 3% Municipal Appropriations
- 4% Fee for Service

Thank you to the City of Montpelier for its ongoing support. For more information, visit [www.homesharenow.org](http://www.homesharenow.org) or call 802-479-8544.

Christina Goodwin, *Executive Director*



## Just Basics

*Addressing Basic Needs &*

*Social Justice in Our Community*

Just Basics Inc. is a 501 (c)(3) non-profit organization overseeing the operation of the Montpelier Food Pantry and the Summer Food for Kids free meal site at the Main Street Middle School. Our mission is to meet basic needs by providing, free of charge, high quality, nutrient dense food and prepared meals to individuals, families, senior citizens, children and persons with disabilities in the greater Montpelier area (Montpelier, E. Montpelier, Berlin, Middlesex, Calais, Worcester, Adamant) who are food insecure. The FEAST program has been administered by the City of Montpelier through the Montpelier Senior Activity Center since the new fiscal year started in July, 2017.

### FEAST Senior Meals

During the 2016-17 fiscal year the FEAST Senior Meals Program served over 17,400 hot and frozen nutritious meals to over 420 homebound seniors and people with disabilities. Approximately 75% of these meals were served to Montpelier residents.

### The Montpelier Food Pantry

In FY 2016, Just Basics Inc. provided nutritious food to 1009 individuals on a monthly basis; almost double our numbers from the previous fiscal year. Approximately 65% of these meals were served to Montpelier residents.

All of the programs of Just Basics Inc. are funded by donations from individuals, grants, and municipalities. The majority of

the work involved in providing these services is performed by over 100 volunteers. Through the generosity of the people in the greater Montpelier area we are able to nourish and in turn, significantly improve the health and well being of our most vulnerable neighbors.

Jaime Bedard, *Executive Director*  
director@justbasicsvt.org



### Who We Are

GMT is the public transportation provider for the northwest and central regions of Vermont, offering a variety of services to the communities in which we serve. GMT operates traditional public transportation services like commuter, deviated fixed routes and demand response shuttles to densely populated municipalities, while also providing individualized services such as shopping and health care shuttles, Medicaid and elderly and disabled services to both urban and rural communities.

### Our Services

#### Individual Special Service Transportation

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

In FY17, over 240 Montpelier residents were provided special transportation service, totaling 9,242 trips. Special services offered direct access to:

- Medical treatment
- Prescription and shopping
- Meal site programs
- Social and daily services
- VT Association for the Blind and Visually Impaired
- Central VT Substance Abuse
- Reach Up
- Washington County Mental Health

#### General Public Transportation

In FY17, GMT rural ridership for general public transportation in all regions served totaled 333,742, (excluding Montpelier Link). This general public transportation ridership was in addition to Special Service ridership, (above). General

public transportation for the City of Montpelier is available through a variety of services including local commuter, deviated fixed routes, demand response shuttles and regional commuter service to Chittenden, Lamoille and Caledonia counties.

Route	RIDERSHIP
Montpelier Link Express	123,913
City Commuter and City Mid-Day	61,558
US 2 Commuter	7,983 (No RCT)
*Montpelier Circulator	18,226
Waterbury Commuter	11,107
Montpelier Hospital Hill	21,248
Northfield Commuter	7,006
Capital Shuttle	5,474

\*Montpelier Circulator Service

The design of the Montpelier Circulator route and schedule was a collaborative effort between GMT staff, Montpelier residents, and city officials. The Circulator is a fare free route that runs Monday through Friday, along two distinct loops in Montpelier and offers a flexible deviation option up to ½ mile for those who cannot access the bus along the fixed route. Requests for route deviations can be made when boarding or by calling GMT at 223-7287 at least one hour in advance.

### GMT Local Heroes

#### Volunteer Driver Program

In addition to shuttle vehicles, GMT uses an extensive network of volunteer drivers to provide coordinated and caring rides throughout our rural service area. Volunteer drivers are essential in providing cost effective and community driven services, and are the foundation of our special services. Drivers are reimbursed monetarily for the miles they drive and provide services under the management of GMT. If you are interested in becoming a GMT volunteer driver, please contact us at 802-223-7287 or info@RideGMT.com.

### Thank You

Thank you to the City of Montpelier voters and officials for your continued support of GMT's public transportation services and for your commitment to efficient transportation solutions.

### Information

Please feel free to contact Chris Loyer, Public Affairs Coordinator with questions or to request additional information on GMT services at 802.540.2451 or cloyer@RideGMT.com For service and route info, please go to www.RideGMT.com.

## Community Development



### MARKETING

Montpelier Alive continues to prioritize and strengthen the integrated marketing of Montpelier. This effort started with the city branding initiative a few years ago, followed by a greater emphasis on paid advertising, earned media, and owned media including social media channels and website. Still in process for 2018 is the ongoing development of the website and the coordination of analytics for social media and website. 2017 saw the website's back-end be further developed to build upon the calendar and interactive map with the goal of increased website marketing of the downtown businesses.

The middle of summer paving project came and went with about the best of results given the rainy summer conditions. Ashley prepared well and maintained an excellent communication system with the downtown businesses and the entire Montpelier community.

Montpelier Alive continued to partner with the Vermont Department of Tourism & Marketing to receive a dollar-for-dollar match grant to promote Montpelier out-of-state with a concentration on the Boston and Montreal areas. This is the fourth year of our tourism campaign, and we are seeing an increase in website and foot traffic from these areas. We look forward to a new campaign in 2018!

The Montpelier Wayfinding Signage initiative is close to wrapping up its design phase at the end of 2017. Consultant John Seeley of Surface Matters worked with the wayfinding signage committee (Gregg Gossens, Matt Monk, Corey Line) to develop a Wayfinding Signage Master Plan. A few small adjustments to the master plan will occur in the first two months of 2018 with a comprehensive phase two plan: Fundraising, fabrication, and installation.

### FESTIVALS & EVENTS

In addition to Montpelier Alive's regular events & festival schedule, 2017 brought new and fun events, including:

- ★ The free movie on the State House lawn in summer 2017. Montpelier Alive partnered with the Green Mountain Film Festival to turn the State House lawn into a movie theater for one night.
- ★ Montpelier Art Walk, held quarterly, continued to see strong participation this year, with over 25 venues each quarter.

- ★ Green Up Day, as part of Montpelier Alive's May Fest, included 325 volunteers, plus corporate organizers, in 2017. This has become an increasingly important event during the year with high volunteer participation.
- ★ Brown Bag's 2017 Concert Series every Thursday at noon in the Christ Church Pocket Park has become a staple throughout the summer, and there's been the addition of some evening concerts to attract families after the work day.
- ★ Summer of 2017 saw this year's first (and, hopefully, not last) Honk! Fest. HONK! is a festival of activist street brass bands performing without a stage or amplification. This project received some funding through the DID Community and Arts Grant initiative.

### ECONOMIC DEVELOPMENT

In 2017 outer Barre Street is seeing an increase in business development with the addition of Beau and the future construction of a Caledonia Spirits facility. As the Carr Lot/1 Taylor Street and new hotel projects move forward, Montpelier Alive will play its role in supporting their development. Montpelier Alive will continue to support businesses either considering or planning to locate to the city. The Montpelier Development Corporation provides an opportunity for Montpelier Alive to explore where our missions and effort may overlap. This will continue to be explored in 2018.

### STREETSCAPE & BEAUTIFICATION

The middle of summer paving project came and went with about the best of results given the conditions. Ashley prepared well and maintained an excellent communication system.

The Downtown Improvement District funds continue to enable Montpelier Alive to bring flowers, benches and more holiday decorations to our downtown. New hanging baskets lined Main, State and East State Streets, and 80 barrels and 45 benches were dispersed all over town again this year.

In 2017, Montpelier Alive continued to partner with and support the 'Put A Rink on It' committee in finding long term sustainability of a winter skating rink on the State House lawn.

### STAFFING & VOLUNTEERS

The biggest change in 2017 is that Executive Director Ashley Witzenberger moved on from her position to pursue her own business on a full-time basis. Ashley really brought valuable work, ideas and direction to Montpelier Alive, and she will be missed. The search for a new director began the first week of 2018.

As Montpelier Alive's work and reach expand, the organization increases its use of volunteers, event coordinators, and a committed Montpelier Alive board. Montpelier Alive continues to work with our volunteer coordinator to build and expand our

volunteer involvement. Additionally, we've brought in support for the website development and other events.

In late summer 2017 Montpelier Alive changed bookkeepers and have secured the services of Kate Stone. She's been an excellent addition to the organization.

Montpelier Alive is proud to announce the following new board member in 2017: Justin Tease, National Life Group



## Downtown Improvement

Montpelier's Downtown Improvement District (DID) was implemented by public vote in 2013. The purpose of the District is to raise revenue for streetscape improvements / enhancements and for marketing and promoting downtown Montpelier. The funds are administered by Montpelier Alive with oversight and approval from the Montpelier City Council.

Marketing (In/out of state)	\$19,000
Visitor's Website	\$ 3,000
Community and Arts Grants	\$ 5,000
Materials	\$12,000
Downtown Flower Plantings/Streetscape	\$ 9,000
Holiday / Winter Decorations	\$ 6,663
Wayfinding Signage	\$ 5,000
<b>Total:</b>	<b>\$59,663</b>

David Markow, *President*



## CVEDC

Central Vermont Economic Development Corporation continues to focus on supporting our regional businesses by providing access to a variety of collaborative resources. We work closely with the State and Federal partners to link programs and the businesses that will utilize them. We are working to bring businesses together to address the needs for workforce training and development of a talent pipeline. CVEDC is helping companies access the financing they need to grow and prosper. We continue to take steps to market the region in an effort to recruit new businesses and workforce. In short, we are the "One-Stop-Shop" for business support in the region, with help for all businesses, large and small.

CVEDC has partnered with the Central Vermont Chamber, Town of Waterbury, Barre Area Development, and Montpelier's Economic Development Director to market the region nationally. By joining in this collaborative, each community gains the ability to reach a larger audience and contribute at-

tributes to the whole. As a region we offer a wide variety of amenities and strengths, one of the most productive workforces in the country, an excellent educational system, and paralleled natural beauty.

In the past year we have established a new loan program, paired with a technical assistance program, that targets small businesses of 10 or fewer employees. Our first loan went to a start-up manufacturing operation in Montpelier, where the company has begun to expand and create new jobs. We will continue to focus on activities that support entrepreneurs and assist in the start-up of new enterprises.

The support of the communities we serve remains a critical component in giving us the capacity to provide assistance to the regional business community. By leveraging Municipal support with State support, funding through Federal programs, and the support of the business community, CVEDC continues to play a strong active role throughout the region. We appreciate the support we have received in the past, and look forward to working closely with you in the future to build a strong and vibrant regional economy.



## Central Vermont Regional Planning Commission

**Regional Commissioner:** Kirby Keeton  
**Transportation Advisory Committee:** Dona Bate

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

### 2017 Montpelier Activities

- ❖ Updated maps for the City's Master Plan.
- ❖ Trained the Planning Commission on roles and responsibilities.
- ❖ Presented on river corridor protection and by laws.
- ❖ Completed culvert, bridge, road erosion, and stormwater outfall inventories.
- ❖ Conducted outreach on the Winooski River Tactical Basin Plan.
- ❖ Provided data the city can use to increase its standing in the Certificate of Public Good process.

- ❖ Assisted with identifying eligible roads for Grants in Aid construction funds and managed those funds.
- ❖ Supported emergency response and disaster preparedness by creating E911 Service Area maps, assisting with a Local Emergency Operations Plan update, and creating a Tier II facilities summary and map.
- ❖ Invested \$41,950 in two brownfield properties to support housing and a community playground

#### **CVRPC Projects & Programs**

- ❖ *Municipal plan and bylaw updates:* Focus on predictable and effective local permitting through education, bylaw modernization and plan updates.
- ❖ *Brownfields:* Complete environmental site assessments so properties can be sold, developed or redeveloped to benefit the economy, create/protect jobs and increase housing opportunities.
- ❖ *Transportation planning:* Coordinate local involvement in transportation decisions through the Transportation Advisory Committee and provide studies, plans, data collection, and counts.
- ❖ *Emergency planning:* Better prepare our region and state for disasters by coordinating with local volunteers and the state on emergency planning, exercises, and training.
- ❖ *Energy conservation and development:* Foster projects that support energy conservation to save energy and tax dollars and identify opportunities for renewable energy generation.
- ❖ *Natural resource planning and project development:* Implement activities to protect water resources/ supplies, enhance recreational opportunities, maintain the forest products industry, and enhance environmental health.
- ❖ *Regional plans:* Coordinate infrastructure, community development, and growth at the regional level through the development, adoption, and implementation of a regional plan.
- ❖ *Geographic Information System services:* Provide municipalities, state agencies, and regional groups with mapping and data analysis in support of their projects.
- ❖ *Special projects:* Complete special projects, such as downtown revitalization, recreation paths, farmland preservation, economic development, and affordable housing projects.
- ❖ *Grants:* Identify appropriate grant sources, define project scopes, and write grant applications.

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

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



## **Central Vermont Solid Waste Management District**

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

In FY17, CVSWMD provided \$7,363 in School Zero Waste and Lawrence Walbridge Reuse Grants and \$4,534 in Green Up Day Grants to businesses and schools in member municipalities. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring. The District invites all member municipalities to apply for an annual non-competitive Green Up Day Grant each spring.

After 14 years, CVSWMD is no longer in the business of hauling food scraps from schools and businesses in central VT. Our efforts, and those of our partners, kept 12,112 tons of food scraps out of the landfill! In 2017, CVSWMD successfully transitioned all organics hauling routes to Grow Compost of Moretown. CVSWMD will continue to provide resources and technical assistance to businesses to reduce and divert food waste from the landfill to comply with state law.

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

- ◆ **Residential Composting:** CVSWMD sells Green Cone food digesters, Soil Saver composting bins and kitchen compost buckets at cost to district residents. CVSWMD also offers free workshops about backyard composting.
- ◆ **School Programming:** Our School Zero Waste Program works with all 27 schools in the District, teaching solid waste lessons in classrooms and facilitating the recycling of paint, bulbs, electronics, batteries and more. In FY17, we taught lessons in classrooms at UES and MHS and led a waste audit with students at MSMS and UES. School Program Coordinators work with maintenance staff and teachers to help schools compost on site and mentor student groups who lead initiatives toward zero waste in their schools.
- ◆ **Special Collections:** In 2017, 9 events were held in which CVSWMD collected hazardous waste, paint, batteries and fluorescent bulbs.

- ◆ A household hazardous waste collection event in Montpelier served 108 households.
- ◆ Additional Recyclables Collection Center (ARCC): The ARCC, at 540 N. Main St. in Barre, is open M, W, F noon-6pm and the third Sat. of each month, 9-1pm. The ARCC is a recycling drop-off for over 40 hard-to-recycle materials. Blue bin recyclables are not accepted at the ARCC.
- ◆ In FY17, 1116 residents from Montpelier recycled at the ARCC.
- ◆ Website: CVSWMD posts useful information including what can be recycled, what can be composted, how to dispose of hazardous waste, leaf and yard waste, composting, Act 148, details of our special collections, and an “A to Z Guide” listing disposal options for many materials in the alphabet.

Central Vermont Solid Waste Management District  
137 Barre Street, Montpelier, VT 05602  
cvswmd.org • 229-9383



Montpelier is a member of ECFiber, the East Central Vermont Telecommunications District, Vermont’s first Communications Union District. ECFiber is owned by its 24 member towns, and is self-sustaining. Local taxpayer funds cannot be used to subsidize the District’s operations.

In April, 2017 the District completed a \$14.5 million offering of Series 2017A Bonds to refinance the remaining original debt, cover 2017 capital expenditures, and complete the design and make ready for 250 miles of construction in 2018. As of December 2017, 529 miles of fiber-optic network had been built and “lit” in parts of 21 member towns, serving about 2300 customers. ECFiber plans to continue to raise capital through the municipal bond market in 2018, 2019, and 2020, and to complete 1400 miles of network covering all underserved locations in its 24 towns by 2020. ECFiber is pleased to offer:

- Reliable high Internet speeds, which are symmetrical (the same in each direction) and are not “up to” as offered by other providers.
- Simple, stable pricing with no contracts, fine print, or data caps. Over the last two years ECFiber has increased its speeds but not its prices.
- Local and personable customer service. Phones are answered by an employee during business hours without an automated queue.
- Local ownership and control - governing board members meet monthly to set policy and are actively involved in promoting ECFiber within the community.

- Valued community services. For example, ECFiber offers over 25 community anchor institutions (schools, town facilities, and libraries) its highest level of service for its lowest monthly fee.

In 2017, ECFiber continued its practice of raising speeds but not prices, by announcing that the District’s tiers of service would now be set at 17/40/200/700 Mbps.



## Vermont League of Cities and Towns

The Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization, owned by its member municipalities and directed by a 13-member Board of Directors elected by the membership and comprising of municipal officials from across the state.

VLCT’s mission is to serve and strengthen Vermont local government. All 246 Vermont cities and towns are members of VLCT, along with 138 other municipal entities, including villages, solid waste districts, regional planning commissions, and fire districts.

Local governments in Vermont provide essential services to residents and visitors alike. From maintaining roads to providing safety services, recreational programs, water and sewer infrastructure, street lighting, and libraries, the work carried out by appointed and elected officials and community volunteers is both critical and challenging. The demands on local government are complex and require resources that are not always available in every city, town or village in the state.

VLCT is the only statewide organization devoted solely to delivering a wide range of services to local officials who serve municipalities of varying populations and geographic regions but face similar requirements with disparate resources. The organization provides legal, consulting, and education services to its members, offering important advice and responses to direct inquiries, as well as training programs on specific topics of concern to officials as they carry out the duties required by statute or directed by town meeting voters. VLCT represents cities and towns before the state legislature and state agencies, ensuring that municipal voices are heard collectively and loudly, and also advocates at the federal level, primarily through its partner, the National League of Cities.

VLCT offers opportunities to purchase risk management products and services that directly meet the specific and specialized needs of local government through the VLCT Employee Resource and Benefit (VERB) Trust and the VLCT Property and Casualty Intermunicipal Fund (PACIF).

During the 2017 calendar year, in addition to providing responses to more than 3,700 telephone inquiries, holding 16 training sessions, and following approximately 300 separate pieces of legislation, 13 summer study committees, and developing VLCT's legislative platform with five municipal policy committees, VLCT celebrated its 50th anniversary. Throughout the year, VLCT recognized local officials and employees who have served a number of communities for 50 years, and highlighted some of the many successes of the organization and local government during the last 50 years. It was also an important year to look ahead, to consider new ideas, and to think about new programs and ways of delivering services to members that will address their changing needs in the coming years. VLCT launched a new website in June 2017 that, despite a few initial glitches, has functioned well and serves as a better connection point for members, thanks to consistent updates, new information, and easier navigation tools. VLCT has also moved the majority of its mission-critical IT systems to the "cloud" in an effort to provide more security for member information, greater protection against hacking attempts, and greater redundancy of access that will help the organization remain operational following a disaster scenario. The move to the cloud also reduces the need to acquire, maintain, and replace costly capital equipment.

At the heart of all these activities is VLCT's commitment to serving as a good steward of member assets, and we are proud of the continued progress being made in that effort. Members are welcome to visit the VLCT office anytime to review the operations of the organization, to ask questions, and to access resources that can help each individual official and employee carry out the important work of local government.

To learn more about the Vermont League of Cities and Towns, including its audited financial statements, visit the VLCT website at [www.vlct.org](http://www.vlct.org).



Photo courtesy of Linda Hogan

## Culture and the Arts



### T. W. Wood Gallery

**T.W. WOOD GALLERY**  
A Museum of American Art

The T. W. Wood Gallery, located at 46 Barre Street at The Center for Arts and Learning, is a lively arts center serving residents of Montpelier and beyond. The Gallery is unique to Central Vermont in being both an art museum with a large permanent collection and a gallery showing contemporary Vermont art. *There is no admission fee to the Gallery:* we believe that art should be available to all, with no financial barriers to viewing it. City of Montpelier support helps the Gallery continue this vital policy. The Gallery also hosts free receptions at art exhibit openings, Art Talks with exhibiting artists, Montpelier Art Walks, and more. Our goal is to provide everyone with access to this valuable cultural community resource. Visitors can stop by for ten minutes or spend hours viewing art. If you have not visited the Gallery recently, stop by soon! Gallery hours are Tuesday-Saturday, 12:00-4:00 p.m.

The Gallery's art collection was established in 1895 as a gift to the people of Montpelier from its native son and nationally renowned artist Thomas Waterman Wood (1823-1903). Paintings from the Gallery's permanent collection are on exhibit at Montpelier City Hall and at the Vermont State House. The Gallery also houses artwork from the Federal Art Collection of the Works Progress Administration (WPA). Works from both the WPA and the T. W. Wood collection are on regular display at the Gallery. The diverse WPA collection includes well-known artists, such as Joseph Stella and local Vermont artists Ron Slayton and Lucy Doane. The Gallery draws a wide range of visitors from school groups, local residents, art lovers, students, artist and tourists.

In addition to art receptions, Art Walks, and Art Talks, the Gallery hosts many other free community events, such as poetry readings, film showings, book signings, and gallery tours from school groups to seniors. The Gallery also offers fee-based art classes for teens and adults and vacation and summer art camps for children. Visit our website to see the full list of classes, art camps, and workshops.

This past year was a busy one for the Gallery with four weeks of Artrageous Summer Camp programs and two weeks of Summer Art Camp at Vermont College of Fine Arts (VCFA). The Gallery piloted a school vacation art camp in April 2016, and now holds regular vacation art camps. The Gallery's After School Arts program for children aged 7-12 is in its second year, primarily serving working Montpelier families. The after-school arts program runs from Monday-Friday, from 3:00-5:30 p.m. The Gallery has affordable classroom and meeting space for rent. Many local community groups lease Gallery space, and

individuals use it for children's birthday parties, private parties, and other events.

The T. W. Wood Gallery is a small, local non-profit organization that raises funds from many different sources, including membership donations, art sales, art classes, summer art camps, grants, city support, and more. A new gift shop featuring the work of local artists, opened this past fall. The Gallery's Board of Trustees includes Montpelier residents John Landy, Linda Paradee, and ex-officio member City Councilor Anne Watson, along with representatives for nearby towns, Bertil Agell, Elliott Bent, Cindy Griffith, Theo Kennedy, and Phillip Robertson. The Gallery has many dedicated community volunteers filling vital roles, including curator, newsletter editor, and archivists. If you are interested in getting involved or learning more about the Gallery, visit our website [twwoodgallery.org](http://twwoodgallery.org) or even better contact us in person.

Ginny Callan, *Executive Director*

802-262-6035 [twwoodgallery@gmail.com](mailto:twwoodgallery@gmail.com)



## Kellogg-Hubbard Library

One of the busiest libraries in Vermont, the Kellogg-Hubbard Library is an independent non-profit organization that serves Montpelier and several smaller Central Vermont communities. Founded in 1894, the library is open 55 hours and six days per week, and our beautiful granite building is an important landmark in our Capital City. We have a collection of 71,297 items, and last year's circulation topped 271,000—the second highest in the state. We had over 201,000 patron visits. Borrowing printed books is still what patrons like to do best; however, we also lend other items and provide public computers, free wi-fi, e-books, six daily newspapers and 84 magazines. Plus, we offer hundreds of programs each year.

Technology continues to be important to library users. We have 14 public computers, and last year patrons used them an average of 347 times per week. In addition to general internet access, we provide free access to 60 subscription databases. Using our computers or their own devices, patrons used the library's wi-fi to access the internet an average of 968 times per week. Plus, anyone with a KHL library card can take out e-books without even coming into the library; they can do this from home or from anywhere with internet access. We offer two online e-book and audio book services, and last year patrons borrowed e-books and audio books 13,384 times, about 4,000 more than the previous year.

Last year we offered 546 programs—290 for children and 256 for adults. Attendance totaled 9,466. Although our Children's Library is popular with patrons from all of our communities, it

is used most heavily by city residents. Our Tuesday and Friday morning story times are very popular, as are our afternoon and summer programs. Even on days when there are no programs, within a few minutes of the end of school, elementary and middle school students flood into the library. Each summer our Children's Library offers a reading program and three camps. Thanks to a grant, in 2017 we had two extra summer camps—magic with Rob Mermin and American folk music harmonies with Katie Trautz. PoemCity, our month-long celebration of poetry—which includes posting hundreds of poems throughout the city—continues to be extremely popular, as is the Vermont Humanities Council's First Wednesday program, for which we are the Central Vermont host.

Over 4,500 Montpelier residents have active library cards, and last year they borrowed 106,105 items—not including 1,599 books lent to a Montpelier daycare and an undetermined number of e-books (which are not tracked by community). In addition to delivering books to daycare teachers and making home deliveries to patrons who can't get to the library, our Outreach program maintains four book exchanges in the city. When we don't have something a patron needs, we try to get it through interlibrary loan; last year we borrowed 2,021 items from other libraries for our patrons.

The library has an active and very strong Board of Trustees, and more than half of the members are city residents. The trustees from Montpelier are: Steve Gold (Board president), Amy Cunningham (vice president), Sue Zeller (treasurer), Rachel Muse (City Council nominee), Judy Walke (City Council nominee), Steve Norton, Tim Donovan, Kate Connizzo and Bonnie Johnson-Aten.

Last year Montpelier voters approved \$330,633 towards our operations, and that is the same amount we are asking for this year. The library's current budget is \$909,000. Fundraising, donations, grants and earnings on the library's endowment, provide a large part of the library's revenue and allow it to offer high quality service while limiting the burden on taxpayers. The library deeply appreciates the city's consistent, strong support and looks forward to continuing to provide Montpelier with one of Vermont's premier public libraries.

