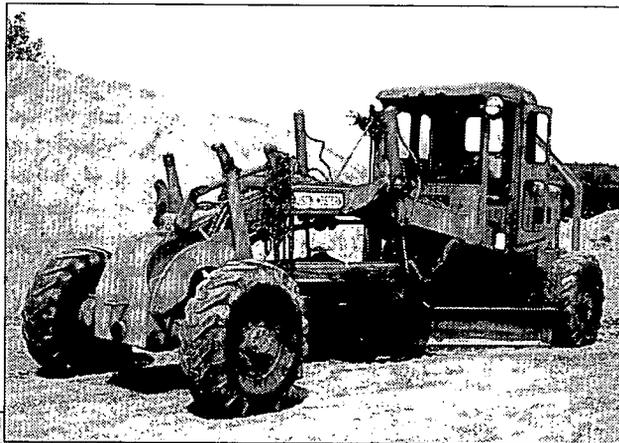


Town of  
*Westfield, Vermont*



Annual Town & School Report  
For Year Ending December 31,

2003

**Cover Story:**

Westfield's first grader was a 1952 Austin Weston. It serviced the Town faithfully for many years, until the summer of 2003. In May of 2003, it needed repair and parts that were no longer available.

Clifton Kennison, Junior was Road Commissioner for many years. The grader lasted many years beyond its life expectancy under his loving care.

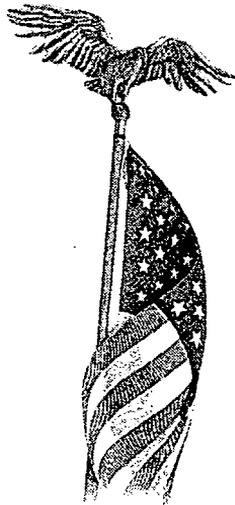
In July, also of 2003, a new John Deere was purchased and delivered to the Town for the price of \$156,000. It is housed at the Westfield Town garage; but it is frequently seen heading toward Buck Hill, Cemetery Road or the Loop Road.

The Austin Weston was sold to Clifton Kennison, Jr. for the price of \$1.00.

# Annual Town & School Report

Town of  
Westfield, Vermont

For the year ending  
December 31, 2003



Printed by DERBY-PORT PRESS, INC., Derby, Vermont  
All words/figures from Town Clerk on diskette.

## Index

Area Agency on Aging .....	74 - 75
Auditors' Report .....	16
Big Read Wagon Bookmobile .....	30
Boy Scout Food Drive .....	8
Bridge Account .....	17
Dog Licenses .....	17
Dog Ordinance .....	9 - 11
General Fund Account .....	20
General Fund Budget .....	21 - 22
General Fund Comparative Balance .....	21
General Fund Selectmen's Report .....	22 - 24
Grader Account .....	18
Hazen's Notch Association .....	69
Hitchcock Museum and Library .....	28 - 29
Jay Area Food Shelf and Clothing Center .....	68
Jay Athletic Association .....	67
Jay/Westfield Elementary School Principal's Report .....	34 - 35
Jay/Westfield Financial Reports .....	48 - 49
Jay/Westfield School Board's Report .....	36 - 37
Jay/Westfield Student Assessment Report .....	50 - 57
Minutes of Town Meeting 2002 .....	78 - 83
Missisquoi Valley Ambulance Service's Financial Report .....	34
Missisquoi Valley Ambulance Report .....	33
North Country Union Junior High School Reports .....	56 - 57
North Country Union High School Reports .....	58 - 60
North Country Career Center Reports .....	61
Northeast Kingdom Human Services .....	73
Northeast Kingdom Learning Services Inc. ....	75
Northern Vermont Development Association .....	76 - 77
Northern Vermont Resource Conservation and Development .....	74
Old Stone House Museum Report .....	70
Orleans-Essex North Supervisory Union Reports (OENSU) .....	62 - 66

Orleans County Citizen's Advocacy .....	77
Orleans County Sheriff's Report .....	71
Orleans Essex VNA and Hospice Inc. ....	76
Road Commissioner's Account .....	18
Road Commissioner's Report .....	25 - 27
Rural Community Transportation .....	69
Senior Meals-Community Center Report .....	32
Statement of Delinquent Taxes .....	21
Statement of Taxes Raised .....	16
Step O.N.E. Report .....	70
Student Enrollment .....	38 - 39
Teachers and Staff for Jay/Westfield .....	40
Town CDs and Savings .....	19 - 20
Town Officers and Phone Numbers .....	6 - 7
Town School Budget .....	40 - 48
Troy and Area Lions Club .....	32
Troy Fire Department Report .....	67
Useful Town Information .....	6
Vermont Center for Independent Living .....	72
Vital Records .....	84
Warning .....	4 - 5
Westfield Cemetery Association .....	27
Westfield Community Center Guidelines And Rental Agreement .....	12 - 15
Westfield Community Center Report .....	32
Westfield Fire District #1 .....	31
Zoning Administrator's Report .....	15

## Warning

The legal voters of the Town of Westfield and Town School District of the Jay/ Westfield School District are hereby warned and notified to meet at the Westfield Community Center in the Village of Westfield on Tuesday March 2, 2004 at 10:00 A.M. in the morning to act on the following articles:

1. To elect a moderator for the ensuing year.
2. To act on the reports of the Town and Town School Districts.
3. To elect all other Town and Town School district officers.
4. Shall the legal voters of the Westfield Town School District approve \$708,411 to defray the expenses and liabilities for the Jay/Westfield Joint Elementary School for the ensuing year (July 1, 2004 through June 30, 2005) with a net assessment to the town of \$225,096?
5. Shall the legal voters of the Westfield Town School District vote to approve \$38,400 for seventh and eighth grade tuition and \$40,827 for local school expenses?
6. Shall the legal voters of the Westfield Town School District vote to appropriate the sum of \$5,250 to facilitate the construction of a playground at the Jay/ Westfield Joint Elementary School?
7. Shall the North Country Union High School District appropriate the sum of \$8,940,723.00 to defray its expenses and liabilities for North Country Union High School for the ensuing year and to pay any balance left unpaid from the preceding year with a net assessment to the member towns and city of \$8,497,204.00 dollars? (Australian ballot)
8. Shall the North Country Union High School District appropriate a sum not to exceed \$20,000.00 to be placed in a reserve fund for the purchase of the Ross Ann Lyon property on Duchess Street, the property to be used as an adjunct classroom for Career Center classes? ( Australian ballot)
9. Shall the North Country Union High School District appropriate a sum not to exceed \$60,000.00 to be placed in a reserve fund for the replacement of outdoor bleachers at the football athletic field? (Australian ballot)
10. Shall the North Country Union High School District appropriate a sum not to exceed \$10,000.00 to be placed in a reserve fund for auditorium improvements? (Australian ballot)
11. Shall the North Country Union High School District appropriate the sum of \$1,933,046.00 dollars to defray its expenses and liabilities for North Country Career Center for the ensuing year and to pay any balance left unpaid from the preceding year with a net assessment to the member towns and city of \$226,266.00 dollars? (Australian ballot)
12. Shall the legal voters of the Town of Westfield allow the Westfield Board of Selectmen to put the Town Office Building out to bid for the purpose of building and completing said building?

13. To see if the Town will appropriate on EACH of the following.

- a. \$ 528 To Northeast Kingdom Mental Health
- b. \$ 6,662 To the Orleans County Sheriff's Dept
- c. \$ 50 To Jay Food Shelf
- d. \$ 95 To Vt. Center for Independent Living
- e. \$ 1,000 To Orleans Essex V.N.A. and Hospice
- f. \$ 169 To Area Agency on Aging
- g. \$ 300 To Orleans County Citizens Advocacy
- h. \$16,974 To Troy Fire Dept.
- i. \$ 211.26 To N.V.D.A.
- j. \$ 200 To Northeast Kingdom Learning Services
- k. \$ 5,030 To Mississquoi Valley Ambulance
- l. \$ 250 per student to Sacred Heart for Bussing for 7<sup>th</sup> and 8<sup>th</sup> grade only
- m. \$ 1,000 To preserve the Town's public records
- n. \$ 2,000 To Montgomery Fire Dept.
- o. \$ 50 To Green Up
- p. \$ 125 To Orleans County Historical Society
- q. \$ 600 To Jay Athletic Association
- r. \$ 200 To TRIAD
- s. \$ 50 To Northeast Kingdom Community Action
- t. \$ 200 To Step O.N.E.
- u. \$ 200 To Hazen's Notch Association (camper's scholarship)
- v. \$ 500 To Frontier Animal Society
- w. \$ 50 To Northern Vt. Resource Conservation & Development Council, Inc.
- x. \$ 110 To Rural Community Transportation
- y. \$ 250 To Tri-town Natural Resources

14. To vote on how much money shall be raised to operate the business of the Town by Dept. as follows:

- a. General Operation
- b. Summer Roads
- c. Winter Roads
- d. Bridge, Brush and Culverts
- e. All other road expenses

15. To transact any other business.

16. To adjourn

Voting on said Australian ballots on March 4, 2003 will be overseen by the Town of Westfield's Civil Board of Authority.

Loren Petzoldt  
Ann Lazor  
Michael Murphy  
*Westfield School Board*

Yves Daigle  
Richard Degre  
Jacques Couture  
*Westfield Board of Selectmen*



## **Town of Westfield Officers & Telephone Numbers**

### Moderator:

Patricia Sagui - term of 1 year ..... 2004 744-2345

### Town Clerk/Treasurer:

Connie LaPlume - term of 3 years ..... 2006 744-2484

Rita Petzoldt - assistant clerk ..... 744-6532

### Selectmen:

Jacques Couture - term of 3 years ..... 2004 744-2733

Richard Degre ..... 2005 744-2427

Yves Daigle ..... 2006 744-2247

### School Directors:

Loren Petzoldt ..... 2004 744-6532

Michael Murphy ..... 2005 744-6540

Ann Lazor ..... 2006 744-6855

### Road Commissioner:

Larry Kennison - term of 1 year ..... 2004 744-6835

Town Garage ..... 744-2416

### Auditors:

Patricia Shover ..... 2004 744-8281

Deanna Buchner ..... 2005 744-6305

Carolyn Lyster ..... 2006 744-6839

### Union High School:

June Rosenberg - term of 3 years ..... 2006 unlisted

### Listers:

Alice Gonyaw ..... 2004 744-2418

Dennis Lyster ..... 2005 744-6839

Richard Shover ..... 2006 744-8281

### Delinquent Tax Collector:

Joyce Crawford - term of 1 year ..... 2004 744-6673

### Overseer of the Poor:

Board of Selectmen ..... 2004

### Constables:

Normand Piette - term of 1 year ..... 2004 744-6888

Gordon Lesperance ..... 744-6880

Town Agent:

Denis Meunier - term of 1 year ..... 2004 744-2720

Town Grand Juror:

Philip Gonyaw - term of 1 year ..... 2004 744-2418

Health Officer:

Phillip Sheltra ..... 744-2481

Zoning Administrator:

Theodore Buchner ..... 744-6305

Hitchcock Museum and Library:

Rosemary Croizet ..... 2004 744-2406

Rita Petzoldt ..... 2005 744-6532

Jane Halbeisen (resigned) ..... 2006 744-6590

Richard Shover ..... 2007 744-8281

Kitty Edwards (appointed) ..... 2006

Christine Mahoney (appointed) ..... 2008

Westfield Community Center:

Dianne LaPlante ..... 2004 744-2335

Connie LaPlume ..... 2005 744-9927

Philip Gonyaw ..... 2006 744-2418

Alice Gonyaw ..... 2007 744-2418

Theodore Buchner ..... 2008 744-6305

Planning Commission:

Romeo Myott, chairman ..... 744-6685

Steve Dykeman ..... 744-8246

Brian Dunn ..... 744-2441

Bruce Fortier ..... 744-6680

Rick Danforth ..... 744-6887

Yvan LaPlume ..... 744-9927

William Treadwell, Jr. .... 744-8298

Gerald Paxman ..... 744-2728

Justices of the Peace:

Deanna Buchner ..... 744-6305

Margaret Kearney ..... 744-2795

Ann Lazor ..... 744-6855

Yvan LaPlume ..... 744-9927

Patricia Sagui ..... 744-6122

## ***Boy Scout Food Drive***

Once again, the boy scouts are requesting that you bring in a non-perishable item for the food shelf. The boy scouts distribute these items of food to the local food shelf to be given out to families in need. Please help support our local Boy Scout troop.

## ***Useful Town Information***

### **Town Clerk & Treasurer's Office:**

Hours: 8:00 a.m. – 12:00 noon, 1:00 p.m. - 5:00 p.m. Monday through Wednesday. Closed Thursday and Friday.

Telephone: 744-2484. Fax number 744-2484.

Mailing Address: 1257 Vt. Rte. 100, Westfield, Vermont 05874

### **Taxes:**

Taxes are due on the 10<sup>th</sup> of October. All taxes must be received in the Town Clerk's office no later than regular closing on the day due. ALL taxes received after this date either in person OR by mail will be considered delinquent.

### **Selectmen:**

The Board of Selectmen meets on the second Thursday of each month at the Westfield Community Center.

### **Hitchcock Museum and Library:**

Hours: 6:00 p.m. to 8:00 p.m. Thursday and Friday evening or by appointment. The librarian is Mary Brenner. Telephone number 744-2440.

### **Dog Licenses:**

Due April 1<sup>st</sup> each year. 50% penalty fee added thereafter. Neutered males or spayed females-\$5.00. A dog that is not spayed or neutered is \$9.00. No advance notice is sent, it is the responsibility of the owner to register his or her own dog. A current Rabies certificate must be presented to the Town Clerk if there is not one on file.

At a Selectmen's meeting held on July 12<sup>th</sup> 2001, motion was made and seconded for the following:

**The \$25 fee (or any related fees) charged by the Town Constables for visiting the premises of a dog owner will be charged to the dog owner.** When dog owners are contacted the second time, the dogs will be disposed of. The Select board felt it is unfair for the Taxpayers of the Town of Westfield to have to cover the expense of enforcing the State law that all dogs be licensed by April 1<sup>st</sup> of each year.

## VILLAGE OF WESTFIELD ORDINANCE

### *Pertaining to Keeping of Dogs or Wolf-Hybrids*

Be it ordained by the Town Selectboard of the Town of Westfield, Vermont that: This ordinance pertaining to the keeping of dogs and wolf-hybrids adopted by the Selectboard of the Town of Westfield be enacted to read as follows:

**The Westfield Village limits as described in the Westfield Town Plan, adopted February 11, 1993 are: Route 100 North from the Town Garage to Route 100 South house #1465, School Street house #221 and North Hill Road to house #258.**

#### **DEFINITIONS**

Dog and wolf-hybrid, hereafter referred to as dog, and shall mean both male and female. The head of a household having a dog in its possession shall be presumed to be the owner or keeper. A person who owns, harbors, or keeps a dog/wolf-hybrid, hereafter referred to as owner.

#### **LICENSE & COLLAR REQUIRED**

A person who owns a dog within the Village of Westfield, that is more than 6 months old shall cause it to be registered, numbered, described and licensed in accordance with the provisions of Title 20, Chapter 193 of VSA, as amended. The animal shall wear a collar, to which is attached the license tag issued by the town clerk. In order to have an animal registered, the owner must provide a certificate from a duly licensed veterinarian verifying that the animal has had pre-exposure rabies vaccine as required by 20 VSA, 3581 (d). A person who keeps a dog contrary to license provisions of this article shall be guilty of a misdemeanor. Unlicensed dogs found within the Village of Westfield may be destroyed, except as exempted by section 3587, Title 20.

#### **LICENSE FEES**

The license fee for each neutered male or female if obtained by April 1<sup>st</sup> is \$4.00. After April 1<sup>st</sup> the fee is \$6.00 for each neutered male or female. For each non-neutered male or female the cost is \$12.00. In addition, there is a state fee of \$1.00 for each license issued before or after April 1<sup>st</sup>.

#### **RESPONSIBLE OWNERSHIP**

##### SECTION 1

- (a) Dogs must be under the control of the owner, either by leash, cord, chain, command or otherwise. The owner of a dog shall be responsible for said dog, if at large, while off the premises of the owner, which enters the property of another and there causes property damage or creates a nuisance.
- (b) The owner of a dog in the Village of Westfield shall be responsible for restraining said dog from disturbing the peace and quiet, by barking, biting, howling, threatening, menacing or by other means.
- (c) The owner of a dog in the Village of Westfield shall be responsible for clean up and disposal if the dog defecates on any public area, public property or right of way, or on private property in the village.
- (d) If any owner of a dog living outside the village brings or allows a dog to come in the village, that owner shall be subject to all regulations and penalties prescribed herein.
- (e) Any owner of a dog who fails to control said dog pursuant to the provisions of this ordinance may be liable for the fines and penalties prescribed herein.

## SECTION 2

A signed written complaint to an alleged violation of section 1 (a), (b), (c) and/or (d), of this ordinance shall be submitted to the Town Selectboard and/or Constable whereon said person(s) shall investigate the complaint, and if such complaint is substantiated, take appropriate action in accordance with the provisions herein.

## **UNSUBSTANTIATED COMPLAINTS**

### SECTION 3

If after investigation, a complaint is found to be unsubstantiated, the complainant shall be liable for penalties prescribed herein.

## **PENALTIES**

### SECTION 4

- (a) Upon a violation of the ordinance, the constable or his designee of the Village of Westfield shall issue to the known owner of said dog a written notice of the violation of this ordinance, by certified mail.
- (b) Upon the first violation, such notice shall consist of a warning that a subsequent violation of any section hereof shall make the owner liable for the penalties herein prescribed including possible fines and impoundment of the animal.
- (c) Upon the second violation, or any subsequent violation thereafter, the town shall impose upon the owner a penalty of \$25.00 which shall be paid at the Town Clerk's office within 72 hours in full satisfaction of the assessed penalty. In the event that such penalty is not paid within the period prescribed, the owner of the dog shall be subject to a court citation, and upon conviction shall be fined not less than \$25.00 nor more than \$100.00.

## **VICIOUS DOGS**

### SECTION 5

Upon a signed complaint to the Town Selectboard and Constable that a dog, without provocation, attacks, bites, places in fear of being attacked or bitten, or menaces or threatens humans or domestic animals, the Town Selectboard and Constable shall, if the complaint is sustained, find the dog to be vicious. The Constable may make an order that will require that the dog be muzzled, chained, confined or relocated. In severe cases this order may include that the dog be disposed of in a humane manner. Notice of this order shall be sent by certified mail, with return receipt requested, to the owner of the dog at the last known address.

## **APPEAL**

### SECTION 6

An owner of said dog may appeal any impoundment of vicious dog order upon written notice to the Selectboard within ten (10) days of said impoundment or order at which time the Selectboard will set a hearing date.

## **RESTRAINING, SHELTER AND CARE OF ANIMALS**

### SECTION 7

Restraining, shelter and care of animals shall be done in accordance with Title 13, Part 1, 365 (c), (d), and (e) of the VSA as follows.

365(c) A dog, whether chained or penned, shall be provided living space no less

than three feet by four feet for 25 pound dogs, four feet by four feet for 35 pound dogs and four feet by five feet for 50 pound and larger dogs.

365(d) A dog maintained out-of-doors must be provided with suitable housing that assures that the dog is protected from wind and draft, and from excessive sun, rain and other environmental hazards throughout the year. A dog chained to a shelter must be on a tether chain at least twice the length of the dog.

365 (e) Notwithstanding the provisions of this section, animals may be temporarily confined in spaces sufficient for them to stand and turn about freely, provided that they are exercised in accordance with accepted agricultural or veterinarian practices, and are provided sufficient food, water, shelter and proper ventilation.

## **CRUELTY**

### **SECTION 8**

Any person who shall torture, torment or cruelly neglect to provide with necessary sustenance or shelter, or who shall cruelly beat, mutilate or kill or cause or procure to be tortured, tormented, beaten, mutilated, killed or deprived of necessary sustenance or shelter any dog or other animal, shall be guilty of a misdemeanor. VSA 13, Chapter 8, Subchapter 1, section 352-353.

## **DOGS PURSUING DEER**

### **SECTION 9**

Pursuant to Title 10, section 4748, VSA as amended

(a) Dogs that will hunt or pursue deer shall not be permitted by the owner or keeper thereof to run at large, unaccompanied by said owner or keeper.

(b) A state game warden, deputy warden, sheriff, deputy sheriff, constable, police officer or state police may kill by shooting with firearms dogs, whether licensed or unlicensed when in such close pursuit as to endanger the life of a deer or found in the act of wounding, maiming or killing deer.

Provision of this section shall be subject to limitations set forth in Title 10, section 4710, VSA.

(c) When a licensed dog is killed pursuant to subsection (b) above, the game warden, deputy warden, sheriff, deputy sheriff, constable, police officer or state police shall forthwith report the same to the owner of said licensed dog.

(d) No person shall have a cause of action against any of the designated wardens, sheriff, deputy sheriff, constable, police officer or state police exercising the authority herein granted.

### **PLEASE NOTE:**

At a Selectmen's meeting held on July 12<sup>th</sup> 2001, motion was made and seconded for the following:

The \$25 fee (or any related fees) charged by the Town Constables for visiting the premises of a dog owner will be charged to the dog owner. When dog owners are contacted the second time, the dogs will be disposed of. The Select board felt it is unfair for the Taxpayers of the Town of Westfield to have to cover the expense of enforcing the State law that all dogs be licensed by April 1<sup>st</sup> of each year.

Please note that the guidelines and agreement for the Community Center have changed.

## WESTFIELD COMMUNITY CENTER

### *Usage & Rental Guidelines*

ALL USES OF THE COMMUNITY CENTER WILL PROPOSED AND APPROVED BY A REPRESENTATIVE OF THE CENTER'S BOARD OF TRUSTEES, ON A "USAGE & RENTAL AGREEMENT" (FORM WCC-001). IT IS CRITICAL THAT ALL USES BE LOGGED AS TO BE ABLE TO GENERATE USAGE CALENDAR AND TO AVOID CONFLICTS OF USE.