Tom McKone, *Executive Director*

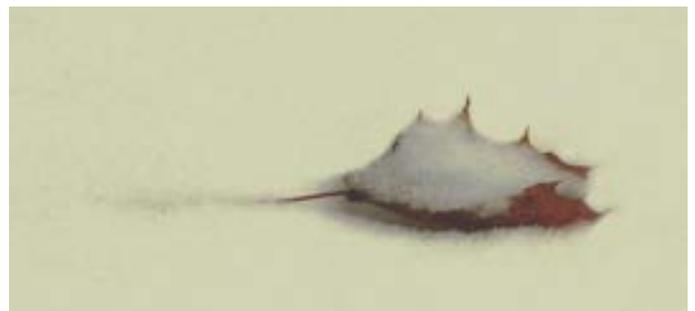


Photo courtesy of Linda Hogan

**KELLOGG-HUBBARD LIBRARY  
BALANCE SHEET  
As of June 30, 2017**

**KELLOGG-HUBBARD LIBRARY  
PROFIT AND LOSS STATEMENT  
Fiscal Year 17: July 2016 through June 2017**

	<u>Jun 30, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
NSB Checking	65,063.74
NSB Money Market	120,996.95
Petty Cash	514.00
VSECU Savings	25.15
Credit card holding - temporary	-123.50
Total Checking/Savings	<u>186,476.34</u>
Accounts Receivable	196.00
Other Current Assets	<u>3,045.30</u>
Total Current Assets	<u>189,717.64</u>
Fixed Assets	1,736,298.04
Endowment Assets	<u>4,551,865.86</u>
<b>TOTAL ASSETS</b>	<b><u>6,477,881.54</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	6,510.01
Credit Cards	2,168.47
Other Current Liabilities	
Accrued Wages, Pension, Payroll Tax	23,694.74
Unearned Gov't/Contract Inc	1,200.00
Unearned Restricted Donations (TR)	32,850.16
Unearned Cap Cam Contrib(TR)	19,000.00
Total Other Current Liabilities	<u>76,744.90</u>
Total Current Liabilities	<u>85,423.38</u>
Long Term Liabilities	
Deferred Heating Cost Liability	38,202.50
Accrued Compensated Absences	30,291.14
District Heat Loan	70,324.46
Total Long Term Liabilities	<u>138,818.10</u>
Total Liabilities	224,241.48
Equity	
Permanently Restricted	640,170.76
Unrestricted - Board Designated	693,593.40
Unrestricted Net Assets	4,917,552.62
Net Income	<u>2,323.28</u>
Total Equity	<u>6,253,640.06</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>6,477,881.54</u></b>

	<u>FY17: July 16 - June 17</u>
<b>Ordinary Income/Expense</b>	
Income	
Annual Endowment Distribution	224,316.00
Municipalities Income	453,087.00
Development	162,187.65
Fines	23,371.04
Misc. Income	8,073.98
Non-Resident Fees	8,310.41
Restricted Income	<u>49,212.08</u>
Total Income	928,558.16
Expense	
Adult Library Services	256,250.57
Children's & Outreach Services	158,052.52
General Library Services	58,581.41
Programs: Adult & Childrens	22,111.88
Technology	12,762.87
Administration & Operations	184,707.56
Fundraising	53,093.37
Restricted Income Expense	24,212.08
Occupancy Expense	168,634.01
9000. Depreciation Expense	77,779.86
9002. Deferred Heating Cost	12,950.00
Total Expense	<u>1,029,136.13</u>
Net Ordinary Income	-100,577.97
Other Income/Expense	
Other Income	
Bank Interest Income	500.92
Endowment gifts	250.00
Net Endowment Activity	<u>41,310.73</u>
Total Other Income	42,061.65
Other Expense	
Purchases Capitalized at Year End	-60,839.60
Total Other Expense	<u>-60,839.60</u>
Net Other Income	<u>102,901.25</u>
Net Income	<b><u>2,323.28</u></b>

## Capital City Band

During the summer of 2017, the Capital City Band played 10 free community concerts on the Statehouse lawn each Wednesday evening from 7:00 – 8:00, from June 15 through August 17.

The band also performed at the Statehouse during the Montpelier July 3rd Independence Day celebration.

The residents at Barre Gardens Rehabilitation and Nursing in Berlin were entertained with a special post-season concert.

This year, Rebecca Mills served as our conductor. Rebecca has worked hard to develop our audience through innovative outreach. The audience at our concerts on the Statehouse Lawn numbered 50-75 at each concert, including many tourists and newcomers to town, as well as long-time residents and a large weekly contingent from Heaton Woods residential care home.

Our band member attendance records show that 41 volunteer instrumentalists performed with us this year; 22 were Montpelier residents, 18 were from other local communities, and 1 was a visitor from out of state.

We're already looking forward to another active season next year.

Joan Senecal, *President*

## City Hall Arts Center

In 2017, City Hall Auditorium Arts Center was host to some 40+ events (plus some small meetings) over 230 days. And some of these days held multiple events!

These events were diverse occurrences: from rummage sales; annual meetings; craft fairs; Hunger Mountain's Health & Wellness Fair, The Montpelier Chamber Orchestra's "Amahl & the Night Visitors", NECI's special "Iron Chef" Competition for high school culinary programs across Vermont, Summit School and Vermont Dance Alliance fundraisers, ArtsSynergy workshops, auditions, dances, concerts, and community meetings, to LNT productions, and Dave Keller's 5th Annual New Year's Eve Bash, and back again. Of course, twice a year the Hall hosts Voting!

Lost Nation Theater is the facility manager for City Hall Arts Center. What does that mean?

It means helping renters plan their use of the Hall, opening the Hall and then securing it; determining what kind of technical support (lighting, staging, tables, additional electricity) they will need, and arranging for qualified support staff when necessary; and even hanging the banners on the building that advertise events or community projects like Blood Drives, Domestic Violence Awareness, and Prevent Child Abuse.

It also means the Theater is in charge of maintaining the Hall for all users: changing light bulbs, washing the woodwork, small repairs to the plaster, tile floor, chairs and risers, cleaning the bathroom and making sure supplies are stocked, etc. Sometimes these duties are much larger, such as assisting the city with a massive energy-efficiency improvement project, repainting, and sounding the alarm on broken pipes and other serious repairs.

In 2017, Lost Nation Theater donated over \$9000 worth of technical support and services to other users of City Hall Arts Center (in addition to those groups presented by LNT). The Theater also continues to make improvements to the Hall to make it as easy as possible for any user of the Hall to create an intimate environment, different areas in which to have "break-out" meetings, or to host 100 vendors at a time. (Rental fees go to the City.)

In recent years, over \$132,000 has been invested in the City Hall Auditorium Arts Center. LNT has raised \$120,000 (91%) of those funds through grant-writing and other private fundraising efforts. The City has contributed the other \$12,000 (9%). In 2016, LNT's major improvement project for the Hall was the replacement of the 100+ year-old original (proscenium) "Grand Drape" curtain and upgrades to the sound system – including improvements to the Assisted Listening System (a \$25,000 project). The new, historically-accurate curtain is fire-retardant for life, and the improvements to the ALS mean that the individual units are now also compatible for those who are hearing aid users.

LNT looks forward to continuing to work with the City to improve the Auditorium Arts Center's facilities in order to truly live up to the Hall's mission as a central gathering place for the community.



## Lost Nation Theater

2017 marked LNT's 40th Birthday and Lost Nation Theater's 29th Season as Montpelier's Resident Professional Theater, providing high-quality year-round performance, education, and community engagement programs to Montpelier, the greater central Vermont community, and Vermont.

Additionally, LNT acts as the City's contracted agent to manage the use of City Hall Auditorium, coordinating the calendar, providing technical support for renters, and working in partnership with the City to maintain and improve the facility.

The number of Montpelier residents directly served by LNT's annual programs is approximately 5,000, but the Theater impacts all residents of Montpelier by generating more than a million dollars each year for the local economy.

**LNT's Annual Programs include:**

**Performance** — over 100 individual performance events per year.

- \* Five major productions (April – October)
- \* *Poe Spooktacular* (October)
- \* *It's a Wonderful Life* (December)
- \* Six-Ten "On Dark Nights" series and other *Special Performance Events* throughout the year highlighting the work of other artists/groups in Vermont and across the country. LNT donates approx. \$20,000 each year to support these other groups presentations.

**Community** —

- \* Benefit performances and Ticket Subsidy Programs
- \* Special "senior matinees" of main-stage shows (with tickets just \$5 for those 65+)
- \* Special Free or heavily discounted tickets for Community Connections Girls/Boys First Mentoring program participants
- \* In 2017, LNT initiated "David's Tickets" – a fund to provide free or heavily discounted tickets and program scholarships to underserved populations (working with VT Tech, VT Works for Women, and other organizations)
- \* In 2017, LNT showcased the work of seven visual artists in its lobby gallery and in the City Hall Arts Center Gallery
- \* In 2017, LNT partnered with Vermont Associates & the Federal Senior Community Service Education Program to provide job training to update participant skills in digital, computer marketing and customer service.
- \* Manager, (rental, support, & custodial services) Montpelier City Hall Auditorium Arts Center, LNT makes the space usable for all. In 2016 LNT raised the funds and oversaw the installation of a brand-new, historically accurate (and forever fire proof) new "Grand Drape" for the Hall and the installation of a new sound system – including upgrades to the assisted listening system. This project was \$25,000. Over the years, the Theater has invested over \$130,000 into improvements to Montpelier City Hall Auditorium Arts Center.
- \* Resource and Consultant for Schools & Community Theatres

**Lost Nation Theater's cash funding from the city is awarded to support the company's Education Programs which include:**

- \* Four Youth Theater Production Camps (Feb., June, July, Aug, for ages 9–21)
- \* Skill Development Youth Theater Day Camps (June, July, for ages 6–16)
- \* Professional Theatre Training Program in Performance/Tech/Management (2-6 months, for ages 12– 25)

- \* Spring Writing &/or Performance Program (4-8 weeks, ages 10 & up)
- \* Special School Matinees (at LNT) and Artist-in-Residencies in Schools
- \* Master Classes with visiting artists
- \* Individual student mentorships

**Lost Nation Theater served 1,403 (unduplicated) Montpelier student/residents thru its Education Programs in 2017.**

- \* \$7,210 Scholarships awarded
- \* 55% of all students received scholarships of half-or-more off regular workshop fees

LNT's Theater Education Programs can be fully appreciated for their comprehensive scope.

In 2017, many years of commitment and investment were on glorious display when young theater artists, kids who "grew up" through our Theater Camps, had the opportunity to star in important ensemble roles in the Broadway musical *Into The Woods* and the latest "most produced play in the USA" *Sense & Sensibility*. These talented young folks not only held their own on stage with consummate professionals, but they shone as equal creative partners. They rose to the challenge of singing, dancing, and acting like true professionals.

**LNT's Theater FOR Kids BY Kids Camp & Performance schedule:**

- Feb. 2017: *Song of the Sea* (One-week skill development dance-theater camp with 1 public performance)
- April 2017: *Poetry Performance & Writing Project* (opportunity for ages 13–18, in connection with Judevine)
- June 2017: *Into The Woods* (six-week opportunity for ages 14–21, work & study with professionals, 15 public performances)
- July 2017: *Alexander & the Terrible Horrible No Good Very Bad Day* (Two-week advanced production camp for ages 9–15, with 3 public performances)
- July 2017: *Theater Play for Everyday* (One-week half-day intro to theater camp for ages 6–9)
- Aug 2017: *Mary Poppins* (2-week music-theater production advanced intensive, for ages 12-20, with 5 public performances)
- Feb. 2018: *Narnia* (One week skill development dance theater production camp with two performances)
- Apr 2018: Writing & Performance Project/Competition (for ages 10 & up with 1 performance)
- May 2018: *Urinetown* (Professional performance and technical internships for ages 12–18 with 15 public performances)



Photo courtesy of Linda Hogan

- June 2018: *Fractured Fables* (1-week skill development camp in acting & improvisation for ages 8-15 with one performance)
- July 2018: *Theater Play for Everyday* (One-week half-day intro to theater camp for ages 6–9)
- July 2018: *Actor! Author!* (1-week intermediate camp in playwriting & acting, ages 9-16)
- Aug 2018: *Seussical* (2-week advanced music-theater production intensive, for ages 10-21, with 5 public performances)
- Aug 2018: *Seussical Design* (2-week advanced technical production intensive, for ages 13-21, with 5 public performances)

Note: in all LNT's camps and education programs, a diversity of skills, personalities, and approaches is offered through our numerous adults & mentors – all professional working theater artists. In all our camps, students connect and interact with more than a single leader or director.

#### LNT's Mainstage Schedule in 2017:

- \* April-May: David Budbill's *Judevine*
- \* June: *Into The Woods*
- \* July: *Around the World in 80 Days*
- \* September: *Kate! The UnExamined Life of Katharine Hepburn*
- \* October: *Sense & Sensibility*

A Sampling of LNT's *On Dark Nights and Special Events* in 2017 includes:

- \* Dave Keller's New Year's Eve Extravaganza
- \* Vermont Dance Alliance Winter Gala

- \* Summit School's Spice on Snow
- \* Montpelier PoemCity Kick-Off Party
- \* Community Egg Hunt
- \* Geoff Hewitt Poetry Slam
- \* Budbill OutLoud – Cabaret featuring High School students presenting David Budbill's Poetry
- \* Abby Paige: *Tous Mes Cousines/All My Cousins*
- \* Paint & Sip Workshop with Art Zorn
- \* Rick Winston's "*All the Films A Stage*"
- \* Peter Gould "*Horse Drawn Yogurt*"
- \* *The Cheep Show* Improv (performance and community workshop)
- \* Joanne Greenberg Productions "*The Whale*"
- \* LNT Aid Benefit Concert
- \* The Poe Spooktacular Halloween
- \* LNT's *It's A Wonderful Life*

Touch of Vermont Craft Fair, Hunger Mountain Coop Health & Wellness Fair & Annual Meeting, NECI's Iron Chef Competition for Vermont's High School Culinary programs, Montpelier Chamber Orchestra presentations, numerous ArtsSynergy Meetings & Workshops, etc.

#### LNT History, Awards, and relationship with the City

LNT is one of the state's "original" year-round professional theater companies. Artistic Director Kim Bent founded Lost Nation Theater in 1977 in Bristol, Vermont. LNT's work now includes musicals, a host of education and professional training programs, and many partnerships with social service and other arts organizations.

In residence at City Hall Arts Center since 1989, LNT helped transform the Hall into a vital gathering center for theater, music, dances, and community events.

The mutually supportive partnership between LNT and the city is a win-win arrangement. As the City of Montpelier's contracted manager of City Hall Auditorium, LNT receives use of the space for its annual programs, as well as year-round office space. The City has valued this support at \$22,637. The City arrives at this \$22,637 figure by determining LNT's share of all building expenses (heat, electric, janitor, insurance, etc.) as a square-footage-percentage of the expenses of the whole building. (LNT has its own office equipment, phone & internet system; and commercial & liability insurance; and numerous theater related furniture, wood working shop and lighting & sound equipment.)

LNT manages the use of City Hall Arts Center, coordinates the calendar, provides technical support for renters, custodial services, and works in partnership with the City to maintain and improve the facility. LNT estimates the total value of these ser-

ances at \$30,000. Additionally, the rentals LNT secures brings approximately \$6000 in fees for the City per year. In recent years, \$132,000 has been invested into City Hall Arts Center. LNT has raised 91% of those funds (thru grants & other fund-raising) and the City has contributed just 9%.

In 1989, LNT's annual budget was under \$20,000. In 2017 its cash budget was approximately \$296,000 (our matching in-kind budget is \$335,000).

LNT's annual economic contribution to Montpelier is approximately one million dollars. LNT donates more than \$35,000 in goods and services each year to the community, not including the in-kind value of its work as the stewards of City Hall Arts Center.

**Awards & Accolades:**

Named "One of the Best Regional Theaters in the Country"

- NYC Drama League

"Best of New England" - Yankee Magazine;

"Best of Vermont" - Vermont Magazine

"Best of the Best" - Times Argus and Seven Days People's Choice Award Winner

"Outstanding Excellence Award" - New England Theatre Conference

- "With Staging that makes City Hall Auditorium look like a Broadway Theater" - Jim Lowe, Times Argus

- "This theater is a gem, so if you've never been, do give it a try. You won't regret it." - Lynne & Bob Lincoln, Front Porch Forum

- "How lucky we are to have Lost Nation Theater in our midst. This theater rivals shows I see in New York City, at a fraction the cost, and with a good old local feeling. I love Lost Nation, and I always expect their shows to be first rate. And yet, admittedly, nonetheless, I am always pleasantly surprised by just how fabulous it really is". - Ruth Einstein

- "Crazy as it sounds, one of the things that led us to Montpelier from New York is the fact that it has a professional theater company. We figured that a small town that supports a major cultural institution must be pretty special." - Amy Willis, Montpelier

- "You have a first-rate professional theater company right here in your own town, right in your state, and I hope you support it because it really matters." - Emily Mann, Tony-Winning Playwright (Having Our Say) and Director

**2017 LNT Staff**

Kim Bent and Kathleen Keenan -Producing Artistic Directors

Laura Gist- Production Stage Manager/CHAC Facilities Manager

Dona Bate - Outreach Development & Bookkeeping

Thomas Gunn - Master Electrician & Management

Mike Furey - Office & Marketing Assistant (with LNT thru the Senior Community Service Education Program)

Janine Woods Thoma - Technical Director

**2017 LNT Board of Directors & Advisors**

Warren Kitzmiller - President; Rob Chapman-Secretary & Treasurer, John Hopkins, Kathleen McDonald, Aaron Retherford, Carolyn Wesley, Dona Bate, Joan Black, John Fricke, Doug & Sonja Grahn, Linda Henzel, Sue Killoran, Betty Lord, Maura O'Brien, Brian Prendergast, Anthony Otis, Tim Tavcar, Ron Wild, Sue Zeller, Art Zorn

**Volunteer Staff:**

Hank Babcock - Asst. Technical Director

Amanda Menard & Mitch Osiecki - Volunteer Coordinators

Pat Babcock - Office Assistant

Lauren Aradi and Pat Keenan - Executive Assistants

Louise & Ray Menard - Concessions

Page Guertin, Kim Ward, Jenny Gundy - Poster Distribution

Wes Parker, North Branch Tech - IT Advisor



Hunger Mountain Coop's annual meeting - photos courtesy of LNT



David Budbill's *Judevine* - photo courtesy of John Snell



David Budbill's *Judevine* - photo courtesy of John Snell



*Into The Woods, June 2017 - photo courtesy of Robert Eddy, First Light Studios*



*Sense & Sensibility, October 2017- photo courtesy of Robert Eddy, First Light Studios*



*Sense & Sensibility, October 2017- photo courtesy of Robert Eddy, First Light Studios*



NECI's "IRON CHEF" Competition for area HS Culinary programs - photo courtesy of LNT



Touch of Vermont Craft Fair - photo courtesy of LNT



Ahmahl & the Night Visitors - Montpelier Chamber Orchestra Performance - photo courtesy of LNT



LNT's Annual indoor egg hunt - courtesy of Jeb Wallace Brodeur, the Times Argus

## Tax Exempt Parcels

Property Owner	Exempt Value	Payment in Lieu of Taxes as of 1/2018	Property Owner	Exempt Value	Payment in Lieu of Taxes as of 1/2018
			Montpelier Elderly Housing Project		
			155 Main St (Pioneer Apts)	2,739,900	10,817.70
			120 Northfield St (Gould Apts)	542,800	2,750.00
American Legion	341,500	--	Resurrection Baptist Church	512,100	--
21 Main Street			144 Elm St, 2 properties		
Brown Johnson Post #792 (VFW)	374,900	--	Roman Catholic Diocese of VT		
1 Pioneer Center			Rectory/Church, 16 Barre St	3,528,000	--
Beth Jacob Synagogue	235,100	--	Shepherd of the Hills	398,100	--
Harrison Avenue			Lutheran Church		
Bethany Church	1,814,600	--	115 Northfield St.		
Main Street			Social Security Building	643,700	--
Awakening Sanctuary, Inc.	1,339,300	--	School Street		
Heaton Woods			Trinity Methodist Church	1,252,400	--
Cemeteries:		--	of Montpelier, VT Inc.		
Elm Street	76,900		Main Street		
Green Mount	529,300		2 Deerfield Dr/Parsonage	219,400	
Roman Catholic	99,900		Unitarian Church	793,900	--
Center for Arts & Learning	415,000	--	Main Street		
46 Barre Street			US Post Office	4,818,500	--
Central VT Memorial Civic Ctr	386,100	--	State Street		
268 Gallison Hill Road			VT Center for Independent Living	575,600	--
Central VT Solid Waste	259,800	--	11 East State Street		
Management District			Vermont College of Fine Arts	6,916,000	--
137 Barre Street			7 properties		
Christ Church – Episcopal	2,577,800	--	College St, West St.		
State Street			Vermont Humanities Council	561,000	--
Family Center of Washington Cty	1,430,100	--	11 Loomis Street		
285 Sherwood Drive			VT Institute of Natural Science	299,800	--
Lighthouse Christian Church	484,000	--	713 Elm Street		
34 School Street			VT Program for Quality in	296,200	
First Church of Christ	429,800	--	Health Care Inc.		
145 State Street			Vermont, State of	132,442,800	184,000.00
Fisher, OM Home	1,122,000	--	39 properties		858,900.00
149 Main Street			State St., Baldwin St., Gov. Aiken Ave,		
Food Works	188,200	--	Green Mt. Dr., Stone Cutters Way,		
5 Home Farm Way			Terrace St.		
Kellogg Hubbard Library	1,950,200	--	Washington, County of	1,956,000	--
135 Main Street			3 properties		
Montpelier, City of	11,692,600	--	State Street, Elm Street		
3 school properties			Washington County	421,400	--
Montpelier, City of	13,973,300		Mental Health		
17 properties			90 & 157 Barre Sts		

# Calendar Year 2017 Compensation

Employee	Department/Office	2017 Wage
Aldrighetti, Jane P	Assessor's Office	\$57,534
Allen-Picone, Susan	Assistant City Manager	\$52,204
Amaral, Michelle F	Meter Enforcement	\$47,114
Andreoletti, Ryan C	Pool Staff	\$3,882
Aumand, Francis X III	Executive Director CVPSA	\$60,435
Avery-Padberg, Isaac	Day Camp Staff	\$3,231
Bagg, Scott	Dispatcher	\$8,808
Baker, Burtis W	Custodian	\$44,543
Baker, Jessie	Fmr Assistant City Manager	\$17,391
Bate, Dona	City Council	\$1,200
Bean, Chad	Patrol Officer	\$75,022
Beyer, Geoffrey	Park Director	\$66,720
Blodgett, Zachary R	DPW Engineering Technician	\$63,107
Bolduc, Marguerite A	Accounting Clerk	\$49,620
Brace, Charlotte M	Pool Staff	\$3,572
Bresette, Nicholas P	Firefighter/EMT	\$77,548
Briggs, Grace C	Pool Staff	\$665
Brown, Audra K	Planning & Zoning Assist	\$56,638
Brown, Jacob	Pool Staff	\$800
Bussiere, Olivia	Day Camp Staff	\$3,083
Byrd, Yvonne S	Community Justice Ctr Dir	\$70,772
Cahill, Gregory M	Street Level I	\$41,588
Campbell-Nelson, Samuel J	Plant Operator - WWTP	\$58,005
Carpenter, Anthony L	Street Level I	\$23,971
Casey, Kevin S	Community Dev Specialist	\$58,634
Chambers, Tanya	HR & Payroll Mgr	\$64,673
Charron, Paul R	Lieutenant - Fire	\$62,547
Chase, Crystal A	Assistant City Clerk	\$53,417
Chase, Eric	Street Level I	\$44,953
Choquette, Evan	Pool Staff	\$2,352
Christman, Kenneth J	Firefighter/EMT	\$79,765
Clar, Janna M	Senior Center Director	\$52,566
Cleary, Sheila A	Day Camp Staff	\$7,839
Cochran, Wade R	Sergeant - Police	\$93,530
Collins, Mckenzie	Day Camp Staff	\$3,080
Conneman, Thomas	Dispatcher	\$49,372
Cossett, Warren	Pool Staff	\$640
Cowan, Molly K	Day Camp Staff	\$3,327
Cox, Christopher P	Chief Operator - WWTP	\$71,090
Crane, Benjamin	Day Camp Staff	\$2,567
Cubit, Colby	Street Level I	\$43,999
Cummings, Bernard	Dispatch Supervisor	\$78,285
Curran, Julie	Day Camp Staff	\$641
Cushing, Sidney E Jr	Street Level I	\$43,918
Delcore, Jacob J	Day Camp Staff	\$3,465
Demers, Morgan	Day Camp Staff	\$3,625
Diaz, Brandon D	Pool Staff	\$1,118
Divack, Harry	Senior Center	\$20,527
Dockter, Ruth A	Senior Staff Accountant	\$50,048
Doney, Sapphire S.	Day Camp Staff	\$85
Drake, Adam	Street Level I	\$48,981
Durkee, Daniel W	Street Level I	\$11,169
Edgerly Walsh, Jessica A	City Council	\$200
Eggleston, Leon	Firefighter/EMT	\$75,466
Ellis, Frank P	Supervisor-DPW Wtr/Swr	\$65,124
Ellsworth, Alec G	Park/Tree Maintenance	\$55,634
Facos, Anthony John	Police Chief	\$102,786
Farnham, Michael	Plant Operator - WTP	\$57,256
Flynn, Mikayla E	Pool Staff	\$3,990
Fraser, William J	City Manager	\$106,897
Frattini, Danielle M	Dispatcher	\$64,509
George, Justina	Dispatcher	\$24,465
Gibson, Judith A	CJC Program Coordinator	\$61,426
Gibson-Davis, Michael D	Pool Staff	\$8,300
Gilbert, Duncan	Summer Crew Leader	\$4,388
Gingold, Lily	Pool Staff	\$393
Gingras, Jeremiah	Recreation Maintenance	\$4,758
Golonka, Thomas	City Council	\$200
Gowans, Robert A Jr	Fire Chief	\$86,894
Granfield, Jamie M	City Manager's Office	\$42,822
Grant, Paul M	Street Level I	\$44,487
Graves, Heather M	Staff Accountant	\$46,885
Graves, Ryan	DPW Engineering Intern	\$17,657
Gray, Christopher C	Street Level II	\$43,155

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Griffith, Carl A	Street Level I	\$14,232	Lewis, Jeremy A.	Street Level IV	\$59,334
Groberg, Daniel A	Dir Programs/Develop Sr Ctr	\$43,866	Line, Corey	DPW Assistant Engineer	\$67,957
Haase, Chantal	Pool Staff	\$353	Link, Matthew P	Pool Staff	\$1,163
Hannett, Eric	Firefighter/EMT	\$27,502	Luce, Peter C	Street Level II	\$56,027
Hannon, Sage	Pool Staff	\$485	Lumbra, Christopher	Buildng Inspector	\$56,856
Harper , Rose M	Pool Staff	\$452	Mackey, Virginia G	DPW	\$50,168
Haskins, Nichlous J	Street Level IV	\$49,548	Macura, Joshua J	Patrol Officer	\$71,319
Hawley, Luke B	Pool Staff	\$3,244	Marineau, Andrew	Firefighter/Emt	\$56,097
Healy, Michael G	Maintenance Rec	\$5,486	Markstein, Emily	Summer Crew Leader	\$75
Healy, Patrick R	Cemetery Director	\$74,094	Markus, Lise E	Senior Center	\$755
Hepburn, Kristine M	Staff Accountant	\$61,620	Martel, Neil E	Captain - Police	\$87,989
Hill, Ashley	City Council	\$1,000	Mathews, Diane	Patrol Officer	\$58,978
Hoagland, Devin F	Plant Operator - WWTP	\$34,572	Maurice, Norma L	Recreation	\$40,273
Hoffman, Patricia K	Victim Serv. Spec. - CJC	\$10,313	McArdle, Thomas J	Director Of Public Works	\$86,182
Hollar, John	Mayor	\$3,000	McCarthy, Isaiah	Community Justice Ctr	\$413
Hood, George E	Plant Operator - WTP	\$59,961	McCool, Carrie E	Dispatcher	\$59,576
Horton, Rachel	Recreation Maintenance	\$315	McMullen, Arne T	Recreation Director	\$66,607
Houghton, Kristen	Day Camp Staff	\$330	McMullen, Mehgan M	Day Camp Staff	\$5,068
Hoyt, Charlotte L	Treasurer	\$41,905	McShane, Sarah C	Zoning Administrator	\$37,024
Huntsman, William T	Call Force	\$105	Michaud, Benjamin R	Patrol Officer	\$62,776
Huoppi, Dana L	Lieutenant - Fire	\$87,103	Miles, Zachary Joseph	Public Works	\$3,649
James, Sheila	Meter Enforcement	\$18,807	Miller, Michael C	Planning & Comm Dev Dir	\$79,342
Jasman, Douglas C	Lieutenant - Fire	\$70,472	Mills, Alfred S	CJC Re-Entry Specialist	\$46,778
Kachajian, David W	Corporal - Police	\$35,753	Morande, Alyssa	Pool Staff	\$763
King, Annette	Dispatcher	\$76,707	Morande, Brandon S	Recreation Maintenance	\$4,725
Knisley, Matthew	Corporal - Police	\$73,017	Morse, Chad M	Firefighter/EMT	\$75,566
Koucky, Matthew J	Pool Staff	\$1,142	Motyka, Kurt	DPW City Engineer	\$78,011
Krueger, Mary Rose	City Council	\$1,000	Moulton, Kevin T	Sergeant - Police	\$91,805
Labounty, Lisa	Recreation Maintenance	\$1,113	Murphy, Aidan	Pool Staff	\$408
Lachapelle, Richard T	Recreation Maintenance	\$60,112	Naikus, Vytas J	Street Level IV	\$52,085
Ladd, Eric R	Supervisor-DPW Equipment	\$69,871	Nolan, Stephen P	Investigator - Police	\$71,821
Lafont, Katherine	Day Camp Staff	\$45	Nordenson, Eric W	Sergeant - Police	\$85,822
Lamson, Matthew J	Plant Operator - WWTP	\$58,497	Nunn, Carlyle M	Recreation Maintenance	\$42,741
Lamson, Thomas S	Park/Tree Maintenance	\$4,260	Odum, John M	City Clerk	\$59,946
Lane, Hunter R	Street Level I	\$38,690	Odum, Tucker	Intern	\$345
Larkin, Miriam	Dispatcher	\$4,559	Olson, Jean	City Council	\$1,200
Larrabee, Jacob	Lieutenant - Fire	\$78,486	Olson, Sharon K	Dispatcher	\$64,726
Lavallee, Michelle	Dispatcher	\$10,364	Papineau, Michael V	Engineering Technician	\$32,902
Lee, Richard W	Street Level I	\$52,249	Patoine, Maurice	Day Camp Staff	\$430
			Pearson, Jeffrey A	Sergeant - Police	\$83,477



Photo courtesy of Linda Hogan

Pecor, Harley	Dispatcher	\$11,308
Pelletier, Charles E	Meter Enforcement	\$17,744
Perry, Daniel	Street Level IV	\$72,953
Persons, Albert C	Street Level I	\$51,828
Philbrick, Michael B	Corporal - Police	\$79,360
Phillips, Katrina	Day Camp Staff	\$844
Pitonyak, Sandra June	City Manager's Office	\$34,003
Potter, Michael T	Street Level IV	\$57,305
Powers, Dakota W	Recreation Maintenance	\$13,487
Powers, Scott V	DPW	\$33,552
Prevost, Benjamin	Recreation Maintenance	\$200
Prevost, Joseph	Recreation Maintenance	\$1,406
Provencher, Todd R	Finance Director	\$75,047
Purcell White, Kathryn A	Patrol Officer	\$62,533
Quesnel, Christopher	Patrol Officer	\$63,384
Quinn, James	Deputy Chief - Fire	\$71,096
Rapaport, Miles	Pool Staff	\$3,070

Redmond, Justin P	Firefighter/EMT	\$58,362
Robert, Renee	Pool Staff	\$1,723
Rose, Sarah K	Pool Staff	\$2,670
Roy, Kaitlyn E	Day Camp Staff	\$412
Ruggles, Daniel J	Firefighter/EMT	\$61,944
Sanderson, Jessica	Feast Manager	\$9,466
Shadis, Ira	Summer Crew Leader	\$98
Shuman, Emily A	Dispatcher	\$9,735
Skeels, Frederick H	IT Manager (retired)	\$39,545
Slade, Willem C	Pool Staff	\$3,174
Smith, Arielle	Street Level I	\$41,547
Smith, Chiara	Pool Staff	\$525
Smith, Darby	Day Camp Staff	\$3,396
Snetsinger, Robert W	Street Lighting	\$3,399
Snow, Malachy L	Pool Staff	\$2,820
St. John, Scott D	Recreation Maintenance	\$6,130
Swenson, Ernest	Recreation Maintenance	\$60
Taylor, Keith	Firefighter/EMT	\$71,889
Thereault, Galen	Firefighter/EMT	\$7,309
Thurston, Peter B	Firefighter/EMT	\$52,972
Thurston, Richard W	Call Force	\$200
Timian, Jacob	Firefighter/EMT	\$53,605
Tomasi, Jason	Pool Staff	\$443
Truedson, Marc	Firefighter/EMT	\$4,988
Truhan, Christopher	Corporal - Police	\$84,045
Turcotte, Justin D	City Council	\$1,200
Tuttle, Brian L	Supervisor-DPW Streets	\$73,902
Valentine, Anna K	Pool Staff	\$3,221
Vooris, Daniel A	Recreation Maintenance	\$2,320
Watson, Anne E	City Council	\$1,200
Watson, Barbara	Recreation	\$1,693
Watson, Bonnie	Recreation Maintenance	\$390
Watson, Charles	Pool Staff	\$2,640
White, Eric	Rec Program Coordinator	\$44,658
Willis, Adam S	Street Level I	\$46,275
Wilson, Geoffrey P	Chief Operator - WTP	\$72,477
Winters, Clayton J	Pool Staff	\$2,643
Wood, Seth	Tech Support Specialist	\$49,009
Yaeger, Joseph M	Street Level I	\$43,358

# CITY OF MONTPELIER, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2017

Fothergill Segale & Valley, CPAs, Montpelier, Vermont conducted an audit of the financial statements for the fiscal year ended June 30, 2017. They performed their audit in accordance with the auditing standards generally accepted in the United States of America. The following Management's Discussion and Analysis is an important part of our financial statements and the audit report.

The Management's Discussion and Analysis for the year ended June 30, 2017 is intended to serve as an introduction to the City of Montpelier, Vermont's basic financial statements. It contains sections that include Financial Highlights, Net Position, Capital Assets and Debt Administration as well as Economic Factors. Copies of the full Audit Report, with all the Exhibits and Notes to the Financial Statements are available at the Finance Department at City Hall, located at 39 Main Street in Montpelier. The Audit Report is also available on the City's website at <http://www.montpelier-vt.org/ArchiveCenter/ViewFile/Item/3731>. If you have questions or comments regarding this financial report, please call or email Todd Provencher, City Finance Director at (802)262-6253, [tprovencher@montpelier-vt.org](mailto:tprovencher@montpelier-vt.org).

## Other Financial Information

### Statement of Taxes (School and City), Sewer Benefit, Sewer Separation, (CSO) Charges Raised for Fiscal Year July 1, 2016-June 30, 2017

#### Taxes & Charges Billed

Real Estate/Personal Property	\$22,250,760
Sewer Benefit/CSO	739,829
Delinquent Taxes - Total	
As of June 30, 2016	142,581
<b>TOTAL TAXES/ CHARGES</b>	<b>\$23,133,170</b>

#### Accounted For As Follows:

Collections/Adjustments/Abatements	\$22,873,922
Delinquent as of June 30, 2017	259,248
<b>TOTAL TAXES/CHARGES</b>	<b>\$23,133,170</b>

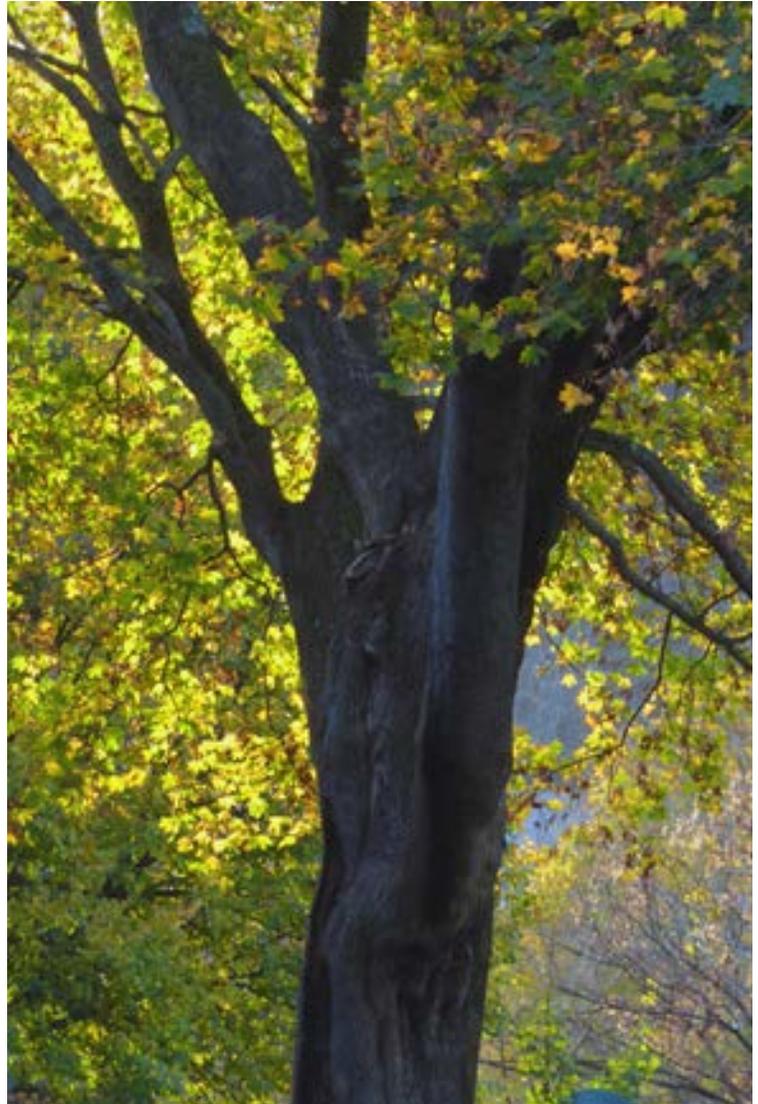


Photo courtesy of Linda Hogan

**CITY OF MONTPELIER, VERMONT  
Management's Discussion and Analysis  
For the Year Ended June 30, 2017**

This discussion and analysis is intended to serve as an introduction to the City of Montpelier, Vermont's basic financial statements. The City's basic financial statements include three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements.

**Financial Highlights**

***Government-Wide Statements***

During fiscal year 2017, the City's total net position increased by \$4,731,932 or 9.09%, as a result of this year's operations. The total net position of the governmental activities increased by \$4,506,647 or 18.44% and the total net position of the business-type activities increased by \$225,285 or 0.817%. The increase in the governmental activities is the result of capital grants invested in infrastructure of \$3,757,830, a transfer of Recreation Department net assets from the Montpelier School of \$495,944, and an excess of charges for services, operating grants, property tax and other revenues over program expenses of \$252,873. The increase in the business-type activities is largely the result of charges for services revenue being higher than program expenses and transfers out by \$142,888, a gain on equipment sales of \$47,450, investment earnings of \$7,947 and a capital grant of \$27,000.

Total revenue for all the City's programs increased by \$4,623,551 (\$20,558,960 in 2016 to \$25,182,511 in 2017), which is a 22.49% increase from the previous year. The cost of all of the City's programs increased by \$1,334,256 (\$19,612,267 in 2016 to \$20,946,523 in 2017), which is 6.80% higher than the previous year.

The revenue increases are primarily due to an increase in governmental capital grants and contributions of \$3,246,556 governmental property taxes and pilot of \$1,181,405 and an increase in business-type capital grants and contributions of \$27,000 and charges for service revenues of \$154,515. Governmental capital grants and contributions in the current year came from a capital contribution from the State of Vermont of \$2,332,255 for the Cummings Street Bridge project, \$850,000 grant for the Taylor Street retaining wall project, Carr Lot projects grants of \$337,380, grant funds for CV Regional Bike Path of \$125,919 and various public works, public safety and culture and recreational grants totaling \$112,276.

The increases in the cost of City programs are primarily due to an increase of \$954,990 in culture and recreation expenses due to the transfer of the recreation fund to the City. Other increases were general government expense increases of \$85,326, public safety expense increases of \$351,927, public works expense increases of \$233,998, water fund expense increases of \$135,646, sewer fund expense increases of \$34,921, parking fund expense increases of \$134,636, and district heat increases of \$5,574. These were offset by decreases in community development expenses of \$562,110, cemetery expenses of \$2,884 and interest on debt of \$37,768.

***Fund Statements***

The General Fund balances totaled \$1,268,071 as of June 30, 2017 which is an increase of \$109,101 from the prior year fund balance. The fund balances that are nonspendable, restricted, and committed totaled \$375,758 as of June 30, 2017, which is a decrease of \$4,720. These fund balances are either nonspendable or have spending constraints placed on the purposes for which they can be used. This leaves an unassigned fund balance of \$892,313 which is \$113,821 higher than the prior year's unassigned fund balance of \$778,492.

The Community Development Fund ended the year with a restricted and committed fund balance of \$570,345, which was \$67,577 higher than the prior year fund balance of \$502,768. This fund balance is reserved by various sources for Community Development programs and activities.

The Capital Projects Fund ended the year with a fund balance of \$1,976,710 which was \$261,508 higher than the prior year fund balance of \$1,715,202. The fund balance consists of \$1,206,805 which is restricted by bonding constraints and impact fee ordinances and \$942,325 which are committed for various capital improvement projects (including \$250,000 for unidentified projects). The remaining fund balance of (\$172,420) is classified as a negative unassigned fund balance and is the result of \$129,333 of expenditures on Northfield Street project which will be funded by a future bond, \$17,932 of NEA grant match expenses and \$25,155 of overspend police equipment which will be funded by future appropriations.

Other nonmajor governmental funds ended the year with a fund balance of \$2,162,574, which was \$538,257 higher than the prior year fund balance of \$1,624,317. The increase is primarily due to a transfer of \$386,000 of recreation

**CITY OF MONTPELIER, VERMONT  
Management's Discussion and Analysis  
For the Year Ended June 30, 2017**

center non-capital assets from the Montpelier School District to the City which is classified as a special item and the \$89,098 of current year income from this new fund. The ending fund balance consists of \$516,563 Non-Expendable by Trust Agreements, \$584,390 restricted, \$1,066,417 committed and (\$4,796) unassigned due to a negative fund balance in the Cemetery Fund.

The Water Fund ended the 2017 fiscal year with a net position of \$9,937,733 which was \$350,758 higher than the prior year balance of \$9,586,975. Of the total net position balance, \$9,923,454 is invested in property and equipment. This leaves an unrestricted fund balance of \$14,279 which is \$7,296 higher than the previous year.

The Sewer Fund ended the year with a net position of \$12,422,708, which was \$232,507 higher than the prior year balance of \$12,190,201. Of the total net position balance, \$12,482,924 is invested in property and equipment. This leaves an unrestricted fund deficit balance of \$60,216, which is \$226,174 lower than the unrestricted fund balance of \$165,958 in the previous year.

The Parking Fund ended the year with a net position of \$360,386, which was \$44,167 lower than the prior year balance of \$404,553. Of the total net position balance, \$336,647 is invested in property and equipment and \$2,417 is restricted for various projects. This leaves an unrestricted fund balance of \$21,322 which is \$69,185 lower than the unrestricted fund balance of \$90,507 in the previous year.

The District Heat Fund ended the year with net position of \$5,095,109, which was \$313,813 lower than the prior year balance of \$5,408,922. Of the total net position balance, \$5,099,852 is invested in property and equipment. This leaves an unrestricted fund deficit of (\$4,743) which is \$22,261 higher than the unrestricted deficit of (\$27,004) in the previous year.

**Using This Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (Exhibits A and B) provide information about the activities of the City as a whole and present a longer-term view of the City's finances. Fund financial statements start on Exhibit C. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds.

***Reporting the City as a Whole***

Our analysis of the City as a whole begins on Exhibit A. One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and changes in them. You can think of the City's net position - the difference between assets and liabilities - as one way to measure the City's financial health, or financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the City's property tax base and the condition of the City's roads, to assess the overall health of the City.

In the Statement of Net Position and the Statement of Activities, we divide the City into two kinds of activities:

Governmental activities - Most of the City's basic services are reported here, including the police, fire, public works, and parks departments, and general administration. Property taxes, franchise fees, and state and federal grants finance

**CITY OF MONTPELIER, VERMONT**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

most of these activities.

Business-type activities - The City charges a fee to customers to help it cover all or most of the cost of certain services it provides. The City's water, sewer, parking and district heat activities are reported here.

***Reporting the City's Most Significant Funds***

Our analysis of the City's major funds begins on Exhibit C. The fund financial statements provide detailed information about the most significant funds - not the City as a whole. Some funds are required to be established by State law and by bond covenants. However, the City Council establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (like grants received from the U.S. Department of Housing and Urban Development). The City's two kinds of funds - governmental and proprietary - use different accounting approaches.

**Governmental funds** - Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Financial Position and the Statement of Activities) and governmental funds on the exhibits that follow each financial statement. The City's main governmental fund is the General Fund. The Community Development Fund, the Capital Projects Fund and Other Nonmajor Governmental Funds are included in the governmental funds financial statements and schedules.

**Proprietary funds** - When the City charges customers for the services it provides - whether to outside customers or to other units of the City - these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Financial Position and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) are the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds. The City has four proprietary funds; the Water Fund, the Sewer Fund, the Parking Fund and the District Heat Fund.

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* entries are recorded on the proprietary fund statements but not on the City's governmental fund statements.

Our analysis below separately considers the operations of governmental and business-type activities as well as the City as a whole.

**CITY OF MONTPELIER, VERMONT**  
**Management's Discussion and Analysis**  
**For the Year Ended June 30, 2017**

**The City as a Whole**

The City's combined net position increased by \$4,731,932 from a year ago - increasing from \$52,034,301 to \$56,766,233. Our analysis below focuses on the net position (Table 1) and changes in net position (Table 2) of the City's governmental and business-type activities.

**Table 1**  
**Net Position**

	<i>June 30, 2017</i>			<i>June 30, 2016</i>		
	Governmental Activities	Business-type Activities	Total Primary Government	Governmental Activities	Business-type Activities	Total Primary Government
Current and other assets	\$ 8,039,711	\$ 896,982	\$ 8,936,693	\$ 6,960,437	\$ 1,087,800	\$ 8,048,237
Capital assets	31,277,815	41,332,504	72,610,319	26,865,794	41,912,261	68,778,055
Total assets	39,317,526	42,229,486	81,547,012	33,826,231	43,000,061	76,826,292
Deferred outflows	1,971,884	526,571	2,498,455	1,099,314	287,177	1,386,491
Total assets and deferred outflows	41,289,410	42,756,057	84,045,467	34,925,545	43,287,238	78,212,783
Long term liabilities	8,251,793	13,771,689	22,023,482	7,866,465	14,902,438	22,768,903
Net pension liability	3,062,589	817,834	3,880,423	1,735,965	453,489	2,189,454
Other liabilities	968,451	335,570	1,304,021	798,889	319,611	1,118,500
Total liabilities	12,282,833	14,925,093	27,207,926	10,401,319	15,675,538	26,076,857
Deferred inflows	56,280	15,028	71,308	80,576	21,049	101,625
Total liabilities and deferred inflows	12,339,113	14,940,121	27,279,234	10,481,895	15,696,587	26,178,482
Net position:						
Invested in capital assets, net of debt	27,653,634	27,842,877	55,496,511	22,943,649	27,351,790	50,295,439
Restricted	2,496,995	2,417	2,499,412	2,453,987	2,417	2,456,404
Unrestricted	(1,200,332)	(29,358)	(1,229,690)	(953,986)	236,444	(717,542)
Total net position	\$ 28,950,297	\$ 27,815,936	\$ 56,766,233	\$ 24,443,650	\$ 27,590,651	\$ 52,034,301

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Table 2  
Change in Net Position

	June 30, 2017			June 30, 2016		
	Governmental Activities	Business-type Activities	Total Primary Government	Governmental Activities	Business-type Activities	Total Primary Government
<b>REVENUES:</b>						
Program revenues:						
Charges for services	\$ 1,289,043	\$ 8,170,290	\$ 9,459,333	\$ 1,045,762	\$ 8,015,775	\$ 9,061,537
Operating grants and contributions	1,375,454	0	1,375,454	1,740,050	12,719	1,752,769
Capital grants and contributions	3,757,830	27,000	3,784,830	511,274	0	511,274
General Revenues:						
Property taxes, penalties and interest	9,219,620	0	9,219,620	8,203,121	0	8,203,121
Payment in lieu of taxes	1,007,710	0	1,007,710	842,804	0	842,804
Unrestricted investment earnings	195,930	7,947	203,877	82,119	3,272	85,391
Gain (loss) on sale of capital assets	22,952	47,450	70,402	30,855	21,100	51,955
Other revenues	49,575	0	49,575	42,549	0	42,549
Contributions to permanent endowments	11,710	0	11,710	7,560	0	7,560
<b>Total revenues</b>	<b>16,929,824</b>	<b>8,252,687</b>	<b>25,182,511</b>	<b>12,506,094</b>	<b>8,052,866</b>	<b>20,558,960</b>
<b>PROGRAM EXPENSES:</b>						
General government	2,083,727	0	2,083,727	1,998,401	0	1,998,401
Public safety	5,494,393	0	5,494,393	5,142,466	0	5,142,466
Public works	2,858,146	0	2,858,146	2,624,148	0	2,624,148
Culture and recreation	2,082,346	0	2,082,346	1,127,356	0	1,127,356
Community development	30,028	0	30,028	592,138	0	592,138
Cemetery	211,292	0	211,292	214,176	0	214,176
Interest on long-term debt	171,189	0	171,189	208,957	0	208,957
Water	0	2,529,642	2,529,642	0	2,393,996	2,393,996
Sewer	0	3,786,308	3,786,308	0	3,751,387	3,751,387
Parking	0	894,199	894,199	0	759,563	759,563
District Heat	0	805,253	805,253	0	799,679	799,679
<b>Total program expenses</b>	<b>12,931,121</b>	<b>8,015,402</b>	<b>20,946,523</b>	<b>11,907,642</b>	<b>7,704,625</b>	<b>19,612,267</b>
Excess before special item and transfers	3,998,703	237,285	4,235,988	598,452	348,241	946,693
<b>Transfers</b>	<b>12,000</b>	<b>(12,000)</b>	<b>0</b>	<b>10,000</b>	<b>(10,000)</b>	<b>0</b>
<b>Increase in net position before special item</b>	<b>4,010,703</b>	<b>225,285</b>	<b>4,235,988</b>	<b>608,452</b>	<b>338,241</b>	<b>946,693</b>
<b>Special item:</b>						
Transfer from Montpelier School District	495,944	0	495,944	0	0	0
<b>Increase in net position</b>	<b>\$ 4,506,647</b>	<b>\$ 225,285</b>	<b>\$ 4,731,932</b>	<b>\$ 608,452</b>	<b>\$ 338,241</b>	<b>\$ 946,693</b>

As noted earlier, net position may serve over time to be a useful indicator of a government's financial position. The total net position of the City's governmental activities increased \$4,506,647 or 18.44%. This increase is the result of capital grants of \$3,757,830 invested in infrastructure, a transfer of recreation department net assets from the Montpelier School of \$495,944 and the excess of all other revenues over program expenses of \$252,873.

The total net position of the business-type activities increased by \$225,285 or 0.817%. This increase is due to charges for services revenue being higher than program expenses and transfers out by \$142,888, a gain on equipment sales of \$47,450, investment earnings of \$7,947 and a capital grant of \$27,000.

**CITY OF MONTPELIER, VERMONT**  
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**For the Year Ended June 30, 2017**

**Governmental Activities**

The City's tax rate increased from \$0.9285 to \$1.0225 per \$100 of assessed value (up 10.12%) from fiscal year 2016 to fiscal year 2017.

Table 3 presents the cost of each of the City's eight largest programs - general government, public safety, public works, culture and recreation, community development, water, sewer, parking and district heat - as well as each program's net cost (total cost less revenue generated by the activities). The net cost shows the financial burden that was placed on the City's taxpayers by each of these functions.

**Table 3**  
**Costs of Programs**

	<i>June 30, 2017</i>				<i>June 30, 2016</i>			
	Governmental Activities		Business-type Activities		Governmental Activities		Business-type Activities	
	Net Revenues		Net		Net Revenues		Net	
	Total Cost of Services	(Cost) of Services						
General government	\$ 2,083,727	\$(1,505,059)	\$ 0	\$ 0	\$ 1,998,401	\$(1,495,829)	\$ 0	\$ 0
Public safety	5,494,393	(4,492,090)	0	0	5,142,466	(4,190,001)	0	0
Public works	2,858,146	1,141,178	0	0	2,624,148	(1,713,432)	0	0
Culture and recreation	2,082,346	(1,281,840)	0	0	1,127,356	(815,183)	0	0
Community development	30,028	(18,402)	0	0	592,138	(16,552)	0	0
Water	0	0	2,529,642	328,258	0	0	2,393,996	397,055
Sewer	0	0	3,786,308	207,557	0	0	3,751,387	146,250
Parking	0	0	894,199	(40,114)	0	0	759,563	99,395
District Heat	0	0	805,253	(313,813)	0	0	799,679	(318,831)
All others	382,481	(352,581)	0	0	423,133	(379,559)	0	0
<b>Totals</b>	<b>\$ 12,931,121</b>	<b>\$(6,508,794)</b>	<b>\$ 8,015,402</b>	<b>\$ 181,888</b>	<b>\$ 11,907,642</b>	<b>\$(8,610,556)</b>	<b>\$ 7,704,625</b>	<b>\$ 323,869</b>

**The City's Funds**

As the City completed the year, its governmental funds (as presented in the Balance Sheet on Exhibit C) reported a combined fund balance of \$5,977,700 which is \$976,443 higher than last year's total of \$5,001,257. Included in this year's total change in fund balance are an increase of \$109,101 in the City's General Fund; an increase of \$67,577 in the Community Development Fund; an increase of \$261,508 in the Capital Projects Fund and an increase of \$538,257 in Other Governmental Funds.

**General Fund Budgetary Highlights**

When comparing budget to actual net change in fund balance for the year ended June 30, 2017, there is a favorable variance of \$109,101 (as presented in Exhibit F). Operating revenues less operating expenditures are favorable by \$236,755. Transfers to other funds are unfavorable by \$127,654 due to an unbudgeted transfer to the Capital Projects Fund of state pilot receipts of \$130,296 and local options tax receipts of \$16,123 (=excess revenues received over budget) offset by the reversal of a prior year duplicate transfer of \$38,765 for an ambulance, and an unbudgeted transfer of \$20,000 to the Montpelier Events Special Revenue Fund for an Energy Committee Net Zero Revolving Loan Fund.

Revenue (excluding transfers) is \$423,871 more than budgeted. Property taxes and state pilot are \$225,099 more than budgeted and intergovernmental revenue is \$251,922 more than budgeted. Fees and charges for services are down by \$53,150 to the budget.

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Expenditures in the general fund are over budget by \$187,116. Planning and development is over by \$56,241 (covered by grant revenue), police outside pay of \$118,544 is unbudgeted and other police expenses are under by \$30,599, community justice center is over budget by \$31,354 (covered by grant revenue) and public works are under budget by \$26,754. Other governmental service is over budget by \$68,780 due to an unbudgeted city council approved \$75,000 payment to the Montpelier Development Corporation. Miscellaneous expenses not budgeted are \$10,500 to Montpelier Alive for "Make over Montpelier" and \$9,876 in employee wellness expenses. Unbudgeted city council approved use of fund balance expenses of \$13,989 were spent for "Montpelier Integrated Community Services" and a "Court Street Parking Study". Interest expense on debt was favorable to budget by \$35,226 due to several Vermont Bond Bank bonds being refunded, lowering interest expense, and all other expense lines were a net favorable \$29,589 under budget.