#### **PRIORITY FOR USE SHALL BE ASSIGNED AS FOLLOWS:**

- 1.) WESTFIELD TOWN MEETING DAY AND OTHER LEGAL VOTE DAYS.
- 2.) TROY & AREA LIONS CLUB SENIOR MEALS AND MEETINGS.
- 3.) MEETINGS OF OFFICIALS FROM WESTFIELD.
- 4.) OTHER REGULAR SCHEDULED MEETINGS.  
*PRIORITY TO WESTFIELD MUNICIPAL TAXPAYERS.*
- 5.) ALL OTHER ON A FIRST COME FIRST ASSIGN BASIS.
- 6.) RESERVE FRIDAY NIGHT THROUGH SUNDAY NIGHT FOR SOCIAL RENTALS. (UNLESS SCHEDULED TOWN MEETINGS REQUIRE USE OF THE BUILDING.)

#### **CHARGES FOR USE OF THE CENTER.**

- 1.) THERE WILL BE NO CHARGE OR SECURITY DEPOSIT REQUIRED FOR ANY OFFICIAL TOWN OF WESTFIELD USE, TROY & AREA LIONS CLUB FUNCTIONS, OR OTHER CIVIC ORGANIZATIONS UNLESS HISTORY OF USAGE DICTATES THE NEED FOR SUCH CHARGES.
- 2.) THERE WILL BE AT MOST A NOMINAL CHARGE FOR USE OF THE CENTER BY WESTFIELD MUNICIPAL TAXPAYERS, **ALTHOUGH A FULL SECURITY DEPOSIT WILL BE REQUIRED.**
  - A. The charge for the residents will be \$15. This is for the use of the hall only. If the kitchen is to be used, the fee will be \$40.
  - B. The deposit that is **required** by residents and non-residents will be \$75. This deposit will be refunded after the hall is checked for cleanliness and/or damages. Failure to return the key is considered damage. Failure to remove the garbage that accumulated from your use will be considered damage
  - C. The charge for non-residents will be \$50. This is for the use of the hall only. If the kitchen is to be used, the fee for non-residents will be \$75.

- D. Functions designed to raise funds for profit of either a private organization, individual or commercial operation will be charged the fee of \$50 for usage. If the kitchen is to be used, the fee of \$25 will be added to the \$50.

ALL USES NOT COVERED ABOVE WILL BE SUBJECT TO BOTH A USE CHARGE AND TO A SECURITY DEPOSIT.

**EXCLUSION TO USE OF THE CENTER.**

- 1.) ANY INDIVIDUAL OR GROUP THAT HAS A PRIOR HISTORY OF FAILURE TO LEAVE THE CENTER IN GOOD CONDITION MAY BE REJECTED FOR FURTHER USE OF THE CENTER.
- 2.) ATTENDANCE BY MORE THAN 85 PEOPLE FOR AN INDOOR EVENT.
- 3.) TABLES AND CHAIRS ARE THE PROPERTY OF THE TOWN, OR THE TROY AND AREA LIONS CLUB, AND DO NOT LEAVE THE PREMISES.

NOTE: ANY PARTY PLANNING THE USE OF THE GROUNDS SHOULD BE NOTIFIED THAT THE GROUNDS WILL ALSO BE AVAILABLE FOR USE BY LOCAL CHILDREN AND CITIZENS WHO CANNOT BE DENIED ACCESS. THIS WILL PRIMARILY AFFECT THE PLAYGROUND AREA.

**WESTFIELD COMMUNITY CENTER**  
*Usage & Rental Agreement*

**APPLICATION NUMBER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**APPLICANT:** \_\_\_\_\_

**ORGANIZATION:** \_\_\_\_\_

**FUNCTION:** \_\_\_\_\_

**NO. OF ATTENDEES:** \_\_\_\_\_

**RENTAL FOR: DATE** \_\_\_\_\_

**TIME FROM** \_\_\_\_\_ **TO** \_\_\_\_\_

**OTHER RENTAL OR USE**

**DATA:** \_\_\_\_\_

\_\_\_\_\_

**FACILITIES TO BE USED:** HALL \_\_\_\_\_

KITCHEN \_\_\_\_\_ GROUNDS \_\_\_\_\_

AS PART OF THIS RENTAL AGREEMENT THE APPLICANT ASSUMES FULL RESPONSIBILITY FOR CLEANING, REMOVAL OF GARBAGE, REPAIRING AND/OR RESTORING THE FACILITIES TO THEIR AS RENTED CONDITION. RESTORATION SHALL BE ACCOMPLISHED PRIOR TO THE NEXT SCHEDULED USAGE OF THE FACILITY. Ex: A SUNDAY RENTAL MAY REQUIRE CLEANING AND/OR REPAIRS PRIOR TO MONDAY AT 8:00 AM. FAILURE TO ACCOMPLISH SUCH ITEMS WILL RESULT IN ITS ACCOMPLISHMENT UNDER THE DIRECTION OF THE BOARD OF TRUSTEES AND APPLICABLE COSTS WILL BE DEDUCTED FROM THE SECURITY DEPOSIT. IF SUCH RESTORATION EXCEEDS THE AMOUNT OF THE DEPOSIT THE APPLICANT SHALL BE BILLED FOR THE EXCESS COSTS.

NOTHING IS TO BE NAILED, TAPED OR OTHERWISE ATTACHED TO THE WALLS OR CEILING AS TO LEAVE A MARK.

PLEASE PAY PARTICULAR ATTENTION TO ALL FOOD PREPARATION, HANDLING AND SERVING EQUIPMENT, AS THEY ARE ON LOAN TO THE COMMUNITY CENTER FOR THE SENIOR MEAL PROGRAM. ANY DAMAGE TO OR REMOVAL FROM THE CENTER COULD NEGATIVELY IMPACT THIS VITAL MEAL SERVICE.

ALL USERS OF THE CENTER ARE SPECIFICALLY EXCLUDED FROM USING ANY CENTER KITCHEN KNIVES, SLICING MACHINES, etc. FOOD, LINENS, CLEANING SUPPLIES OR ANY OTHER EXPENDABLE SUPPLIES BELONGING TO THE CENTER ARE NOT TO BE USED AND ANY SUCH ITEMS ARE TO BE PROVIDED BY THE USER. (WCC-002) page 1

NO ANIMALS OTHER THAN CERTIFIED WORKING ANIMALS ARE ALLOWED INSIDE BUILDING. (excluding the rabies clinic held for the purpose of licensing dogs)

THE APPLICANT ASSUMES FULL LIABILITY FOR ACTIONS RESULTING FROM HIS OR HER UTILIZATION OF THE FACILITIES AND FOR ENSURING THAT

THE LIGHTS ARE OFF, DOORS ARE LOCKED, AND THE KEY IS RETURNED.  
FAILURE TO FOLLOW THE REQUIREMENTS OF THE RENTAL AGREEMENT  
AND/OR GUIDELINES WILL FORFEIT THE RETURN OF THE DEPOSIT.

SECURITY DEPOSIT: \$\_\_\_\_\_ (separate check or cash) WILL BE RETURNED  
IN FULL OR PART AFTER INSPECTION AND NECESSARY CORRECTIONS.  
ALLOW 48 HOURS.

RENTAL FEES: \$\_\_\_\_\_ OTHER FEES \$\_\_\_\_\_

ALL FEES AND DEPOSIT ARE TO BE PAID WITH THIS APPLICATION.

SIGNATURES \_\_\_\_\_

DATE: \_\_\_\_\_

**APPLICANT**

TOTAL DEPOSIT AND FEES RECEIVED FROM APPLICANT:

\$ \_\_\_\_\_

DATE: \_\_\_\_\_

**WESTFIELD COMMUNITY CENTER  
BOARD OF TRUSTEES REPRESENTATIVE**



***Zoning Report - 2003***

Mobile homes .....	1
Garages .....	8
Camps .....	1
Storage sheds, etc .....	6
Houses .....	3
House addition/extensions .....	6
Ponds .....	1
Barns .....	3
Signs .....	2
"USE" Permits .....	1

Respectfully submitted,

Theodore Buchner  
*Zoning Administrator*

## **Auditors' Report**

The accounts and records of the Westfield Town Office and the Town School District, the Hitchcock Museum and Library and the Westfield Cemetery records have been viewed and verified by your auditors.

Corrections and footings have been done where necessary and noted.

Pat Shover  
Deanna Buchner  
Carolyn Lyster  
*Auditors*  
Town of Westfield

All financial reports unless otherwise stated are respectfully submitted by Connie LaPlume, Town clerk-Treasurer

### **Statement of Taxes Raised**

**Calendar year January 1, 2003 through December 31, 2003**

**Taxes Levied:**

Real Estate –  
\$31,330,583 x 1%= ..... \$ 313,305.83

Apportioned: ..... 634,655.00  
Minus current use & pilot program ..... 27,970.00  
Total ..... 606,685.00

**Taxes Billed:**

Real Estate- \$313,305.83 X \$1.991 ..... 623,791.91  
Current use & PILOT program ..... 27,970.00  
Total taxes ..... 651,761.91

**Total Accounted for:**

Property taxes ..... 584,125.29  
Tax Collector ..... 43,804.37  
Current Use & PILOT program ..... 27,970.00  
Land use penalties ..... 1,095.90  
Dogs, rebates, interest, fines ..... 5,703.48  
Community Center Rental ..... 85.00  
Total ..... \$ 662,784.04

**Distribution:**

School ..... 417,337.00  
Road Commissioner ..... 61,950.00  
Bridge Account ..... 10,000.00  
Selectmen's Orders ..... 113,980.23  
Education fund ..... 6,903.00  
Sweep account fees ..... 358.67  
Transfer to grader account ..... 7,050.00  
Purchase checks ..... 53.17  
Total ..... 617,632.07

Check voided from 2002 ..... 225.00

Total in checking account December 31, 2003 ..... \$ 107,224.54



## Dog Licenses

Calendar year January 1, 2003 through December 31, 2003

### On time

Males and females - 19 @ 9.00 each .....	\$	171.00
Spayed and neutered dogs - 82 @ 5.00 each .....		410.00
After Oct. 10th 2 @ 6.00 .....		12.00
After Oct. 10th 1 @ 3.00 .....		<u>3.00</u>
Total .....		596.00

### Late:

Males and females - 9@ 13.00 each .....		117.00
Spayed and neutered dogs - 17 @ 7.00 each .....		<u>119.00</u>
One transfer - no fee		
Total late .....		<u>236.00</u>
Total dogs .....		832.00

### Less treasurer's fee

130 @ \$2.00 .....		260.00
--------------------	--	--------

### Less State Rabies fee

130 at \$1.00 each .....		<u>130.00</u>
Grand total deposited in General Fund .....	\$	442.00

## Bridge Account

Calendar year January 1, 2003 through December 31, 2003

Beginning Balance January 1, 2003 .....	\$	12,907.63
---	----	-----------

### Receipts:

General Fund .....	\$	10,000.00
Interest .....		<u>20.30</u>
Total .....		10,020.30

Balance in checking account December 31, 2003 ...	\$	22,927.93
---	----	-----------

## Road Commissioner's Account

Beginning Balance January 1, 2003 ..... \$ 72,888.77

### RECEIPTS:

Property taxes .....	\$	61,950.00	
State of Vt. Aid for roads .....		48,123.26	
C.D. paving cashed in .....		15,326.00	
Road fines .....		869.00	
Checking account interest .....		2.50	
Sweep account interest .....		<u>560.20</u>	
Total .....		126,830.96	
Total deposited and checking balance .....			\$ 199,719.73

### DISBURSEMENTS:

#### Road Commissioner's orders

Summer Roads .....	\$	92,482.37
Winter Roads .....		58,575.30
Sweep account fees .....		<u>145.08</u>
Total .....		151,202.75

#### Adjustment for over payment in 2002

On summer roads # 5 .....		<u>198.00</u>
Balance in checking as of December 31, 2003 .....		\$ 48,714.98

## Grader Account

Beginning balance January 1, 2003 ..... \$ 1,168.52

### Receipts:

Interest .....	\$	8.75	
General fund .....		7,050.00	
Grader Loan .....		96,000.00	
CD's cashed in .....		51,238.28	
Road Commissioner fund .....		<u>2,940.00</u>	
Total .....		157,237.03	
Grand total .....			\$158,405.55

### Disbursements:

Bond Auto parts .....	\$	17.56	
Brookside Hardware .....		31.79	
Clifton Kennison .....		9.05	
Emerson Truck Repair .....		75.48	
Nortrax .....		156,000.00	
Oil Supply .....		660.00	
South Bay Supplies .....		64.26	
Vt DMV .....		<u>25.00</u>	
Total .....		156,883.14	
Balance in checking December 31, 2003 .....			\$ 1,522.41

## Town C.D's and Savings Accounts

### General Fund

Face Value .....	\$ 22,564.00
Prior interest .....	2,357.34
2003 interest .....	<u>722.13</u>
Total .....	25,643.47

### General Fund

Face Value .....	6,555.75
Prior interest .....	94.84
2003 interest .....	<u>130.67</u>
Total .....	6,781.26

### North Hill Cemetery

Face value .....	6,829.19
Prior interest .....	2,284.79
2003 interest .....	<u>192.56</u>
Total .....	9,306.54

### Listers

Face value .....	2,954.00
Prior interest .....	419.93
2003 interest .....	<u>43.58</u>
Total .....	3,417.51

### Listers

Face Value .....	1,604.55
Prior interest .....	112.95
2003 interest .....	<u>90.22</u>
Total .....	1,807.72

### Office

Face Value .....	18,500.00
Prior interest .....	395.78
2003 interest .....	<u>380.51</u>
Total .....	19,276.29

### Office

Face Value .....	2,961.00
Prior interest .....	42.84
2003 interest .....	<u>59.01</u>
Total .....	3,062.85

### School

Face value .....	115,492.26
2003 interest .....	<u>468.03</u>
Total .....	\$115,960.29

## SAVINGS ACCOUNTS

### North Hill Cemetery

Beginning balance .....	239.93
Prior deposit .....	225.00
2003 deposit .....	300.00
prior interest .....	8.04
2003 interest .....	<u>3.46</u>
Total .....	776.43

### Office Savings

Beginning balance .....	12,282.14
Deposited (land sale & fines) .....	26,332.82
Interest .....	<u>203.98</u>
Total .....	38,818.94

### Solid Waste Plan

Beginning balance .....	949.45
Prior Interest .....	36.78
2003 interest .....	<u>1.24</u>
Total .....	987.47

### General Fund

Beginning balance .....	6,764.59
Prior Interest .....	192.13
2003 Interest .....	<u>43.99</u>
Total .....	\$ 7,000.71

## *General Fund Account*

### Calendar Year January 1, 2003 through December 31, 2003

Cash on hand in checking January 1, 2003 ..... \$ 61,847.57

#### Receipts:

Property taxes .....	\$ 584,125.29	
Delinquent tax collector .....	43,804.37	
Current Use & Pilot program .....	27,970.00	
Dogs, rebates, interest and copies .....	5,703.48	
Community Center Rents .....	85.00	
Current use penalties .....	<u>1,095.90</u>	
Total .....	662,784.04	
<b>TOTAL FUNDS AVAILABLE .....</b>		<b>\$724,631.61</b>

#### Disbursements:

Selectmen's Orders .....	\$ 113,980.23	
School .....	417,337.00	
Road Commissioner .....	61,950.00	
Education fund .....	6,903.00	
Bridge Account .....	10,000.00	
Sweep account fees .....	358.67	
Transfer to grader acct .....	7,050.00	
Purchase checks .....	<u>53.17</u>	
Total .....	617,632.07	
Check voided from 2002 .....		<u>225.00</u>
Total in checking account December 31, 2003 .....		<b>\$ 107,224.54</b>

**General Fund Comparative Balance Sheet**  
**Calendar Year January 1, 2003 through December 31, 2003**

	2003	2002
Current Assets .....	\$ 107,224.54	\$ 62,432.60
Delinquent taxes .....	<u>18,202.91</u>	<u>26,704.31</u>
Total .....	125,427.45	89,136.91
Current liabilities .....	<u>-0-</u>	<u>-0-</u>
Assets over liabilities .....	\$ 125,427.45	\$ 89,052.21

**Statement of Delinquent Taxes**

	2003	2002
Delinquent taxes to Tax Collector .....	\$ 36,586.81	\$ 49,774.80
Balance of uncollected taxes .....	<u>26,784.31</u>	<u>10,977.12</u>
Grand Total to Tax Collector .....	63,371.12	60,751.92
Total Collected .....	43,804.37	32,316.62
Total abated .....	-0-	784.41
Total adjusted .....	<u>1,363.84</u>	<u>1,651.59</u>
Grand Total of Uncollected taxes .....	\$ 18,202.91	\$ 26,784.31

**General Fund Budget**

	Spent 2003	budget 2003	budget 2004
Town employees	\$ 23,668.46	\$ 24,500	\$ 24,500
Insurance and Bonds .....	6,560.00	6,800	6,800
Taxes and assessments .....	5,062.75	4,800	5,100
Electricity .....	2,536.25	3,000	3,000
Fire Protection .....	17,934.00	18,400	19,000
North Hill Cemetery .....	450.00	450	450
Garage .....	2,912.41	3,500	5,000
General Government .....	46,134.60	37,500	37,500
Community Center .....	<u>8,721.76</u>	<u>9,000</u>	9,000
Grader payment .....			<u>20,718</u>
Total to be raised .....	\$113,980.23	\$113,950	\$131,068

**PUBLIC WORKS**

Disbursements	2003 Spent	2003 budget	2004 budget
Winter Roads .....	\$ 58,575.30	\$ 30,950	\$ 30,950
Summer Roads* .....	92,482.37	31,000	31,000
Sweep Account fees .....	145.08		
Bridge .....	<u>0.00</u>	<u>10,000</u>	<u>10,000</u>
Total .....	\$151,202.75	\$ 71,950	\$ 71,950

**\*BREAK DOWN OF SUMMER ROADS**

North Hill culvert project .....	\$ 10,763.44
Pike paving .....	40,121.53
Road maintenance/ wages .....	<u>41,597.40</u>
	\$ 92,482.37

**Revenues**

Property taxes .....	\$ 61,950.00
State of Vt.- aid for roads .....	48,123.26
Paving CD cashed in .....	15,326.00
Road fines .....	869.00
Interest .....	2.50
Sweep account interest .....	<u>560.20</u>
Total .....	\$126,830.96

**Selectmen's Report**

**Calendar Year January 1, 2003 through December 31, 2003**

<b>Employees:</b>	<b>Actual</b>	<b>Budget</b>
Connie LaPlume .....	\$ 16,969.93	
Rita Petzoldt .....	1,324.00	
Yves Daigle .....	1,075.00	
Richard Degre .....	875.00	
Jacques Couture .....	875.00	
Pat Shover .....	220.00	
Carolyn Lyster .....	176.00	
Deanna Buchner .....	204.00	
Richard Shover .....	783.53	
Alice Gonyaw .....	618.00	
Denis Lyster .....	212.00	
Yvan LaPlume .....	20.00	
Ann Lazor .....	36.00	
Normand Piette .....	<u>280.00</u>	
Total .....	23,668.46	\$ 24,500
<b>Insurance and Bonds:</b>		
U. I. Insurance Services .....	100.00	
VLCT .....	<u>6,460.00</u>	
Total .....	6,560.00	6,800
<b>North Hill Cemetery:</b>		
Yves Daigle .....	450.00	450
<b>Taxes and Assessments:</b>		
Annette Pike .....	5,062.75	4,800
<b>Electricity:</b>		
Town and Common .....	2,536.25	3,000

	<u>Actual</u>	<u>Budget</u>
<b>Fire Protection:</b>		
Troy Fire Dept. ....	16,474.00	
Montgomery Center Fire Dept. ....	<u>1,460.00</u>	
Total .....	17,934.00	18,400
<b>Garage:</b>		
Barnett's .....	852.29	
Brookside Hardware .....	24.21	
Citizens Utilities .....	464.72	
Dick Colburn .....	420.00	
Ray's Electric .....	93.67	
Rondeau's Plumbing .....	215.72	
Verizon .....	433.80	
Water .....	<u>408.00</u>	
Total .....	2,912.41	3,500
<b>Community Center:</b>		
Citizen's Utilities .....	883.79	
Connie Laplume .....	184.87	
Fred's Plumbing and Heating .....	228.93	
Jay Landscape .....	450.00	
Kennison and Son .....	962.00	
Lowell Mills .....	62.50	
Matthew Leonelli .....	165.00	
North Star Nursery .....	152.88	
Oil Supply .....	2,726.63	
Poulin Lumber .....	49.98	
Richard Degre .....	200.00	
Rick Danforth .....	10.00	
Rondeau's Plumbing .....	229.01	
Steve Dykeman .....	1,135.00	
Verizon .....	573.17	
Westfield Water .....	408.00	
Young's Piano .....	80.00	
Yves Daigle .....	<u>220.00</u>	
Total .....	8,721.76	15,000
<b>General Government:</b>		
Area Agency on Aging .....	169.00	
BGS .....	125.00	
Blais Surveying Co. ....	1,493.60	
Casella Waste Management .....	1,843.23	
Citizens Advocacy .....	300.00	
Connie LaPlume .....	158.94	
Memphremagog Press .....	1,907.00	
May & Davies .....	155.00	
Evangeline Spec .....	223.26	
Everett Prescott .....	2,862.45	
Green Up .....	50.00	
Hazen Notch Association .....	200.00	

	<u>Actual</u>	<u>Budget</u>
Hilda Daigle .....	10.00	
Hitchcock Museum .....	2,500.00	
Jay Athletic Assoc. ....	600.00	
Jay Food Shelf .....	50.00	
Joseph Marotti .....	2,120.38	
Kennison & Son .....	1,466.00	
Lynn Danforth .....	135.00	
Michael Jacobs .....	30.00	
Mississquoi Valley Ambulance .....	5,030.00	
N E Community Action .....	50.00	
NEMRC .....	95.00	
NE Association of Town Clerks .....	35.00	
New England Solid Waste .....	1,866.57	
Newport Daily .....	121.35	
NE Kingdom Learning Services .....	200.00	
NE Kingdom Mental Health .....	528.00	
NVDA .....	1,471.20	
Office expenses .....	4,763.68	
Orleans County Historical Society .....	125.00	
Orleans County Sheriff .....	4,677.75	
Orleans Essex VNA .....	425.00	
Step One .....	150.00	
Triad .....	200.00	
VLCT .....	587.00	
Vt. Center for Independent Living .....	95.00	
Vt. Institute for Government .....	120.00	
Vt. Municipal Retirement .....	1,473.67	
Westfield Cemetery Association .....	2,500.00	
Westfield Fire District .....	3,431.53	
Yves Daigle .....	39.99	
Yvan LaPlume .....	<u>1,750.00</u>	
Total .....	46,134.60	37,500
 Total Selectman's Orders .....	 113,980.23	 113,950

**Town of Westfield**  
**Road Commissioner's Report**  
**January 1, 2003 through December 31, 2003**

**WINTER ROADS**

Wages

Larry Kennison, 801 hrs @ \$12 .....	\$ 9,612.00
68 hrs @ \$18 .....	1,224.00
Andrew Rosenberger, 706 hrs @ \$12 .....	8,472.00
23 hrs @ \$18 .....	414.00
Clifton Kennison, 85 hrs @ \$12 .....	1,020.00
William Kennison, 52 hrs @ \$12 .....	624.00
Bradley Kennison, 24 hrs @ \$12 .....	288.00
Eric Kennison, 5 hrs @ \$12 .....	60.00
Jesse Hammond, 36 hrs @ \$12 .....	432.00

Trucks, Heavy Equipment, etc.