Employee health insurance costs across departments are \$77,368 lower than budgeted and \$119,700 in funds is set aside (committed) for possible, future health reimbursement arrangement overages.

The unassigned fund balance increased from \$778,492 on June 30, 2016 to \$892,313 on June 30, 2017. This \$113,821 increase is mainly due to the overall increase in fund balance of \$109,101 (Exhibit D) and the decrease in nonspendable items by \$12,662 (inventories and prepaid expenses) and the increase in restricted and committed items by \$7,942. The City of Montpelier's Fund Balance Policy sets a long-term goal of an Unassigned Fund Balance that is 15% of budgeted General Fund Expenditures. The unassigned fund balance at June 30, 2016 was at 7.56% of budgeted general fund expenses (50% of the 15% goal) and at June 30, 2017 was at 8.35% of budgeted general fund expenses (56% of the 15% goal), an increase of 6%.

**Capital Asset and Debt Administration**

**Capital Assets**

At June 30, 2017, the City has \$72,610,319 compared to \$68,778,055 at June 30, 2016 invested in a broad range of capital assets, including police, fire, and department of public works equipment, buildings, park facilities, roads, bridges, water, sewer, district heat lines. (See Table 4 below) This amount represents a net increase of \$3,832,264 over last year. Governmental net capital assets increased by \$4,412,021 (\$6,051,013 additions less \$287,551 deletions and \$1,351,441 accumulated depreciation) and business net capital assets decreased by \$579,757 (\$1,001,852 additions less \$36,456 deletions and \$1,545,153 accumulated depreciation).

**Table 4  
Capital Assets at Year-End  
(Net of Depreciation)**

	<i>June 30, 2017</i>			<i>June 30, 2016</i>		
	Governmental Activities	Business-type Activities	Total Primary Government	Governmental Activities	Business-type Activities	Total Primary Government
Land	\$ 2,762,937	\$ 250,672	\$ 3,013,609	\$ 2,762,937	\$ 250,672	\$ 3,013,609
Capital improvements and equipment	23,606,054	40,554,032	64,160,086	22,175,213	41,604,810	63,780,023
Construction in progress	4,908,824	527,800	5,436,624	1,927,644	56,779	1,984,423
<b>Totals</b>	<b>\$ 31,277,815</b>	<b>\$ 41,332,504</b>	<b>\$ 72,610,319</b>	<b>\$ 26,865,794</b>	<b>\$ 41,912,261</b>	<b>\$ 68,778,055</b>

This year's capital asset additions are:

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City Hall Elevator Upgrade	12,862
Police-5 4RE HD DVR & Front Cameras	28,720
Police-2017 Ford Explorer & modifications	32,016
Police-19 Guns	10,987
Fire -2 Defib/Monitors	12,266
DPW-Fuel Pump Upgrade	1,261
DPW-2017 International 7400 Truck w/attachments	120,603
DPW-2017 Ford F-550 CC Diesel w/attachments	69,998
DPW-2017 Loader/backhoe w/bucket	109,230
Infrastructure-Streets & Streets CIP	3,061,203
Infrastructure-Sidewalks/Sidewalks CIP/Crosswalk Enhancements	214,725
Infrastructure-Bridges -Cummings and Spring Streets	232,883
Infrastructure- Culverts-133 State & River Street-Rte 302	24,534
Infrastructure-Retaining Walls-River Street & Taylor Street	1,066,394
Infrastructure-City Bike Path paved	17,012
Infrastructure-CV Bike Path-CIP	142,228
Infrastructure-Carr Lot Transit Center-CIP	75,951
Infrastructure-Carr Lot Bike Path-CIP	208,671
Senior Center-Acoustical renovations & audio/video system	131,254
Recreation Center-Building Roof	40,882
Recreation Center-Pavilion Building	57,720
Recreation Center-Tennis Courts & Bench	172,137
Recreation Center-Bridge	17,945
Recreation Center-Aerator machine/pool filters/LL back stop	104,700
Recreation Center-2010 Ford Pickup Truck	16,291
Recreation Center-2014 F550 4x4 Plow Truck	54,565
Recreation Center-John Deere 4W 2520 w/ramp	13,975
Water-2016 Silverado 4WD w/attachments-50%	31,588
Water-Program Logic Control Hardware	57,393
Water -Water Main -Northfield Street-CIP	220,076
Water - Main Street Valve Project	98,381
Water-Harrison Street Water Lines replaced-CIP	27,370
Sewer-2016 Silverado 4WD w/attachments-50%	31,588
Sewer-Aerzen Blower	64,012
Sewer-Bucket Loader	145,000
Sewer-VFD Screw Pump Upgrade	27,638
Sewer-WWRRF Equipment Improvements-CIP	33,287
Sewer-East State Street CSO Project-CIP	20,403
Sewer-Harrison Street Sewer Lines replaced-CIP	42,394
Sewer-Sewer Main-Northfield Street -CIP	158,791
Parking M&E -55 Refurbished solar powered Meters	15,953
Parking Improvements-60 State Street lot paved & lines	27,978
	<u>\$ 7,052,865</u>

**Long Term - Debt**

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At June 30, 2017, the City has \$21,439,754 in bonds, notes and leases outstanding versus \$22,286,303 on June 30, 2016 - a decrease of \$846,549 - as shown in Table 5.

**Table 5  
Outstanding Debt at Year-End**

	Balance at		Balance at	
	June 30, 2016	Additions	Reductions	June 30, 2017
<i>Notes, capital leases and bonds payable:</i>				
Governmental activities	\$ 7,480,980	\$ 887,749	\$ 576,193	\$ 7,792,536
Proprietary Funds	14,805,323	79,217	1,237,322	13,647,218
<b>Totals</b>	<b>\$ 22,286,303</b>	<b>\$ 966,966</b>	<b>\$ 1,813,515</b>	<b>\$ 21,439,754</b>

The new long term debt in the Governmental activities during the year were bonds payable to Vermont Bond Bank for \$710,000 for various Taylor Street projects, \$8,699 for the Northfield Street project and \$169,050 acquired with the transfer of the Recreation Department from the School District to the City. The new long term debt in the Proprietary Funds is for the Northfield Street project.

***Economic Factors and Next Year's Budgets and Rates***

The City's elected and appointed officials consider economic factors and the community's priorities when setting the fiscal year 2018 budget, property tax rates, and fees that will be charged for the business-type activities.

Economic factors considered include the unemployment in the City, which stood at 2.2% (November 2016) compared with 3.1% (November 2015). Also considered was the Consumer Price Index percent change over one year (August 2015-August 2016) which was 1.1%. Montpelier's Vermont Personal Adjusted Gross Income in 2015 was \$60,553 (down 1.1%) which is higher than the Vermont average of \$59,305. Montpelier's estimated average house or condo value in 2015 was \$229,687 (no change) which is higher than the Vermont average of \$225,584. The City's population is estimated at approximately 7,700 with slight decreases over the past few years. The population as of the 2010 census was 7,855.

In recent years, the City of Montpelier's budgets contained no appreciable annual revenue growth or increase in taxable property. Costs continue to increase annually and demands for services often are expanded. The combination of a slow-growing economy, little growth in the grand list and Montpelier's relatively high property tax rates, has resulted in a council goal to produce budgets with tax rate increases at or below inflation. The 2018 municipal budget provides for an increase 2.7% which is 1.6% higher than the change in the consumer price index, with additional revenues dedicated to infrastructure investments, economic development and the continued study of a regional public safety authority.

The City Council is committed to making Montpelier affordable for all its residents and at the same time invest in the city's infrastructure. The City Council is in the fifth year of a multi-year capital plan to rebuild and improve the city's roads and sidewalks. The FY18 municipal budget requires a 2.8 cent tax rate increase which, at 2.7% is higher than the 2.5% inflation rate for calendar 2016. The municipal tax rate for fiscal year 2018 is \$1.0499 per \$100 of property value.

The City continues to partner with federal and state agencies to study flood mitigation measures to alleviate the threat of damages due to ice-jam flooding of the Winooski River in the downtown area. The installation of flood gauges and a recent flood mitigation project reduces the risk of future flood events. The City also is moving ahead with two other grant-funded projects; a new transit center on Taylor Street and a bike path through the city.

In addition to balancing and controlling the municipal budget, taxes and services, the City Council has identified the goals of being a bike and pedestrian friendly city and becoming the first "net zero (energy) capital city".

As for the City's business-type activities, both the Water and Sewer Funds have recently overcome previous years'

**CITY OF MONTPELIER, VERMONT  
Management's Discussion and Analysis  
For the Year Ended June 30, 2017**

deficits. Looking ahead, a new 50-year master plan has been developed for both the water and sewer utilities. This new capital improvement plan projects utility rate revenues that will allow the City to replace its underground water and sewer pipes, upgrade the wastewater treatment plant, and provide adequate fire flow protection for city residents. Both funds continue to be challenged by the combination of users' water conservation and the lack of growth in numbers of users. The 2016-17 heating season was the third full year of complete operation for the City's District Heat utility which partners with the state's bio-mass heating plant. This new business-type activity reduces the City's reliance on fossil fuels. District Heat continues to generate a deficit due to the depreciation expense on the plant and distribution system. Operating revenue less operating expenses (excluding depreciation) inched up from a positive \$6,488 in fiscal year 2016 to \$11,917 in fiscal year 2017. Parking fees were increased substantially in early 2014, to secure financial stability for the Parking Fund, and to provide funding for alternative transportation initiatives. For fiscal year 2017, the Parking Fund had a deficit of \$44,167 which was mostly the result of new smart meter fees totaling \$21,993, increases in parking lot fees of \$14,588 and an unfavorable revenue variance to budget of \$13,967. A favorable variance in parking lot maintenance expenses of \$24,093 offset a GASB#68 pension expense booked of \$25,680. Within the next few years, the City will be establishing a stormwater management utility to comply with emerging, new state regulations.

Current quarterly water rates are as follows: \$8.00 per 1,000 for the first 50,000 gallons, \$8.65 per 1,000 for the next 200,000 gallons, \$13.52 per 1,000 for over \$250,000 gallons and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$51.00.

Current quarterly sewer rates are as follows: \$9.20 per 1,000 gallons of water used and a fixed charge for all for meter reading, billing and other administrative service costs of \$51.00.

Current district heat rates are as follows: \$5.06 per MBTU for capacity and \$10.44 per MBTU for energy usage.

**Contacting the City's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Finance Office at the City of Montpelier, 39 Main Street, Suite 6, Montpelier, VT 05602.

**ANNUAL CITY MEETING  
CITY OF MONTPELIER, VERMONT  
MARCH 7, 2017**

**For Green Mount Cemetery Commissioner  
(five year term)** **Votes**  
(W) JAKE BROWN **1896**

**For Park Commissioner (five year term)**  
(W) DANIEL DICKERSON **1790**

**For School Commissioner (two year term)**  
(W) BECKY BOWEN **1108**  
(W) BRIDGET ASAY **1354**  
IRA BLACK SHADIS **668**

**For Council Person (District 1 - two year term)**  
THOMAS GRAM **87**  
JOSEPH R. KIERNAN **145**  
ALEX ALDRICH **204**  
(W) MARY ROSE "ROSIE" KRUEGER **258**

**For Council Person (District 2 – two year term)**  
ALISON SOCCODATO **216**  
(W) ANNE WATSON **620**

**For Council Person (District 3 – two year term)**  
(W) ASHLEY A. HILL **524**

**For Central Vermont Public Safety Authority at-large  
(following recount – two year term)**  
(W) SAM DWORKIN (write-in) **150**  
IVAN SHADIS (write-in) **24**  
JIM WARD (write-in) **1**

**ARTICLE 3.** Shall the voters appropriate the sum of \$8,762,272 for the payment of debts and current expenses of the City for carrying out any of the purposes of the Charter, plus payment of all state and county taxes and obligations imposed upon the City by law to finance the fiscal year July 1, 2017 to June 30, 2018? (Requested by the City Council)

**YES 1867**  
NO 350

**ARTICLE 4.** Shall the voters of the school system approve the school board to expend \$20,019,297 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,846 per equalized pupil. This projected spending per equalized pupil is 5.5% higher than spending for the current year. (Local budget of \$19,405,000 plus grant budget of \$614,297 for a total school budget of \$20,019,297.) (Requested by the School Board)

**YES 1574**  
NO 668

**ARTICLE 5.** Shall the voters of the Central Vermont Public Safety Authority (CVPSA) appropriate the sum of \$100,000 (\$53,000 from Barre City and \$47,000 from the City of Montpelier) for the operating budget of the CVPSA for fiscal year July 1, 2017 to June 30, 2018? (Requested by CVPSA)

**YES 1792**  
NO 383

**ARTICLE 6.** Shall the voters appropriate the sum of \$3,000 as compensation to the Mayor for services for the fiscal year July 1, 2017 to June 30, 2018? (Requested by the City Council)

**YES 1550**  
NO 653

**ARTICLE 7.** Shall the voters appropriate the sum of \$7,200 (\$1,200 each) as compensation to the Council Members for their services for the fiscal year July 1, 2017 to June 30, 2018? (Requested by the City Council)

**YES 1905**  
NO 322

**ARTICLE 8.** Shall the voters appropriate the sum of \$7,300 (Chair \$1,300; others \$1,000 each) as compensation to the School Commissioners for their services for the fiscal year July 1, 2017 to June 30, 2018? (Requested by the School Board)

**YES 1869**  
NO 367

**ARTICLE 9.** Shall the voters authorize the Board of School Commissioners to hold any audited fund balance as of June 30, 2017 in a reserve (restricted) fund to be expended under the control and direction of the Board of School Commissioners for the purpose of operating the school? (Requested by the School Board)

**YES 1839**  
NO 353

**ARTICLE 10.** Shall the voters authorize the City Council to borrow a sum of money not to exceed \$3,900,000 for the reconstruction of Northfield Street? Work will include engineering and construction of a new water distribution system in the amount of approximately \$1,600,000, a new sewer collection system in the amount of approximately \$1,200,000 and roadway, sidewalk and bicycle facility improvements in the amount of approximately \$1,100,000. Final estimates will be completed prior to town meeting day. If approved, bonds for these capital items would be issued for a term of 20 years, approximately \$89,500 would be required for the first year interest payment and approximately \$305,941 for the second year principal and interest payment and future payments declining each year as the principal is repaid. Payments would be split respectively between the water, sewer and general funds. State infrastructure financing would be utilized for reduced interest rates with anticipated loan forgiveness on some components of engineering services. (Requested by the City Council)

**YES 1868**

NO 336

**ARTICLE 11.** Shall the voters authorize the City to levy a special assessment of \$0.0515 per \$100 of appraisal value on properties within Montpelier's Designated Downtown not used entirely for residential purposes? The assessment shall be apportioned according to the listed value of such properties except that the assessment for any property also used for residential purposes shall be reduced by the proportion that heated residential floor space bears to heated floor space for such property. Funds raised by the assessment shall be used to improve the downtown streetscape and to market the downtown. (Requested by the City Council)

**YES 1580**

NO 596

**ARTICLE 12.** Shall the voters appropriate the sum of \$330,633 to be used by the Kellogg-Hubbard Library for the fiscal year July 1, 2017 to June 30, 2018? (This amount is in addition to the \$29,252 for the library bond payment included in the City General Fund Budget, ARTICLE 3) (By Petition)

**YES 1861**

NO 375

**ARTICLE 13.** Shall the Voters appropriate the sum of \$20,000 to be used by Central Vermont Home Health and Hospice for the fiscal year July 1, 2017-June 30, 2018? (By Petition)

**YES 1911**

NO 285

**ARTICLE 14.** Shall the agreement between the City of Montpelier and William J. Fraser, its City Manager, be renewed effective March 12, 2017? (by Petition)

**YES 1429**

NO 478

**ARTICLE 15.** Be it hereby resolved that the City of Montpelier names the late David Buddbill as "The People's Poet of Vermont." (Requested by the City Council)

**YES 1820**

NO 246

## SPECIAL CITY MEETING JUNE, 2017

**ARTICLE 1.** Shall the City of Montpelier's School Department, which the State Board of Education has found necessary to include in the proposed union school district, join with the school district of Roxbury, which the State Board of Education has found necessary to include in the proposed union school district, for the purpose of forming a union school district to be named the Montpelier-Roxbury Unified Union School District, as provided in Title 16, Vermont Statutes Annotated, upon the following conditions and agreements:

Grades. The Montpelier-Roxbury Unified Union School District shall operate and manage schools offering instruction in grades Pre-Kindergarten through grade 12.

Board of School Directors. The Montpelier-Roxbury Board of School Directors shall have 9 members. A member town's representation on the School Board of the Montpelier-Roxbury Unified Union School District will be based on proportional representation based on the 2010 census with two members with one weighted vote each from Roxbury and seven members with two weighted votes each from Montpelier. Each time there is a new decennial census, the proportionality of representation reflected in the specific numbers of directors allocated to each municipality shall be aligned to the new counts if necessary. At no time will a member town have less than one school director on the Unified Union School District Board.

Assumption of debts and ownership of school property. The Montpelier-Roxbury Unified Union School District shall assume the indebtedness of member districts, acquire the school properties of member districts, and pay for them, all as specified in the final report.

Final Report. The provisions of the final report proposed to the State Board of Education for approval on the 16<sup>th</sup> day of May, which is on file in the town clerk's office, shall govern the Montpelier-Roxbury Unified Union School District.

**YES 770**

NO 518

**ARTICLE 2.**

**For School Director (term ending March 2019)**

(W) STEVE HINGTGEN 864

(W) PETER STERLING 819

**For School Director (term ending March 2020)**

(W) MICHELE BRAUN 834

(W) TINA MUNCY 846

(W) JIM MURPHY 781

**For School Director (term ending March 2021)**

(W) BECKY BOWEN 789

(W) BRIDGET ASAY 898

**ARTICLE 3.** Shall the voters modify the action taken at the November 4, 1980 special city meeting and amended at the March 6, 2001 annual meeting that authorizes the City Council to enter into tax stabilization contracts on behalf of the City of Montpelier as provided by 24 VSA 1741 with the owners of industrial and commercial real and commercial personal property, including additions and renovations to existing real and commercial personal property. (Proposed modification is underlined.)

**YES 950**

**NO 236**

**ARTICLE 4.** Should dogs be required to be leashed in Hubbard Park (advisory only).

**YES 637**

**NO 678**

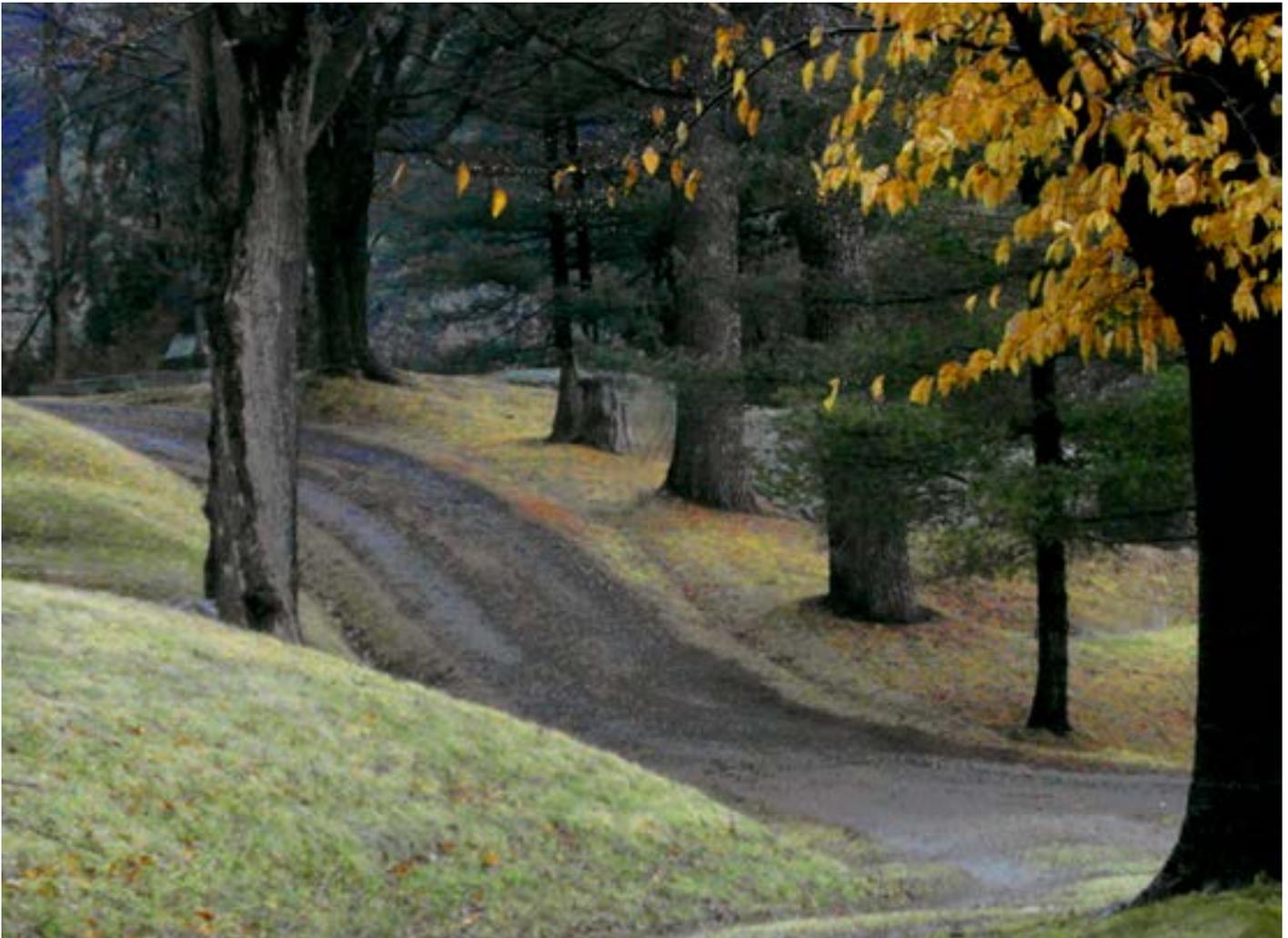


Photo courtesy of Linda Hogan

## School Superintendent's Report

I am delighted and proud to be writing my seventh letter to accompany our Annual Report as Superintendent of Schools in Montpelier. It is an honor to be able to continue to serve this community, which works tirelessly to cultivate and maintain high quality public education.

All our adults, faculty, staff, and leadership work tirelessly to build relationships with the young men and women who spend more waking hours with us than they do their own families. We take this responsibility seriously because we have people's most precious things in the world in our buildings more than half of the year. We are entrusted with educating young people in a world that is more dynamic on a daily basis, is ever shrinking, and yet challenges us to further define what is true and good.

We have framed our work using a motto developed by Michael Martin, the Director of Curriculum and Technology. That motto is: Personalization, Community, and Sustainability. This thread runs through our PK – 12 delivery system of education. It is palpable at each of our buildings.

At Union Elementary School, each of our students has digital portfolios linked to the Montpelier Public Schools Learning Expectations. Our youngest students are collecting evidence of how they are growing as learners in our school district. Those same students are visible in our community during the Lantern Parade and marching with our veterans on Veteran's Day. We are sowing seeds of sustainability through purposeful recycling and composting, as well as the commitment to outdoor education through our local partner, North Branch Nature Center.

Main Street Middle School students continue to work thoughtfully through their Personalized Learning Plans (PLPs). The purpose of PLPs is to connect learning that takes place in school, with learning that takes place out of school, to ultimately develop each student's unique aspirations through goal setting and reflection. In addition, this year there is a renewed commitment to community, through monthly assemblies in which student groups are responsible for presenting to the entire school their interpretation of a character education principle. Finally, our students are taking leadership roles in ensuring stewardship of the environment through their attendance at the Cultivating Pathways to Sustainability Conference and in the Teens Reaching Youth initiative.

Due to excellent communication around the opportunities provided by Act 77 (Flexible Pathways legislation), Montpelier High School has seen a sharp increase in the demand for our Community Based Learning program, dual-enrollment, online courses and independent studies. We were all inspired by the student leadership that resulted in the first (hopefully annual) Race Against Racism. Last summer Food, Farm, and Society

students constructed a Quebec-style clay oven on campus with the help of community partner Joseph Kiefer. Teachers and students made pizzas for the Race Against Racism in September, and the oven was used to make all the bread for the 2017 Fall Harvest Celebration.

With such a deep and professional commitment to all the children of Montpelier Public Schools, it stands to reason that we continue to defy the state trend of declining enrollment. Our enrollment is well over 1,000 and we are projected to continue our enrollment growth through the 2021 – 2022 school year. That growth will continue, in part, due to the merger with the Roxbury Village School, approved by the voters of both towns in June of 2017. This merger brings together 4 buildings, educating 3 different grade levels, with 2 communities, under 1 motto: Personalization, Community and Sustainability.

Throughout all of our educational work, and amidst the work we do to build relationships in Montpelier Public Schools, we are continuing to focus on equity. Our mission statement is to be a reality for all students, each and every one of them. In order to meet this reality, we make a commitment to all students that they get what they need in order to feel safe and included in school, so they can learn to the best of their ability. The burdens on how schools are expected to serve students are increasing and the demands to maintain excellence, while maintaining transparency, is a conversation we continue to engage in meaningfully. Our teachers, staff, and administrators are dedicated to supporting every member of our school community. We must find a way – we will find a way – to ensure that all our students are able to fully access their education. That is our continued commitment to equity in Montpelier Public Schools.

We have much to celebrate this year and the future is just as bright for Montpelier Public Schools, especially as we grow to become Montpelier Roxbury Public Schools. The Leadership Team is consistently evaluating ways to expand and amplify educational opportunities for our students within a reasonable cost structure for the community. Our new nine-member Board of School Directors is working diligently on the foundation of the new district, rooted in communicating more and listening to both communities to understand clearly the values we hold dear for students and for ourselves.

Sincere and humble thanks for your consistent support – I feel very privileged to be able to serve this community in the great, and growing, educational enterprise that is Montpelier Public Schools.

~Dr. Brian G. Ricca, *Superintendent*

## Budget Overview & Residential Tax Rate

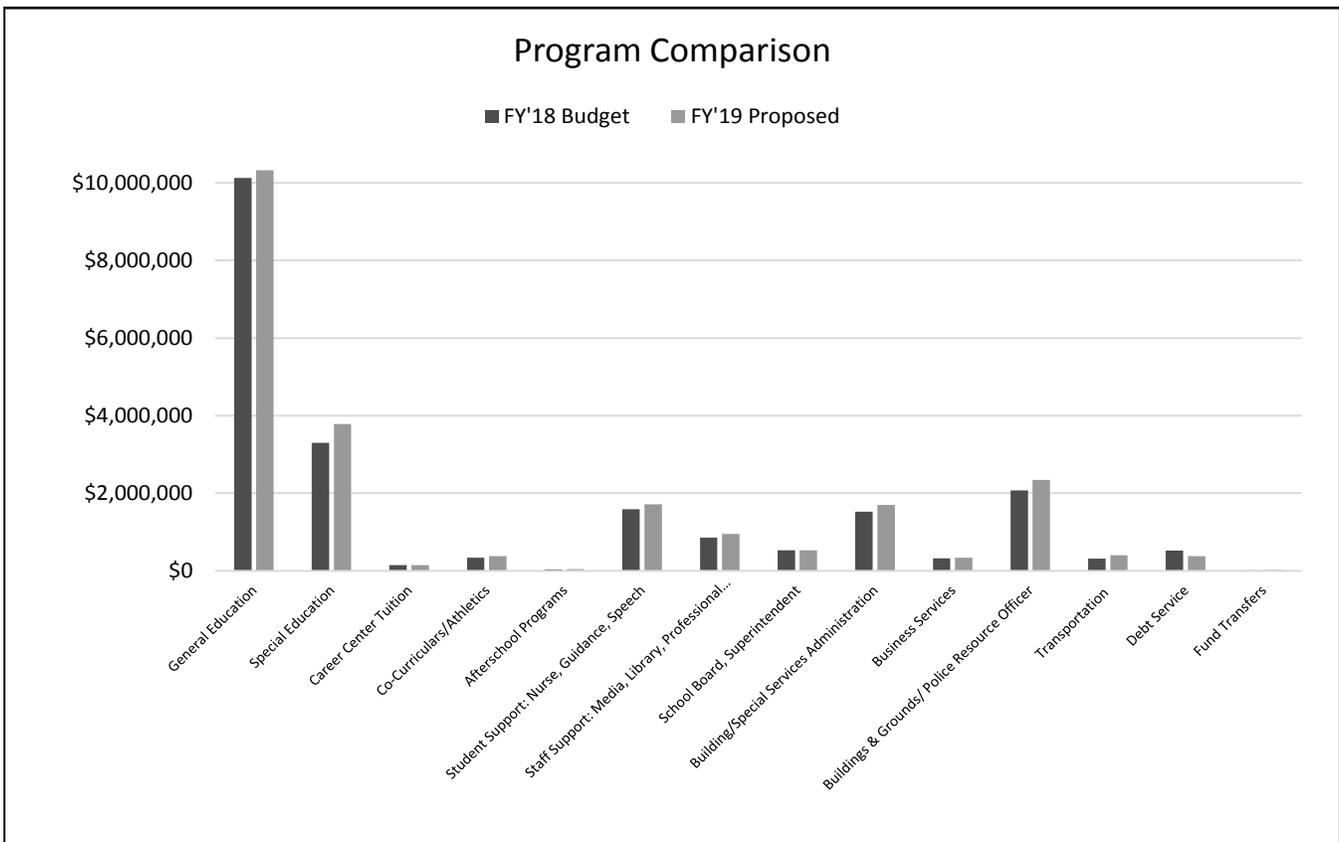
Description	FY'18 Budget			FY'19 Proposed Budget	
	MPS	Roxbury	Combined	Montpelier	Roxbury
Operating Budget	\$19,405,000	\$1,664,595	\$21,069,595	\$23,084,695	
+ Grant Funds Budget	\$614,297	\$26,669	\$640,966	Included Above	
+ Capital Plan	\$0	\$0	\$0	\$250,000	
+ Proposed Bond	\$0	\$0	\$0	\$118,011	
= Total General Fund Budget	\$20,019,297	\$1,691,264	\$21,710,561	\$23,452,706	
- Non-Tax Revenues	\$3,250,604	\$137,858	\$3,388,462	\$3,936,530	
= Education Spending	\$16,768,693	\$1,553,406	\$18,322,099	\$19,516,176	
÷ Equalized Pupils	1,079.32	86.28	1,165.60	1,225.60	
= Ed Spending per Eq Pupil	\$15,536.35	\$18,004.24	\$15,719.03	\$15,923.77	
+ Excess Spending Penalty	\$0.00	\$618.24	\$618.24	\$0.00	
= Adjusted Ed Spending per Eq Pupil	\$15,536.35	\$18,622.48	\$16,337.27	\$15,923.77	
÷ Property Dollar Yield*	\$10,160	\$10,160	\$10,160	\$9,842	
= Equalized Residential Tax Rate	\$1.529	\$1.833	\$1.608	\$1.618	
- Merger Incentive				\$0.080	
= Adj Equalized Residential Tax Rate**	\$1.529	\$1.833	\$1.608	\$1.538	\$1.741
÷ Common Level of Appraisal (CLA)	94.20%	106.84%		92.31%	102.97%
<b>= Residential Tax Rate w/ CLA</b>	<b>\$1.623</b>	<b>\$1.716</b>		<b>\$1.666</b>	<b>\$1.691</b>

\* The Property Dollar Yield is subject to Legislature/Governor approval

\*\* The law set a 5% possible reduction in tax rate - Roxbury can't have an equalized rate below \$1.741 (\$1.833 \* 95%)

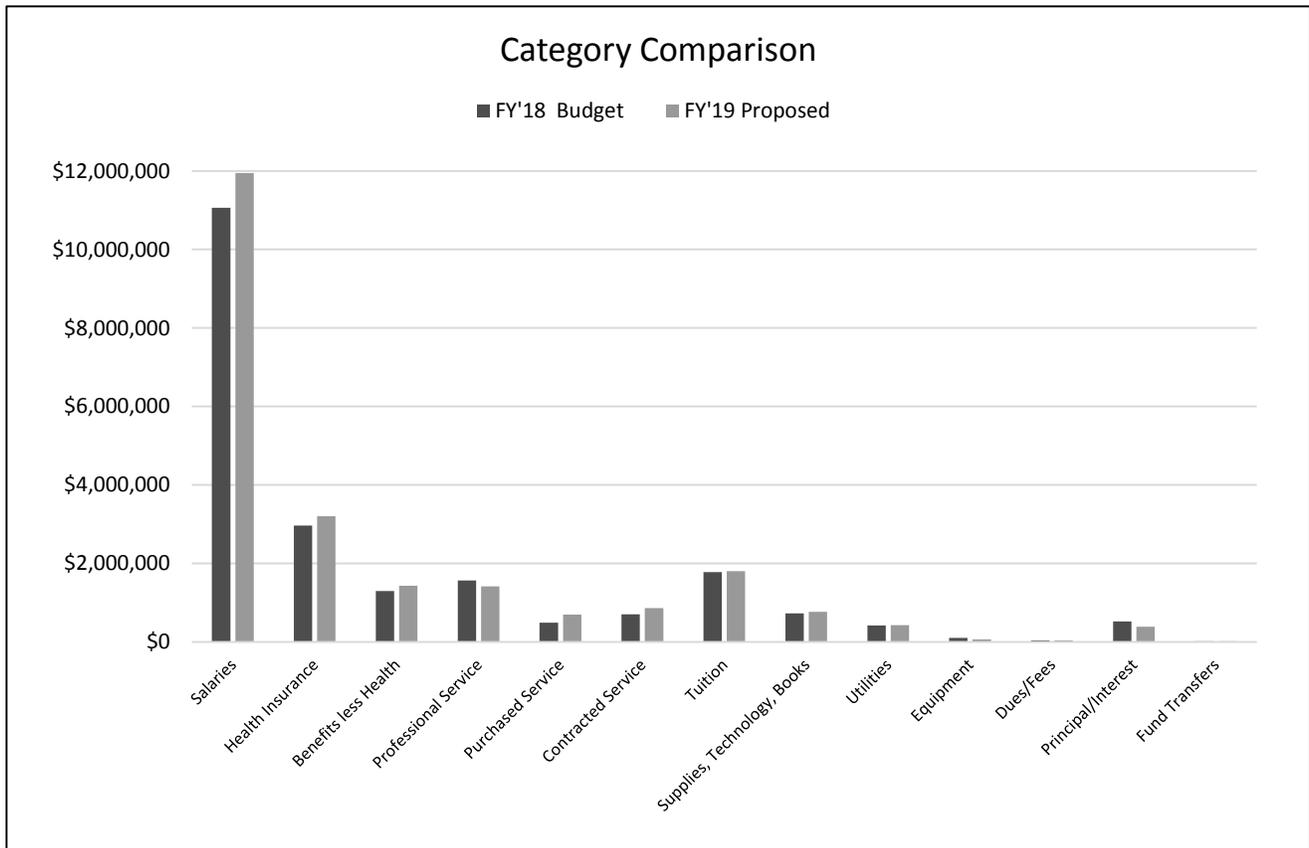
# FY'19 Budget Overview - By Program

Program (by Function)	FY'18 Budget	FY'19 Proposed	\$ Increase/ Decrease	% Increase/ Decrease
General Education	\$10,127,577	\$10,331,108	\$203,531	2.01%
Special Education	3,303,680	3,788,474	484,794	14.67%
Career Center Tuition	146,161	150,450	4,289	2.93%
Co-Curriculars/Athletics	339,706	376,342	36,636	10.78%
Afterschool Programs	36,250	47,338	11,088	30.59%
Guidance, Speech	1,592,997	1,717,436	124,439	7.81%
Professional Development	856,272	954,342	98,070	11.45%
Superintendent	529,416	529,934	518	0.10%
Administration	1,526,988	1,703,879	176,891	11.58%
Business Services	324,071	337,123	13,052	4.03%
Resource Officer	2,077,656	2,348,188	270,532	13.02%
Transportation	313,649	402,375	88,726	28.29%
Debt Service	522,083	377,706	(144,377)	-27.65%
Fund Transfers	14,055	20,000	5,945	42.30%
<b>Total General Fund</b>	<b>\$21,710,561</b>	<b>\$23,084,695</b>	<b>\$1,374,134</b>	<b>6.33%</b>



# FY'19 Budget Overview - By Category

Category	FY'18 Budget	FY'19 Proposed	\$ Increase/Decrease	% Increase/Decrease
Salaries	\$11,066,747	\$11,951,442	\$884,695	7.99%
Health Insurance	2,967,997	3,204,242	236,245	7.96%
Benefits less Health	1,300,954	1,428,792	127,838	9.83%
Professional Service	1,568,797	1,417,045	(151,752)	-9.67%
Purchased Service	494,150	697,031	202,881	41.06%
Contracted Service	702,198	864,939	162,741	23.18%
Tuition	1,780,127	1,807,378	27,251	1.53%
Supplies, Technology, Books	729,518	765,903	36,385	4.99%
Utilities	418,675	431,600	12,925	3.09%
Equipment	104,253	66,836	(37,417)	-35.89%
Dues/Fees	38,007	41,781	3,774	9.93%
Principal/Interest	525,083	387,706	(137,377)	-26.16%
Fund Transfers	14,055	20,000	5,945	42.30%
<b>Total General Fund</b>	<b>\$21,710,561</b>	<b>\$23,084,695</b>	<b>\$1,374,134</b>	<b>6.33%</b>



# FY'19 Budget Summary

<b>Program</b>	<b>FY'18 Budget</b>	<b>FY'19 Proposed</b>	<b>\$ Increase/ Decrease</b>	<b>% Increase/ Decrease</b>
General Fund	\$1,698,041	\$1,896,928	\$198,887	11.71%
Community Based Learning	174,537	130,979	(43,558)	-24.96%
Art	276,208	265,754	(10,454)	-3.78%
Driver Education	76,047	72,469	(3,578)	-4.70%
English (7-12)	317,636	342,675	25,039	7.88%
Foreign Language	408,148	410,308	2,160	0.53%
Family and Consumer Science	85,244	81,184	(4,060)	-4.76%
Tech Education	102,776	94,474	(8,302)	-8.08%
Math	414,922	418,439	3,517	0.85%
Music	339,037	313,798	(25,239)	-7.44%
Science	375,190	416,738	41,548	11.07%
Social Studies	299,486	297,001	(2,485)	-0.83%
Physical Education	429,429	439,763	10,334	2.41%
Health	55,273	118,829	63,556	114.99%
Literacy	87,232	76,701	(10,531)	-12.07%
PreK	130,292	122,348	(7,944)	-6.10%
Grades K-4	2,589,268	2,510,684	(78,584)	-3.03%
Grades 5-6	678,102	661,323	(16,779)	-2.47%
UES Science	24,600	25,600	1,000	4.07%
Computer Technology	259,259	250,739	(8,520)	-3.29%
ELL	164,473	198,410	33,937	20.63%
Regular Education Support	395,368	418,644	23,276	5.89%
Grades 7-8	643,924	552,901	(91,023)	-14.14%
Flexible Pathways Program	103,085	214,419	111,334	108.00%
Special Education Tuition/Travel	521,873	739,058	217,185	41.62%
IDEA-B - Special Education	33,000	321,127	288,127	873.11%
Special Education	1,947,175	1,728,682	(218,493)	-11.22%
Special Education IA's	801,632	999,607	197,975	24.70%
Vocational Education	146,161	150,450	4,289	2.93%
Co-Curriculars/Athletics	339,706	376,342	36,636	10.78%
Community Connections	36,250	47,338	11,088	30.59%
Guidance	518,009	564,913	46,904	9.05%
Student Records	83,003	92,683	9,680	11.66%
Nurses	262,492	252,399	(10,093)	-3.85%
Physical Therapy/Occupational Therapy	100,759	101,200	441	0.44%
Social Work General Education	100,967	113,124	12,157	12.04%
Social Workers/Evaluations/Psychologist	98,454	138,800	40,346	40.98%
IEP Medicaid	116,497	111,774	(4,723)	-4.05%
Speech/Language	301,416	330,043	28,627	9.50%
Graduation/Assemblies	11,400	12,500	1,100	9.65%
Curriculum Coordinator	77,908	102,571	24,663	31.66%
Professional Development/Inservice	80,974	94,530	13,556	16.74%
Library	316,031	314,648	(1,383)	-0.44%

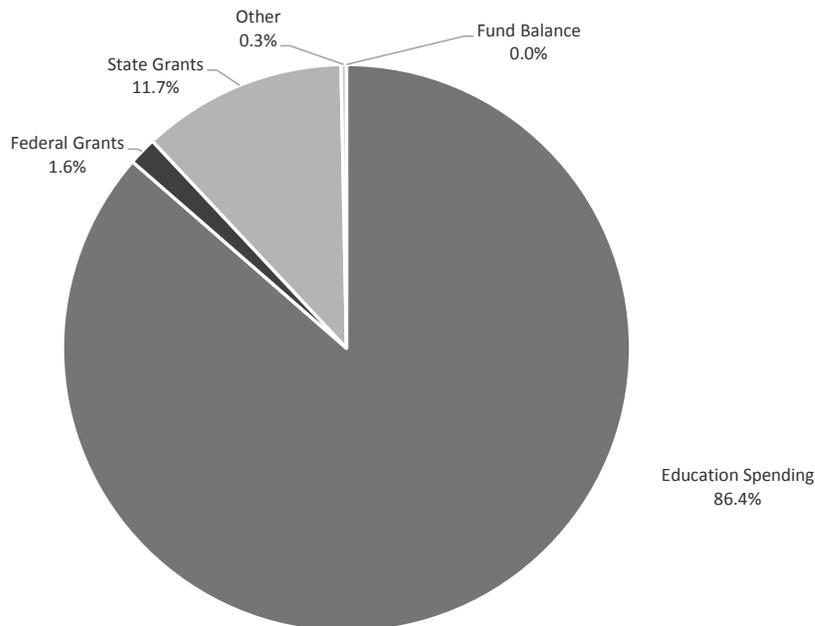
## FY'19 Budget Summary

Program	FY'18 Budget	FY'19 Proposed	\$ Increase/ Decrease	% Increase/ Decrease
Media	2,500	2,500	0	0.00%
Technology	378,859	440,093	61,234	16.16%
School Board	19,568	24,239	4,671	23.87%
Legal	36,000	36,000	0	0.00%
Audit	17,400	18,250	850	4.89%
Insurance	94,133	94,847	714	0.76%
Superintendent's Office	362,315	356,598	(5,717)	-1.58%
Principal's Office	1,264,554	1,425,770	161,216	12.75%
Special Education Administration	262,434	278,109	15,675	5.97%
Business Services	299,221	313,773	14,552	4.86%
Fixed Asset	850	850	0	0.00%
Central Supplies	24,000	22,500	(1,500)	-6.25%
Buildings & Grounds	1,967,495	2,238,990	271,495	13.80%
Crossing Guards/School Safety	38,606	39,632	1,026	2.66%
Police Resource Officer	71,555	69,566	(1,989)	-2.78%
Special Ed Transportation	115,986	121,910	5,924	5.11%
Transportation	197,663	280,465	82,802	41.89%
Debt Service	522,083	377,706	(144,377)	-27.65%
Fund Transfers	14,055	20,000	5,945	42.30%
<b>TOTAL</b>	<b>\$21,710,561</b>	<b>\$23,084,695</b>	<b>\$1,374,134</b>	<b>6.33%</b>

# Revenue Projections

Revenue General Fund	FY'18 Budget			FY'19 Proposed	Difference
	MPS	Roxbury	Combined	MRSD	
Education Spending (Act 68 definition)	16,768,693	1,553,405	18,322,098	19,148,165	826,067
Small Schools Grant		82,671	82,671	79,992	-2,679
Special Ed Intensive	1,331,765		1,331,765	1,693,754	361,989
Special Ed Block Grant	408,311		408,311	441,317	33,006
Special Ed Extraordinary	364,509		364,509	378,069	13,560
Sp Ed SPS	75,898		75,898	186,930	111,032
IDEA B Grant	312,324		312,324	321,127	8,803
CFP Grant (Title I/Title IIA)	392,000	26,669	418,669	401,495	-17,174
Transportation Aid	65,000	19,818	84,818	86,000	1,182
Vocational Transportation	12,700		12,700	12,800	100
Driver Education	5,800		5,800	5,000	-800
Tuition	32,000	6,200	38,200	64,000	25,800
Rentals	19,000		19,000	18,000	-1,000
Miscellaneous	1,500		1,500	4,000	2,500
Interest	7,500	2,500	10,000	10,000	0
Balance Forward			0	0	0
EEE Grant - state grant	85,000		85,000	100,923	15,923
EEE Grant - IDEA B Preschool	5,800		5,800	6,349	549
EEE Grant SPS			0	0	0
Best Grant	5,000		5,000	5,000	0
EPSDT	10,000		10,000	10,000	0
IEP Medicaid	116,497		116,497	111,774	-4,723
<b>Total General Fund/Grant Funds</b>	<b>20,019,297</b>	<b>1,691,264</b>	<b>21,710,561</b>	<b>23,084,695</b>	<b>1,374,134</b>

FY'18 General Fund Revenue Projections



## Salaries for 2017 -- Montpelier School District

Salaries for all school employees including substitute teachers, instructional assistants, and other temporary employees.

Susan R Abrams	\$69,685	Rebecca L Bowen	500	Beth A Comerci	52,487
Clarissa S Adams	60,300	Rhonda M Brace	52,524	Alexander F Contino	180
Ellen L Adams	5,345	Andrea J Brassard	18,083	Carrie S Cook	66,471
Rachel L Aldrich	47,635	Anne M Witten Braun	1,300	Emily A Cooke	43,743
Ronald L Allen	52,912	Jenna Lawrence Bravakis	46,840	William L Cooke	3,384
Thomas Leon Allen	52,974	David A Brigham	1,485	Elizabeth M Cookson	14,338
Daniel J Anderson	1,755	Margaret E Brigham	23,329	David A Couture	45,913
Scott R Appel	54,028	Kianna E Bromley	2,507	Dena N Cox	183
Pamela J Arnold	116,899	Samuel F Bromley	52,462	Chandrakala T Cranse	4,938
Bridget C Asay	1,000	Kevin M Brown	21,135	Kyle L Cushman	835
Barbara J Austin-Hutchins	71,831	Marjorie L Brusetti	3,300	Suzanne J Da Via	64,976
Emily Aylward	1,269	William S Bruzzese, Jr	1,452	Erin E Davey	31,891
Michael R Baginski	67,251	Cindy P Bubrouski	23,662	Elaine M Davis	1,117
Elizabeth A Bailey	46,288	Geraldine Bucci	1,100	Jacob J Delcore	10,682
Laura M Ballantyne	41,806	William H Bugbee	10,833	Laura A Delcore	24,772
John D Balzanelli	42,064	Janet G Burke	23,329	John M. Dellipriscoli	1,269
Cara E Barbero	11,671	Anthony H Bushway	22,340	Michael D Dellipriscoli	1,008
Hannah E Barden	56,552	Cathleen Butterfield-Heitmann	66,737	Suzanne B. Dellipriscoli	135
Scott J Barker	1,162	Jo-Ann L Buzzi	46,072	Rebakka E M DiLauro	16,105
William T Basa	2,208	Esther M Byam	16,534	Stephanie J DiLena	68,117
Richard C Bashara	2,028	Brian A Cain	4,527	Linda S Dostie	54,265
John H Bate	26,359	Lilli B Cain	1,066	Ashley T Dubois	50,366
Heather A Bates	61,646	Phillip B Carr	22,099	James P Duggan	1,144
Ashley M Beach	56,956	Joseph D Carroll	55,056	Bonnie J Dunham	750
Monica M Beaucage	5,670	Matthew D Cecere	270	Sharyn E Duplessis	24,424
Linda C Beaupre	84,101	Toni L Ceckler	69,135	Lelia K Evans	8,328
Valerie W Belanger	53,048	Katherine A. Chabot	34,951	Irene M Facciolo	4,000
Nolan R Benoit	2,168	Lauren P Chabot	56,202	Sylvia A Fagin	57,583
Timothy R Berg	12,928	Jo-Anne H Chaloux	52,893	Kathleen Fechter	90
James E Bernard	45	Myles G Chater	59,802	Joyce G Ferris	23,037
Josee C Bevington	31,962	Alexander B Clark	4,342	Nancy J Fitzpatrick	46,878
Ana Bikic	3,062	Lacey W Clark	300	Suzanne M Ford	10,634
Carrie E Blodgett	47,890	Mary K Clark	14,119	Adrienne N Fortune	56,000
Kylie R Blodgett	2,875	Pinky Clark	12,857	Nicholas Foster	3,197
James H Blondin	17,625	Catherine H Clements	63,597	Pamela J Foster	35,556
Paul C Boffa	855	Jill A Closter	52,759	Suzanne M Francke	61,466
Kimberly J Bolduc	1,610	Dena T Cody	60,118	Anne O Fraser	22,254
Brenda L Bolio	64,142	Patricia Dow Collier	69,985	Thomas L Freeman	490
Kaitlin M Boucher	1,234	Judy U Colombo	2,700	Adam P French	16,663

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Curt A French	1,344	Lucas P Johnson	44,213	Michael S Martin	105,898
Brian J Gallagher	55,321	Kenneth C Jones	500	Thelonious W Martin	1,973
Debra S Garrett	44,787	Mark W Joy	4,408	Xavier Martinez	850
Hannah R Geier	45,722	Elisabeth W Kahn	53,865	Robert C Maurice	41,596
Grant G Geisler	104,545	Kristina L Kane	52,003	Kerrin A McCadden	60,273
John G Gerdel	3,350	Todd A Keller	31,158	James B McCarthy	2,360
Paula E Gervia	66,783	Windy L Kelley	64,408	Seth W McCoy	9,877
Donna M Gibbs	13,908	Kimberly J Kidney	28,108	Charles Reed McCracken	8,023
Christine E Gibson-Davis	16,193	Amy L Kimball	64,484	Marita C McDonald-Frey	53,106
Theresa A Giffin	43,512	Sarah E Knauss	60,261	Wendy J McGuiggan	51,103
Morgan H Glines	10,205	Jessica M Kobb	59,639	Brendan N McLane	53,151
Hilary L Goldblatt	53,952	Susan E Koch	63,978	Heather J McLane	27,353
Diana C Goodell	28,541	Karlynn C Koenemann	19,901	Matthew B McLane	62,019
Glen R Goodell	37,547	Diana B Koliander-Hart	34,975	Michael J McRaith	91,744
Linda L Goodell	60,464	Denise M Koloc	1,665	Christine E McShea	1,269
Eleanor M Gowans	1,843	Julie I Kozak	7,793	Nancy L Mears	55,599
Andrew V Grab	16,714	Kirk D Kreitz	51,956	Sarah E Mele	55,630
Justin T Grant	36,509	Alisabeth P Kuhlman	17,733	Lauren I Melkonian	12,207
Haley C Grey	1,515	Alison M Lacivita	800	Mary Mello	68,985
Kelly A Grey	20,587	Samantha C Lafleur	45,979	Heather J Michaud	57,764
Emily E Griggs	49,185	William G Laidlaw	62,827	Julie J Michaud	24,710
Christopher L Guros	54,446	Russell C Leete	56,300	Jason P Miles	64,469
Sarah A Halpine	64,753	Daniel J LeFebvre	52,037	Shannon R Miller	50,791
Elizabeth K Hammond	32,491	Katherine B Leman	15,734	Daniel M Miller-Arsenault	61,868
Michelle E Harper	54,995	Kayla M Link	1,959	Teresa B Milne	15,297
Maria B Harries	10,776	Matthew P Link	62,375	Susan Mitchell	900
Catherine A Hennessey	263	Morgan E Lloyd	53,297	Susan M Monmaney	57,472
Christopher Hennessey	100,112	Tracie Lynn Locke	25,708	Carlos E Montero	25,568
Olivia B Hennessey	263	Craig E Long	234	Elizabeth A Moody	55,795
Debra A Hickey	58,511	Sarah C Loveless	51,253	Robin C Morissette	34,232
Jim R Higgins	637	Christopher M Luce	41,617	Joshua P Morse	550
Steven Ross Hingtgen	1,000	Mary K Lundeen	113,460	Julie A Morton	31,665
Alicia A Hird	300	Kellie A Lynch	55,799	Melissa A Muller	11,664
Cynthia C Hooker	27,329	Michelle Y Lynch	27,641	Tina Muncy	1,000
Jennifer Wall Howard	71,128	Whitney W Machnik	66,564	Cynthia A Murphy	1,800
Mary Hoyne	12,627	Anna B Macijeski	180	James G Murphy	1,000
Katura J Huckabay	5,482	Brianna D Mackay	5,651	Henry O Murray	22,479
Ryan Y Humke	14,886	Bianca Magiera	8,388	Andrea H Myotte	66,543
Christopher D Ilstrup	25,092	William M MaGill	1,144	John L Nelson-Miles	26,761
Lynne E Jakubauskas	71,055	Daniel L Maguire	45,410	Judith K Newman	180
Luke R Jandreau	1,044	Matthew T Manghi	9,258	Morgan M Nicastro	24,283
Jeffrey W Jarrad	60,246	Kevin B Marlier	6,742	Christopher J Noel	1,665
Marie L Jennings	46,079	Maria E Martin	4,412	Timothy J Noonan	3,540

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Susan L O'Brien	55,931	Andrew W Schumer	15,662	Peggy A Watson	47,227
Cailin L O'Hara	36,430	D Andrew Scott	39,041	Peter G Watt	21,703
Sarah C Olson	47,884	Kimberly A Scott	55,699	Nancy A Webb	19,842
Christine E Parker	60,212	Ellen C Selkowitz	69,416	Amie D Weddleton	17,732
Joshua L Parker	29,642	Reuben S Sherman	7,740	Vanessa H Weinstein	31,148
Joslin A Parker	7,169	Marianne Signorino	64,877	Robert L Welch	39,442
Melissa M Parker	58,634	Lara B Slesar	58,584	Patricia M Welsh	28,338
Paul R Parsons	1,305	James A. Slinkman	952	Alixandra S West	31,891
Pascale Philibert	21,411	Julie M Smart	20,849	Brian C Whalen	1,520
Katrina K Phillips	24,774	Thomas A Smith	9,426	Eileen Wildman	6,241
Marlana J Pickel	6,049	Debra L Smoller	158	Meegan R Winslow	135
Melissa J Pierce	61,524	Mary Ellen Solon	51,383	Michael D Winters	9,056
Sharon L Pine	14,351	Sarah Squier	67,862	Owen T Wood	2,188
Michelle Pitzner	4,364	Helene S Steinberg	49,846	Thomas K Wood	86,313
Katherine E Powers	1,370	Susan Steinhurst	6,211	Samuel C Wooliever	2,638
Corey C Pulsifer	21,597	Juliet A Stephens	620	Diana M Wright	8,820
Colleen K Purcell	46,249	Peter Sterling	1,000	Emily A.O. Wrigley	52,323
Shelby P Quinn	50,676	Alma Stoller	90	Christina L Young	46,275
Lianna W Reed	1,755	Fiona E Sullivan	360	Timothy W Zurowski	2,931
Mary Catharine R Reed	56,635	Elizabeth J Swenson	23,638		
Erica I Reich	9,572	Elizabeth C Swindell	540		
Kasandra B Reid	48,057	Scott A Tassej	37,676		
Nancy S Reid	1,170	Donald H Taylor III	62,202		
Steven C Reinemann	12,082	Cheryl Ann Tetreault	19,657		
Carlos A Reyes	1,483	Joy E Thomas	44,823		
Emmanuel O Riby-Williams	57,024	Peggy A Thompson	23,713		
Brian G Ricca	125,437	Richard I Thompson, Jr	44,646		
Philip Richards	53,112	Diana M Tierney	23,457		
Robin L Ricker-Lumsden	15,751	Jerry E Tillotson	61,528		
Sarah H Robbins	18,407	Heather A Torrey	24,568		
Carolyn S Roberge	65,587	Daniel P Towle	180		
Jeffrey W Robie	1,871	Pamela A Towne	68,823		
Eli S Rosenberg	62,928	Adina M Trager	13,632		
Sarah T Rothammer	11,133	Sophia E Tretiak	1,959		
Dorothy J Rowe	22,495	Andreah M Ustianov	41,260		
Catherine A Rowland	9,556	Nancy C Vachon	900		
Matthew G Roy	68,669	Linda R Valente	1,240		
Mia S Rubow	315	Russell Valentine	1,125		
Elizabeth B. Russell	4,395	Thomas H Van Meter	3,375		
Marijke Russo	3,053	Mirza Verem	10,864		
Delia E Russo-Savage	3,420	Sarah J Voorhis	16,113		
Thomas J Sabo, Jr	61,551	Anne E Watson	60,207		
Geoffrey C Sather	64,360	Elaine K Watson	707		

**MONTPELIER PUBLIC SCHOOL SYSTEM  
AUDIT REPORT AND FINANCIAL STATEMENTS  
JUNE 30, 2017**

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FOTHERGILL SEGALE & VALLEY

Certified Public Accountants



John E. (Jeff) Fothergill, CPA  
Michael L. Segale, CPA  
Sheila R. Valley, CPA  
Teresa H. Kajenski, CPA  
Donald J. Murray, CPA

**INDEPENDENT AUDITOR'S REPORT**

Board of School Directors  
Montpelier Public School System  
Montpelier, Vermont

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Montpelier Public School System as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the School System's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Montpelier Public School System, as of June 30, 2017, and the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that management's discussion and analysis on pages 4-11 and the Schedule 3 pension related information on page 44 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School System's basic financial statements. The combining and individual nonmajor fund financial statements on Schedules 1 and 2 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 20, 2017, on our consideration of the School System's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the System's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School System's internal control over financial reporting and compliance.