Truck #1 - 451 hrs @ \$20 .....	9,020.00
Truck #2 - 393 hrs @ \$20 .....	7,860.00
Kenworth, 53 hrs @ \$30 .....	1,590.00
Loader (lds) 262 7-yd lds @ \$3.50 .....	917.00
Loader (lds) 3 14-yd lds @ \$7.00 .....	21.00
Screening Plant, 133 yds @ \$.50/yd .....	66.50
Loader (hrs) 23 hrs @ \$30 .....	690.00
25 hrs @ \$32 .....	1,024.00
Backhoe, 2 hrs @ \$32 .....	64.00
Dozer-550, 10 hrs @ \$40 .....	400.00
Gravel, 147 yds @ \$1 .....	147.00

Other costs:

Couture Sand & Gravel, Newport Ctr., VT .....	56.00
Everett Wallace Gravel, Lowell, VT .....	3,713.50
VT Municipal (sander parts) .....	1,124.76
Howard Fairfield (sander & parts) .....	2,882.50
Cargill Salt (road salt) .....	996.66
Town of Montgomery (winter plowing 2 yrs) .....	2,000.00
Yves Daigle (FEMA costs) .....	852.34
Guay's (steel for repairs) .....	25.96
Bond Auto (supplies) .....	38.85
Emerson Truck Repair (repair on sander) .....	2,089.23

Transfer to Westfield Grader Fund

Grader worked, 85 hours @ \$10 .....	<u>850.00</u>
--------------------------------------	---------------

**TOTAL WINTER ROAD EXPENSES .....** **58,575.30**

## SUMMER ROADS

### Wages:

Larry Kennison 382 hrs @ \$12 .....	4,584.00
24 hrs @ \$18 .....	432.00
Andrew Rosenberger, 139 hrs @ \$12 .....	1,668.00
Clifton Kennison, 385 hrs @ \$12 .....	4,620.00
2 hrs @ \$18 .....	36.00
William Kennison, 106 hrs @ \$12 .....	1,272.00
18 hrs @ \$18 .....	324.00
Bradley Kennison, 17 hrs @ \$12 .....	204.00

### Trucks, Heavy Equipment, etc:

Truck #1 – 169 hrs @ \$20 .....	3,260.00
Truck #2 – 6 hrs @ \$20 .....	120.00
Kenworth – 102 hrs @ \$30 .....	3,060.00
Loader (lds), 195 7-yd lds @ \$3.50 .....	682.50
28 14-yd lds @ \$7 .....	196.00
Loader (hrs), 69 hrs @ \$32 .....	2,208.00
Gravel – Kennison, 1939 yds @ \$1 .....	1,939.00
Screening Plant, 1533 yds @ \$.50 .....	766.50
Backhoe, 16 hrs @ \$32 .....	512.00
Dozer 550, 42 hrs @ 40 .....	1,680.00
Excavator, 77 hrs @ \$57 .....	4,389.00
Tractor and Mower, 84 hrs @ \$20 .....	1,680.00
Sweeper, 13 hrs @ \$20 .....	260.00
Supplies (grass seed, mulch hay, etc) .....	235.80

### Other Expenses:

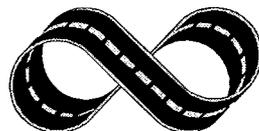
Sonny's Rental .....	119.50
Newport Rental .....	113.00
Guay's Repair .....	27.56
Couture Gravel .....	280.00
Roland Pion Gravel, 1456 yds @ \$1 .....	1,456.00
Wallace Gravel, 63 yds @ \$1 .....	63.00
Taplins (North Hill Culvert Project) .....	4,863.44
Choquette Trucking (North Hill Culvert Project) .....	900.00
McAllister Concrete (North Hill Culvert Project) .....	5,000.00
Fairfield .....	239.49
Schoenberg Salt .....	2,912.00
Pike Industries (2/1 funds) .....	40,121.58

### Transfer to Westfield Grader Fund:

Grader hours, 209 hrs @ \$10 .....	2,090.00
------------------------------------	----------

TOTAL SUMMER ROAD EXPENSES ..... \$ 92,482.37

Respectfully submitted,  
Suzanne Kennison



**Westfield Cemetery Association**  
**January 1, 2003 to December 31, 2003**

Balance in checking account January 1, 2003 .....		\$ 2,382.39
<b>Receipts:</b>		
CD Interest .....	\$ 300.00	
Town of Westfield .....	<u>2,500.00</u>	
Total .....	2,800.00	
Total Funds Available .....		5,182.39
<b>Expenses:</b>		
Patrick Sargent – mowing .....	\$ 2,000.00	
Co-op Insurance .....	207.00	
Rita Petzoldt, treasurer .....	200.00	
Poulin Lumber .....	29.57	
Westfield General Store – gas .....	<u>28.30</u>	
Total Expenses .....	2,464.87	
Bank Charges .....	20.40	
Balance as of December 31, 2003 .....		\$ 2,697.12

**Westfield Cemetery Trust Fund**

Balance in CD on January 1, 2003 .....		\$ 37,417.13
Interest earned .....		733.00
Interest transferred to checking account .....		<u>(300.00)</u>
Balance in CD on December 31, 2003 .....		\$ 37,850.13

# **Hitchcock Museum and Library**

## **Librarian's Report**

This is the year the Hitchcock Museum and Library reached out to the world via the internet on the computer acquired through the Freeman Grant. Internet access is provided free of charge by Adelpia Cable via a computer access cable. Now anyone can search all the library holdings of the Vermont State public libraries, all K-12 school libraries and the university and college libraries to find any book or other information to borrow. We are also able to request materials from out-of-state if not available in Vermont. This is a service of the Vermont Automated Library system (VALS) which anyone can use from their home computer. Through VALS copies of state legal documents or research reports from the Educational Research Information Council (ERIC) database can be ordered. Most materials arrive in the mail within 2-3 days of a request.

The State Department of Libraries has also provided access to the Vermont On-Line Service of Gale Group. Anyone can retrieve full – text documents of over 10,000 magazines, periodicals and newspaper sites. Please come into the library to learn about this remarkable window to the world.

Our summer program again this year included a puppet show supported by the Freeman Grant. Our Spring Book Sale and Plant Exchange was very successful in raising funds for new books. Funds from the Freeman Grant, book sale proceeds and donations from individuals have allowed us to add over 600 new and slightly used books to our collection. The Library welcomes any requests for new materials.

High school students receiving tutoring have prepared new displays for the Museum: the history of the Bobbin Mill, Fishing in Vermont, and Animals of the Weasel Family. Jay-Westfield students are currently working with the Museum researching community history as part of the Vermont Historical Society Community History Project.

Thanks to the Mountain Jam monthly music programs, some major improvements have been possible this year. All taxidermy specimens have been professionally cleaned and items needing repair or disposal have been handled. This makes the museum healthy and pleasant for visits and will preserve the collection for many years. Investment in energy saving improvements included two new windows that are air-tight heat savers and easy to clean.

The building is wonderful. The library is up-to-date. The museum is exciting. The community can be proud of its continuing commitment to the Hitchcock Museum and Library.

Thank you,

Mary Alice Brenner, *Librarian*

**Statement of Income and Expense**  
**January 1, 2003 through December 31, 2003**

Beginning balance January 1, 2003 .....		\$ 3,561.06
<b>Receipts:</b>		
Checking account interest .....	\$ 3.25	
CD interest .....	1,728.76	
Book sales .....	8.00	
Mountain Jam .....	2,947.11	
Donations .....	76.00	
Fines .....	8.00	
Town appropriation .....	2,500.00	
Miscellaneous/Plant Sale .....	<u>82.80</u>	
Total .....		7,353.92
<b>Expenses:</b>		
Books .....	216.62	
Magazines .....	61.77	
Librarian .....	1,444.50	
Fuel .....	1,856.00	
Electricity .....	569.89	
Plowing .....	78.00	
Mowing .....	380.00	
Insurance .....	1,011.00	
Repairs .....	1,938.94	
Supplies - library .....	177.60	
Supplies - museum .....	126.75	
Postage .....	173.39	
NERL .....	60.00	
Water .....	408.00	
Miscellaneous .....	<u>431.44</u>	
Total .....		\$ 8,933.90
<b>2002 Freeman Grant:</b>		
\$194.97 remaining in grant		
Less Grant Expenditures .....		194.97
\$0.00 Balance in Grant		
<b>2003 Freeman Grant:</b>		
Grant received .....	5,000.00	
Less Grant Expenditures .....	<u>4,324.82</u>	
Balance in Grant .....		675.18
Check Voided .....		15.00
Balance as of December 31, 2003 .....		\$ 2,476.29

## ***Big Read Wagon Bookmobile*** **Annual report 9/1/01-9/3/03**

The public libraries of the North Country Coalition of Libraries (NCCOL) started mobile library outreach service on the road through the *Big Read Wagon Bookmobile* as the van March 2002. The bookmobile arrived November 20, 2002.

Bookmobile circulation and programming far surpasses any prediction. We know use will increase because of the enthusiastic and positive response the bookmobile has received so far! It's fully stocked with brand new materials to fit local outreach needs. Randy, the bookmobile librarian, likes to tell the story of coming away from the outhouse at the Seymour Lake Fishing Access to find a line of people waiting to use the bookmobile.

The bookmobile is not a roving repository of books and materials, but a unique and wonderful resource. It promotes literacy and offers programs that encourage a love of reading and stories that help build language development and a desire to learn to read. From September 2002 through September 2003, 240 programs reached just over 3,000 people, an average of 18 programs per month! Two hundred nine of these programs were youth-oriented, reaching 1,993 children; the remaining 31 programs were offered to 516 adults.

Now, after the grant, the bookmobile is operating on its own with a proposed \$37,900 "bare bones" budget. Your local support is very important to grantors and donors. We encourage donations or in-kind donations to be made at any time of the year. We thank the taxpayers and the private donors for their generous support in the past. If you are fortunate enough to have a public library in your community, please fund it generously.

The bookmobile has flourished under the care of Persis Ensor, Clare Dolan and Hatteras Hoops. They have left the bookmobile due to life changes or the end of the grant. Persis, the project assistant, was an instrumental and integral part of the grant. These people plus the other librarians made worthwhile and valuable contributions to bookmobile services. Thank you.

A survey we conducted found people happy with the bookmobile and some people wanted it to visit more often. To request the bookmobile to stop in any of the 14 towns, please call Cindy at 334-7902 or email [bigreadwagon@yahoo.com](mailto:bigreadwagon@yahoo.com). If anyone has suggestions about improving bookmobile services, please let us know.

Respectfully submitted,  
Cindy Karasinski, *Project Director*

# **Westfield Fire District #1**

**P.O. Box 142, Westfield, Vermont 05874**

1. The following is provided as a breakdown of all items contained on the Westfield Fire District #1 balance sheet for the period of 1 January 2003 to 12 November 2003.

## **Assets:**

Parcel ID 06-001-21 Property on North Hill – as listed on the Town of Westfield Grand List Tax Year 2001.

Balance Savings and Checking – as shown on Balance Sheet \$77,206.73. (Non-arbitrage loans with the Community National Bank have been paid in full as of 29 September 2003.)

## **Income:**

**Water Service Fees:** "Income by Customer Summary" shows total of \$21,477.33 by customer. This figure includes interest and late fees. \$3,205.00 of Hitchcock Library is a reimbursement for the installation on the new system, per agreements. \$226.53 for Town Office Building is reimbursement for materials to install the new line.

**Savings Interest:** "Profit and Loss" statement indicates a total of \$19,829.04. A portion of this interest income was repaid to Community National when the Non-Arbitrage Loans were repaid.

**Total Income:** "Profit and Loss" statement indicates \$-624,935.10 for the reporting period. This figure is the result of paying off the Non-Arbitrage Loans. Our real income is figured by taking last years total of checking and savings account balance of \$59,572.67 and comparing to the present total of \$77,206.73. Income for the reporting period is \$17,392.09.

**Total Liabilities and Equity:** As on Balance Sheet - \$70,206.73.

## **Liabilities:**

**Expense:** Total expenses from Profit and Loss statement are \$246,239.88. Engineer payments of \$8,307.27, Community National Bank of \$668,947.89 account for the majority. The \$5,894.82 balance make up the real operating cost of the system as shown on the Profit and Loss statement. Equipment, materials, insurance, office supplies, postage, water testing, repairs, snow plowing, lawn mowing, electric, gas, phone, permit to operate.

2. As a result of the Bond Vote in August 2003 the Prudential Committee Members on behalf of the Fire District have authority for a total of \$680,000.00 on the bond. As of this report filing the total obligation of the Fire District is \$658,396.00.

3. This report is respectfully submitted as a full accounting of the current financial standing of the Westfield Fire District #1. If at anytime, any member of the Fire District desires to see records of the Fire District they will be made available for review.

Gordon Lesperance, *Prudential Committee Member*

The Balance Sheet, Profit and Loss Statement, Income by Customer Summary, Expense by Vendor Summary, A/R Aging Summary are available at the Town Clerk's Office for review.

TROY & AREA LIONS CLUB  
***Senior Meals Program - 2003***

Instead of at the end of this report, I am going to start it with a sincere THANK YOU to the many volunteers that work together to make the meal site work. Thank you for being willing to fill in at a moment's notice for a scheduled volunteer that is unable to work the scheduled day. Your dedication is noticed and very much appreciated. All parts of volunteering are important. We know that one person or even two can not prepare, set up, serve and clean up. It takes a group willing to work together. We have learned that a sense of humor helps make the whole process work better. Two very good volunteers have moved away. They are very much missed.

The Senior Meal program continues to do well. At one point we were serving more meals in the summer when the campground people were visiting, but that seems to have leveled out with more take out orders filling the void. It has become more than just a meal site on Mondays and Thursdays. Thursdays is the day chosen to stay and have a card party following the meal.

This year saw the first Christmas party. The weather didn't co-operate, and we had to reschedule, but we managed to fit it in before Christmas. We had Theresa and Martha Petzoldt play carols with the seniors singing along. Everyone was presented with a Christmas stocking.

The town purchased a new Christmas tree and decorations. The tree that was being used had been donated from the Jay Fire Dept. (thank you Jay). We put that one to good use, but decided it was time to update and refresh all the decorations. I hope you had a chance to see the hall in all its finery. Thank you to the volunteers that took the time to help decorate.

We look forward to serving many nutritious meals in the coming year. Always, we are looking for volunteers and/or ideas to improve our work. If you have any spare time or ideas to share, stop in the center during one of our servings. We serve Monday and Thursday at noon.

Connie LaPlume  
*Scheduler/Menu Planner*

***Westfield Community Center - 2003***

The board of directors held one meeting during the year to address changes to the Usage and Rental Agreement and the Usage and Rental Guidelines for the use of the center. Several changes were made. The agreement and guidelines are printed in complete form in the Westfield Town Report. Please take the time to read them through. If you have any suggestions or changes you think would benefit the center, please contact one of the board members.

Dianne LaPlante  
Connie LaPlume  
Philip Gonyaw  
Alice Gonyaw  
Theodore Buchner  
*Board of Directors*

## ***Missisquoi Valley Ambulance Service - 2003***

Missisquoi Valley Ambulance Service would like to thank everyone for their continued support in 2003. Community support and volunteers are the backbone of this organization.

2003 brought with it some crucial changes. Changes that will insure the longevity of our service to the area. We began by going to a full-time paid day crew. This transition has secured uninterrupted emergency care for our communities. With fewer and fewer daytime volunteers becoming available to respond, this became a necessity. MVAS has also been involved in planning and designing a new facility. This also has become a necessity. There is a minimum standard that the State of Vermont Department of Health requires we meet with regards to Training, Squad facilities, Administrative practices, and Equipment. We can no longer meet these requirements without a new facility. As always, we will appreciate anyone's help with regards to grants or funding for this project.

The unimaginable events of September 11, 2001 have forced the Government to make grants available to Emergency Response Services for new equipment and training. MVAS has been awarded one of these grants. These funds have allowed us to purchase new defibrillators that we will station in our outlying communities.

Missisquoi Valley Ambulance Service is again asking for an appropriation to help defray some of the costs of operation. We are going to stay with \$10 per capita for this year. We are committed to our communities to provide them with the highest level of care at the most reasonable cost. We wish everyone a safe and happy 2004.

# Missisquoi Valley Ambulance Services Inc. (MVAS Inc.)

## Annual report of cash receipts and disbursements Year ending December 21, 2003

### Receipts:

Appropriations .....	\$ 24,930.00
Donations .....	0.00
Subscriptions .....	400.00
Interest .....	133.20
Billing .....	112,587.89
Miscellaneous .....	<u>246.00</u>
Total Receipts .....	\$ 138,297.09

### Disbursements:

Payroll & taxes .....	\$ 54,000.00
Purchases – Equipment .....	982.50
Purchases – Squad supplies .....	822.67
Diesel Fuel .....	3,673.99
Membership and Subscriptions .....	118.45
Insurance .....	8,680.37
Advertising .....	322.60
Tax Penalties & Interest .....	722.24
Legal fees .....	175.00
Squad Training expenses .....	3,414.71
Squad Functions/meals .....	2,427.79
Billing services .....	9,676.77
Ambulance maintenance/repair .....	16,158.65
Building maintenance/repair .....	217.75
Equipment maintenance/repair .....	31.06
Utilities .....	1,236.22
Office expenses .....	2,303.05
Medical expenses .....	7,254.54
Communications .....	1,808.15
New Facility expenses .....	2,421.75
Fund raising & public relations .....	<u>1,402.51</u>
Total disbursements .....	\$ 117,850.77

Net receipts over disbursements .....

	\$ 20,446.32
--	--------------

### Fund Balances:

General fund .....	\$ 8,178.53
Housing fund .....	6,133.90
Ambulance fund .....	4,089.27
Emergency fund .....	817.86
Equipment fund .....	817.86
Training fund .....	408.90

# *Jay/Westfield Elementary School*

## **Principal's Report - 2003**

It is with great pleasure that I write this report for the third year. There have been a few changes in staff at our school this year. Beth Brookes accepted a position at OENSU and Lynne Fortunati has taken her place as administrative assistant. Cara Hill replaced Wendell Hughes as our new music teacher and Shannon Mead works in the kitchen taking Judi Desrochers' position. Each person is a wonderful addition to our school community.

Some important initiatives are continuing at Jay/Westfield this year. Our partnership with the Foundation for Excellent Schools (FES) enables our school to access resources that allow students opportunities such as visiting college campuses, connecting with other schools and professional development for teachers. The FES plan includes serving lunch at the senior meal site in Westfield and establishing mentoring opportunities for students. Some of our older students peer mentor students in the younger grades. Our sixth grade students have mentors from North Country Union High School, thanks to the effort of Mark Emmons, and the Lyndon State College men's basketball team. Additionally, Donna Petit facilitates a FES student club that meets weekly after school. Students in the FES club choose a project to work on. One project has been writing a newspaper that is distributed to families and the School Board.

Thanks to Medicaid funding, our after school program continues. Assistance with homework completion, tutoring, dance and theater are presently happening. Jane Halbeisen provided the guidance to our theater group over the past two years and will continue for this year. In the future, a cooking club and Tae Kwon Do are being planned. Medicaid funds also cover the cost for snowshoeing and skiing on the five or six days throughout the winter that our school participates in these activities.

Some new initiatives that our school is focusing on include a community project for Vermont Historical Society, implementing a standards-based report card, working with a math consultant and fundraising for a new playground structure. Jay/Westfield Elementary School and the Hitchcock Memorial Library/Museum/Historical Society in Westfield will work together to create a collection of historical information that will be given to the Vermont Historical Society for publication in December 2005. The FES Club will complete the majority of this work. Our school receives a new IBM laptop computer and the Hitchcock Memorial Library/Museum receives a new IBM desktop computer to assist with our task.

A standards-based report card was implemented this year in grades 1-6. This new report card aligns with the Vermont Standards and is accompanied by a learning guide, which lists evidence that teachers may look for to show whether a student is meeting the standard. In order to offer more informed reports to parents our marking periods changed to trimesters. Conferences will still be held in the fall and spring.

The assessments given at the various grade levels show continued growth in all subject areas. One area of need, however, is math problem solving. We have a math consultant working with our staff to address this area of need. Consultant Beth Cobb has observed lessons and held discussions with our staff to discuss

strategies that may be taught in conjunction with the Mathland and MathThematics programs.

Another new initiative is fundraising for a new playground structure. The Playground Committee, chaired by Donna Treadwell and Sally Rivard, have organized many events to raise money and have devoted time to write a grant for extra funds. Thank you to everyone who has given pennies to the playground and participated in any of the fundraisers this year. Build date is July 2004.