Respectfully submitted,

*Fothergill Segale & Valley, CPAs*

FOTHERGILL SEGALE & VALLEY, CPAs  
Montpelier, Vermont  
Vermont Public Accountancy License #110

November 20, 2017

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

Our discussion and analysis of Montpelier Public School System's financial performance provides an overview of the School System's financial activities for the fiscal year ended June 30, 2017. A comparative analysis of government-wide data is presented. The intent of this discussion and analysis is to look at the School System's financial performance as a whole; readers should also review the basic financial statements, which begin on Exhibit A.

**Financial Highlights**

- The School System's net position decreased by \$767,132 in fiscal year 2017. Of this amount, \$495,944 of the decrease was due to the School System's transfer of the Recreation Fund to the City of Montpelier. For fiscal year 2016, the School System reported an increase in net position of \$918,504.
- The cost of all of the School System's programs was \$21,253,316 this year compared to \$19,915,320 last year, an increase of \$1,337,996.
- The General Fund had a decrease in fund balance of \$219,562 this year. The total fund balance for the General Fund was \$1,794,508 as of June 30, 2017. Of this amount, \$981,232 is committed for fiscal year 2018 capital expenditures, and the remainder of \$813,276 is assigned for future revenues after fiscal year 2018.
- The Recreation Fund was transferred to the City of Montpelier on July 1, 2016. The fund balance of the Recreation Fund was zero at the end of the year, compared to \$386,000 at the end of fiscal year 2016.
- The Grants Fund had a zero year end fund balance because revenues are recognized as expenditures are incurred.
- The Nonmajor Funds reported a combined net fund balance of \$1,386, compared to a fund deficit of \$6,260 in the prior year.

**Using This Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the School System as a whole and present a longer-term view of the School System's finances. Fund financial statements provide another level of detail. For governmental funds, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the School System's operations in more detail than the government-wide statements by providing information about the School System's most significant funds. All other nonmajor funds are presented in total in a single column. The remaining statement provides financial information about activities for which the School System acts solely as a trustee or agent for the benefit of those outside the government.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

*Reporting the School System as a Whole*

The financial statements of the School System as a whole are included on Exhibits A and B. One of the most important questions asked about the School System's finances is, "Is the School System as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the School System as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid.

These two statements report the School System's net position and changes in net position. You can think of the School System's net position – the difference between assets plus deferred outflows of resources less liabilities and deferred inflows of resources – as one way to measure the School System's financial health, or financial position. Over time, increases or decreases in the School System's net position is one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the School System's property tax base and the condition of the School System's capital assets, to assess the overall health of the School System.

All of the School System's basic services are governmental activities. They include regular and special education for Kindergarten through 12<sup>th</sup> grade, support services, administrative services, transportation, food services, interest on long-term debt and other activities. Act 68 state aid, property taxes, and state grants finance most of these activities.

*Reporting the School System's Most Significant Funds*

The financial statements of the School System's governmental funds are reflected on Exhibit C – Exhibit F. The fund financial statements provide detailed information about the most significant funds – not the School System as a whole. The School System establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (like grants received from the State of Vermont Agency of Education). The School System's major funds are the General Fund, Recreation Fund and Grants Fund. The School System has elected to present the Capital Projects Fund as a major fund.

*Governmental Funds*

All of the School System's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School System's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School System's programs. We describe the differences between governmental activities and governmental funds in Exhibits C and E that are included in the financial statements.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

*The School System as Agent*

The School System is the fiscal agent for funds held for various school related activities. The School System's fiduciary activities include Agency Funds and Private Purpose Trust Funds and are reported in a separate Statement of Fiduciary Net Position and Changes in Fiduciary Net Position on Exhibit G and Exhibit H. We exclude these activities from the other financial statements because the School System cannot use these assets to finance its operations. The School System is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

**The School System as a Whole**

The perspective of the Statement of Net Position is of the School System as a whole. Table 1 provides a summary of the School System's net position for 2017 and 2016.

Table 1 - Net Position

	2017	2016	Change
Current and other assets	\$ 3,378,500	\$ 3,765,675	\$ (387,175)
Capital assets	9,109,002	9,731,254	(622,252)
Total assets	<u>12,487,502</u>	<u>13,496,929</u>	<u>(1,009,427)</u>
Deferred outflows of resources	483,021	299,427	183,594
Long-term liabilities	4,396,068	4,971,300	(575,232)
Net pension liability	786,514	480,173	306,341
Other liabilities	1,609,150	1,402,469	206,681
Total liabilities	<u>6,791,732</u>	<u>6,853,942</u>	<u>(62,210)</u>
Deferred inflows of resources	<u>5,039</u>	<u>1,530</u>	<u>3,509</u>
Net position:			
Invested in capital assets, net of debt	6,119,002	6,343,530	(224,528)
Unrestricted	54,750	597,354	(542,604)
Total net position	<u>\$ 6,173,752</u>	<u>\$ 6,940,884</u>	<u>\$ (767,132)</u>

The decrease in capital assets and net amount invested in capital assets is primarily due to the transfer of Recreation assets with a net book value of \$303,756 to the City of Montpelier and the retirement and disposal of other equipment and improvements. The decrease in the current assets and unrestricted net position is also primarily due to the transfer of Recreation. Deferred outflows and net pension liabilities are pension related and actuarially determined and recalculated annually.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

Table 2 reflects the change in net position for the fiscal years 2017 and 2016.

	2017	2016	Change
<b>REVENUES</b>			
Program revenues:			
Charges for services	\$ 348,417	\$ 659,207	\$ (310,790)
Operating grants and contributions	5,219,322	4,855,525	363,797
Capital grants and contributions	0	84,310	(84,310)
General revenues:			
Act 68 State Aid	15,397,013	14,673,868	723,145
Property taxes	0	575,230	(575,230)
Gain (loss) on disposal of capital assets	41	(25,790)	25,831
Other general revenues	17,335	11,474	5,861
Total revenues	20,982,128	20,833,824	148,304
<b>PROGRAM EXPENSES</b>			
Instruction	7,867,964	6,883,035	984,929
Special education	2,898,689	2,682,496	216,193
Vocational	127,717	114,557	13,160
Co-curricular	298,319	275,103	23,216
Community connections	36,250	72,500	(36,250)
Support services - student	1,387,537	1,258,735	128,802
Support services - staff	801,886	649,796	152,090
School Board/Superintendent's office	464,060	458,207	5,853
Building administration	1,269,184	1,265,648	3,536
Business office	323,619	310,752	12,867
Building maintenance	2,412,688	1,991,806	420,882
Transportation	275,061	292,042	(16,981)
Food service	482,243	461,544	20,699
Recreation programs	0	819,931	(819,931)
Grant programs	690,208	755,706	(65,498)
Interest on long-term debt	204,784	234,558	(29,774)
On behalf payments	1,713,107	1,388,904	324,203
Total program expenses	21,253,316	19,915,320	1,337,996
Change in net position before special item	(271,188)	918,504	(1,189,692)
Special item - transfer of Recreation Fund	(495,944)	0	(495,944)
Change in net position	\$ (767,132)	\$ 918,504	\$ (1,685,636)

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

Total revenues increased by \$148,304, or .7%. Charges for services and property tax revenues decreased due to the transfer of the Recreation Department to the City. Capital grants decreased due to the unavailability of E-Rate reimbursements used for capital. Operating grants and contributions increased by \$363,797, primarily due to an increase in on behalf payments relating to the teacher's retirement system and increases in federal and private grants. An Act 68 State increase of \$723,145 corresponds to the increase made in the budget for fiscal year 2017. This budget increase was primarily for instruction.

Total program expenses increased by \$1,337,996 or 6.7%. Of this increase, \$324,203 is associated with an increase in on behalf payments relating to the teacher's retirement system. Repairs, engineering studies and equipment purchases that were not capital outlays were made to various buildings during the year, resulting in an increase in building maintenance costs of \$420,882. These investments represent a conscious decision by the school board to make improvements by utilizing available fund balance. The increases in instruction and special education were due to various reasons that were mostly in line with budgeted expectations.

Table 3 presents the cost of each of the School System's largest programs as well as each program's net cost (total cost less revenue generated by the activities). The net cost shows the financial burden that was placed on the School System's taxpayers by each of these functions.

Table 3

	Total Cost of Services	Net (Revenue)/ Cost of Services	Total Cost of Services	Net (Revenue)/ Cost of Services
	2017	2017	2016	2016
Instruction	\$ 7,867,964	\$ 7,734,370	\$ 6,883,035	\$ 6,644,750
Special education	2,898,689	960,237	2,682,496	767,781
Support services - student	1,387,537	1,153,170	1,258,735	1,050,364
Building maintenance	2,412,688	2,405,453	1,991,806	1,972,563
Building administration	1,269,184	1,131,129	1,265,648	1,134,349
All others	5,417,254	2,301,218	5,833,600	2,746,471
Totals	<u>\$ 21,253,316</u>	<u>\$ 15,685,577</u>	<u>\$ 19,915,320</u>	<u>\$ 14,316,278</u>

*The School System's Funds*

- The General Fund had a decrease in fund balance of \$219,562 this year compared to an increase of \$445,047 in the prior year. The decrease in fund balance for fiscal year 2017 was \$219,562 worse than what was budgeted. The total fund balance for the General Fund was \$1,794,508 as of June 30, 2017. Of this amount, \$981,232 is committed for fiscal year 2018 capital expenditures and the remainder of \$813,276 is assigned for future revenues after fiscal year 2018.
- The Recreation Fund reported a fund balance of zero. As of July 1, 2016, the Recreation Fund was transferred to the City of Montpelier.
- The Grants Fund had a zero year end fund balance because revenues are recognized as expenditures are incurred. During fiscal year 2017, revenues and transfers of \$690,208 were offset by expenditures of the same amount.
- The Nonmajor Funds reported a combined net fund balance of \$1,386. The fund balance increased \$7,646 from a deficit of \$6,260 compared to an increase of \$3,700 in fiscal year 2016.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

*General Fund Budgetary Highlights*

The General Fund had a decrease in fund balance of \$219,562 which was \$219,562 worse than what was budgeted. Exhibit F shows the budgetary information on the General Fund. The following are the major variances:

	Budget	Actual	Variance
Revenues			
Special education - intensive	\$ 1,369,429	\$ 1,314,281	\$ (55,148)
Special education - extraordinary	281,956	325,643	43,687
Special education - state placed	0	76,407	76,407
Expenditures			
Instruction	7,498,514	7,627,528	(129,014)
Special education	2,939,221	2,890,522	48,699
Support services - staff	704,927	763,300	(58,373)
Capital outlays	37,900	272,739	(234,839)

Instruction – overall unfavorable due to various changes in teaching positions throughout the School System and the fact that pay raises in the negotiated agreements were higher than budgeted.

Special education expenditures and reimbursements are difficult to budget. Therefore, there are always differences between actual and budget special education expenditures. During fiscal year 2017, special education expenditures were less than budgeted due to changes in student needs and adjustments that were made to how certain services are provided. Special education related revenue was more than budget due to reimbursements for State placed students.

The unfavorable variance in support services was primarily due to the use of available fund balance to make improvements to the district website and to purchase reading materials and training.

Capital outlays – there were capital improvements made to all three buildings that were approved by the Board to be expended out of prior year fund balance.

*Capital Assets and Debt Administration*

*Capital Assets*

At June 30, 2017, the School System had \$9,109,002 invested in a broad range of capital assets, including school buildings, improvements, machinery and equipment, and vehicles. (See Table 4 below) This amount represents a net decrease of \$622,252 (including additions/disposals and transfer of Recreation Department capital assets of \$303,756 to the City of Montpelier, less depreciation of \$591,276) compared to last year.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

Table 4 - Capital Assets at Year-End  
(Net of Accumulated Depreciation)

	2017	2016	Change
Land improvements	\$ 757,040	\$ 958,853	\$ (201,813)
Buildings and improvements	7,702,018	8,107,026	(405,008)
Machinery and equipment	475,374	627,769	(152,395)
Vehicles	77,536	37,606	39,930
Construction in progress	97,034	0	97,034
Totals	<u>\$ 9,109,002</u>	<u>\$ 9,731,254</u>	<u>\$ (622,252)</u>

This year's additions, including construction in progress were:

Vehicles	\$ 84,941
Union School improvements	14,078
Main Street School improvements	60,558
Montpelier High School improvements	117,762
Total additions	<u>\$ 277,339</u>

*Debt Administration*

At June 30, 2017, the School System had \$4,290,950 in bonds and leases outstanding versus \$4,857,724 on June 30, 2016 – a decrease of \$566,774 – as shown in Table 5.

Table 5  
Outstanding Debt at Year-End

	2017	2016	Change
Vermont Municipal Bond - MHS, MSMS Renovations	\$ 140,000	\$ 280,000	\$ (140,000)
Vermont Municipal Bond - 2009 various renovations	895,000	970,000	(75,000)
Vermont Municipal Bond - VMERS lump sum	1,300,950	1,470,000	(169,050)
Vermont Municipal Bond - 2014 various renovations	1,955,000	2,070,000	(115,000)
Capital Leases - various equipment and improvements	0	67,724	(67,724)
Totals	<u>\$ 4,290,950</u>	<u>\$ 4,857,724</u>	<u>\$ (566,774)</u>

During fiscal year 2017, the School System made payments of \$330,000 on bonds, transferred \$169,050 in bonds to the City of Montpelier, and made payments of \$67,724 on leases.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2017

**Current Issues**

Enrollment (Kindergarten through Grade 12) in the Montpelier School System is 1,020 for the 2016-17 school year compared to 985 in the prior year. This phenomenon is unusual for Vermont school districts and helps control increases in per pupil spending and resulting tax rates.

However, there are several factors in the State-wide tax formula which could result in higher rates in future years. A large amount of one-time funds were utilized to balance the State-wide fiscal year 2018 education fund budget. Those funds will not be available in fiscal year 2019 and may need to be restored.

Additionally, the tax rate incentive that many school districts are receiving under Act 46 may result in a lower State-wide Dollar Yield which would increase tax rates for all districts to compensate for the incentive. These factors could result in a dramatic tax rate increase for school districts like ours who are not merging in fiscal year 2018.

On the subject of Act 46, the voters of Montpelier and Roxbury approved a merger of the two school districts effective July 1, 2018. As such, fiscal year 2018 will be the final operating year for the Montpelier Public School System. In fiscal year 2019, the new Montpelier Roxbury School District will be operational and will receive a tax rate incentive of eight cents. This incentive will decrease by two cents in each of the subsequent four years.

**Contacting the School System's Financial Management**

This financial report is designed to provide our citizens, taxpayers and creditors with a general overview of the School System's finances, and to reflect the School System's accountability for the monies it receives. Questions about this report or additional financial information needs should be directed to Grant Geisler, Business Manager, or Brian Ricca, Superintendent, Montpelier Public School System, 5 High School Drive, Unit 1, Montpelier, Vermont 05602.

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT A

STATEMENT OF NET POSITION

JUNE 30, 2017

	Governmental Activities	
<b>ASSETS</b>		
Cash	\$ 2,960,248	
Accounts receivable - State	408,970	
Accounts receivable - other	4,433	
Inventory	4,849	
Capital assets - construction in progress	97,034	
Capital assets - depreciable, net of accumulated depreciation of \$7,739,893	<u>9,011,968</u>	
Total assets		12,487,502
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension related		<u>483,021</u>
Total assets plus deferred outflows of resources		<u>12,970,523</u>
<b>LIABILITIES</b>		
Accounts payable	187,618	
Accrued salary and benefits	1,151,712	
Unearned revenue - grants	241,508	
Due to State	1,768	
Accrued interest	26,544	
Bonds payable due in one year	334,425	
Compensated absences	105,118	
Net pension liability	786,514	
Bonds payable due after one year	<u>3,956,525</u>	
Total liabilities		6,791,732
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension related		<u>5,039</u>
Total liabilities and deferred inflows of resources		<u>6,796,771</u>
<b>NET POSITION</b>		
Invested in capital assets, net of debt	6,119,002	
Unrestricted	<u>54,750</u>	
Total net position		<u>\$ 6,173,752</u>

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT B

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2017

Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Net (Expenses) Revenues and Changes in Net Position Governmental Activities
Governmental Activities:				
Instruction	\$ 7,867,964	\$ 36,387	\$ 97,207	\$ (7,734,370)
Special education	2,898,689	1,104	1,937,348	(960,237)
Vocational	127,717	0	93,872	(33,845)
Co-curricular	298,319	0	0	(298,319)
Community connections	36,250	0	0	(36,250)
Support services - students	1,387,537	0	234,367	(1,153,170)
Support services - staff	801,886	0	0	(801,886)
School Board/Superintendent's office	464,060	0	0	(464,060)
Building administration	1,269,184	0	138,055	(1,131,129)
Business office	323,619	0	0	(323,619)
Building maintenance	2,412,688	7,235	0	(2,405,453)
Transportation	275,061	0	138,759	(136,302)
Food service	482,243	303,691	176,582	(1,970)
Grant programs	690,208	0	690,025	(183)
Interest on long term debt	204,784	0	0	(204,784)
On behalf payments	1,713,107	0	1,713,107	0
<b>Total governmental activities</b>	<b>\$ 21,253,316</b>	<b>\$ 348,417</b>	<b>\$ 5,219,322</b>	<b>(15,685,577)</b>
General Revenues:				
				15,397,013
				10,947
				41
				6,388
				<u>15,414,389</u>
				(271,188)
				<u>(495,944)</u>
				(767,132)
				<u>6,940,884</u>
				<u>\$ 6,173,752</u>

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT C

BALANCE SHEET - GOVERNMENTAL FUNDS  
AND RECONCILIATION TO STATEMENT OF NET POSITION  
JUNE 30, 2017

	Major Funds			Other Governmental Funds	Total Governmental Funds
	General Fund	Recreation Fund	Grants Fund		
<b>ASSETS</b>					
Cash	\$ 2,924,859	\$ 0	\$ 0	\$ 35,389	\$ 2,960,248
Accounts receivable - State	371,820	0	25,017	12,133	408,970
Accounts receivable - other	2,310	0	0	2,123	4,433
Inventory	0	0	0	4,849	4,849
Due from other funds	0	0	203,788	1,548	205,336
<b>Total assets</b>	<b>\$ 3,298,989</b>	<b>\$ 0</b>	<b>\$ 228,805</b>	<b>\$ 56,042</b>	<b>\$ 3,583,836</b>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts payable	\$ 174,521	\$ 0	\$ 12,378	\$ 719	\$ 187,618
Accrued salary and benefits	1,136,503	0	10,242	4,967	1,151,712
Unearned revenue	23,458	0	204,417	13,633	241,508
Due to State	0	0	1,768	0	1,768
Due to other funds	169,999	0	0	35,337	205,336
<b>Total liabilities</b>	<b>1,504,481</b>	<b>0</b>	<b>228,805</b>	<b>54,656</b>	<b>1,787,942</b>
<b>FUND BALANCES</b>					
Nonspendable - inventory	0	0	0	4,849	4,849
Committed for fiscal year 2018 capital	981,232	0	0	0	981,232
Assigned for future years revenues	813,276	0	0	0	813,276
Unassigned	0	0	0	(3,463)	(3,463)
<b>Total fund balances</b>	<b>1,794,508</b>	<b>0</b>	<b>0</b>	<b>1,386</b>	<b>1,795,894</b>
<b>Total liabilities and fund balances</b>	<b>\$ 3,298,989</b>	<b>\$ 0</b>	<b>\$ 228,805</b>	<b>\$ 56,042</b>	<b>\$ 3,583,836</b>
<b>RECONCILIATION TO STATEMENT OF NET POSITION</b>					
Total fund balances (deficit) of all Governmental Funds					\$ 1,795,894
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$16,848,895, and the accumulated depreciation is \$7,739,893.					9,109,002
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds.					477,982
Long-term liabilities and accrued interest, including bonds and leases payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. These liabilities at year end consist of:					
Bonds payable				4,290,950	
Net pension liability				786,514	
Accrued compensated absences				105,118	
Accrued interest				26,544	(5,209,126)
<b>TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES (EXHIBIT A)</b>					<b>\$ 6,173,752</b>

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MONTPELIER PUBLIC SCHOOL SYSTEM  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES (DEFICIT) - GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2017

EXHIBIT D

	Major Funds			Other	Total
	General Fund	Recreation Fund	Grants Fund	Governmental Funds	
<b>REVENUES</b>					
Act 68 State Aid	\$ 15,397,013	\$ 0	\$ 0	\$ 0	\$ 15,397,013
Intergovernmental - State	2,252,189	0	128,585	96,492	2,477,266
Intergovernmental - Federal	294,866	0	419,764	172,643	887,273
Medicaid	0	0	112,183	0	112,183
Investment earnings	10,880	0	0	67	10,947
Tuition	36,387	0	0	0	36,387
Program fees	0	0	0	296,515	296,515
Other revenue, private grants	14,727	0	29,493	7,176	51,396
On-behalf payments	820,000	0	0	0	820,000
Total revenues	<u>18,826,062</u>	<u>0</u>	<u>690,025</u>	<u>572,893</u>	<u>20,088,980</u>
<b>EXPENDITURES</b>					
<b>Current Expenditures</b>					
Instruction	7,627,528	0	0	176,869	7,804,397
Special education	2,890,522	0	0	0	2,890,522
Vocational	127,717	0	0	0	127,717
Co-curricular	293,819	0	0	0	293,819
Community connections	36,250	0	0	0	36,250
Support services - students	1,301,359	0	0	69,662	1,371,021
Support services - staff	763,300	0	0	0	763,300
School Board/Superintendent's office	457,583	0	0	0	457,583
Building administration	1,246,484	0	0	0	1,246,484
Business office	301,796	0	0	0	301,796
Building maintenance	1,872,904	0	0	0	1,872,904
Transportation	275,061	0	0	0	275,061
Food service	0	0	0	470,527	470,527
Grant programs	0	0	690,208	0	690,208
On-behalf payments	820,000	0	0	0	820,000
<b>Debt service</b>					
Interest - capital leases	2,962	0	0	0	2,962
Principal - capital leases	67,724	0	0	0	67,724
Interest - bonds	198,715	0	0	7,167	205,882
Principal - bonds	330,000	0	0	0	330,000
Capital outlays	272,739	0	0	0	272,739
Total expenditures	<u>18,886,463</u>	<u>0</u>	<u>690,208</u>	<u>724,225</u>	<u>20,300,896</u>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<u>(60,401)</u>	<u>0</u>	<u>(183)</u>	<u>(151,332)</u>	<u>(211,916)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers from (to) other funds	(159,161)	0	183	158,978	0
Total other financing sources (uses)	<u>(159,161)</u>	<u>0</u>	<u>183</u>	<u>158,978</u>	<u>0</u>
<b>NET CHANGE IN FUND BALANCE (DEFICIT)</b>					
BEFORE SPECIAL ITEM:	<u>(219,562)</u>	<u>0</u>	<u>0</u>	<u>7,646</u>	<u>(211,916)</u>
Special item - Transfer Recreation Fund to City of Montpelier	<u>0</u>	<u>(386,000)</u>	<u>0</u>	<u>0</u>	<u>(386,000)</u>
<b>NET CHANGE IN FUND BALANCES (DEFICIT)</b>	<u>(219,562)</u>	<u>(386,000)</u>	<u>0</u>	<u>7,646</u>	<u>(597,916)</u>
<b>FUND BALANCES (DEFICIT) - JULY 1, 2016</b>	<u>2,014,070</u>	<u>386,000</u>	<u>0</u>	<u>(6,260)</u>	<u>2,393,810</u>
<b>FUND BALANCES - JUNE 30, 2017</b>	<u>\$ 1,794,508</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,386</u>	<u>\$ 1,795,894</u>