At the end of last year, an evening performance of puppet shows created by our students and art residents from the No Strings Marionette Company was huge success. The gym was full of students, staff, parents, community members and school board members. This is one example of the marvelous support that our school receives from the communities of Jay and Westfield. Thank you for the continued support of everyone connected to our school. Please feel free to stop by the school or to call with questions you may have at any time.

Sincerely,

Michelle Lussier  
*Teaching Principal*

## ***Jay/Westfield School Board Report - 2003***

The Jay/Westfield School is in the middle of another busy and productive year. Students are engaged in learning; our principal, teachers and staff are working diligently; and the school board members struggle to understand the complexities of the current demands and responsibilities placed on our school, while being sensitive to cost containment.

There was a deficit in the budget for 2002/2003 which was not foreseen. This has resulted in a close scrutiny of the budget by the principal and the bookkeeper in consultation with the business manager during the current year. It is expected that the majority of the deficit will be absorbed by the end of this year.

Enrollment has been declining. In reaction to this the board eliminated the position of art teacher starting with the 2003/2004 school year. Enrollment for 2004/2005 is projected to rise by at least nine students. Fluctuations like this make staffing decisions difficult. The board understands there are concerns about student-to-teacher ratios. In the interest of maintaining educational quality, no changes are anticipated at this time.

The fact that both Jay and Westfield town lines extend west of the mountain ridge complicates the transportation needs for the school. It is not always known, until the beginning of school, whether there are students in need of transportation from those areas. If so, that extra mileage needs to be budgeted. Other budget areas needing attention and of concern are technology (we need to continue to be current with updating computers, software, etc), legal services, the lunch program, heating fuel, electricity, and building/facilities maintenance.

Student test scores continue to improve although math problem solving is receiving extra attention by the principal and teachers to realize comparable gains in that area. Federal programs, i.e. No Child Left Behind, will continue to impact education decisions in the future and in ways that are not yet clear. Vermont standards for education have resulted in improvements that were not anticipated or considered at the federal level. This means it will be more difficult for Vermont students to continue to improve at the expected rate-our students are already starting at a higher level. The focus of education is also of concern. Testing, technology, an expanded curricula, early childhood education, etc. are all receiving attention. The Vermont legislature has a committee on cost containment in education. Rural areas do not have the numbers of students to reach a level of cost effectiveness while providing the quality programs required. Discussions will continue in these and other areas.

Residents from Jay, Westfield, Lowell, Troy, Newport Town and Coventry have formed Westside Research Committee. This group is discussing education needs currently and in the future. A main focus is the viability of a middle school to serve the area. During the discussions, there has been continued emphasis on the need for community involvement and cost effectiveness. The meetings are warned and interested residents are invited to attend.

Please take an interest in our school and ask about the Foundation for Excellent Schools, the Vermont History Project involving the Hitchcock Memorial Library and Museum, the Vermont Historical Society, the after-school program, the ski program

at Jay Peak, the snowshoe program at Hazen's Notch, student servers at the senior meals site, the music program, etc., in addition to the many ways our students spend their time learning at Jay/Westfield school.

Michael Murphy, Chair  
*Board of Directors*  
*Jay/Westfield Joint School*

## **Jay/Westfield Elementary School Enrollment**

### **As of the 40<sup>th</sup> day**

Alix, Dakota	J	Pappalardo, Casey	J
Alix, Phoenix	J	Pappalardo, Tori	J
Archambault, Kyle	W	Paxman, Tyler	W
Bartelson, Erica	J	Perry, Alana	W
Beliveau, Johnathan	W	Petzoldt, Frederick	W
Berthiaume, Justin	W	Petzoldt, Martha	W
Bonneau, Bethany	J	Petzoldt, Theresa	W
Bouchard, Kaitlynn	W	Richardson, Adam	W
Brewster, Evan	W	Rosenberger, Cody	W
Caffrey, Justin	J	Santaw, Brooklyn	J
Currie, Sebastien	J	Sargent, Jordan	J
Driver, Kortni	J	Sargent, Keenan	J
Dull, Avery	J	Scionti, Tristan	J
Elliott, Chloe	J	Sheltra, Aaron	J
Gerrow, Ricky	J	Sheltra, Ashley	J
Holmes, Haley	J	Sheltra, Ashley	J
LeBlanc, Samara	J	Spring, Tyler	J
Mead, Anthony	J	Treadwell, Brianna	W
Mead, Joshua	J	Trombly, Brandi	W
Morse, Mikayla	J	Vincent, Jenna	J
Morse, Quintin	J	Vincent, Seth	J
Murphy, Katherine	W	Warner, Samantha	W
Murphy, Steven	J	Wheeler, Rosemarie	W
O'Donnell, Kelsey	W	Wilson, Brandon	J
O'Donnell, Ryan	W	Woodmansee, Adele	W
Pappalardo, Alli	J	Woodmansee, Sylvia	W

Total Jay Students	31
Total Westfield Students	<u>21</u>
Total enrollment	52

### **7<sup>th</sup> and 8<sup>th</sup> Graders**

Bathalon, Ethan  
Catudal, Adam  
Catudal, Bruce  
Doyon, Jordan  
Dunn, Cody

Dunn, Katie  
Hamelin, Tiffany  
Jacobs, Abbey  
Warner, Adam  
Wheeler, Michael

### **High School**

Bathalon, Nicole  
Bathalon, Ryan  
Blay, Kyle  
Brookes, Kevin  
Brookes, Sara  
Bryan, Yaicha  
Couture, Robert  
Craig, Richard  
Dion, Michelle  
Doyon, Justin  
Dunn, Christopher

Hamel, Cassie  
Hayes, Brock  
Hayes, Bryant  
Kennison, Justin  
Laramee, Dustin  
Rosenberg, Mark  
Skurdall, Kari  
Villegas, Frank  
Wheeler, Joshua  
Wheeler, Nathaniel

### **Homeschoolers**

Croizet, Charles  
Croizet, Paul  
Dykeman, Katina  
Dykeman, Stacey

Maresca, Josephine  
Maresca, Vincent  
Young, Will

# Teachers & Staff for the Jay/Westfield Elementary School

## 2003-2004 School Year

Michelle Lussier .....	Principal 85%/Teacher 15%
Eve Mishou .....	Kindergarten/Reading Recovery
Jane Halbeisen .....	Grade 1/2
Donna Petit .....	Grade 1/2 and 3/4
Mark Emmons .....	Grade 3/4
Sue Pigeon-Vanier .....	Grade 5 / 6
Corinne Morey .....	Special Ed
Lynn Fortunati .....	Administrative Assistant
Patricia DiPietro .....	Physical Ed 20%
Lucy Cannon .....	Nurse 20%
Nancy Allen .....	Librarian 15%
Shannon Mead .....	Cook/Food service agent
Eva Lemieux .....	Paraeducator
Rockie D'agostino .....	Paraeducator
Abbey Montgomery .....	Paraeducator
Angela Mead .....	Paraeducator
Austin Slayton .....	Custodian/Maintenance
Vivian Slayton .....	Assistant Custodian
Cara Hill .....	Music 20%
Kathy Hill .....	Speech & Language 20%
Harold Morse .....	Bus Contractors
Jay Town Garage	
Gaston Doyon	
Emy Harmon .....	Jay Town Clerks
& Tara Morse	
Connie LaPlume .....	Westfield Town Clerks
& Rita Petzoldt	
Mike Murphy (W) .....	School board member
Sally Rivard (J) .....	School board member
Anne Lazor (W) .....	School board member
Jeffrey Ward (J) .....	School board member
Jeff Morse (J) .....	School board member
Loren Petzoldt (W) .....	School board member

## Town of Westfield School Budget

Revenues:	Budget FY 03	Actual FY 03	Budget FY 04	Budget FY 05
<b>1000 Local</b>				
1110 Local Share Property Tax .....	170,891.00	170,982.00	77,501.00	
1150 Local Share Payment to Ed Fund .	36,469.00	36,487.00	18,332.00	
Surplus prior year .....			11,690.62	11,124.55
1500 Interest .....	8,000.00	4,233.06	6,000.00	4,000.00
<b>Total 1000 .....</b>	<b>215,360.00</b>	<b>211,702.06</b>	<b>113,523.62</b>	<b>15,124.55</b>
<b>3000 State</b>				
3109 Homestead Revenue to School ....	-	331,000.00	-	124,464.26
3110 GSSG - from state .....	342,531.00	11,475.00	331,488.00	-
3111 GSSG - poverty element .....	-	56.00	-	-
3112 Non-Residential				
Property Tax to School .....	-	-	-	266,021.60
3114 Grant for Technical Centers .....	-	-	-	24,797.00
3150 Transportation Reimbursement .....	18,064.00	18,064.00	15,410.00	18,896.00
3160 Capital Debt Hold Harmless Aid ....	9,273.00	9,182.00	958.00	
3201 Sped Block Grant .....	16,334.00	16,334.00	17,618.00	16,117.00
3202 Sped Reimbursement .....	36,259.00	28,483.00	43,402.00	39,842.39
3203 Sped Extraordinary .....	639.00	-	1,426.00	-
3204 EEE Grant .....	2,453.00	2,458.00	2,197.00	2,089.00
3145 Small Schools Grant .....	25,265.00	25,265.00	22,279.00	22,000.00
<b>Total 3000 .....</b>	<b>450,818.00</b>	<b>442,317.00</b>	<b>434,778.00</b>	<b>514,227.25</b>
<b>PRIOR YEAR</b>				
5400 transp ty99 .....		(490.00)		
sped .....		(1,755.32)		
<b>Total Revenues .....</b>	<b>666,178.00</b>	<b>651,773.74</b>	<b>548,301.62</b>	<b>529,351.80</b>
<b>Expenditures</b>				
<b>1100 Regular Programs</b>				
561 7 and 8th grade tuition .....	65,695.00	60,000.00	73,514.00	38,400.00
Special Programs 7 and 8 grade ...	-	21,969.17	-	-
561 NCCC Tuition .....	4,192.00	3,826.00	511.95	5,663.17
561 Lowell Tuition .....	-	6,082.00	-	-
Transportation to Lowell .....	-	561.00	-	-
562 NCUHS Assessment .....	255,094.00	255,094.00	212,257.55	193,568.63
562 JW Assessment .....	259,857.00	215,292.11	202,634.00	225,096.00
591 Hot Lunch .....	-	-	500.00	500.00
591 Ski Program .....	-	500.00	500.00	500.00
<b>Total 1100 .....</b>	<b>584,838.00</b>	<b>563,324.28</b>	<b>489,917.50</b>	<b>463,727.80</b>
<b>1211 Special Programs</b>				
301 EEE - state .....	2,453.00	2,458.00	2,197.00	2,089.00
331 EEE - local .....	7,869.00	3,959.00	4,445.00	6,558.00
<b>Total 1211 .....</b>	<b>10,322.00</b>	<b>6,417.00</b>	<b>6,642.00</b>	<b>8,647.00</b>
<b>2311 Board of Education</b>				
110 Stipends .....	1,350.00	1,320.00	1,350.00	1,350.00
<b>2520 Fiscal Services</b>				
339 Treasurer .....	1,000.00	1,000.00	1,000.00	1,000.00
Postage .....				
520 Insurance .....	100.00		100.00	100.00
8XX Sweep Account Fees .....	100.00	84.63	130.00	130.00
<b>Total 2520 .....</b>	<b>1,200.00</b>	<b>1,084.63</b>	<b>1,230.00</b>	<b>1,230.00</b>
<b>5100 Debt Service</b>				
830 Interest .....	12,000.00	12,016.28	10,830.00	9,600.00
910 Principal .....	20,000.00	20,000.00	20,000.00	20,000.00
<b>Total 5100 .....</b>	<b>32,000.00</b>	<b>32,016.28</b>	<b>30,830.00</b>	<b>29,600.00</b>
<b>5220</b>				
920 Grant to Regional Technical Center	-	-	-	24,797.00
<b>950</b>				
Payment to Education fund .....	36,469.00	36,487.00	18,332.00	-
<b>Total Expenditures .....</b>	<b>666,179.00</b>	<b>640,649.19</b>	<b>548,301.50</b>	<b>529,351.80</b>

# Jay/Westfield Elementary School

## Revenue & Expense Statement

		Fiscal 02/03		03/04	04/05
<b>REVENUES</b>					
<b>Code</b>	<b>Name</b>	<b>Actual 02</b>	<b>Actual 03</b>	<b>BUDGET</b>	<b>BUDGET</b>
61250	Titles Prog Reimbursemt	32,740.00	15,623.00	14,935.00	19,935.00
61362	Reimbursement State .....	0.00	0.00	0.00	0.00
61510	Interest .....	3,305.00	1,482.00	1,500.00	1,500.00
61935	Assessment - Jay .....	368,322.00	343,931.00	462,269.00	457,076.00
61935	Add'l Assess Incremental	(13,775.00)	11,642.00	0.00	0.00
61935	Assessment - Westfield ...	228,681.00	259,857.00	202,634.00	225,096.00
61935	Add'l Assess Increm West	(5,783.00)	(18,875.00)	0.00	0.00
61980	Refund - Pr Year Expend.	580.00	0.00	0.00	0.00
61990	Miscellaneous .....	775.00	1,966.00	0.00	0.00
62196	Classrm Reduction Funds	22,382.00	21,000.00	0.00	0.00
62420	VISMIT .....	0.00	0.00	0.00	0.00
62481	Reimbursemt Afterschool	10,134.00	9,028.00	0.00	0.00
62790	Reimbursement OENSU .	7,433.00	14,915.00	0.00	0.00
62790	Reimb OENSU Goals 2000	0.00	0.00	0.00	0.00
63205	State Placed Student Reimb	19,998.00	3,645.00	0.00	0.00
64242	Title II Teacher Dev. ....	10,661.00	0.00	777.00	777.00
64247	Title II D (Formerly Title VI)	475.00	6,565.00	1,175.00	1,175.00
64260	Title V .....	4,233.00	0.00	2,852.00	2,852.00
65230	Transfer Reserve Acct.....	2,369.00	0.00	0.00	0.00
65290	Transfer Restricted Acct ..	2,385.00	4,686.00	0.00	0.00
65900	Surplus Funds Voted .....	0.00	0.00	(4,624.00)	0.00
	<b>TOTAL REVENUES .....</b>	<b>694,915.00</b>	<b>675,465.00</b>	<b>681,518.00</b>	<b>708,411.00</b>

### EXPENDITURES

#### 71100 Regual Education

110	Teacher Salaries .....	182,739.00	180,864.00	185,738.00	191,514.00
111	Classroom Aide .....	0.00	0.00	0.00	0.00
112	Art/Music Salaries .....	19,258.00	16,124.00	17,424.00	9,000.00
113	Physical Education .....	6,676.00	7,076.00	7,476.00	7,876.00
115	Salary-Aide .....	30.00	0.00	0.00	0.00
119	After-School Program .....	8,713.00	15,258.00	0.00	0.00
120	Substitute Teachers .....	2,520.00	2,963.00	2,600.00	2,600.00
120	Long Term Substitutes .....	8,536.00	0.00	0.00	0.00
130	OT Wages .....	8.00	453.00	0.00	0.00
210	BCBS Ins .....	27,314.00	29,462.00	30,825.00	37,381.00
220	FICA Expense .....	16,402.00	16,281.00	16,132.00	16,004.00
230	Life Insurance .....	374.00	363.00	416.00	371.00
250	Workmen's Comp .....	475.00	688.00	786.00	1,021.00
260	Unemployment Comp .....	434.00	176.00	600.00	1,375.00
270	Tuition Reimbursement ...	2,219.00	2,654.00	3,000.00	3,000.00
270	Tuition-Goals .....	0.00	0.00	0.00	0.00
280	Dental .....	1,533.00	1,673.00	1,600.00	1,713.00
290	Long Term Disability .....	699.00	613.00	729.00	744.00
320	Educational Support Serv	25.00	0.00	0.00	0.00
321	Testing Services .....	281.00	108.00	0.00	0.00
440	Copier Lease .....	3,789.00	3,361.00	3,800.00	3,361.00
580	Travel - Mileage .....	614.00	736.00	500.00	500.00
580	Travel Restricted FES .....	291.00	0.00	0.00	0.00

Code	Name	Fiscal 02/03		03/04	04/05
		Actual 02	Actual 03	BUDGET	BUDGET
610	Teacher Supplies .....	5,576.00	5,030.00	5,000.00	5,000.00
610	Supplies Afterschool Prog	1,132.00	600.00	0.00	0.00
610	Supplies-Goals .....	30.00	0.00	0.00	0.00
611	Copier Supplies .....	552.00	0.00	600.00	600.00
640	Textbooks .....	908.00	1,796.00	1,000.00	1,000.00
640	Books-Goals .....	0.00	0.00	0.00	0.00
640	Books-Restricted .....	0.00	0.00	0.00	0.00
660	Instrctional Devices .....	0.00	45.00	0.00	0.00
730	Equipment/Furniture .....	651.00	746.00	1,200.00	1,200.00
737	Technology Equipment ....	0.00	0.00	0.00	0.00
890	Misc.-Student Body .....	3,700.00	7,006.00	0.00	0.00
891	Ski/Gym Program .....	0.00	2,754.00	0.00	0.00
	<b>TOTAL Regual Educ. ....</b>	<b>295,479.00</b>	<b>296,830.00</b>	<b>279,426.00</b>	<b>284,260.00</b>
<b>71196</b>	<b>TITLE VI Class Size Reduction</b>				
110	Salary (50% CSR teacher)	18,033.00	19,033.00	0.00	0.00
210	BCBS .....	2,740.00	2,914.00	0.00	0.00
220	FICA .....	1,257.00	1,380.00	0.00	0.00
230	Life Insurance .....	36.00	36.00	0.00	0.00
250	Workmans Comp .....	39.00	56.00	0.00	0.00
260	Unemployment .....	30.00	12.00	0.00	0.00
270	Tuition .....	65.00	0.00	0.00	0.00
280	Dental .....	123.00	137.00	0.00	0.00
290	Disability .....	59.00	57.00	0.00	0.00
	<b>TOTAL Class Size Reduction</b>	<b>22,382.00</b>	<b>23,625.00</b>	<b>0.00</b>	<b>0.00</b>
<b>71200</b>	<b>SPECIAL EDUCATION</b>				
110	Salary .....	29,951.00	33,751.00	35,401.00	38,561.00
115	Spec Ed Para Salary .....	39,215.00	34,064.00	31,883.00	33,864.00
116	Ind. Bus Aide .....	0.00	0.00	0.00	0.00
120	Substitute Salary .....	1,500.00	1,043.00	1,300.00	1,300.00
210	BCBS .....	3,422.00	4,145.00	3,479.00	5,598.00
220	FICA .....	5,277.00	5,317.00	2,708.00	5,541.00
230	Life Insurance .....	72.00	72.00	72.00	72.00
250	Workmans Comp .....	148.00	218.00	131.00	355.00
260	Unemployment Comp .....	366.00	120.00	300.00	478.00
270	Tuition Reimbursement ...	1,103.00	3,047.00	1,200.00	2,400.00
280	Dental Ins .....	432.00	628.00	496.00	831.00
290	Long Term Disability .....	99.00	96.00	121.00	138.00
320	Education Support Service	25.00	400.00	0.00	0.00
330	Profession Serv-Evaluation	0.00	0.00	500.00	1,077.00
519	Transportation Individual .	0.00	222.00	1,000.00	1,000.00
561	Tuition Alternative Placem't	14,980.00	16,935.00	22,150.00	23,040.00
580	Travel .....	182.00	259.00	75.00	75.00
610	Supplies .....	143.00	230.00	425.00	425.00
640	Spec Ed Books .....	426.00	348.00	300.00	300.00
650	Audio/Visual Equipment ..	0.00	0.00	0.00	0.00
730	Equipment .....	989.00	396.00	200.00	200.00
	<b>TOTAL Special Educ. ....</b>	<b>98,330.00</b>	<b>101,291.00</b>	<b>101,741.00</b>	<b>115,255.00</b>
<b>71250</b>	<b>TITLES</b>				
110	Salary Spec Prog RR .....	23,045.00	23,795.00	23,795.00	24,197.00
115	Aide (See Speech) .....	3,686.00	3,912.00	0.00	0.00
210	BCBS .....	1,392.00	1,873.00	1,940.00	2,700.00
220	FICA .....	1,955.00	2,118.00	1,820.00	1,858.00

Code	Name	Fiscal 02/03		03/04	04/05
		Actual 02	Actual 03	BUDGET	BUDGET
230	Life Insurance .....	36.00	36.00	36.00	36.00
250	Workmans Comp .....	58.00	71.00	88.00	118.00
260	Unemployment .....	30.00	12.00	60.00	160.00
270	Tuition Reimbursement ...	0.00	536.00	0.00	0.00
280	Dental .....	123.00	183.00	125.00	146.00
290	Long Term Disability .....	76.00	71.00	82.00	86.00
610	Supplies .....	1,968.00	0.00	100.00	0.00
640	Books .....	122.00	628.00	0.00	0.00
	<b>TOTAL Titles</b> .....	<b>32,491.00</b>	<b>33,235.00</b>	<b>28,046.00</b>	<b>29,301.00</b>
<b>71292</b>	<b>TITLES II Teacher Development</b>				
110	Wages-Teaching Staff .....	700.00	32.00	0.00	0.00
115	Para .....	0.00	0.00	0.00	0.00
220	FICA .....	54.00	1.00	0.00	0.00
325	In Service .....	6,720.00	650.00	1,236.00	1,236.00
610	Supplies .....	1,947.00	0.00	0.00	0.00
640	Books .....	1,240.00	0.00	0.00	0.00
	<b>TOTAL Titles II</b> .....	<b>10,661.00</b>	<b>683.00</b>	<b>1,236.00</b>	<b>1,236.00</b>
<b>71294</b>	<b>TITLES IV</b>				
270	Tuition Workshop .....	475.00	354.00	0.00	0.00
580	Travel .....	0.00	435.00	0.00	0.00
610	Supplies .....	0.00	0.00	0.00	0.00
	<b>TOTAL Titles IV</b> .....	<b>475.00</b>	<b>789.00</b>	<b>0.00</b>	<b>0.00</b>
<b>71296</b>	<b>TITLE II D (previously TitleVI)</b>				
220	Title VI Fica-In Service ....	19.00	0.00	1,578.00	1,578.00
325	Title VI-In Service .....	250.00	0.00	0.00	0.00
610	Supplies .....	3,850.00	0.00	0.00	0.00
640	Books .....	114.00	1,415.00	0.00	0.00
	<b>TOTAL Titles II D</b> .....	<b>4,233.00</b>	<b>1,415.00</b>	<b>1,578.00</b>	<b>1,578.00</b>
<b>72130</b>	<b>HEALTH SERVICES</b>				
332	Physical Therapy .....	0.00	0.00	0.00	0.00
	<b>TOTAL Health Services.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>72134</b>	<b>SCHOOL NURSE</b>				
110	Salary .....	5,610.00	6,210.00	6,710.00	5,500.00
210	BCBS .....	200.00	200.00	200.00	0.00
220	FICA .....	444.00	490.00	513.00	423.00
230	Life Insurance .....	72.00	72.00	72.00	72.00
250	Workmans Comp .....	12.00	17.00	25.00	27.00
260	Unemployment Comp .....	44.00	19.00	25.00	36.00
270	Workshop Tuition .....	176.00	0.00	0.00	0.00
280	Dental .....	0.00	0.00	50.00	0.00
290	Long Term Disability .....	19.00	16.00	69.00	20.00
430	Equipment Repairs .....	87.00	88.00	90.00	100.00
610	Supplies .....	301.00	379.00	250.00	350.00
739	Equipment .....	0.00	0.00	0.00	0.00
	<b>TOTAL - Nurse</b> .....	<b>6,965.00</b>	<b>7,491.00</b>	<b>8,004.00</b>	<b>6,528.00</b>
<b>72139</b>	<b>PSYCHOLOGICAL</b>				
330	Physical/Occup. Therapy .....	126.00	0.00	0.00	-
	<b>TOTAL - Psychological</b> ....	<b>126.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>72140</b>	<b>PSYCHOLOGICAL EVAL</b>				
323	Evaluations .....	0.00	0.00	1,800.00	1,800.00
330	Local Servs-Psychology .	1,982.00	622.00	0.00	0.00
	<b>TOTAL Psych Evaluations</b>	<b>1,982.00</b>	<b>622.00</b>	<b>1,800.00</b>	<b>1,800.00</b>

Code	Name	Fiscal 02/03		03/04	04/05
		Actual 02	Actual 03	BUDGET	BUDGET
<b>72150</b>	<b>SPEECH</b>				
115	Speech Aide .....	0.00	0.00	5,535.00	5,182.00
220	FICA .....	0.00	0.00	423.00	398.00
250	Workmans Comp .....	0.00	0.00	21.00	25.00
260	Unemployment .....	0.00	0.00	40.00	34.00
323	Evaluations .....	0.00	0.00	0.00	0.00
332	Speech Services .....	8,870.00	9,563.00	9,563.00	11,996.00
	<b>TOTAL Speech .....</b>	<b>8,870.00</b>	<b>9,563.00</b>	<b>15,582.00</b>	<b>17,635.00</b>
<b>72222</b>	<b>EDUCATIONAL MEDIA/LIBRARY</b>				
110	Librarian .....	1,724.00	1,442.00	1,692.00	1,706.00
220	FICA .....	132.00	110.00	125.00	130.00
250	Workmans Comp .....	3.00	5.00	6.00	8.00
260	Unemployment .....	11.00	5.00	5.00	11.00
330	Contracted Services .....	0.00	0.00	0.00	0.00
610	Supplies .....	0.00	104.00	0.00	0.00
640	Books .....	922.00	630.00	950.00	950.00
650	Audio Visual .....	0.00	160.00	0.00	0.00
670	Equip.-Computer Software .....	0.00	0.00	0.00	0.00
	<b>TOTAL Media/Library ....</b>	<b>2,792.00</b>	<b>2,456.00</b>	<b>2,778.00</b>	<b>2,805.00</b>
<b>72225</b>	<b>COMPUTER - ASST INSTRUC</b>				
431	Tech Services .....	5,466.00	6,030.00	5,500.00	5,500.00
610	Supplies .....	0.00	538.00	0.00	0.00
612	Computer Supplies .....	0.00	355.00	500.00	500.00
670	Computer Software .....	0.00	0.00	400.00	400.00
725	Internet Connection .....	0.00	672.00	2,860.00	2,860.00
737	Computer Hardware .....	25.00	612.00	1,000.00	2,500.00
	<b>TOTAL Computer Instruc.</b>	<b>5,491.00</b>	<b>8,207.00</b>	<b>10,260.00</b>	<b>11,760.00</b>
<b>72311</b>	<b>BOARD OF EDUCATION</b>				
810	Board Dues and Fees .....	700.00	700.00	750.00	750.00
890	Misc Expense - Board .....	19.00	30.00	0.00	0.00
	<b>TOTAL Board of Educ. ..</b>	<b>719.00</b>	<b>730.00</b>	<b>750.00</b>	<b>750.00</b>
<b>72315</b>	<b>LEGAL</b>				
360	Legal Services .....	1,264.00	245.00	1,000.00	2,500.00
	<b>TOTAL Legal Services ..</b>	<b>1,264.00</b>	<b>245.00</b>	<b>1,000.00</b>	<b>2,500.00</b>
<b>72319</b>	<b>OTHER BOARD EXPENSES</b>				
522	Liability Insurance .....	851.00	1,505.00	900.00	2,536.00
523	Bond .....	0.00	0.00	0.00	0.00
540	Advertising .....	498.00	408.00	500.00	600.00
550	Printing .....	7.00	0.00	50.00	50.00
890	Misc. .....	0.00	149.00	450.00	450.00
890	Board Training .....	0.00	70.00	500.00	500.00
	<b>TOTAL Board Training ..</b>	<b>1,356.00</b>	<b>2,132.00</b>	<b>2,400.00</b>	<b>4,136.00</b>
<b>72321</b>	<b>OENSU</b>				
327	Contracted Services .....	0.00	7,175.00	3,940.00	8,600.00
331	OENSU Assessment .....	15,774.00	17,146.00	18,141.00	18,172.00
331	OENSU -Spec Ed Assess .....	3,908.00	90.00	0.00	0.00
	<b>TOTAL - OENSU .....</b>	<b>19,682.00</b>	<b>24,411.00</b>	<b>22,081.00</b>	<b>26,772.00</b>

Code	Name	Fiscal 02/03		03/04	04/05
		Actual 02	Actual 03	BUDGET	BUDGET
<b>72410</b>	<b>OFFICE OF PRINCIPAL</b>				
111	Principal Salary .....	31,500.00	41,750.00	45,250.00	45,400.00
112	Asst Principal .....	400.00	500.00	400.00	400.00
114	Secretary .....	11,885.00	11,827.00	13,130.00	13,636.00
120	Sub-Secretary .....	124.00	191.00	200.00	200.00
210	BCBS .....	5,345.00	7,923.00	8,192.00	11,072.00
220	FICA .....	3,250.00	4,032.00	4,466.00	4,547.00
230	Life Ins .....	51.00	61.00	61.00	61.00
250	Workmans Comp .....	95.00	169.00	216.00	289.00
260	Unemployment .....	103.00	48.00	150.00	390.00
270	Tuition Reimbursement ...	273.00	914.00	300.00	300.00
280	Dental .....	614.00	463.00	500.00	255.00
290	Disability .....	76.00	124.00	155.00	162.00
530	Postage .....	576.00	519.00	550.00	550.00
580	Travel .....	370.00	857.00	500.00	500.00
610	Supplies .....	100.00	139.00	300.00	300.00
611	Supplies Copier Paper ...	0.00	0.00	0.00	0.00
730	Equipment .....	0.00	207.00	0.00	0.00
810	Dues & Fees .....	639.00	275.00	300.00	250.00
890	Misc Expense .....	62.00	9.00	75.00	75.00
	<b>TOTAL Office of Principal</b>	<b>55,463.00</b>	<b>70,008.00</b>	<b>74,745.00</b>	<b>78,387.00</b>
<b>72520</b>	<b>FISCAL SERVICES</b>				
113	Joint Treasurer .....	1,122.00	1,223.00	1,000.00	1,000.00
220	FICA .....	86.00	93.00	80.00	80.00
250	Workmans Comp .....	0.00	0.00	0.00	0.00
260	Unemployment .....	0.00	0.00	0.00	0.00
330	Bookkeeping Services ...	2,702.00	306.00	3,600.00	4,500.00
523	Bond (Treasurer) .....	0.00	0.00	41.00	41.00
530	Postage .....	272.00	296.00	300.00	300.00
610	Supplies .....	20.00	305.00	300.00	300.00
890	Misc Expense Sweep ....	818.00	427.00	0.00	0.00
	<b>TOTAL - Fiscal Services</b>	<b>5,020.00</b>	<b>2,650.00</b>	<b>5,321.00</b>	<b>6,221.00</b>
<b>72526</b>	<b>AUDIT</b>				
370	Audit Services .....	0.00	700.00	2,500.00	2,500.00
	<b>TOTAL Audit Services ..</b>	<b>0.00</b>	<b>700.00</b>	<b>2,500.00</b>	<b>2,500.00</b>
<b>72600</b>	<b>OPERATION</b>				
119	Custodial Salary .....	13,406.00	13,466.00	16,447.00	15,908.00
220	FICA .....	1,026.00	1,030.00	1,293.00	1,217.00
250	Workmans Comp .....	279.00	350.00	676.00	916.00
260	Unemployment .....	84.00	34.00	124.00	105.00
411	Sewer .....	2,192.00	2,192.00	2,200.00	2,200.00
412	Water .....	459.00	404.00	400.00	400.00
413	Water Testing .....	96.00	840.00	940.00	940.00
421	Rubbish .....	775.00	851.00	900.00	900.00
430	Contr Servs Bld Operations	280.00	165.00	500.00	500.00
521	Property Insurance .....	936.00	1,169.00	929.00	1,401.00
531	Telephone .....	2,078.00	3,257.00	2,000.00	2,000.00
610	Supplies .....	2,129.00	1,896.00	2,200.00	2,200.00
622	Electricity .....	8,909.00	10,478.00	10,100.00	10,500.00
624	Heat .....	3,151.00	5,862.00	4,500.00	5,500.00
725	Internet Access .....	2,650.00			0.00
730	Non-Instructional Equip. .	0.00	0.00	250.00	250.00
	<b>TOTAL Operation .....</b>	<b>38,450.00</b>	<b>41,994.00</b>	<b>43,459.00</b>	<b>44,937.00</b>

Code	Name	Fiscal 02/03	Actual 03	03/04	04/05
		Actual 02		BUDGET	BUDGET
<b>72621</b>	<b>CARE &amp; UPKEEP BUILDING</b>				
430	Contract Services .....	3,258.00	3,088.00	3,500.00	3,500.00
610	Building Supplies .....	351.00	968.00	300.00	300.00
	<b>TOTAL Care &amp; Upkeep Bldg</b>	<b>3,609.00</b>	<b>4,056.00</b>	<b>3,800.00</b>	<b>3,800.00</b>
<b>72630</b>	<b>CARE &amp; UPKEEP OF GROUNDS</b>				
422	Snowplowing .....	0.00	0.00	0.00	0.00
424	Mowing .....	1,732.00	0.00	0.00	0.00
450	Paving .....	0.00	0.00	0.00	0.00
610	Supplies .....	1,244.00	117.00	500.00	500.00
736	Playground .....	1,714.00	0.00	500.00	500.00
	<b>TOTAL Care &amp; Upkeep of Grounds .....</b>	<b>4,690.00</b>	<b>117.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>72640</b>	<b>CARE &amp; UPKEEP OF EQUIP</b>				
430	Contract Servs Equip Repairs	228.00	146.00	500.00	500.00
610	Supplies .....	0.00	64.00	0.00	0.00
890	Misc Expense .....	0.00	76.00	0.00	0.00
	<b>TOTAL Care &amp; Upkeep Equip</b>	<b>228.00</b>	<b>286.00</b>	<b>500.00</b>	<b>500.00</b>
<b>72711</b>	<b>TRANSPORTATION</b>				
431	Contracted Services .....	68,463.00	71,707.00	72,811.00	64,050.00
519	Transportation Individual .	0.00	0.00	0.00	0.00
513	Field Trips .....	1,130.00	1,181.00	700.00	700.00
519	Contracted Serv				
	Extra Cirrculum .....	145.00	0.00	0.00	0.00
890	Misc Expense Testing .....	0.00	0.00	0.00	0.00
	<b>TOTAL Transportation ..</b>	<b>69,738.00</b>	<b>72,888.00</b>	<b>73,511.00</b>	<b>64,750.00</b>
<b>75310</b>	<b>FOOD SERVICE</b>				
930	Transfer to Food Service .	748.00	3,621.00	0.00	0.00
	<b>TOTAL Food Service .....</b>	<b>748.00</b>	<b>3,621.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>TOTAL EXPENDITURES</b>	<b>691,244.00</b>	<b>710,045.00</b>	<b>681,518.00</b>	<b>708,411.00</b>
	<b>Less Revenues Applied .</b>	<b>(117,469.00)</b>	<b>(78,909.00)</b>	<b>(16,615.00)</b>	<b>(26,239.00)</b>
	<b>Surplus Funds .....</b>	<b>0.00</b>	<b>0.00</b>		
	<b>TOTAL(to be) Raised by Assessment. ....</b>	<b>(597,002.00)</b>	<b>(603,788.00)</b>	<b>664,903.00</b>	<b>682,172.00</b>
	<b>Net Incr.em.Assess. (Returned) .....</b>	<b>19,558.00</b>	<b>7,233.00</b>		
	<b>Excess Of Expend. Over Rev.</b>	<b>3,669.00</b>	<b>(34,581.00)</b>		
	<b>Prior Yrs. Fund Balance .....</b>	<b>(8,295.00)</b>	<b>2,963.00</b>		
	<b>Fund Bal. applied to Rev. ....</b>	<b>0.00</b>			
	<b>Fund Bal. -(Current Yr. Deficit)</b>	<b>3,669.00</b>	<b>(34,581.00)</b>		
	<b>Fund Balance-Ending .....</b>	<b>(4,624.00)</b>	<b>(31,618.00)</b>		
	Jay Assessment FY04-05-(59.02% of general Ed-549,282=324,186;Spec.Ed=71,727 Spec. Ed. Incr.em.=61,163) TOTAL ASSESSMENT JAY=457,076				
	Jay Assessment FY03-04-(64.24% of general Ed-547,580=351,765;Spec.Ed=55,211 Spec. Ed. Incr.em.=55,293) TOTAL ASSESSMENT JAY=462,269				
	FY02-03-(58.28% of general Ed.-508,966=296,625;Spec.Ed.=25,483 Spec. Ed. incrm.=21,823) TOTAL ASSESSMENT JAY=343,931				

Westfield Assessment FY04-05-(40.98% of general Ed-549,282=225,096;Spec.Ed.=0  
 Spec. Ed. Increm.=0) TOTAL ASSESSMENT WESTFIELD=225,096  
 Westfield Assessment FY03-04-(34.76% of general Ed-547,580=195,815;Spec.Ed.=5,461  
 Spec. Ed. Increm.=1,358) TOTAL ASSESSMENT WESTFIELD=202,634  
 FY02-03-(41.72% of general Ed.-508,966=212,341;Spec.Ed.=25,483  
 Spec. Ed. Increm.=22,033) TOTAL ASSESSMENT WESTFIELD=259,857

**Jay/Westfield Joint Elementary School**  
**Balance Sheet as of 6/30/03**

**Assets:**

Checking Account .....	\$ (28,686)	
Petty Cash .....	100	
A/R - Jay .....	11,642	
Due From HL Program .....	5,177	
Accounts Receivable .....	13,822	
Prepaid Expenses .....	<u>4,653</u>	
Total Assets .....		\$ 6,708

**Liabilities:**

Accounts Payable .....	\$ 17,756	
A/P - Westfield .....	18,875	
Fica W/H .....	(580)	
Medi W/H .....	(86)	
BC/BS W/H .....	1,009	
Fringe-Medical .....	239	
Restricted-Art .....	240	
Restricted-Par Training .....	402	
Restricted-Spec. ED .....	101	
Restricted-Nynex .....	150	
Restricted-FES .....	<u>220</u>	
Total Liabilities .....		\$ 38,326

**Funds**

Building & Grounds .....	7,587	
Fund Balance (Undesignated) .....	<u>(39,205)</u>	
Total Fund Balance .....	(31,618)	
Total Liabilities & Funds .....		\$ 6,708

**Note:** All figures in the financial statements have been rounded to the nearest dollar.

JAY/WESTFIELD HOT LUNCH  
**Income & Expense Statement**

FISCAL 02/03

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>REVENUES</b>	<b><u>2002</u></b>	<b><u>2003</u></b>	<b><u>03/2004</u></b>	<b><u>04/2005</u></b>
Interest .....	24	12	24	25
Cash Sales .....	12,218	8,842	10,500	8,500
Cash Sales-Summer .....	750	0	0	0
Prior Yr. Adj. ....	6	0	0	0
Reimb HL Purchase .....	1,191	72	0	0
State Match .....	555	620	400	400
State-Lunch .....	10,280	7,051	14,500	12,500
State-Summer .....	0	540	0	0
State-Breakfast .....	4,063	3,632	3,361	4,853
State-Summer .....	0	293	0	0
Gen'l Fund Transfer .....	748	4,460	0	0
Est. Rev.-State .....	<u>0</u>	<u>1,785</u>	<u>0</u>	<u>0</u>
Total Revenues .....	<u>29,835</u>	<u>27,307</u>	<u>28,785</u>	<u>26,278</u>
 <b>EXPENSES</b>				
Cook Salary .....	11,637	11,792	11,760	10,676
Substitutes .....	380	372	450	400
Medical Insurance .....	400	695	400	400
Fica Expense .....	949	984	935	817
Worker's Comp .....	190	249	200	615
Unemp. Comp .....	61	27	90	70
Repairs .....	0	0	100	100
Travel .....	0	73	0	0
Propane Gas .....	249	471	250	500
Food/Milk .....	14,457	12,159	14,500	12,500
Food/Milk-Summer .....	372	355	0	0
Storage .....	71	102	100	200
Misc. Expense .....	<u>230</u>	<u>28</u>	<u>0</u>	<u>0</u>
Total Expenses .....	28,996	27,307	28,785	26,278
Surplus/(Deficit) .....	839	0		

**Hot Lunch Program Balance Sheet**

As of 6/30/02

**Assets:**

Checking Account .....	2,210
Petty Cash .....	100
Accounts Receivable Pr/Yr. ....	124
Accounts Receivable State .....	1,786
Accounts Receivable Students .....	<u>957</u>
<b>Total</b> .....	<b>5,177</b>

**Liabilities:**

Due to General Fund .....	<u>5,177</u>
<b>Total</b> .....	<b>5,177</b>

# Jay/Westfield Elementary School

## Student Assessment Report

December 2003



*The Kindergarten class performing at the evening performance for the 2003 art residency with the No Strings Marionette Company*

Dear Members of the Jay/Westfield School Community,

I am pleased to present the school report for 2003-2004. Included in this report is information about the various assessments, the results over the past years, and goals that are stated in our school's action plan.

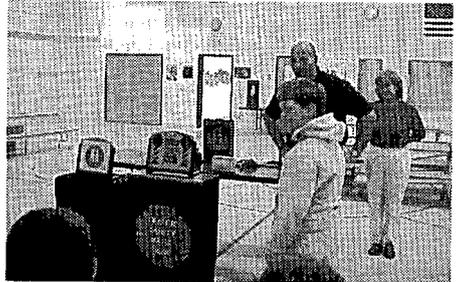
Various tests are given to our students from kindergarten through sixth grade to assist teachers in providing instruction that meets the needs of the children. Each test gives us information about how well our students are doing. With the passage of the federal law, No Child Left Behind, these formal assessments are used to determine if our school has made adequate yearly progress or AYP. Additionally, the law requires that 100% of our students meet or exceed the standards outlined in the Vermont Framework by 2014. This goal is very challenging and the members of our school community are very dedicated to continuous improvement to enable children to meet this expectation.

As you view the data on the next pages, you'll notice that the percentages of students who met or exceeded the standards are shown. These graphs show scores our school has received over the past years, instead of single years, due to our small number of students taking the assessments. Please remember that although formal assessments receive the most attention when measuring how well schools are doing and determining if AYP has been achieved, it is important to remember that the data you will see in this report is just one piece of the puzzle.

Now, more than ever, it is critical for parents and community members to form a positive relationship between home and school. I encourage you to be actively involved in the school. Volunteers and/or visitors are welcome.

Sincerely,

Michelle Lussier  
*Teaching Principal*



## TABLE OF CONTENTS

- I. Introduction: Assisting Schools in Educational Improvement
  1. Types Of Assessments
- II. Reading and Writing
  1. East Central Vermont Consortium Observation Survey (POA)
  2. Vermont Development Reading Assessment (DRA)
  3. New Standards English Language Arts Reference Exam (NSRE)
  4. The Vermont Writing Portfolio
- III. Mathematics
  1. New Standards Mathematics Reference Exam (NSRE)
  2. Vermont Mathematics Portfolio
- IV. Science
  1. Vermont PASS Exam
- V. The Stanford Achievement Test

The Vermont Department of Education, Harcourt Brace Co. and the East Central Vermont Reading Recovery Consortium provided data for this report.

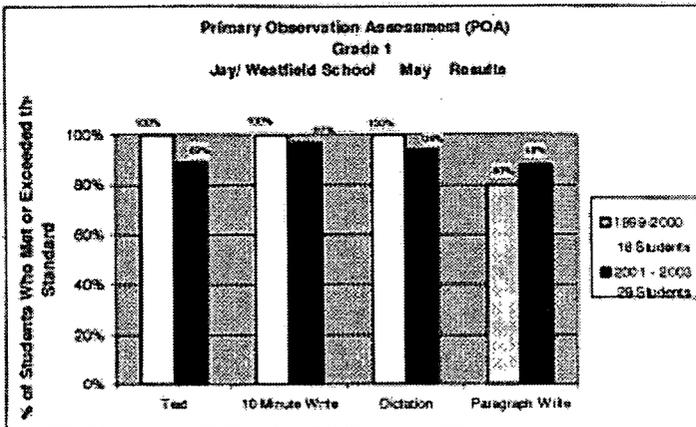
## Reading and Writing

### East Central Vermont Consortium Observation Survey (POA)

Three different measures, which form an "observation survey", are used to measure the literacy skills of early readers. The survey is performed by a trained teacher and done three times a year for all kindergarten and first grade students (September, December and May) and twice a year for all second graders (September and December). In May, second grade text level is assessed using the Vermont Developmental Reading Assessment.