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT E

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT  
OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (DEFICIT)  
TO THE STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2017

TOTAL NET CHANGE IN FUND BALANCES (DEFICIT) - GOVERNMENTAL FUNDS	\$ (597,916)
Amounts reported for governmental activities in the statement of activities are different because:	
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which disposals (\$308,315) and depreciation expense (\$591,276) exceed capital outlays (\$277,339).	(622,252)
Repayment of bond and lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	397,724
Transfer of Recreation Department Long-term debt to City of Montpelier.	169,050
Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned net of employee contributions is reported as pension expense:	
District pension contributions	83,545
Cost of benefits earned net of employee contributions	(209,801)
In the statement of activities, termination benefits and compensated absences are measured by the amounts incurred during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, termination benefits and compensated absences paid exceeded amounts earned by \$8,458.	8,458
Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. The decrease in interest reported in the statement of activities is because accrued interest on bonds and leases payable decreased by \$4,060.	<u>4,060</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ (767,132)</u>

Governmental funds report on behalf revenue and expenditures based on the approximate contributions made to the Vermont State Teachers' Retirement System by the State of Vermont on the School System's behalf. On the statement of activities, both the revenue and expense increased by \$893,107 to represent the long-term actuarially determined contributions.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
 IN FUND BALANCE COMPARED TO BUDGET - GENERAL FUND  
 YEAR ENDED JUNE 30, 2017

EXHIBIT F

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES</b>			
Act 68 State Aid	\$ 15,397,013	\$ 15,397,013	\$ 0
Intergovernmental - State			
State Transportation Aid	68,903	65,972	(2,931)
Special education - mainstream block grant	371,360	371,360	0
Special education - intensive reimbursement	1,369,429	1,314,281	(55,148)
Special education - extraordinary reimbursement	281,956	325,643	43,687
Special education - state placed students	0	76,407	76,407
Drivers education	6,000	4,654	(1,346)
Vocational	93,494	93,872	378
Intergovernmental - Federal			
IDEA B	294,328	294,866	538
Tuition - regular	32,000	36,387	4,387
Investment earnings	7,500	10,880	3,380
Rental income	18,000	7,235	(10,765)
Other revenue	2,000	7,492	5,492
Total revenues	<u>17,941,983</u>	<u>18,006,062</u>	<u>64,079</u>
<b>EXPENDITURES</b>			
Current Expenditures			
Instruction	7,498,514	7,627,528	(129,014)
Special education	2,939,221	2,890,522	48,699
Vocational	129,489	127,717	1,772
Co-curricular	323,729	293,819	29,910
Community connections	36,250	36,250	0
Support services - students	1,302,713	1,301,359	1,354
Support services - staff	704,927	763,300	(58,373)
School Board/ Superintendent's office	471,907	457,583	14,324
Building administration	1,250,416	1,246,484	3,932
Business office	331,644	301,796	29,848
Building maintenance	1,874,687	1,872,904	1,783
Transportation	239,024	275,061	(36,037)
Debt Service			
Interest - capital leases	2,962	2,962	0
Principal - capital leases	67,724	67,724	0
Interest - bonds	202,806	198,715	4,091
Principal - bonds	330,000	330,000	0
Capital Outlays	37,900	272,739	(234,839)
Total expenditures	<u>17,743,913</u>	<u>18,066,463</u>	<u>(322,550)</u>
EXCESS REVENUES OVER (UNDER) EXPENDITURES	<u>198,070</u>	<u>(60,401)</u>	<u>(258,471)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers to other funds	(198,070)	(159,161)	38,909
Total other financing sources (uses)	<u>(198,070)</u>	<u>(159,161)</u>	<u>38,909</u>
NET CHANGE IN FUND BALANCE	<u>\$ 0</u>	<u>(219,562)</u>	<u>\$ (219,562)</u>
FUND BALANCE - JULY 1, 2016		<u>2,014,070</u>	
FUND BALANCE - JUNE 30, 2017		<u>\$ 1,794,508</u>	

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT G

STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2017

	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>		
Cash	\$ 227,824	\$ 163,389
Investments	<u>88,985</u>	<u>0</u>
Total assets	316,809	163,389
<b>LIABILITIES</b>		
Due to student and outside groups	<u>0</u>	<u>163,389</u>
<b>NET POSITION</b>		
Held in Trust for Individuals and Organizations	<u>\$ 316,809</u>	<u>\$ 0</u>

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT H

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2017

	Private Purpose Trust Funds
<b>ADDITIONS</b>	
Contributions and bequests	<u>\$ 64,221</u>
Investment earnings:	
Interest and dividends	3,249
Unrealized gain on investments	<u>6,884</u>
Net investment income	<u>10,133</u>
Total additions	<u>74,354</u>
<b>DEDUCTIONS</b>	
Scholarships	<u>38,120</u>
Total deductions	<u>38,120</u>
CHANGE IN NET POSITION	36,234
NET POSITION - JULY 1, 2016	<u>280,575</u>
NET POSITION - JUNE 30, 2017	<u>\$ 316,809</u>

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

The Montpelier Public School System is a department of the City of Montpelier, Vermont authorized by Title VI of the City Charter. The School System operates under its separately elected Board of School Commissioners who appoints a Superintendent, and provides education services for kindergarten through 12<sup>th</sup> grade in the City of Montpelier. The School System also managed the Recreation Department through the end of fiscal year 2016. The Recreation Department is responsible for general recreation activities in the City and as of July 1, 2016, the activities were taken over by the City.

The School System, for financial reporting purposes, includes all of the funds relevant to the operations of the Montpelier Public School System. The financial statements presented herein do not include agencies which have been formed under applicable state laws or separate and distinct units of government apart from the Montpelier Public School System.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The School System's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is primarily responsible for establishing GAAP for state and local governments through its pronouncements (including Statements and Interpretations). The more significant accounting policies established in GAAP and used by the School System are discussed below.

*Reporting Entity*

The School System's basic financial statements include the accounts of all School operations. The criteria for including organizations as component units within the School System's reporting entity are set forth in GASB 14 as amended by GASB 39, and Section 2100 of GASB's Codification of Governmental Accounting and Financial Reporting Standards. Based on the criteria, the School System has no component units.

*Basis of Presentation*

The School System's basic financial statements include both government-wide (reporting the School System as a whole) and fund financial statements (reporting the School System's major funds).

*Basic Financial Statements – Government-Wide Financial Statements*

The Statement of Net Position and the Statement of Activities display information about the School System as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. All the activities of the School System are governmental in nature and none are considered business-type activities.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

The Statement of Net Position presents all of the School System's activities on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The School System's net position is reported in three parts – invested in capital assets, net of related debt; restricted net position; and unrestricted net position. The School System first utilizes restricted resources to finance qualifying activities for which both restricted and unrestricted resources are available.

The Statement of Activities reports both the gross and net cost of each of the School System's governmental functions. The functions are also supported by general government revenue (Act 68 State Aid, property taxes and other local revenue). The Statement of Activities reduces gross expenditures (including depreciation) by related program revenue, consisting of operating grants and contributions and capital grants and contributions. Program revenue must be directly associated with the governmental function (regular education, special education, etc.). Capital grants include capital-specific grants. Operating grants include operating-specific and discretionary (either operating or capital) grants.

The net costs (by governmental function) are normally covered by general revenue (Act 68 Aid, property taxes, interest income, etc.).

This government-wide focus is more on the sustainability of the School System as an entity and the change in the School System's net position resulting from the current year's activities.

*Basic Financial Statements – Fund Financial Statements*

The financial statements of the School System are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenue and expenditures/expenses. The various funds are reported by major funds within the financial statements. The School System has two categories of funds: governmental and fiduciary.

The emphasis in fund financial statements is on the major funds in the governmental activities. GASBs No. 34 and No. 37 set forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures of either fund category or the governmental and enterprise funds combined) for the determination of major funds. The General Fund and Grants Fund are major governmental funds of the School System. The School System has elected to present the Recreation Fund as a major fund. All other funds are Nonmajor and are combined in a single column in each of the respective fund financial statements.

**Governmental Funds**

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The School System reports on the following governmental funds:

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

General Fund is the main operating fund of the School System. It is used to account for all financial resources except those required to be accounted for in another fund.

Grants Fund is used to account for the various activities funded with Federal, State and Local grants.

Other Governmental Funds are used to account for activities related to food service and the early education program.

**Fiduciary Funds**

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support School System programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

The School System's fiduciary funds are presented in the fiduciary fund financial statements by type (private purpose and agency). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements. The School System's agency fund accounts for various student-managed activities. The School System's private purpose trust funds account for various memorial funds left to the School System to provide scholarships.

*Basis of Accounting*

Basis of accounting refers to the point at which revenue or expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Non-exchange transactions, in which the School System gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Basis of Accounting (Continued)*

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenue is recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The School System considers all revenues reported in governmental funds to be available if the revenues are collected within sixty days after year end, or shortly thereafter. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the School System funds certain programs by a combination of specific cost reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there is both restricted and unrestricted net position available to finance the program. It is the School's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

*Cash and Cash Equivalents*

The School System has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agent. Additionally, each fund's equity in the School System's investment pool is treated as a cash equivalent because the funds can deposit or effectively withdraw cash at any time without prior notice or penalty.

*Investments*

Investments are stated at fair value (Level I quoted market price).

*Inventory*

Inventories are determined by physical count and are valued at cost. Inventory represents food and supplies in the Food Service Fund.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Capital Assets*

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Land improvements	15 – 50 years
Buildings and improvements	15 – 50 years
Machinery and equipment	5 – 20 years
Vehicles	5 – 15 years

*Accrued Compensated Absences*

Government-Wide Financial Statements – All vested or accumulated vacation leave is reported as a liability and an expense on the government-wide financial statements.

Fund Financial Statements - Vested or accumulated vacation leave that has matured is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are not reported as a liability in the fund financial statements and no expenditure is reported for these accounts.

*Net Position*

The statement of net position includes four components: assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources in the Statement of Net Position. Net resources invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets and deferred inflows of resources attributable to either capital asset acquisition, construction or improvement. This amount is then increased by any deferred outflows of resources attributable to capital asset acquisition, construction, or improvement (to arrive at net investment in capital assets). Net position is reported as restricted when there are legal limitations imposed on its use by legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Fund Balances*

GASB Statement 54 "Fund Balance Reporting and Governmental Fund Type Definitions" defines fund balance categories to make the nature and extent of the constraints placed on a government's fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable fund balances - Indicates the portion of fund equity that cannot be spent due to their form (e.g. inventories and prepaids) or funds that legally or contractually must be maintained intact.

Restricted fund balances - Indicates the portion of fund equity that is mandated for a specific purpose by external parties, constitutional provisions, or enabling legislation (e.g. federal and state grants, bondholders, trust and trustee accounts).

Committed fund balances - Indicates the portion of fund equity that is set aside for a specific purpose by the School Board. Formal action must be taken prior to the end of the fiscal year (e.g. capital projects, compensated absences). The same formal action must be taken to remove or change the limitations placed on the funds.

Assigned fund balances - Indicates the portion of fund equity that is set aside with the intent to be used for a specific purpose by the School Board or body or official that has been given the authority to assign funds (e.g. encumbrances, subsequent budgets). Assigned funds cannot cause a deficit in unassigned fund balance.

Unassigned fund balances - Indicates the portion of fund equity that has not been classified in the previous four categories. All funds in this category are considered spendable resources. This category provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

The School Board establishes (and modifies or rescinds) fund balance commitments by passage of a resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as special incentives). Assigned fund balance is established by the School Board through adoption or amendment of the budget as intended for specific purposes (such as the purchase of fixed assets, construction, debt service or other purposes).

When an expenditure is incurred that qualifies for payment from either of the three unrestricted fund balance categories, it will be applied in the following order:

1. Committed
2. Assigned
3. Unassigned

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Deferred Outflows of Resources*

The School System reports decreases in net assets that relate to future periods as deferred outflows of resources in a separate section of its government-wide statement of net position. The deferred outflows of resources reported in this year's financial statements are 1) differences between expected and actual results 2) changes of assumptions 3) net difference between projected and actual earnings on plan investments 4) changes in proportion and differences between School System contributions and proportionate share of contributions and 5) deferred outflows for contributions made to the School System's defined benefit pension plans between the measurement date of the net position liabilities from those plans and the end of the School System's fiscal year. No deferred outflows of resources affect the governmental funds financial statements in the current year.

*Deferred Inflows of Resources*

The School System's statements of net position and its governmental fund balance sheet report a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net assets that applies to a future period(s). Deferred inflows of resources are reported in the School System's statement of net position for changes in proportion and differences between School System contributions and proportionate share of contributions. This deferred inflow of resources is attributed to pension expense over a total of 4 years, including the current year. No deferred inflows of resources affect the governmental funds financial statements in the current year.

*Pensions*

GASB Statement No. 68 establishes standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenses/expenditures.

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Vermont Municipal Employees' Retirement System (VMERS) and additions to/deductions from VMERS's fiduciary net position have been determined on the same basis as they are reported by VMERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Budgets and Budgetary Accounting*

The School follows these procedures in establishing the General Fund and the Recreation Fund budgetary data reflected in the financial statements:

- The School Superintendent submits to the School Board a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and special revenues.
- Public hearings are conducted at locations throughout the City to obtain taxpayer comments. The proposed budget is required to be distributed to the legal voters of the City at least 10 days before the public hearing.
- The School Board then reviews the School budget and adopts it with or without change.
- The School Superintendent may at any time transfer an unencumbered balance or portion thereof between budget lines. Transfers over \$500 are included in quarterly financial reports to the Board. Expenditures over \$5,000 not planned for in the budget are submitted to the Board for prior approval. The Board approves a prioritized list of capital expenditures.

The Grants Fund is not legally required to adopt a budget, therefore, a budgetary comparison schedule is not presented for this fund.

*Interfund Activities*

Interfund activities are reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund activities are treated as transfers.

*Use of Estimates*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*On Behalf Payments*

On behalf payments are contributions made by the State of Vermont to the State Teachers' Retirement System on behalf of the School System's teaching employees. The General Fund budget does not include on behalf payments as a revenue or expense. The amounts reported in the financial statements are based on information provided by the State of Vermont.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 2 - DEPOSITS AND INVESTMENTS**

*Deposits*

Custodial credit risk is the risk that in the event of a bank failure, the School System's deposits may not be returned to it. The School System obtains additional coverage for deposits exceeding FDIC limits; however, deposits exceeded this coverage briefly near year-end. The following is a breakdown of the School System's bank deposits at June 30, 2017.

Insured by FDIC	\$	254,628
Insured by letter of credit		3,172,574
Uninsured - collateralized		<u>156,197</u>
Total bank balance at June 30, 2017	\$	<u><u>3,583,399</u></u>

*Investments – Trust Fund*

The fair value of the investments at June 30, 2017 was \$88,985, which consisted of a money market account of \$2,655, and mutual funds of \$86,330. The Mutual Funds are balanced funds that include approximately 70% in Domestic and Foreign Equities, approximately 25% in Domestic and Foreign Bonds and about 5% in cash. These allocations change as the markets change. The fair value is based on Level I quoted market prices.

The School System has an investment policy related to these investments. The policy allows for the investments in mutual funds that are either equity, balanced or fixed income that have a track record of at least ten years and net assets of at least \$500 million. The funds are all rated 3-4 stars by Morningstar. Investment income for fiscal year included interest and dividends of \$2,701 and unrealized gains of \$6,884.

**NOTE 3 – RECEIVABLES**

Receivables at June 30, 2017, consisted of accounts (rents and services) and intergovernmental grants and services. All receivables are considered collectible in full due to the stable condition of State programs and the current year guarantee of federal funds.

**NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES**

The School System has combined the cash resources of its governmental funds for accounting and reporting purposes. That portion of the pooled cash balance is reported in the specific fund as an interfund balance. Interfund balances at June 30, 2017 are as follows:

	Receivable	Payable
General Fund	\$ 0	\$169,999
Grants Fund	203,788	0
Nonmajor funds	<u>1,548</u>	<u>35,337</u>
	<u><u>\$ 205,336</u></u>	<u><u>\$205,336</u></u>

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 5 - CAPITAL ASSETS**

The summary of capital assets as of June 30, 2017 is as follows:

	Balance July 1, 2016	Additions	Disposals	Depreciation	Balance June 30, 2017
Capital assets not depreciated:					
Construction in progress	\$ 0	\$ 97,034	\$ 0	\$ 0	\$ 97,034
Capital assets depreciated:					
Land improvements	1,407,614	0	(197,988)	0	1,209,626
Building & improvements	14,500,012	64,966	(90,696)	0	14,474,282
Machinery and equipment	1,353,767	30,398	(415,456)	0	968,709
Vehicles	119,745	84,941	(105,442)	0	99,244
Total capital assets depreciated	<u>17,381,138</u>	<u>180,305</u>	<u>(809,582)</u>	<u>0</u>	<u>16,751,861</u>
Accumulated depreciation:					
Land improvements	448,761	0	(56,596)	60,421	452,586
Building & improvements	6,392,986	0	(13,659)	392,937	6,772,264
Machinery and equipment	725,998	0	(362,300)	129,637	493,335
Vehicles	82,139	0	(68,712)	8,281	21,708
Total accumulated depreciation	<u>7,649,884</u>	<u>0</u>	<u>(501,267)</u>	<u>591,276</u>	<u>7,739,893</u>
Total capital assets	<u>\$ 9,731,254</u>	<u>\$ 277,339</u>	<u>\$ (308,315)</u>	<u>\$ (591,276)</u>	<u>\$ 9,109,002</u>

Depreciation was charged to building maintenance (\$482,440), food services (\$6,116), support services – staff (\$30,986), instruction (\$63,567) and special education (\$8,167).

This year's major additions included vehicles for Food Service, Special Ed and Building maintenance of \$84,941, Union School improvements of \$14,078, Main Street School improvements and equipment of \$60,558, and Montpelier High School improvements and equipment of \$117,762.

**NOTE 6 – LONG-TERM DEBT AND LIABILITIES**

*Compensated absences*

The School System has agreed to permit support staff, custodians and administrators to accumulate earned but unused vacation days up to different limits based on longevity. Employees are not eligible to be paid for unused sick days upon termination. The liability as of June 30, 2017 was \$105,118 compared to \$113,576 as of June 30, 2016. None of the year end balance will be paid from current financial resources.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 6 – LONG-TERM DEBT AND LIABILITIES (continued)**

The following is a summary of bonds and capital leases payable at June 30, 2017:

	Total	Due in One Year
Bond payable with Vermont Municipal Bond Bank, interest between 4.85% and 5.4% paid semi-annually on 6/1 and 12/1, principal of \$140,000 due December 1st until 2017, for High School and Middle School renovations.	\$ 140,000	\$ 140,000
Bond payable with Vermont Municipal Bond Bank, interest between 1.9% and 4.65% paid semi-annually on 5/15 and 11/15, principal of \$75,000 due on November 15th until 2027 and \$70,000 due in 2028, for various renovations at all three schools.	895,000	75,000
Bond payable with Vermont Municipal Bond Bank, interest of 6.5% paid semi-annually on 5/15 and 11/15, principal payments that start at \$10,000 on November 15, 2017 and increase up to \$221,000 in 2032, used to fund the retirement plan lump sum payment.	1,300,950	4,425
Bond payable with Vermont Municipal Bond Bank, interest between .444% and 4.644% paid semi-annually on 5/15 and 11/15, principal of \$115,000 due on November 15th until 2033, for renovations to all three schools.	1,955,000	115,000
Total bonds and leases payable	\$ 4,290,950	\$ 334,425

During fiscal year 2017, interest of \$205,882 was paid for bonds, and \$2,962 for leases.

Bonds payable will mature approximately as follows:

	Principal	Interest	Total
2018	\$ 334,425	\$ 195,187	\$ 529,612
2019	204,160	183,410	387,570
2020	208,585	169,632	378,217
2021	217,435	161,330	378,765
2022	221,860	152,508	374,368
2023-2027	1,273,025	565,915	1,838,940
2028-2032	1,405,875	306,886	1,712,761
2033-2037	425,585	48,577	474,162
	\$ 4,290,950	\$ 1,783,445	\$ 6,074,395

Changes of long-term liabilities for the year ended June 30, 2017 were:

	Balance June 30, 2016	Increases	Reductions	Balance June 30, 2017	Due in One Year
Bonds payable	\$ 4,790,000	\$ 0	\$ (499,050)	\$ 4,290,950	\$ 334,425
Capital leases	67,724	0	(67,724)	0	0
Compensated absences	113,576	24,007	(32,465)	105,118	0
Total	\$ 4,971,300	\$ 24,007	\$ (599,239)	\$ 4,396,068	\$ 334,425

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 7 - RECONCILIATION OF EXHIBIT D TO EXHIBIT F**

Amounts recorded in the Statement of Revenues, Expenditures and Changes in Fund Balance Compared to Budget – General Fund (Exhibit F) are reported on the basis budgeted by the School System. Amounts recorded in the Statement of Revenues, Expenditures and Changes in Fund Balances (Exhibit D) for the General Fund were adjusted for on behalf payments (see Note 8) as follows:

	Revenues	Expenditures
Exhibit D	\$ 18,826,062	\$ 18,886,463
On behalf payments	(820,000)	(820,000)
Exhibit F	\$ 18,006,062	\$ 18,066,463

**NOTE 8 - PENSION PLANS**

**VERMONT MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM**

*Plan description*

The School System contributes to the Vermont Municipal Employees' Retirement System (VMERS) which is a cost sharing multiple employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for school districts and other municipal employees that work on a regular basis and also includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. During the year ended June 30, 2016, the retirement system consisted of 441 participating employers.

The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees, consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives – one elected by the governing bodies of participating employers of the system and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

**Summary of System Provisions**

*Membership* is open to all full time employees of participating municipalities. The municipality elects coverage under Groups A, B, C, or D. The School System has Group B and C members. *Creditable service* is service as a member plus purchased service.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

	<u>Group A</u>	<u>Group B</u>	<u>Group C</u>	<u>Group D</u>
<b>Avg Final Compensation (AFC)</b>	Average annual compensation during highest 5 consecutive years	Average annual compensation during highest 3 consecutive years	Average annual compensation during highest 3 consecutive years	Average annual compensation during highest 2 consecutive years
<b>Service Retirement Allowance</b>				
Eligibility	Earlier of age 65 with 5 years of service or age 55 with 35 years of service	Earlier of age 62 with 5 years of service or age 55 with 30 years of service	Age 55 with 5 years of service	Age 55 with 5 years of service
Amount	1.4% of AFC times service	1.7% of AFC times service as Group B member plus percentage earned as a Group A member times AFC	2.5% of AFC times service as Group C member plus percentage earned as a Group A or B member times AFC	2.5% of AFC times service as Group D member plus percentage earned as a Group A, B, or C member times AFC
Maximum Benefit	60% of AFC, including portion of allowance provided by member contributions		50% of AFC, including portion of allowance provided by member contributions	
<b>Early Retirement Allowance</b>				
Eligibility	Age 55 with 5 years of service		n/a	Age 50 with 20 years of service
Amount	Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes Normal Retirement Age		n/a	Normal allowance based on service and AFC at early retirement, without reduction
<b>Vested Retirement Allowance</b>				
Eligibility	5 years of service	5 years of service	5 years of service	5 years of service
Amount	Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the CPI, subject to the limits on "Post-Retirement Adjustments" described below.			
<b>Disability Retirement Allowance</b>				
Eligibility	5 years of service and disability as determined by Retirement Board			
Amount	Immediate allowance based on AFC and service to date of disability; children's benefit of 10% of AFC payable to up to three minor children (or children up to age 23 if enrolled in full-time studies) of a disabled Group D member.			
<b>Death Benefit</b>				
Eligibility	After 5 years of service	After 5 years of service	After 5 years of service	After 5 years of service
Amount	Reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor's benefit under disability annuity computed as of the date of death.			70% of the unreduced accrued benefit plus children's benefit
<b>Optional Benefit and Death after Retirement</b>				
	Lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contributions guarantee.			Lifetime allowance or 70% contingent annuitant option with no reduction
<b>Refund of Contribution</b>	Upon termination, if the member so elects or if no other benefit is payable, the member's accumulated contributions are refunded.			
<b>Post-Retirement Adjustments</b>				
	Allowance in payment for at least one year, increased on each January 1 by one-half of the percentage increase in CPI but not more than the following percentage:			
	2%	3%	3%	3%
<b>Member Contributions</b>	2.5% effective 1/1/00	4.875% effective 7/1/16	10% effective 1/1/16	11.35% effective 7/1/16
<b>Employer Contributions</b>	4%	5.5% effective 7/1/16	7.25% effective 1/1/16	9.85% effective 7/1/16
<b>Retirement Stipend</b>	\$25 per month payable at the option of the Board of Retirees			

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

For the year ended June 30, 2017, the School System's contributions to the Plan were \$83,545.

*Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions.* At June 30, 2017, the School System reported a liability of \$786,514 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The School System's proportion of the net pension liability was based on a projection of the School System's long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, actuarially determined. At June 30, 2016, the School System's proportion was 0.611 percent, which was a decrease of 0.012 percent from its proportion measured as of June 30, 2015.

For the year ended June 30, 2017, the School System recognized pension expense of \$209,801. At June 30, 2016, the School System reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual results	\$ 16,157	\$ 0
Changes of assumptions	126,312	0
Net difference between projected and actual earnings on Plan investments	255,025	0
Changes in proportion and differences between School System contributions and proportionate share of contributions.	1,982	5,039
Member contributions subsequent to the measurement date	83,545	0
Total	\$ 483,021	\$ 5,039

The \$83,545 of deferred outflows of resources resulting from the School System's contributions subsequent to the measurement date will be recognized as a reduction of the pension expense in the year ending June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources will be recognized in pension expense as follows:

Year ending	Amount
June 30, 2017	\$ 102,809
June 30, 2018	102,809
June 30, 2019	144,817
June 30, 2020	44,002

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

**Actuarial Assumptions**

The total pension liability in the June 30, 2016 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

*Interest rate* – 7.95% per annum.

*Salary increase* –5% per year

*Deaths*

Group A, B, and C

RP-2000 Tables for Employees and Healthy Annuitants projected 10 years from the valuation date with Scale BB with a 60% Blue collar and 40% White collar adjustment.

Group D

RP-2000 Tables for Employees and Healthy Annuitants projected 10 years from the valuation date with a 100% Blue Collar adjustment.

The post retirement mortality assumption was chosen to recognize improved longevity experience after the valuation date.

*Cost of Living Adjustments to Benefits of Terminated Vested and Retired Participants* - Assumed to occur at the rate of 1.5% per annum for Group A members and 1.8% per annum for members of Groups B, C and D.

*Actuarial Cost Method* – Entry Age Normal – Level Percentage of Pay.

*Asset Valuation Method* – Invested assets are reported at fair value.

*Inflation* - The separately stated assumptions for investment return, salary increases and cost of living adjustments are consistent with an expected annual inflation rate of 3.00% per year.