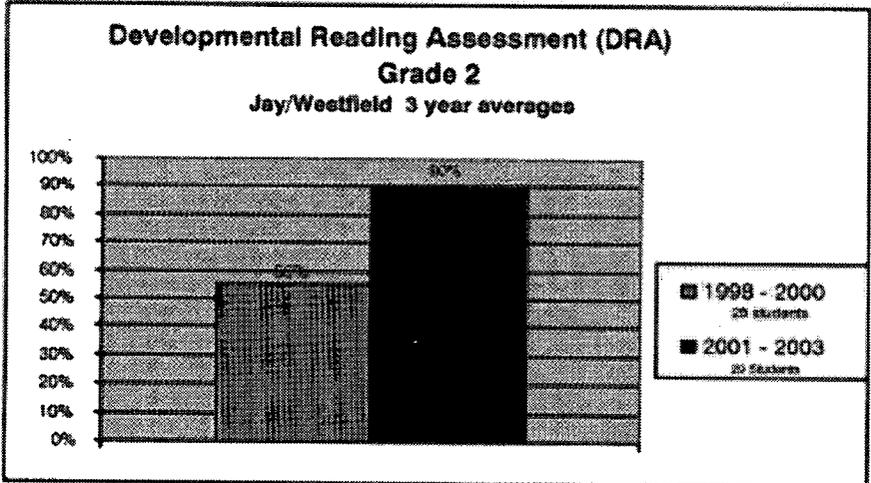
The components of the survey are:

- \* Writing Vocabulary:
- \* Hearing and Recording Sounds in Words (dictation):
- \* Text Reading:



## Vermont Developmental Reading Assessment

The Vermont Developmental Reading Assessment (VT-DRA) is an individually administered, standards-based reading assessment administered at the end of grade 2. It involves students reading and retelling selected short books. Teachers administer the assessment using uniform procedures; score students, oral reading for accuracy and retellings for comprehension (again using uniform guidelines). Teachers then determine the highest range of text difficulty at which students read with both acceptable accuracy and comprehension. Vermont Standards 1.2 and 1.3 are addressed with this assessment.



*Conservation Agriculture Day at the  
O'Donnell Farm in Westfield, June 2003.*

## **Reading and Writing**

### New Standards English Language Arts Reference Exam

The New Standards English Language Arts Reference exam is a standardized, standards-based test. It provides a snapshot of the kinds of work students can do in an on-demand situation. Students write an essay, complete multiple-choice questions about some short pieces they have read, and write short and long responses

to questions about a long piece they have read. Scores are reported in five performance levels that show the extent to which a student has accomplished the standards for:

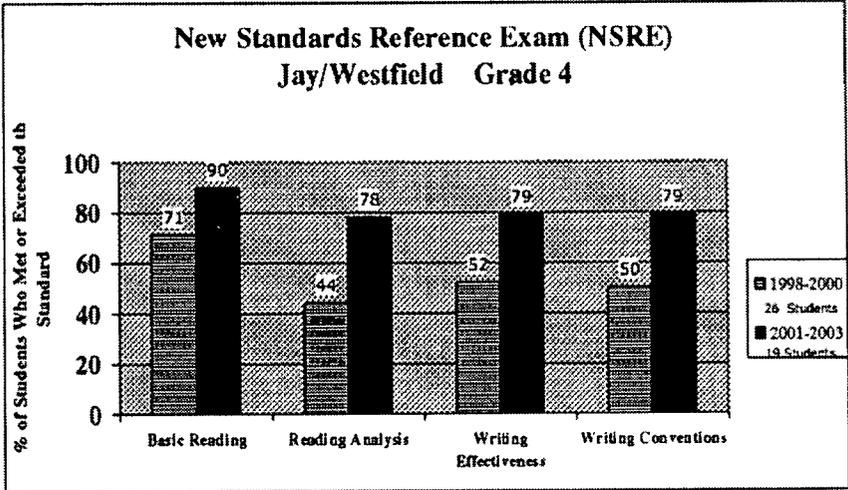
*Reading: Basic Understanding*

*Reading: Analysis & Interpretation*

*Writing Effectiveness*

*Conventions of Writing (grammar, spelling, and mechanics)*

The test is administered to all students in grades 4, 8, and 10 in three separate sittings that last at least 50 minutes, and longer for student who need more time.



The 3/4 class singing in the 2003 spring concert

# Mathematics

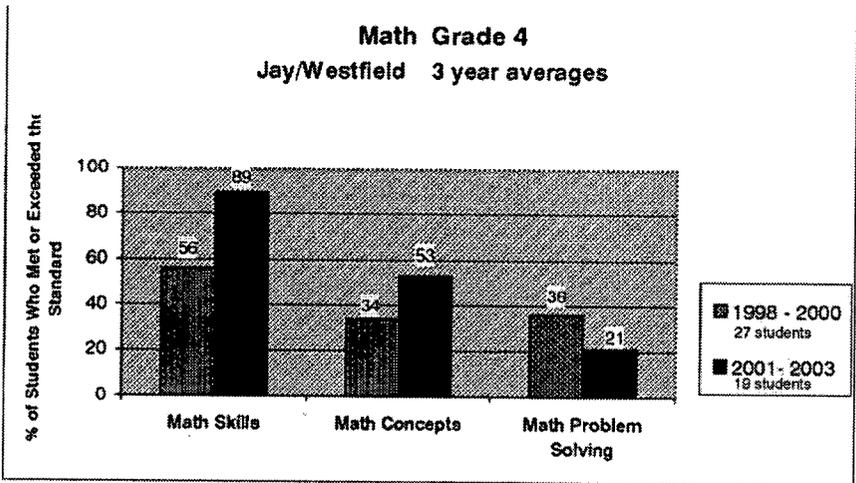
## New Standards Mathematics Reference Exam

The New Standards Mathematics Reference Exam is a standardized standards-based test that is given to all Vermont children at grades 4, 8, and 10. The assessment involves completing multiple choice questions, as well as questions that require students to work out solutions to problems. Although the assessment is administered at grades 4, 8 and 10, it measures a student's accumulated knowledge and understanding of mathematical skills and concepts and problem solving.

**Mathematical Skills:** refers to the student's ability to use mathematical skills effectively, including performance of mathematical routines, accurate computation, use of mathematical symbols and representation.

**Mathematical Concepts:** calls on students to demonstrate their understanding of mathematical processes (e.g. that adding is joining, increasing; that subtracting is taking away, finding a difference, comparing) and ideas (e.g. uses letters, boxes or other symbols to stand for any number, measured quantity or object).

**Problem Solving:** requires students to demonstrate their ability to use concepts and skills to formulate problems, implement solutions and justify conclusions and make generalizations to other areas of mathematics



*Students are participating in the Jump Rope for Heart activity during physical education.*

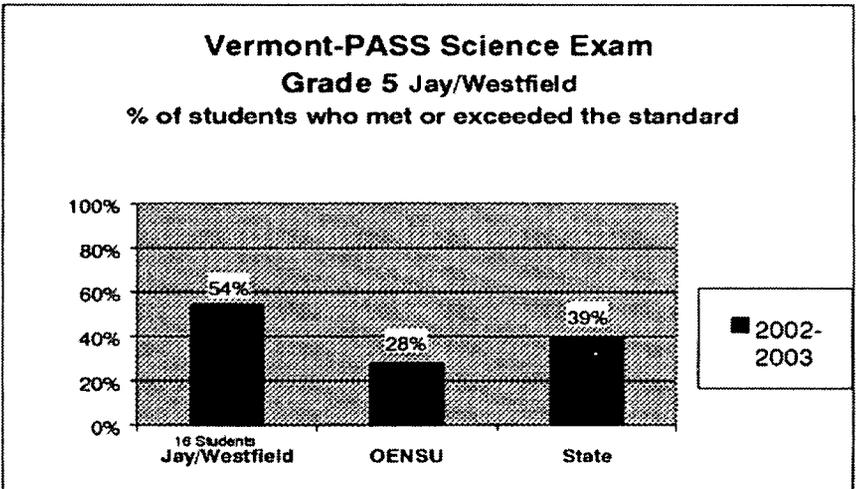
# Science

## The Vermont PASS Science Exam

The Vermont PASS Science Exam is a standards-based test that is given to all Vermont children in grade 5 and 11. The assessment is aligned to the science content recommendations of the National Science Education Standards and the Vermont Framework of Standards and Learning Opportunities.

The components of the assessment are:

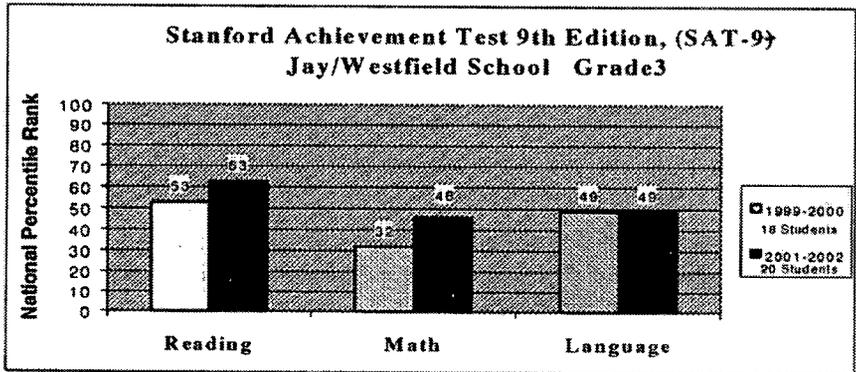
- \* Multiple-choice components of 40 test items on a broad range of concepts from the science standards.
- \* Open-ended task focused on the science concept areas Life Cycles of Organisms, Organisms and Environments, and abilities necessary to do scientific inquiry.
- \* Performance task focused on Properties of Objects and Materials and abilities necessary to do scientific inquiry.



## The Stanford Achievement Test

This fall, all students in grades 3, 5, 7, 9 and 11 were given the Stanford Achievement Test. The Stanford is a norm-referenced test, which measures student achievement in those basic skills, which are currently being taught in schools throughout the nation. Students must work under tight time constraints, and do best when they have had practice with this type of test. The test is designed to provide information for schools and districts so that they can compare the achievement levels of their students to other students nationally. The information is reported for individual students and for an entire class or school and tells how the student or class performed in relation to other students who took the same test. Tests are given in reading, mathematics, language, science and social science.

The figures in the graphs below reflect the National Percentile Rank and Local Percentile Rank of the students in your school. The number is the school average for that grade. In considering these scores it is important to understand that the national average is the 50th percentile. **For example, an NPR of 62 means that the group (or individual student) has done as well as or better than 62 percent of the national group tested.**



## **2004-2005**

### **North Country Union Junior High School Budget**

The Board of Directors is very pleased with the staff and the administrations efforts of improving educational opportunities to all students at the NCUJHS. Being chosen as one of 50 NASA schools countrywide speaks well of our Junior High School and will provide great educational opportunities for all students.

The 2004-2005 budget is \$3,716,980.00. Major factors affecting this year's budget were rising health insurance costs, transportation costs due to bus replacements, special program costs, and salaries. Please refer to the pie chart for budget item details. The NCUJHS ended the 2003-2004 year with a surplus of \$165,000.00. This surplus will be returned to the towns, which will reduce each town's assessment. This surplus was due to unanticipated revenues and expenses not encumbered during the school year.

There is a separate safety item to be voted on by the taxpayers. A new building code mandates installation of one window per classroom that will allow students to egress from an emergency situation. The estimated cost of this project is \$50,000.00. Safety is very important and the Board recommends this project.

The Administration and the Board worked hard to propose a budget that will provide the necessary educational resources for a quality education for all children. The Administration and the Board kept a sharp focus on financial restraint. The NCUJHS has a strategic planning process to assess future educational needs and anticipate new educational programs such as No Child Left Behind and others with their financial impact on the school.

The Board appreciates your support and will continue to work hard to ensure the very best education is available for all students and a cost effective budget for all tax payers.

#### **North Country Union Junior High School Board of Directors**

Mark McBride, Chair  
Mary Jo Rigby, Vice Chair  
Richard Cartee  
Sue Davis  
Harold Morse

Todd Durkee  
Elaine Morin  
Grant Spates  
Steve Brochu

## NJUHS Income Statement 2004-2005

	<u>Actual</u> <u>Revenues</u> <u>2002-2003</u>	<u>Operating</u> <u>Revenues</u> <u>2003-2004</u>	<u>Revenues</u> <u>2002-2003</u>	<u>\$</u> <u>Change</u> <u>05 vs 04</u>	<u>%</u> <u>Change</u> <u>05 vs 04</u>
<b>Assessments:</b>					
Sending Districts .....	\$3,225,257	\$3,393,750	\$3,656,980	\$263,230	7.8%
Fund Balance .....	(24,075)	0	(165,000)	(165,000)	
Fund Shortfall .....	0	0	0		
<b>Total Adjusted Assessment ...</b>	<b>\$3,189,255</b>	<b>\$3,393,750</b>	<b>\$3,491,980</b>	<b>\$98,230</b>	<b>2.9%</b>
<b>Tuition:</b>					
Regular .....	\$193,542	\$135,000	\$40,000	(\$95,000)	-70.4%
Interest Earned .....	18,000	18,000	18,000	0	0.0%
Building Rental .....	2,178	1,500	1,500	0	0.0%
Miscellaneous .....	9,815	500	500	0	0.0%
<b>Total Anticip. Revenues: ...</b>	<b>\$223,535</b>	<b>\$155,000</b>	<b>\$60,000</b>	<b>(\$95,000)</b>	<b>-61.3%</b>
Allocated Fund Bal. ....	24,075	0	165,000	165,000	#DIV/0!
<b>Income Grand Total .....</b>	<b>\$3,436,865</b>	<b>\$3,548,750</b>	<b>\$3,716,980</b>	<b>\$168,230</b>	<b>4.7%</b>

## NCUJHS ASSESSMENTS & TUITIONS 2004-2005

	<u>Student</u> <u>Count</u>	<u>Assessment</u> <u>2003-2004</u>
<b><u>ASSESSMENTS:</u></b>		
<b>Town:</b>		
Derby	131	\$1,529,931.00
Holland	17	198,541.00
Jay	9	105,110.00
Morgan	19	221,898.00
Newport City	123	1,436,500.00
<b>Assessment Total:</b>	<b>299</b>	<b>\$3,491,980.00</b>

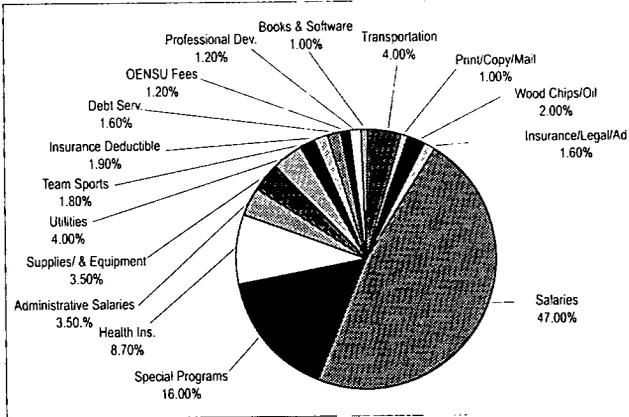
	<u>Student</u> <u>Count</u>	<u>Tuition</u> <u>2003-2004</u>
<b><u>TUITION:</u></b>		
<b>Town:</b>		
Brownington	11	\$ 0.00
Westfield	8	40,000.00
Non-Resident	2	0.00
<b>Tuition Total:</b>	<b>21</b>	<b>\$ 40,000.00</b>

# 2004-2005 North Country Union High School Budget

The Board and the Administration have worked diligently to put together a budget that will meet the needs of our school while respecting you, the taxpayer.

The proposed budget for this year reflects a 3.73% increase over last years budget, or a \$321, 298 increase. We had a fund balance of \$126,000 from 03-04 budget that will be returned to the taxpayers to offset next year's increase. When the fund balance is applied to the increase it reduces the new amount of money needed from the Towns to \$195,298 or 2.2% over last year. The basic block grant from the state to the Towns is expected to increase to around \$7,300 per secondary student.

We are in the final stages of negotiations with the teachers and support staff for a three-year contract and by the time you read this it should have been ratified. All sides were willing to evaluate our current health care package and see what could be done to save money, yet maintain the level of coverage that our employees deserve. We are going to a Blue Cross/ Blue Shield plan that has a \$1,000 deductible on a single plan, and a \$2,000 deductible on the two-person and family plans. The premium savings on these plans are in the \$400,000 range when combined for the High School, Junior High & Career Center. The school will self insure the portion of the deductible, and set this account up as a fund balance account so that any surplus can be put into this fund. Even if every person's deductible were paid, the school will still save money.



The Board will continue to work with the administration and staff to provide the most affordable yet comprehensive educational experience for your student. We cover the largest geographical

school district in the state and offer all the amenities that other union high schools offer at a fraction of their price.

North Country Union High School  
Board of Directors

**North Country Union High School**  
**Income Statement Proposed 2002-2003**

ASSESSMENTS	AUDITED	BUDGET	PROPOSED	VARIANCE TO 03-04	
	2002-2003	2003-2004	2004-2005	\$	%
Allocated Fund Balance	\$0	\$0	\$126,000	\$126,000	
Regular Assessment	\$7,830,411	\$8,301,734	\$8,497,204	\$195,470	2.3%
<b>Total 02/03 Assessment:</b>	<b>\$7,830,411</b>	<b>\$8,301,734</b>	<b>\$8,623,204</b>	<b>\$321,470</b>	<b>3.7%</b>
TUITION	\$252,721	\$232,691	\$235,519	\$2,828	1.2%
OTHER REVENUE			\$0		
State Aid -Driver Education	\$13,476	\$16,000	\$14,000	(\$2,000)	-14.3%
Care & Custody	\$6,265	\$0	\$0	\$0	
Bus Field Trips	\$4,551	\$5,000	\$4,000	(\$1,000)	-25.0%
Building Rental	\$2,326	\$3,000	\$3,000	\$0	0.0%
Earned Interest	\$51,601	\$56,000	\$56,000	\$0	0.0%
Miscellaneous	\$22,693	\$5,000	\$5,000	\$0	0.0%
Prior Year St of VT	\$2,704				
ROTC	\$45,885				
NCCC Contracted Services	\$268,583				
<b>Total Anticip. Revenues:</b>	<b>\$418,084</b>	<b>\$85,000</b>	<b>\$82,000</b>	<b>(\$3,000)</b>	<b>-3.7%</b>
<b>Total Assessments, Revenues:</b>	<b>\$8,501,216</b>	<b>\$8,619,425</b>	<b>\$8,940,723</b>	<b>\$321,298</b>	<b>3.7%</b>

**North Country Union High School**  
 (Based on October 15, 2003 Student Count)  
**Assessment Per Town 2004-2005**

	STUDENT COUNT	NCUHS FTE	REGULAR ASSESSM'T	NCCC FTE
BRIGHTON	70	57.06	\$ 595,098	12.94
CHARLESTON	35	28.56	297,862	6.44
DERBY	264	227.44	2,372,050	36.56
HOLLAND	38	32.12	334,990	5.88
JAY	21	18.12	188,980	2.88
LOWELL	55	45.56	475,161	9.44
MORGAN	35	29.19	304,433	5.81
NEWPORT CITY	242	201.38	2,100,261	40.62
NEWPORT TOWN	90	75.06	782,827	14.94
TROY	99	81.69	851,973	17.31
WESTFIELD	21	18.56	193,569	2.44
<b>TOTAL ASSESSMENTS:</b>	<b>970</b>	<b>814.74</b>	<b>\$8,497,204</b>	<b>155.26</b>

**TUITION STUDENT COUNT - OCTOBER 15, 2003**

TUITION STUDENTS			TUITION AMT.	
COVENTRY	42	35.06	\$197,212	6.94
FERDINAND	2	0.5	2,813	1.5
MONTGOMERY	8	6.31	35,494	1.69
OTHER	12	12	\$0	
<b>TOTAL TUITION:</b>	<b>64</b>	<b>53.87</b>	<b>\$235,519</b>	<b>10.13</b>
<b>Assessments &amp; Tuition Total:</b>	<b>1034</b>	<b>868.61</b>	<b>\$8,732,723</b>	<b>165.39</b>

## NORTH COUNTRY CAREER CENTER Assessment Per Town 2004-2005

Town:	10/15/03 Student Count		6 Semester Rolling Avg.		NCCC
	Students	FTE	Students	FTE Avg.	Assessment
ALBANY	5	3.1875	1.83	1.08	\$ 1,415.80
BARTON	6	3.375	6.67	3.8	\$ 4,981.52
BRIGHTON	21	12.9375	19.83	11.68	\$15,311.63
BROWNINGTON	1	0.75	0.83	0.49	\$ 642.36
BURKE	0	0	0.33	0.24	\$ 314.63
CHARLESTON	11	6.4375	14.33	8.49	\$11,129.77
COVENTRY	12	6.9375	13.33	7.57	\$ 9,923.72
DERBY	60	36.5625	57.5	33.37	\$43,745.63
FERDINAND	2	1.5	0.33	0.25	\$ 327.74
GLOVER	1	0.375	2.17	1.32	\$ 1,730.42
HOLLAND	9	5.875	12.33	7.1	\$ 9,307.58
IRASBURG	4	2.25	1	0.55	\$ 721.01
JAY	4	2.875	7	4.09	\$ 5,361.69
LOWELL	14	9.4375	12.5	7.33	\$ 9,609.09
MONTGOMERY	2	1.6875	1.17	0.65	\$ 852.10
MORGAN	10	5.8125	9.17	4.79	\$ 6,279.34
NEWPORT CITY	71	40.625	69.17	40.46	\$53,040.10
NEWPORT TOWN	23	14.9375	23.5	13.8	\$18,090.79
ORLEANS	1	0.75	2.33	1.39	\$ 1,822.19
TROY	29	17.3125	33.83	19.71	\$25,838.37
WESTFIELD	5	2.4375	7.33	4.32	\$ 5,663.20
WESTMORE	0	0	0.33	0.12	\$ 157.32
<b>TOTALS</b>	<b>291</b>	<b>176.0625</b>	<b>296.81</b>	<b>172.60</b>	<b>\$226,266.00</b>

### NORTH COUNTRY CAREER CENTER INCOME STATEMENT *Anticipated 2004-2005 Year*

ASSESSMENTS	2002-2003	2003-2004	2004-2005
	<u>Actual</u>	<u>Operating</u>	<u>Proposed</u>
Regular Assessment	\$173,637.00	\$22,607.00	\$ 226,266.00
State Tuition Reimbursement	981,749.00	1,023,114.00	987,700.00
02-03 Fund Balance			125,000.00
<b>Total NCCC Assessment</b>	<b>\$1,155,386.00</b>	<b>\$1,045,721.00</b>	<b>\$1,338,966.00</b>
<b>OTHER REVENUE SOURCES</b>			
Overhead Support Reimb.	\$ 392,715.00	\$ 409,173.00	\$ 395,080.00
Salary Reimbursement	51,431.00	50,659.00	51,000.00
Equipment Grant	17,075.00	10,000.00	25,000.00
Carl Perkins Grant	134,524.00	125,000.00	120,000.00
Earned Interest	8,717.00	2,500.00	3,000.00
Miscellaneous Revenues	(156.00)	0.00	
<b>Total Other Revenue</b>	<b>604,306.00</b>	<b>597,332.00</b>	<b>594,080.00</b>
<b>Total Revenues</b>	<b>\$1,759,692.00</b>	<b>\$1,643,053.00</b>	<b>\$1,933,046.00</b>

**NORTH COUNTRY SCHOOLS**  
**Orleans-Essex North Supervisory Union**

338 Highland Avenue, Suite 4 ~ Newport, Vermont 05855  
Tel. 802-334-5847 / Fax 802-334-6528

Dear Fellow Citizens,

The North Country Schools/OENSU have met the annual yearly progress (AYP) expectations of the No Child Left Behind Act (NCLB). This is no small feat, given the exceptionally high standards adopted in Vermont and the underlying basis of the law that is predicted to identify virtually all Vermont schools and supervisory unions as being in need of improvement within a decade. Even as the Texas miracle is being exposed as the Texas fraud, the North Country Schools continue to embrace the spirit of NCLB, as has been the case for the past decade. The North Country Schools/OENSU is dedicated to reaching a level of service where supports are in place to help every student attain his or her absolute potential.