**Long-term expected rate of return**

The long-term expected rate of return on pension plan investments was determined using best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) developed for each major asset class using an econometric model that forecasts a variety of economic environments and then calculates asset class returns based on functional relationships between the economic variable and the asset classes. These best estimate ranges were combined to produce forecasts of the short, intermediate, and longer term horizons by weighting the expected future nominal rates of return by the target asset allocation percentage. The various time horizons in the forecast are intended to capture more recent economic and capital market conditions as well as other plausible environments that could develop in the future over economic cycles.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

Best estimates of arithmetic rates of return for each major asset class included in the target asset allocation as of June 30, 2016 are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return
Equity	8.54%
Fixed Income	2.36%
Alternatives	8.35%
Multi-strategy	4.90%

Nominal long-term expected rates of return for these asset classes are equal to the sum of the above expected long-term real rates and the expected long-term inflation rate of 3.0%.

*Discount Rate* – The discount rate used to measure the total pension liability was 7.95%. The projection of cash flows used to determine the discount rate assumed that contributions will continue to be made in accordance with the current funding policy. Based on these assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments to current System members. The assumed discount rate has been determined in accordance with the method prescribed by GASB 68.

The following presents the School System's proportionate share of the net pension liability calculated using the discount rate of 7.95 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percent-point lower (6.95 percent) or 1-percent-point higher (8.95 percent) than the current rate:

1% Decrease (6.95%)	Discount Rate (7.95%)	1% Increase (8.95%)
\$ 1,305,691	\$ 786,514	\$ 351,809

*Plan Fiduciary Net Position.* Detailed information about the Plan's fiduciary net position is available in the State of Vermont's Comprehensive Annual Financial Report (CAFR). The CAFR can be viewed on the State's Department of Finance and Management website.

**VERMONT STATE TEACHERS RETIREMENT SYSTEM**

*Plan description*

The State of Vermont contributes on behalf of the School System to the Vermont State Teachers Retirement System (VSTRS) which is a cost sharing multiple employer defined benefit pension plan with a special funding situation. It covers nearly all public day school and nonsectarian private high school teachers and administrators as well as teachers in schools and teacher training institutions within and supported by the State that are controlled by the State Board of Education.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

Membership in the system for those covered classes is a condition of employment. During the year ended June 30, 2016, the retirement system consisted of 288 participating employers.

The plan was created in 1947, and is governed by Title 16, V.S.A. Chapter 555.

Management of the plan is vested in the VSTRS Board of Trustees, which consists of the Secretary of Education (ex-officio); the State Treasurer (ex-officio); the Commissioner of Financial Regulation (ex-officio); two trustees and one alternate who are members of the system (each elected by the system under rules adopted by the Board) and one trustee and one alternate who are retired members of the system receiving retirement benefits (who are elected by the Association of Retired Teachers of Vermont).

The Pension Plan is divided into the following membership groups:

- Group A – for public school teachers employed within the State of Vermont prior to July 1, 1981 and who elected to remain in Group A
- Group C – for public school teachers employed within the State of Vermont on or after July 1, 1990, or hired before July 1, 1990 and were a member of Group B at that time

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service, and are summarized below:

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

*Benefits provided and contributions*

	<u>Group A</u>	<u>Group C - Group #1*</u>	<u>Group C - Group #2**</u>
<b>Normal service retirement eligibility (no reduction)</b>	Age 60 or 30 years of service	Age 62 or with 30 years of service	Age 65 or when the sum of age and service equals 90
<b>Average Final Compensation (AFC)</b>	Highest 3 consecutive years, including unused annual leave, sick leave, and bonus/incentives	Highest 3 consecutive years, excluding all payments for anything other than service actually performed	Highest 3 consecutive years, excluding all payments for anything other than service actually performed
<b>Benefit formula - normal service retirement</b>	1.67% times creditable service times AFC	1.25% times service prior to 6/30/90 times AFC plus 1.67% times service after 7/1/90 times AFC	1.25% times service prior to 6/30/90 times AFC plus 1.67% times service after 7/1/90 times AFC, 2.0% after attaining 20 years
<b>Maximum Benefit payable</b>	100% of AFC	53.34% of AFC	60% of AFC
<b>Post-Retirement COLA</b>	Full CPI, up to a maximum of 5% after 12 months of retirement; minimum of 1%	50% CPI, up to a maximum of 5% after 12 months of retirement or with 30 years; minimum of 1%	50% CPI, up to a maximum of 5%, minimum of 1% after 12 months of normal retirement or age 65
<b>Early Retirement Eligibility</b>	Age 55 with 5 years of service	Age 55 with 5 years of service	Age 55 with 5 years of service
<b>Early Retirement Reduction</b>	Actuarial reduction	6% per year from age 62	Actuarial reduction
<b>Disability Benefits</b>	Unreduced, accrued benefit with minimum of 25% AFC	Unreduced, accrued benefit with minimum of 25% AFC	Unreduced, accrued benefit with minimum of 25% AFC
<b>Death-In-Service Benefit</b>	Disability benefit or early retirement benefit, whichever is greater, with 100% survivorship factor applied plus children's benefits up to maximum of three concurrently	Disability benefit or early retirement benefit, whichever is greater, with 100% survivorship factor applied plus children's benefits up to maximum of three concurrently	Disability benefit or early retirement benefit, whichever is greater, with 100% survivorship factor applied plus children's benefits up to maximum of three concurrently

\*Group #1 are members who were within 5 years of normal retirement (age 62 or 30 years of service) on June 30, 2010.

\*\*Group #2 are members who were less than 57 years of age or had less than 25 years of service on June 30, 2010.

Members of all groups may qualify for vested deferred allowance, disability allowances and death benefit allowances subject to meeting various eligibility requirements. Benefits are based on AFC and service.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

**Significant Actuarial Assumptions and Methods**

The total pension liability as of June 30, 2016 was determined by rolling forward the total pension liability as of June 30, 2015 to June 30, 2016 using the actuarial assumptions outlined below. These assumptions were selected on the basis of the experience study that was performed for the five year period ending June 30, 2014. The recommended assumption changes based on this experience study were adopted by the Board at its October 29, 2015 Board meeting, and were effective for the actuarial valuation made as of June 30, 2015 actuarial valuation. The 7.95% assumed rate of return on assets was adopted by the Board at a meeting on July 27, 2015.

*Interest rate* – 7.95% per annum.

*Salary increase* - representative values of the assumed annual rates of future salary increases are as follows:

<u>Age</u>	<u>Annual rate of Salary Increase</u>
25	8.15%
30	6.84%
35	5.97%
40	5.29%
45	4.80%
50	4.46%
55	4.22%
60	4.12%
64	4.12%

*Deaths after retirement* – The RP-2000 Mortality Tables projected to 2029, for retirees, terminated vested members and beneficiaries; the RP-2000 Disabled Life Table with projection to 2020 using Scale AA for disabled retirees. The tables used contain a margin to reflect anticipated mortality improvement after the valuation date.

*Inflation* – the separately stated assumptions for investment return, salary increases and cost of living adjustments are consistent with an expected annual inflation rate of 3.00% to 3.25% per year.

*Spouse's Age* – Husbands are assumed to be three years older than their wives.

*Cost of Living Adjustments* - Assumed to occur on January 1 following one year of retirement at the rate of 3.0% per annum for Group A members and 1.5% per annum for Group C members (beginning at age 62 for Group C members who elect reduced early retirement).

*Inactive Members* – A liability equal to 350% of accumulated contributions of inactive members is included in the valuation liabilities. Solely for the June 30, 2016 valuation, this percentage was reduced to 332.5% in recognition of the impact of the school district consolidation program the demographics of the inactive population.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

*Actuarial Cost Method* – The individual entry age normal actuarial cost method was used. For actuarial valuations prior to June 30, 2006, the entry age normal method with frozen initial liability was used.

*Asset Valuation Method* – The amount of the assets for valuation purposes equals the preliminary asset value plus 20% of the difference between the market and preliminary asset values. The preliminary asset value is equal to the previous year’s asset value (for valuation purposes) adjusted for contributions less benefit payments and expenses and expected investment income. If necessary, a further adjustment is made to ensure that the valuation assets are within 20% of the market value.

*Member data* – 315 members terminated on June 30, 2016 and retired on July 1, 2016 were included with a valuation status as members receiving benefits. 536 members who were active on June 30, 2016 and terminated on July 1, 2016 were included with a valuation status as inactive. For those terminated members with at least five years of service, the system will automatically vest them six years after their termination if they do not withdraw.

*Health and Medical Benefits for Retirees* – Not included in this valuation.

**Long-term expected rate of return**

The long-term expected rate of return on System investments was determined using best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) developed for each major asset class using an econometric model that forecasts a variety of economic environments and then calculates asset class returns based on functional relationships between the economic variable and the asset classes. These best estimate ranges were combined to produce forecasts of the short, intermediate, and longer term horizons by weighting the expected future nominal rates of return by the target asset allocation percentage. The various time horizons in the forecast are intended to capture more recent economic and capital market conditions as well as other plausible environments that could develop in the future over economic cycles.

Best estimates of arithmetic rates of return for each major asset class included in the target asset allocation as of June 30, 2016 are summarized in the following table:

Asset Class	Target Asset Allocation	Long-Term Expected Real Rate of Return
Equity	35.00%	8.54%
Fixed Income	32.00%	2.36%
Alternatives	16.00%	8.35%
Multi-strategy	17.00%	4.90%

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2017

**NOTE 8 - PENSION PLANS (Continued)**

*Discount Rate.* The discount rate used to measure the total pension liability was 7.95%. The projection of cash flows used to determine the discount rate assumed that contributions were made in accordance with the current funding policy. Based on these assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments to current System members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the State of Vermont's Comprehensive Annual Financial Report (CAFR). The CAFR can be viewed on the State's Department of Finance and Management website.

The contribution made by the State on behalf of the participants in the State Teachers' Retirement System is approximately \$820,000 and is reported as both revenue and an expenditure on Exhibit D. On Exhibit B, the government-wide revenue and expenses for on behalf payments increase to \$1,713,107. These amounts are based on information provided by the State. Of the School System's total payroll of \$10,220,849, \$7,532,779 was covered under the Vermont State Teachers' Retirement System.

For fiscal year 2017, the School System was required to pay 11.59% of covered wages for any teacher paid by federal funds. Total covered wages were \$458,290 and total expended was \$53,116.

**NOTE 9 - UNEARNED REVENUE**

The unearned revenue at June 30, 2017 consisted of:

General Fund	
IDEA B	\$ 7,458
Tuition	16,000
Total General Fund	23,458
Grants Fund	
Rowland	26,290
Student Achievement	7
VSBIT Wellness	1,102
Standards Board	159
Redducus	824
WSCC	2,906
Nursing Mothers	79
Title I	55,857
Medicaid EPSDT	53,782
Medicaid IEP	63,411
Total Grants Fund	204,417
Nonmajor Funds	13,633
Total unearned revenue	\$ 241,508

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 10 - INTERFUND TRANSFERS**

During the year, three transfers occurred between funds. Interfund transfers for the year ended June 30, 2017 consisted of a transfer from the General Fund to the Early Education Program for \$153,978 which was made in accordance with budgetary authorizations. The General Fund also transferred \$5,000 to the Food Service Fund to eliminate the prior year deficit and \$183 to the Grants Fund.

**NOTE 11 – CONTINGENCIES AND COMMITMENTS**

The School System participates in a number of federally and state assisted grant programs, principal of which are the ESEA Title I Compensatory Education, Child Nutrition, Education of the Handicapped, Early Education and Special Education programs. The programs are subject to program compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 2017, have not yet been completed. Accordingly, the School System's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the School System expects such amounts, if any to be immaterial.

In May of 2013, The School System extended an existing contract for transportation services through fiscal year 2018. The contract calls for minimum payments of \$225,203 for fiscal year 2017 and \$230,833 for fiscal year 2018 that cover regular, vocational and special education related transportation. Athletics and co-curricular transportation is an additional charge based on set prices as outlined in the contract. The School System can terminate the contract with a 60 day notice if the budget does not pass. The amount expended in fiscal year 2017 was \$273,565. The additional amount was due to transportation needs related to special education.

**NOTE 12 - RISK MANAGEMENT**

The School System covers its significant risks of loss, which are identified with the assistance of insurance agents, by commercial insurance. There have been no significant reductions in insurance coverage or settlement amounts exceeding insurance coverage for the current or three (3) prior years.

In addition, Montpelier Public School System is a member of Vermont School Boards Association Insurance Trust, Inc. (VSBIT) Medical Benefits Program. VSBIT is a non-profit corporation formed in 1978 to provide insurance and risk management programs for Vermont school districts and is owned by the participating districts. To provide health insurance coverage, VSBIT has established a self-funded fully insured program in conjunction with Blue Cross and Blue Shield. A portion of member contributions is used to purchase reinsurance and to fund a reserve required by the reinsurance. Contributions in excess of claims requirements, reserve fund requirements, reinsurance and administrative costs are returned to participants. The pooling agreement does not permit the pool to make additional assessments to its members.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2017

**NOTE 13 - EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

For the year ended June 30, 2017, expenditures and other financing uses exceed appropriations in the General Fund by \$283,641. The excess expenditures were funded by existing fund balance.

**NOTE 14 – CONCENTRATION OF REVENUE**

The School System receives approximately 82% of its General Fund revenue from Act 68 State Aid. The amount of Act 68 State Aid received by the School System is equal to the budgeted expenditures approved by the voters less expected other revenues for the year. Act 68 State Aid is funded with statewide property taxes. The State determines a different education property tax rate for homestead and non-homestead properties based on statewide information. The tax rate on homesteads in Montpelier is adjusted based on the amount of Act 68 State Aid in relation to the number of students in Montpelier. The tax rate for non-homestead property in Montpelier is not impacted by the amount of Montpelier's Act 68 State Aid. The State uses a common level of appraisal to equalize property values between communities.

In addition to Act 68 State Aid, the School System receives grants from the State of Vermont for special education, transportation and other programs.

**NOTE 15 – SPECIAL ITEM – TRANSFER OF RECREATION DEPARTMENT TO CITY**

Special items are transactions that are either unusual in nature or infrequent in occurrence and under the control of management. Effective July 1, 2016, all the assets and any related liabilities of the Recreation Fund were transferred from the School System to the City of Montpelier. This transaction is recorded as a special item. The assets transferred included cash and receivables less payables and accrued salaries and benefits of \$386,000 plus capital assets with a net book value of \$303,756 less long term debt of \$169,050 and less accrued compensated absences of \$24,762. The net transfer on the fund financial statements was \$386,000 and the net transfer on the government wide financial statements was \$495,944.

**NOTE 16 - SUBSEQUENT EVENTS**

Management has evaluated subsequent events through November 20, 2017, the date which the financial statements were available for issue. Management is not aware of any subsequent events which require disclosure.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 COMBINING AND INDIVIDUAL FUND BALANCE SHEET  
 ALL NONMAJOR FUNDS  
 JUNE 30, 2017

SCHEDULE 1

	Special Revenue Funds		Total Nonmajor Funds
	Early Education Program	Food Service Fund	
<b>ASSETS</b>			
Cash	\$ 0	\$ 35,389	\$ 35,389
Due from State	0	12,133	12,133
Due from other funds	1,548	0	1,548
Accounts receivable - other	0	2,123	2,123
Inventory	0	4,849	4,849
<b>Total assets</b>	<b>\$ 1,548</b>	<b>\$ 54,494</b>	<b>\$ 56,042</b>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Accounts payable	\$ 689	\$ 30	\$ 719
Accrued payroll	0	4,967	4,967
Unearned revenue	859	12,774	13,633
Due to other funds	0	35,337	35,337
<b>Total liabilities</b>	<b>1,548</b>	<b>53,108</b>	<b>54,656</b>
<b>Fund Balances</b>			
Nonspendable - inventory	0	4,849	4,849
Unassigned - food service	0	(3,463)	(3,463)
<b>Total fund balances</b>	<b>0</b>	<b>1,386</b>	<b>1,386</b>
<b>Total liabilities and fund balances</b>	<b>\$ 1,548</b>	<b>\$ 54,494</b>	<b>\$ 56,042</b>

MONTPELIER PUBLIC SCHOOL SYSTEM

SCHEDULE 2

COMBINING AND INDIVIDUAL FUND SCHEDULE OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES (DEFICIT)  
ALL NONMAJOR FUNDS

YEAR ENDED JUNE 30, 2017

	Special Revenue Funds		Total Nonmajor Funds
	Early Education Program	Food Service Fund	
<b>REVENUES</b>			
Intergovernmental - Federal	\$ 5,000	\$ 167,643	\$ 172,643
Intergovernmental - State	87,553	8,939	96,492
Fees for service	0	296,515	296,515
Interest on investments	0	67	67
Miscellaneous	0	7,176	7,176
Total revenues	<u>92,553</u>	<u>480,340</u>	<u>572,893</u>
<b>EXPENDITURES</b>			
Current			
Instruction	176,869	0	176,869
Support services - students	69,662	0	69,662
Food service	0	470,527	470,527
Debt Service			
Interest - bonds	0	7,167	7,167
Total expenditures	<u>246,531</u>	<u>477,694</u>	<u>724,225</u>
EXCESS REVENUES (EXPENDITURES)	<u>(153,978)</u>	<u>2,646</u>	<u>(151,332)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Operating transfers in	153,978	5,000	158,978
Total other financing sources (uses)	<u>153,978</u>	<u>5,000</u>	<u>158,978</u>
NET CHANGE IN FUND BALANCE (DEFICIT)	0	7,646	7,646
FUND BALANCE (DEFICIT) - JULY 1, 2016	<u>0</u>	<u>(6,260)</u>	<u>(6,260)</u>
FUND BALANCE - JUNE 30, 2017	<u>\$ 0</u>	<u>\$ 1,386</u>	<u>\$ 1,386</u>

MONTPELIER PUBLIC SCHOOL SYSTEM  
 SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
 VERMONT EMPLOYEES MUNICIPAL RETIREMENT PLAN  
 AS OF MEASUREMENT DATE JUNE 30,

	<u>2016</u>	<u>2015</u>	<u>2014</u>
School System's proportion of the net pension liability (asset)	0.611%	0.623%	0.628%
School System's proportionate share of the net pension liability (asset)	\$ 786,514	\$ 480,171	\$ 57,312
School System's covered-employee payroll	\$1,610,968	\$ 1,548,901	\$ 1,509,240
School System's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	48.82%	31.00%	3.80%
Plan fiduciary net position as a percentage of the total pension liability	80.95%	87.42%	98.32%

MONTPELIER PUBLIC SCHOOL SYSTEM  
 SCHEDULE OF CONTRIBUTIONS  
 VERMONT EMPLOYEES MUNICIPAL RETIREMENT PLAN  
 YEARS ENDED JUNE 30,

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Contractually required contributions	\$ 83,545	\$ 92,884	\$ 87,061	\$ 81,002	\$ 73,408
Contributions in relation to the contractually required contribution	<u>(83,545)</u>	<u>(92,884)</u>	<u>(87,061)</u>	<u>(81,002)</u>	<u>(73,408)</u>
Contribution deficiency (excess)	<u>\$ 0</u>				
School System's covered-employee payroll	\$1,453,213	\$1,610,968	\$ 1,548,901	\$ 1,509,240	\$ 1,403,619
Contributions as a percentage of covered-employee payroll	5.749%	5.766%	5.621%	5.367%	5.230%

# City of Montpelier

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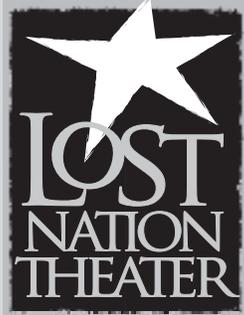


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## NOTES



**DEPARTMENT OF VETERANS AFFAIRS**

**Veterans Affairs Medical Center  
215 North Main Street  
White River Junction, VT 05009  
866-687-8387 (Toll Free in New England)  
802-295-9363 (Commercial)**

January 29, 2018

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans. We are able to help those who are homeless or unemployed, and also offer high quality healthcare for both primary care and a variety of specialty care options. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans! Please do not hesitate to contact us, if for no other reason than to register/enroll with us, in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363, extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time Service Officers that are knowledgeable about our programs. These independent organizations serve all Veterans, including nonmembers, in processing disability and pension claims. They can be reached in White River

Junction at:

American Legion	802-296-5166
Disabled American	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew J. Mulcahy".

Matthew J. Mulcahy

Acting Medical Center Director

**Bennington CBOC**  
186 North Street  
Bennington, VT 05201  
(802) 440-3300

**Brattleboro CBOC**  
71 GSP Drive  
Brattleboro, VT 05301  
(802) 251-2200

**Burlington CBOC**  
128 Lakeside Avenue  
Burlington, VT 05401  
(802) 657-7000

**Littleton CBOC**  
264 Cottage Street  
Littleton, NH 03561  
(603) 575-6701

**Rutland CBOC**  
232 West St  
Rutland, VT 05701  
(802) 772-2300

# City of Montpelier Directory

**Mayor:** John Hollar ..... 793-3176  
jhollar@montpelier-vt.org

## City Council:

Dona Bate ..... 229-9464

Council Member, District 1  
dbate@montpelier-vt.org

Rosie Krueger ..... 552-0442

Council Member, District 1  
rkrueger@montpelier-vt.org

Jean Olson ..... 223-5191

Council Member, District 2  
jolson@montpelier-vt.org

Anne Watson ..... 595-1734

Council Member, District 2  
awatson@montpelier-vt.org

Ashley Hill

Council Member, District 3  
ahill@montpelier-vt.org

Justin Turcotte ..... 223-6012

Council Member, District 3  
jturcotte@montpelier-vt.org

## City Hall:

39 Main Street  
8:00 AM - 4:30 PM, Monday - Friday

City Manager, *William Fraser* ..... 223-9502  
wfraser@montpelier-vt.org

Assistant City Manager, *Sue Allen* ..... 262-6250  
sallen@montpelier-vt.org

City Clerk, *John Odum* ..... 262-6263  
jodum@montpelier-vt.org

City Assessor, *Stephen Twombly* ..... 223-9505  
sttwombly@montpelier-vt.org

Zoning Administrator, *Sarah McShane* ..... 262-6270  
smcshane@montpelier-vt.org

Building Inspector, *Chris Lumbra* ..... 262-6170  
clumbra@montpelier-vt.org

Public Works Department ..... 223-9508  
*Thomas McArdle*, Director  
tmcardle@montpelier-vt.org

Planning & Development ..... 223-9506  
*Michael Miller*, Director  
mmiller@montpelier-vt.org

Health Officer, *Robert Gowans* ..... 229-4913

Finance Director, *Todd Provencher* ..... 262-6253  
tprovencher@montpelier-vt.org

Emergency Management System ..... 229-4913  
*Robert Gowans*, Coordinator

Green Mount Cemetery ..... 223-5352  
*Patrick Healy*, Director  
cemetery@montpelier-vt.org

Parks & Trees ..... 223-7335  
*Geoffrey Beyer*, Director  
gbeyer@montpelier-vt.org

Montpelier Recreation Department ..... 225-8699  
55 Barre Street  
*Arne McMullen*, Director  
amcmullen2@montpelier-vt.org

Montpelier Senior Activity Center  
58 Barre Street  
*Janna Clar*, Director ..... 223-2518  
jclar@montpelier-vt.org

## POLICE/FIRE/AMBULANCE EMERGENCY.... 911

Montpelier Police Dept. (Non-emergency) ..... 223-3445  
*Anthony Facos*, Police Chief  
afacos@montpelier-vt.org

Montpelier Fire Department and  
Ambulance Service (Non-emergency) ..... 229-4913  
*Robert Gowans*, Fire Chief  
rgowans@montpelier-vt.org

## Other Departments:

### MONTPELIER SCHOOL DEPARTMENT

5 High School Drive  
*Dr. Brian Ricca*, Superintendent ..... 223-9796  
brian@mpsvt.org

### MONTPELIER HOUSING AUTHORITY

155 Main Street  
*JoAnn Troiano*, Executive Director ..... 229-9232

## APPOINTED OFFICIALS

### Development Review Board

*Phil Zalinger*, Chair  
*Dan Richardson*, Vice Chair  
*Kevin O'Connell*  
*James LaMonda*  
*Roger Cranse*  
*John Lindley, III*  
*Kate McCarthy*  
*William Schebaum*, Alternate  
*Ryan Kane*, Alternate

### Planning Commission

*Kim Cheney*, Chair  
*Jon Anderson*, Vice Chair  
*Leslie Welts*  
*Kirby Keeton*  
*John Adams*  
*Barbara Conrey*  
*Tina Ruth*

### Design Review Committee

*Stephen Everett*, Chair  
*Hannah Smith*  
*Eric Gilbertson*  
*Seth Mitchell*  
*Theodore Fetter*  
*Liz Pritchett*, Alternate  
*Benjamin Cheney*, Alternate

**Tree Warden:** Geoff Beyer

### Housing Authority

*John McCullough*, Chair  
*Edward Larson*  
*Katherine Stevens-Favorite*  
*Cristine Zern*  
*Elizabeth Hannon*

## ELECTED OFFICIALS

### School Commissioners

*Michele Braun*, Chair  
*Bridget Asay*, Vice Chair  
*Peter Sterling*  
*Jim Murphy*  
*Rebecca Bowen*  
*Steve Hingten*  
*Tina Muncy*

## Cemetery Commissioners

*Jake Brown*, Chair  
*Meri Nielsen*  
*Linda Berger*  
*Darragh Ellerson*  
*Charles Wiley*

## Park Commissioners

*Sarah Swenson*, Chair  
*Bill Johnson*  
*Dan Dickerson*  
*Carolyn Grodinsky*  
*Fabienne Pattison*

## Justices of the Peace

*Michael Badamo*  
*Mary Alice Bisbee*  
*Barney Bloom*  
*Cary Brown*  
*Kim Cheney*  
*Page Guertin*  
*Mary Hooper*  
*Valerie Lewis*  
*John McCullough*  
*Marjorie Power*  
*Daniel Richardson*  
*Catherine Simpson*  
*Lynne Cleveland Vitzthum*  
*Ron Wild*  
*Philip H. Zalinger Jr.*

## Regular City Meetings

### CITY COUNCIL

Meetings held second and fourth  
Wednesdays at 6:30 p.m.  
Council Chambers, City Hall

### PLANNING COMMISSION

Meetings held first and third  
Mondays at 5:30 p.m.  
Council Chambers, City Hall

All City Council, Development  
Review Board & Planning  
Commission meetings are  
televised on Channel 17.

Public Notices are published in the  
Times Argus and are also located  
on the City's website:  
[www.montpelier-vt.org](http://www.montpelier-vt.org)

### SCHOOL BOARD

Meetings held first and third  
Wednesdays at 7:00 p.m.  
Montpelier High School Library

School Board meetings are televised  
on Channel 16.

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## Montpelier City Council -2017



(Left to right): City Clerk John Odum, Assistant City Manager Sue Allen, Council Member Justin Turcotte, Council Member Dona Bate, Council Member Jean Olson, Mayor John Hollar, Council Member Anne Watson, Council Member Ashley Hill, Council Member Rosie Krueger, City Manager William Fraser.

## Montpelier School Board - 2017



(Front Row, left to right): Student Representative Omeed Fallahi, School Board Member Rebecca Bowen, School Board Member Bridget Asay, School Board Member Tina Muncy,  
(Back Row, left to right): School Board Member Steve Hingtgen, School Board Member Jim Murphy, School Board Member Peter Sterling, School Board Chair Michele Braun, Superintendent Brian Ricca.