Some people still ask, "Why refer to the supervisory union as the North Country Schools?" That is simple. Supervisory unions, like OENSU, were created to provide administrative support, basically to take care of the paperwork. Today, this supervisory union is a community of schools dedicated to working together to improve the learning opportunities for all of our students. The North Country Schools organization is about education, not bureaucracy.

The supervisory union supports the schools through a wide range of professional development. This includes developing authentic assessments for the social sciences, updating and improving curriculum, and implementing a six-year professional development cycle. The latter is designed to improve the knowledge base of every teacher and build a professional learning community in each school and across the supervisory union.

Working together and in collaboration with two other supervisory unions, the North Country Schools are implementing a new wide area network (WAN). This WAN allows data to be collected more efficiently, taking less teacher time. The WAN provides fast access to the Internet and the wealth of resources available there. Ultimately, the goal is to have every school be able to utilize interactive teleconferencing across the supervisory union. This will allow teachers and students to learn with those in other schools. Specific areas of strength for one teacher can be shared with classrooms across the district. On January 15<sup>th</sup>, a group of students from North Country Union Junior High School will be talking with NASA scientists, with special emphasis on the Mars expedition. In the very near future, such a special opportunity could reach into every one of our schools by way of the WAN and the Vermont Interactive Learning Network.

The North Country Schools' central office has been directly involved in the two major projects under way at the high school and career center. North Country Union High School is utilizing a federal grant to partner with a national organization called High Schools That Work. The goal of the project is to develop a stronger educational program that will be more motivating, relevant, and challenging. Through higher expectations and practical supports at the individual level, the goal is to help every student to achieve the Vermont standards. The North Country Career Center is involved in a workforce development center project that holds the promise of providing far better services to students at Lake Region Union High School, a broader and more challenging array of opportunities for North Country students, and similar opportunities for adults in the region. These projects hold the potential to increase the secondary and post-

secondary infrastructure in the county and maintain a cost/benefit ratio that can be supported into the future. All of the North Country Schools have a stake in these efforts.

A major issue that is under consideration by the Legislature is governance. This consideration is progressing on two fronts. First, there is discussion around the number of elected school boards that are really needed. Second, there is a major effort, funded by tax dollars, to move away from the control of public education by publicly elected boards and move toward public education designed for and partially controlled by business and industry. These are serious issues that may not be fully appreciated by voters because they are discussions that can easily be overlooked with the array of louder and more immediate issues that capture the focus of today's media.

The first governance discussion has implications for cost containment, organizational efficiency, and local control. Could each supervisory union be operated by one board with representation from each town? Consideration of this issue will produce interesting discussions, but really seems to be on the back burner. There is limited political benefit to decision makers to pursue this option.

The second option is a component of the workforce development center movement across the state. The Chittendon County center has the funding to run advertisements in major newspapers and on television touting the benefits of their project. The governance portion of the movement calls for transferring 40% of the votes on the center's board from publicly elected members to business and industry appointed members. This is a first step in transferring some control of public secondary education from the general electorate to business interests. In a state and nation where public education has been a cornerstone of equal opportunity and a unity of community, this kind of a change should be made thoughtfully, not as a little noticed sidelight of a major construction project. If you have taken the time to read this far in this letter, then you are the citizen who needs to understand this issue and bring it to the attention of your fellow voters for vigorous debate and serious reflection.

With the Vermont State Board of Education voting to support school choice and the Governor's calls for choice, this is another decision that needs to be made carefully. What are the implications for efficiency, a.k.a. cost containment? What impact will school choice have on small community schools? Will all schools available under a choice plan be expected to hire licensed teachers, provide the mandated curricular offerings, and generally operate under the same rules? Will all schools available under a choice plan be expected to maintain an open enrollment policy, including students with special needs? Again, this is an issue that needs thorough examination and consideration prior to adopting the idea.

Overall, our schools continue to provide excellent educational opportunities to those students who are willing to reach for them. Beyond that, today's educators are moving to the next level where the expectation is that every student will make that personal investment in the future and schools will put systems in place to promote that level of achievement. Our schools are almost at that higher level of expectations and moving there steadily.

Finally, thank you for the support you have shown in the past that has made the current level of student achievement possible. I hope that we, the teachers, para-educators, administrators, and other staff, have earned that level of confidence and support. We are dedicated to continuing improvement in the educational services that we deliver and to each and every child in this supervisory union.

Sincerely,

Rod Weston, Ed.D.  
*Superintendent*

# NORTH COUNTRY SCHOOLS

Orleans-Essex North Supervisory Union

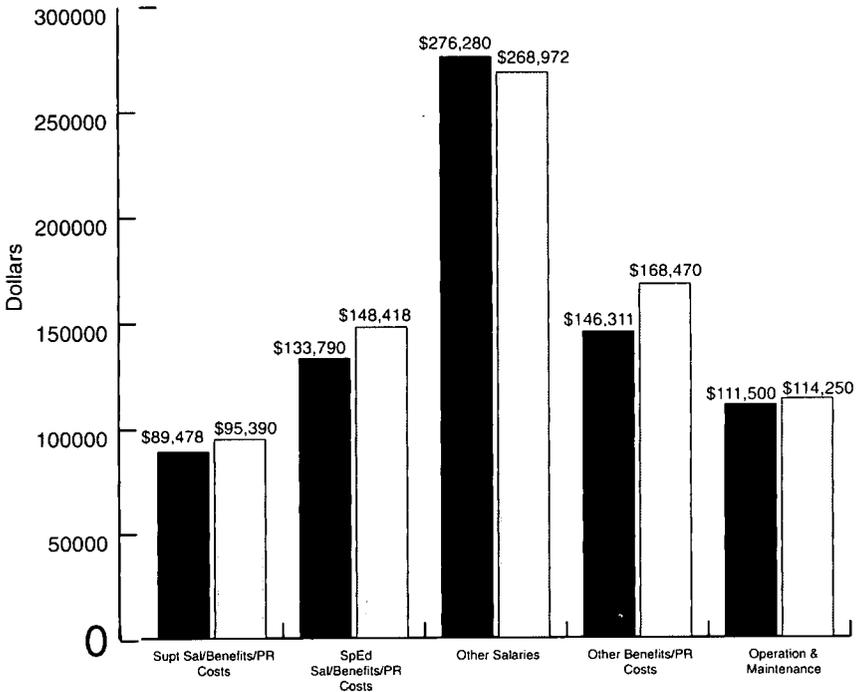
## Summary Report of Revenues and Expenditures Year Ended June 30, 2003

	<b>General Fund</b>	<b>Special Revenue Fund</b>
<b>Revenues:</b>		
Investment Income .....	\$ 10,271	\$ -
Assessments .....	487,222	126,134
Overhead Costs .....	54,703	-
Bookkeeping Services .....	176,140	-
Reimbursements .....	5,580	-
Private / Local .....	-	2,333,049
Restricted Funds - Local .....	-	271,755
Restricted Funds - State .....	-	2,701,300
Restricted Funds - Federal .....	-	-
<b>Total Revenues</b> .....	<b>\$ 733,916</b>	<b>\$ 5,432,238</b>
<b>Expenditures</b>		
Operations - OENSU .....	\$ 58,122	\$ 423,701
Direct Services to Students .....	75,024	797,301
Support Services to Students .....	-	689,292
Support Services .....	593,470	1,348,007
Restricted Funds - Distributed .....	-	-
Brighton .....	-	101,575
Charleston .....	-	91,028
Coventry .....	-	117,007
Derby .....	-	236,181
Holland .....	-	71,648
Jay/Westfield .....	-	67,062
Lowell .....	-	104,373
Morgan .....	-	39,024
Newport City .....	-	168,556
Newport Town .....	-	108,983
North Country Union Junior High School .....	-	-
North Country Union High School .....	-	424,064
Sacred Heart .....	-	861
Troy .....	-	142,180
Early Childhood Program .....	-	319,311
EPSDT .....	-	42,052
Miscellaneous (District-Wide) .....	-	3,001
<b>Total Distributed</b> .....	<b>\$ -</b>	<b>\$ 2,036,906</b>
<b>Total Expenditures</b> .....	<b>\$ 726,616</b>	<b>\$ 5,295,207</b>
Excess of Expend. over Revenues .....	(7,300)	(137,031)
Fund Balances - Beginning of Year .....	242,365	702,614
<b>Fund Balances - End of Year</b> .....	<b>\$ 249,665</b>	<b>\$ 839,645</b>

**OENSU  
FY2003 AND FY2004 BUDGET COMPARISON**

<b>CATEGORY</b>	<b>FY2003</b>	<b>FY2004</b>	<b>Dollar Increase</b>	<b>% Increase</b>
Supt Sal/Benefits/PR Costs	\$ 89,478	\$ 95,390	\$ 5,912	6.61%
SpEd Sal/Benefits/PR Costs	133,790	148,418	14,628	10.93%
Other Salaries	276,280	268,972	(7,308)	-2.65%
Other Benefits/PR Costs	146,311	168,470	22,159	15.15%
Operation & Maintenance	111,500	114,250	2,750	2.47%
<b>Gross Totals</b>	<b>\$ 757,359</b>	<b>\$ 795,500</b>	<b>\$ 38,141</b>	<b>5.04%</b>
<b>Net (Assessment) Totals</b>	<b>\$ 487,214</b>	<b>\$ 515,747</b>	<b>\$ 28,533</b>	<b>5.86%</b>

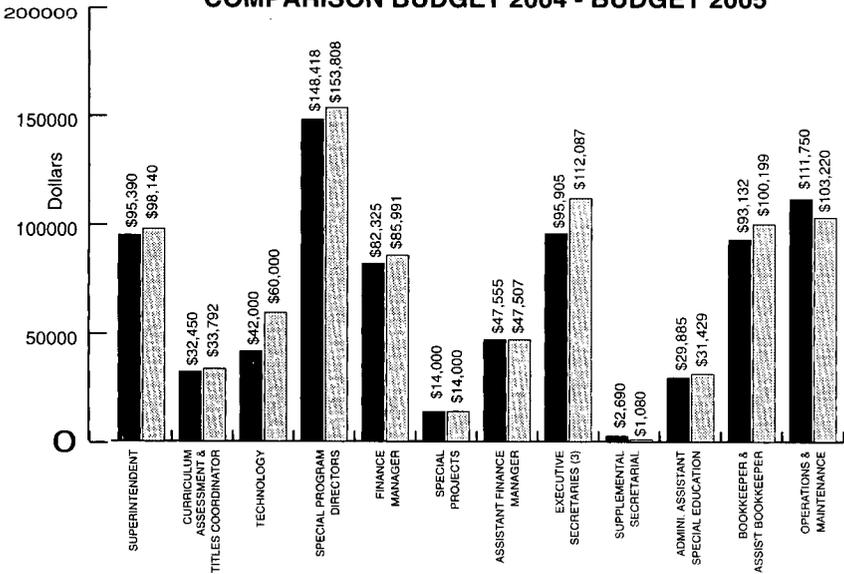
**OENSU FY2003 AND FY2004 COMPARISON**



**North Country Schools/OENSU  
GENERAL FUND - APPROVED BUDGET FY2005**

	<b>Budget FY2004</b>	<b>Budget FY2005</b>	<b>Dollar Variance</b>	<b>% Variance</b>
Superintendent	\$ 95,390	\$ 98,140	\$ 2,750	2.9%
Curriculum, Assessment & Titles Coordinator	32,450	33,792	1,342	4.1%
Technology	42,000	60,000	18,000	42.9%
Special Programs Directors	148,418	153,808	5,390	3.6%
Finance Manager	82,325	85,991	3,666	4.5%
Special Projects	14,000	14,000	-	0.0%
Assistant Finance Manager	47,555	47,507	(48)	-0.1%
Executive Secretaries (3)	95,905	112,087	16,182	16.9%
Supplemental Secretarial	2,690	1,080	(1,610)	-59.9%
Administrative Assistant Bookkeeper	29,885	31,429	1,544	5.2%
Bookkeeper & Assistant Bookkeeper	93,132	100,199	7,067	7.6%
Operation & Maintenance	111,750	103,220	(8,530)	-7.6%
<b>Gross General Fund Budget</b>	<b>\$ 795,500</b>	<b>\$ 841,252</b>	<b>\$ 45,752</b>	<b>5.8%</b>
<b>Assessed To Towns</b>	<b>\$ 515,747</b>	<b>\$ 547,566</b>	<b>\$ 31,819</b>	<b>6.2%</b>

**COMPARISON BUDGET 2004 - BUDGET 2005**



## ***Jay Athletic Association - 2003***

The JAA continues to provide the children of Jay and Westfield with the opportunity to play organized sports. We participate each season in Little League Baseball, Softball and T-Ball, Soccer, and Basketball.

The JAA is an all-volunteer organization of members of both communities whose sole purpose is to provide recreational opportunity for our children. We work in close cooperation with the Jay-Westfield School, but our programs are open to all children who live in the towns.

In 2003 we were able to provide scholarships to several young athletes from our towns to attend summer camps in Newport, Derby and Montgomery. This was possible because our coaches were able to run the sports programs at little expense to the JAA. We hope to be able to continue this in 2004.

Our newest endeavor is to promote and support a junior alpine racing program for our youngsters. We are working with Jay Peak and the NCUHS ski program to set up beginner timed racecourses for the schools' ski days. This will be in addition to the lessons now provided. Details are being worked on, but our kids will definitely have a chance to race this winter, and we think the other area towns will join us and make this into fun inter town competitions in the coming years.

Anyone from our communities who may have ideas, or recommendations, or some time or energy to help improve our programs, please contact one of the directors. We always welcome new help.

### Directors

President – Paul Bosco

Vice-president – June Rosenberg

Secretary – Dave Sanders

Treasurer- Bill Rivard

School Liaison – Rocky D'Agostino

## ***Troy Volunteer Fire Department - 2003***

In the year 2003 the Fire Dept responded to 5 Fire calls in the town of Westfield. The Fire Dept had a total of 112 hours for these calls.

We are asking the town to appropriate \$16,974.00 for the year 2004. This is the same amount that we had requested last year.

Thank you,

*Troy Volunteer Fire Dept.*

## ***Jay Area Food Shelf and Clothing Center 2003***

Again thanks to the voters of each town who approved an appropriation at Town Meeting 2003. An amount of \$50 provides 500 pounds of food for those who need help. A very special thanks to the folks who donate time to fold and hang clothes, for helping to move heavy boxes of food, and thanks to everyone who donates food or money. With continued support of voters and donations from area community members, the food shelf can continue to serve many people in the area when help is needed. The clothing is for anyone in or out of the area who wants or needs it.

For information on eligibility of the programs being offered (food shelf, commodities and CSFP boxes) please visit the food shelf site in the Jay Municipal Building on Thursday or Friday during operation hours of 8 A.M. to 4 P.M. unless otherwise posted.

The present volunteers will continue to operate the programs that Beverly Priest worked so hard to provide to the area. She has served many families from each town and only she knows exactly what that number is. As many of you know Beverly fought and lost a courageous battle with cancer. During that struggle, she continued to focus on and devote her every thought to the operation of her food shelf. She will be greatly missed at the food shelf, but she realized she had some very great volunteers who helped her on Thursday and Friday. Even more volunteers showed up when the big deliveries of food needed to be unloaded.

In honor of Beverly, those who wish to make a donation of money, can do so by sending a check to Jay Area Food Shelf, c/o Jay Town Clerk's Office, 1036 Vt. Rte 242, Jay, Vt. 05859. All donations of food, money or time are greatly accepted and appreciated.

Beverly was the force behind starting and running these programs with a lot of hard work, and very little money; she gave generously of her own time. As people in the area lost jobs, she traveled far and wide in search of and received much extra free food in her endeavor to supply her programs. She was a very resourceful person. She made many trips to the legislature, to stick up for her beliefs and the beliefs of others. She was an asset to the area.

A comparative chart of people served, which Beverly has provided in the past, is not available this year.

Thanks to all that helped make the programs a success and we respectfully request each town to appropriate \$50 at Town Meeting for the year 2004.

Respectfully submitted for  
Beverly Priest, Organizer & Operator of Jay Area Food Shelf

## **Hazen's Notch Association**

P.O. Box 478  
Montgomery Center, Vt. 05471

**2003**

Each summer 150 children ages 6 to 15 attend 1-week camp sessions at the Hazen's Notch Association in Montgomery. Last year the HNA Campership Fund raised \$4,000 enabling 25 children from 17 towns to receive financial assistance from the HNA Campership Fund.

If the voters approve this request for a \$200 contribution, school administrators in the Jay/Westfield School may then recommend one or more students from Westfield who wish to attend the HNA Summer Camp to receive partial or full financial assistance towards the camp fee. Camp fees are \$100 for Day Camp, \$200 or \$250 for the Overnight Camp, depending upon age group.

Rolf Anderson  
*President*  
*Hazen's Notch Association*

## **Rural Community Transportation**

492 Bay Street, Suite one  
St. Johnsbury, Vermont 05819  
802-748-8170

Rural community Transportation, Inc. (RCT) is requesting to be placed on the Town Warning for March 2004 with a request in the amount of \$100.00 RCT has been providing service in your community for over ten years without requesting assistance from the local community, but RCT must reach out for community support in order to maintain its services.

RCT is a non-profit corporation providing transportation to the elderly, handicapped and disabled in your community through a volunteer service. The drivers are reimbursed at the rate of \$.36 cents per mile for the use of their vehicles. RCT coordinates the trips and reimburses the drivers every two weeks for all the trips received. RCT has provided five hundred and fifty (550) trips for the residents of the Town of Westfield for the past year. With level funding from the state for over five years and the increased request for service, RCT needs your help.

We hope you will be able to assist us with this request and we look forward to working with you in the future.

If you have further questions, please call Carole-Ann Mastroianni or Nicole Bartlett at 802-748-8170. Thank you for any assistance you may give.

Mary Grant  
Executive Director  
RCT

## **Step O.N.E. - 2003**

Step O.N.E. provides free services to victim/survivors of domestic and sexual violence in Orleans and northern Essex counties, 24 hours a day, 7 days a week.

People who have been battered, abused, or raped may call the hotline to speak with a trained advocate. Advocates are available to meet with individuals at the hospital or at a law enforcement agency to discuss safety options. Victim/survivors may also call to make an appointment to meet with an advocate in our Newport office. Guidance is offered in accessing emergency safe housing, social services and other community resources. Support may be provided for victim/survivors during court appearances. Follow up, supportive listening, support groups, educational materials, and information is also offered. For more information call 802-334-0148 or 1-800-224-7837.

In 2003 Step O.N.E. provided thousands of units of service to victim/survivors of domestic and sexual violence in Orleans and northern Essex counties. Each new incident of violence requires a minimum of 6 hours of staff time to aid the victim/survivor.

We depend upon local support to provide the immediate help that victims and survivors need. It would be greatly appreciated if Westfield residents would please appropriate \$200.00 to help with the cost that Step O.N.E. is facing. On behalf of the victim/survivors of domestic and sexual violence, Step O.N.E. staff and volunteers thank you for your past contributions. We ask for your consideration of this year's request; please help us continue to provide free services.

Respectfully,  
Debra Zimmerman,  
*Program Director*

### ***The Old Stone House Museum***

28 Old Stone House Road  
Brownington, Vermont 05860

The Orleans County Historical Society owns and operates the Old Stone House Museum, a regional history museum in the Brownington Historic District. The Museum and Lawrence Barn are open for guided tours from May 15 to October 15, Wednesday through Sunday. Orleans County residents receive an admissions discount at the Museum. The Museum's Visitors Center and administrative office is open year-round and was the home of Alexander Twilight, the nation's first college graduate of African American descent. The Prospect Hill Observatory is open to the public from May 1 to November 1. The Society's research library and archives are open year-round and are available by appointment.

Each year the Museum sponsors a series of public events, including the Collectors' Fair, the Northeast Kingdom History Fair, the Antique Gas & Steam Engine Show, Time Travelers' Day Camp, Heritage Craft Classes, as well as lectures, concerts and school-related programs. This year's Old Stone House Day, on August 15, 2004, will feature craft demonstrations, children's activities, a farmers' market, live music, and the Museum's open house. The event is free and open to the public.

Students from around Orleans County will be involved in a variety of the Museum's educational programs this year, including a history fair, the cultivation of an heirloom vegetable garden, classroom presentation and reenactments, two field days, which include craft demonstrations and old-time activities, and a history-based day camp. For more information, please call 754-2022, visit our web-site at [www.oldstonehousemuseum.org](http://www.oldstonehousemuseum.org), or write Old Stone House Museum, 28 Old Stone House Road, Brownington, Vt. 05860

Sincerely,  
Michael Murphy  
President

## **Orleans County Sheriff's Department 2003 Report**

The Orleans County Sheriff's Department provided patrol services to your Town during 2003. Through your financial support, the Sheriff's Department provided 198 hours of Patrol in Westfield and documented the following services:

1. Calls for service: 5
2. Motor Vehicle
  - a. Warnings: 46
  - b. Vt. Traffic Complaints 39
3. Arrests 0

The Sheriff's Department is seeking a 3% increase over last year's appropriation. We have been able to contain most of our costs of doing business this year, with the exception of escalating health insurance premiums. The increase we are asking for will cover the above plus a cost of living adjustment in Deputies salaries.

The Sheriff's Department also has new programs to offer your community this year. With the support of area businesses, we can offer a Child Identification Packet that is done professionally and maintained by the parents at no cost. We have also started a job shadowing experience for students that may be interested in a career in Law Enforcement. Interested students should contact their guidance counselors to arrange a job shadow. We hope to add more programs in the future that are of interest to your children and would welcome suggestions from you.

We appreciate your support and look forward to serving your community in 2004.

Respectfully submitted,  
Lance A. Bowen  
Orleans County Sheriff

# *The Vermont Center for Independent Living*

11 East State Street  
Montpelier, Vermont 05602

## **SUMMARY FOR TOWN REPORT**

### **2003**

The Vermont Center for Independent Living (VCIL) teaches people with significant disabilities how to gain more control over their lives and how to access tools and services to live more independently. We also conduct public education and systems change activities that promote the full inclusion of disabled people into community life.

An estimated one in five Vermonters has a disability. The VCIL, a private not-for-profit corporation, is Vermont's first and only cross-disability center for independent living and the first organization in the state to be directed and staffed by a majority of people with diverse disabilities.

*Statewide, from October 1, 2002 through September 11, 2003, VCIL responded to 1,974 requests from individuals, agencies and community groups for information and referrals on a broad range of subjects related to living with a disability. We provided one-on-one peer counseling to 342 individuals to help increase their independent living skills and life opportunities; provided 405 households with financial and technical assistance for making their bathrooms and entrances accessible to a disabled family member; provided 340 individuals with personal assistance and /or assistive technology; provided communications equipment to 67 Deaf, hard-of-hearing or speech-impaired individuals through our Telecommunications Equipment Distribution Program, and served home delivered meals to almost 533 Vermonters through VCIL Meals On Wheels program for Individuals Under 60 with Disabilities.*

VCIL's central office is in downtown Montpelier with three smaller regional offices in Bennington, Brattleboro and Burlington. The Montpelier office houses our resource library and our toll-free information line, which provides answers to disability related questions from every Vermont community. Our locally based Peer Advocacy Counselors are available to people with disabilities in every municipality in Vermont.

During FY 2003, VCIL provided direct services Vermonters throughout the state, utilizing the following services/programs:

1. Information & Referral
2. Home and Community Access program
3. Meals on Wheels (people with disabilities under the age of 60)
4. Peer Advocacy Counseling
5. Vermont Telecommunications Equipment Distribution Program.
6. Sue Williams Freedom Fund

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

Sandra Nall  
Development Officer

## ***Northeast Kingdom Human Services, Inc.***

P.O. Box 724  
Newport Vermont 05855  
802-334-6744

The Northeast Kingdom Human Services, Inc. is a private not-for-profit organization serving Essex, Caledonia and Orleans Counties. It is organized and directed by local citizens who believe that Human Services should be cost effective and responsive to the needs of our local communities.

The State of Vermont contracts with NKHS to provide a broad range of services to individuals with severe and persistent mental illness, children with severe emotional disturbance and their families, and individuals with developmental disabilities including mental retardation and autism. Services are also offered to individuals with alcohol and drug problems by the Tri-County Substance Abuse Program, a division of NKHS.

NKHS provides emergency and outpatient services to individuals with various, less severe social, emotional and psychological problems. To the extent that these services are subsidized by state and local dollars, NKHS provides the services on a sliding fee scale based on the person's ability to pay.

Our Annual Report details the services we provide, and is available free of charge by calling (802) 334-6744, or by writing to NKHS, PO Box 724, Newport, VT. 05855.

Your appropriation is especially important to the delivery of our programs and services because it demonstrates community support and financial assistance. We greatly appreciate your interest and support.

### **FY 2003 Summary of Services for the Town of Westfield**

2000 Census Count for your town: 503 Persons served: 31

Our request for support at \$1.05 per capita = \$528.00

Thank you for your support.

Kathleen C. Hemmens, MSW  
*Executive Director*

William Gardyne  
*President, Board of Directors*

## ***Northern Vermont Resource Conservation & Development Council - 2003***

On behalf of Northern Vermont Resource Conservation and Development (RC&D) Council, we hope this letter finds your community closing out a good 2003 and anticipating a hopeful 2004. We respectfully request your continued support by including an appropriation of \$50 in your 2004 Selectperson's budget. Being an organization with region-wide responsibility we are not able to petition each of the 113 towns within our area, so we ask that the small amount be included in the Selectboard's budget.

The Northern RC&D is a 29-year old network of volunteers dedicated to identifying problems and designing solutions which fit the needs of its own communities. RC&D is a unique program that helps people care for and protect natural resources in a way that will improve the area's economy, environment and living standards. We serve our clients by coordinating and facilitating technical and financial assistance to local communities who initiate, sponsor, plan and implement projects.

**Technical assistance through the RC&D is available, at no cost to the community.** We would be glad to look at the problems and challenges your community is facing and work together to find solutions. We are glad to be a part of the Rural Fire Protection Dry Hydrant Grant Program, Agritourism, Better Backroads Grant Program and Natural Resources Education initiatives which have had significant impact on communities in Northern Vermont this past year. Eligible projects cover many different areas including community development; improvements to infrastructure and water quality; parks and recreation; and development of a diversified forest and agriculture industry. The RC&D can also assist with finding financial resources and grant requests to carry out planned projects.

A copy of the annual report and budget which describes the organization and its accomplishments, is on file at your Town Clerk's Office.

Respectfully submitted,  
Christine Kaiser, chairperson

### ***Area Agency on Aging***

1161 Portland Street  
St. Johnsbury, Vermont 05819

The mission of the Area Agency on Aging is to help any person 60 and over to maintain a healthy, active life and to remain independent in their own homes and communities for as long as possible. Our professional advocates and case managers work closely with seniors to determine how to best meet their individual needs, which may include; offering assistance with Social Security, Medicaid, Food Stamps, fuel assistance, in-home services and many others. There is no charge for services provided by the Agency.

Your past funding has allowed us to provide important services to Westfield seniors such as support of senior meal sites, delivery of meals to home bound, health insurance counseling, transportation for medical and other appointments, legal

services and companionship through the Senior Companion Program.

Despite cost increases, we feel we can maintain our current services in the coming year with a level-funding request, which would be \$169.00 from Westfield.

Sincerely,

Mark Zellmer  
Executive Director

Karen A. Weller  
President/CEO

## ***Northeast Kingdom Learning Services, Inc.***

1 Main Street, Newport, Vermont 05855  
802-334-2839

We are the Northeast Kingdom Adult Basic Education and Literacy Program. (formerly Adult Basic Ed) We provide on-demand home and learning center basic education services to Westfield residents as well as to almost anyone in Caledonia, Essex or Orleans counties over the age of sixteen who wants to improve basic education skills. The program has full service learning centers in Newport and St. Johnsbury, part-time centers in North Troy, Island Pond, Hardwick and Lyndonville and home tutors who travel everywhere in the three counties. As always, demand for ABE services remains very high. In 2002, we provided over 13,000 hours of direct instruction to 1382 students. We are currently serving 128 adults who are working on a GED or high school diploma. Some of our other students are studying for the Commercial Driver's License or working to improve job readiness or job skills. Our Drop-Out Recovery program allows adults to earn a competency based high school diploma at no additional cost to the high school. It has gained a strong following. We now have 28 people in the program and last year 11 earned their diploma. We also have seen an increase in G.E.D. testing. Because there is no funding for the GED and we have no extra resources, we operate the only GED program in the state where most of the alternate chief examiners are volunteers

Your support of the Northeast Kingdom Adult Education and Literacy program will be helpful to us during the coming year. Our town monies are vital. Town funds are used for a variety of program purposes. They help us pay the rent for our learning centers. They allow us to offer our students higher quality and more comprehensive instructional resources. Town funds have helped us purchase workbooks, instructional supplies, reference materials and instructional software. We hope you will continue your support of the Northeast Kingdom Adult Basic Education program.

Respectfully submitted,

William Crenshaw  
Executive Director

## ***Orleans Essex V.N.A. and Hospice, Inc***

46 Lakemont Road  
Newport, Vermont 05855  
802-334-5213

### **Service Report for FY 2003**

Orleans Essex Visiting Nurse Association VNA and Hospice, Inc. has served your community since 1969. We are a non-profit agency whose mission is to provide services to every individual in need. Our dedicated staff works with clients, their families, physicians, and other area providers to ensure that people received the care they need while maintaining their independence and their ability to remain in the comfort of home. Your continued commitment to us enables us to continue our commitment to the community.

I want to thank you for your past financial support, it has been greatly appreciated. As you know, last year we were able to reduce the amount of our request due to a positive performance for the previous two fiscal years. However, as we predicted last year, the reductions in reimbursement imposed by Medicare have caused us to fall back to a less optimistic bottom line. Some of this can be attributed to the \$192,436 in free services we provided last year. We are asking the voters for an appropriation to help defray some of this cost and allow us to continue to provide all of the services required in your community.

It is important to remember that OEVNA&H is unlike other non-profit organizations who work with a fixed budget – they are aware of how much money they have to spend before they provide services. Our budget is based on actual payment for services rendered and we are not compensated if there is no payment source. In fact, since we began providing services we have provided over \$825,000 worth of free care. Our budget for the upcoming year is based on projections from prior years, but if our projections fall short, so do our revenues.

If you have any questions in regard to our request or would like to have a representative meet with you to discuss services provided to your community, please do not hesitate to contact us. We request that you complete and return the enclosed form as soon as possible. Again, we thank you for your generous support and look forward to serving your community in 2004.

### ***Northeastern Vermont Development Association***

True to our mission, Northeastern Vermont Development Association (NVDA) worked hard during the past year to meet the economic development and planning needs of the region's municipalities and businesses. 2003 was our 53<sup>rd</sup> year of dedicated service to the people of the Northeast Kingdom.

Many of our projects were regional in nature and therefore benefited every single community in this region. A good example of this is the unmet transportation needs survey, which gauged the gap between the availability of and the need for transportation services in the Northeast Kingdom.

We also continued to provide essential technical services to town and city officials. This work included conducting transportation studies and traffic counts; preparing, reviewing and commenting on municipal planning documents; certifying Municipal Plans; interpreting and explaining planning law to planning and zoning officials; and preparing GIS maps. NVDA also continued to offer reliable and knowledgeable grant writing and grant administration services to a number of towns.

NVDA provided the Town of Westfield with administration of a VCDP grant, Traffic Counts, and RPC approval of the town plan.

On the economic development front, the Charles E. Carter Business Resource Center NVDA's St. Johnsbury-Lyndon Industrial Park was near completion at the end of the past year. The Business Resource Center provides warehousing and manufacturing space, as well as a technical & industrial training facility.

As in the past, in 2003 we continued to work closely with the Small Business Resource Center to create and retain jobs throughout the Northeast Kingdom. To cite a few examples: We assisted Easter Hockey/ EHM production in Newport with a tax credit application, which will result in sixty jobs within a few years; we helped WT Solutions in St. Johnsbury to purchase industrial sewing equipment and to find a facility, thereby creating fifty plus jobs; and we helped Chebe, a bread manufacturer in Orleans to locate a production facility. NVDA also continues to work with Ethan Allen on the company's long term needs.

## ***Orleans County Citizen's Advocacy 2003***

Our program was started 1989 and our goal is for people with disabilities to be protected, heard, empowered, accepted and valued in our communities. Our non profit organization operates with money raised at local fundraisers, like The Echo Lake Road Race, The Northeast Kingdom Lakes Century Bike Tour, and the Glover Day barn sale, donations from business and individuals, and from Town appropriations. We no longer receive any federal or state grant money.

Without continued community support, we could not exist.

Barbara Delzio, President  
Board of directors

## **Minutes of Town Meeting March 4, 2003**

The meeting opened at 10:03 a.m. with Pat Sagui reading the warning.

### **Warning**

The legal voters of the Town of Westfield and Town School District of the Jay/ Westfield School District are hereby warned and notified to meet at the Westfield Community Center in the Village of Westfield on Tuesday March 4, 2003 at 10:00 A.M. in the morning to act on the following articles:

#### **1.To elect a moderator for the ensuing year.**

*Motion by Ted Buchner for Patricia Sagui to be Town Moderator for the ensuing year. So moved.*

#### **2.To act on the reports of the Town and Town School Districts.**

*Motion by Pauline Couture 2<sup>nd</sup> by Kay Courson to bring article 2 to the floor. Pauline questioned why the listing of the students was changed from name and grade to just name. Loren explained that because of academics the board felt grades were not important. Some students receive special aid. Placing grade level would conflict with the privacy of the students. Motion by Pauline Couture and 2<sup>nd</sup> by Kay Courson to accept the reports of the Town. So moved.*

#### **3.To elect all other Town and Town School district officers.**

**Town Clerk-** *Motion by Alice Gonyaw for Connie LaPlume to fill the position of Town Clerk. Clerk instructed by the voters to cast one ballot for Connie LaPlume.*

**Selectmen-***motion by Romeo Myott for Yves Daigle to fill this position. Clerk instructed to cast one ballot for Yves Daigle.*

**School Director-** *Beth Brookes nominated Ann Lazor to fill this position. So moved.*

**Road Commissioner-** *Milton Willis nominated Larry Kennison. Clerk was instructed to cast one ballot.*

**Auditor-** *Alice Gonyaw nominated Carolyn Lyster to fill this position. So moved.*

**North Country School Director-** *Beth Brookes nominated June Rosenberg to fill this position. So moved.*

**Lister-** *Milton Willis nominated Richard Shever to fill this position. So moved.*

**Delinquent tax collector-** *Beth Brookes nominated Joyce Crawford to fill this position. So moved.*

**Overseer of the Poor-** *Alice Gonyaw motioned that the Board of Selectmen continue to serve as this office. So moved.*

**Constable-** *Milton Willis nominated Normand Piette as first constable. So moved. Yves Daigle nominated Rick Danforth as second constable. So moved.*

**Town Agent-** *Romeo Myott nominated Denis Meunier to fill this position. So moved.*

**Town Grand Juror-** *Philip Sheltra nominated Philip Gonyaw to fill this position. So moved.*

**Hitchcock Museum-** Rosemary Croizet motioned that Christine Lazor fill this position. So moved.

**Westfield Community Center-** Richard Degre motioned that Ted Buchner fill this position. So moved.

Pauline Couture asked if it would be possible for June Rosenberg to have her number listed in the Town Report next year.

4. **Shall the legal voters of the Westfield Town School District approve \$681,518 to defray the expenses and liabilities for the Jay/Westfield Joint Elementary School for the ensuing year (July 1, 2003 through June 30, 2004) with a net assessment to the town of \$202,634 (29.0%)?**

*Motion by Alice Gonyaw to bring this article to the floor. Seconded by Dick Willis. Mary Brenner asked why some line items were empty in the budget. It was explained they are empty because nothing was spent on that particular line item.*

*Loren Petzoldt explained the percentage has changed so that the high percentage of students is in Jay this year. Paper vote.*

*Results: NO-10 YES-45*

5. **Shall the legal voters of the Westfield Town School District vote to approve \$73,514 for seventh and eighth grade tuition and \$58,384 for local school expenses?**

*Motion by Beth Brookes to bring this article to the floor. Seconded by Kay Courson. Loren Petzoldt explained a new law was signed called "no child left behind". He said para-educators are going to be required to receive more education. Motion by Alice Gonyaw to accept this article. So moved.*

6. **Shall the legal voters of the Westfield Town School District vote to approve the budget vote held on May 7, 2002?**

*Motion by Beth Brookes to bring this article to the floor. Second by Chele Lavalla. Loren Petzoldt explained this is just correcting after the fact. So moved.*

7. **Shall the legal voters of the Westfield Town School District vote to amend the Joint School Agreement between the Jay and Westfield School Districts as follows:**

**a. Delete the final sentence from Article 23.**

**b. Insert at the end of the first sentence of Article 25, "if said report is requested by an individual town school board."**

**c. Change "60 days" to "32 days" in Article 16b.**

**d. Add Article #27. Since each town holds 50% interest in "the land and school constructed under this agreement," expenses over \$5,000.00 affecting that equal interest, shall be borne at that same 50%. Expenses under \$5,000.00 will be considered part of operating expenses.**

*Motion by Alice Gonyaw to bring this article to the floor. Second by Chele Lavalla.*

*Mike Murphy explained the corrections or changes in this article. Connie LaPlume questioned the change of 60 days to 32 days for the annual*

*budget. It makes it close to the posting of the warning. The time frame for the posting is 30-40 days before Town Meeting.*

*Ted Buchner and Jerry Todd both questioned the accounting process.*

*Richard Degre called the question, second by Chele Lavalla. So moved.*

**8. Shall the Westfield Town School District vote to adopt the Jay/ Westfield Joint Elementary School budget by Australian Ballot?**

*Donna Treadwell, Chele Lavalla and Mike Murphy explained that people that work would like a chance to vote on the school budget. Much discussion followed both for and against this article. Connie LaPlume called the question. Voice vote. This article was turned down.*

**9. To elect the Jay/Westfield Joint School Treasurer (Australian ballot)**

*Emmy Harmon from Jay re-elected to this position.*

**10. Shall the North Country Union High School District appropriate the sum of \$8,619,425.00 to defray its expenses and liabilities for North Country Union High School for the ensuing year and to pay any balance left unpaid from the preceding year with a net assessment to the member towns and city of \$8,301,734.00 dollars? (Australian ballot)**

*YES- 41*

*NO- 24*

*total vote=65*

**11. Shall the North Country Union High School District set aside an amount not to exceed \$47,250.00 of the 2001-2002 fund balance to be placed in a reserve fund account toward the purchase of six replacement school buses? This amount represents the NCUHS' 75% share. (Australian ballot)**

*YES- 40*

*NO-27*

*total vote=67*

**12. Shall the North Country Union High School District set aside an amount not to exceed \$30,000.00 of the 2001-2002 fund balance to be placed in a reserve fund account to purchase replacement bleachers for one-half of the high school gymnasium, completing the replacement of gymnasium bleachers and meeting safety standards for school bleachers? (Australian ballot)**

*YES-38*

*NO-29*

*total vote=67*

**13. Shall the North Country Union High School District appropriate a sum not to exceed \$17,692.00 for refurbishing the gymnasium floor and installing padding on exposed gymnasium walls? (Australian ballot)**

*YES-41*

*NO-26*

*total vote=67*

**14. Shall the North Country Union High School District appropriate a sum not to exceed \$10,000.00 for Phase One of a new sound system for the auditorium? (Australian ballot)**

*YES-38*

*NO-29*

*total vote=67*

**15. Shall the North Country Union High School District appropriate a sum not to exceed \$12,000.00 for the acquisition of computer equipment to upgrade the school's computer system? (Australian ballot)**

YES-41

NO-26

total vote=67

16. Shall the North Country Union High School District appropriate a sum not to exceed \$3,000.00 for the purchase of additional surveillance cameras to insure the safety and security of students on school property? (Australian ballot)

YES-38

NO-28

total vote=66

17. Shall the North Country Union High School District appropriate a sum not to exceed \$4,300.00 for the planned replacement of band uniforms that are more than 20 years old? (Australian ballot)

YES-40

NO-27

total vote=67

18. Shall the North Country Union High School District appropriate the sum of \$1,643,053.00 to defray its expenses and liabilities for North Country Career Center for the ensuing year and to pay any balance left unpaid from the preceding year with a net assessment to the member towns and city of \$22,607.00 dollars? (Australian ballot)

YES-40

NO-27

total vote=67

19. Shall the legal voters of the Town of Westfield vote to approve the Town Plan that has been approved by N.V.D.A. and the Westfield Board of Selectmen? ( Australian ballot)

YES-45

NO-10

total vote=55

20. Shall the legal voters of the Town of Westfield allow the Westfield Board of Selectmen to explore options for finding a permanent location for the Westfield Town Clerk's Office.

*Motion by Alice Gonyaw to bring this article to the floor. Yves Daigle explained that the Town needs to build a municipal building. That most towns do not have offices in the homes. He suggested that the location that would be the best possibility is where the tennis court is presently located. He got an estimate of repairing the tennis court to usable condition. The estimate was \$30,000. Voice vote followed. The vote was in favor of giving the selectmen permission to explore options.*

21. To see if the Town will appropriate on EACH of the following.

- a. **\$528. To Northeast Kingdom Mental Health.**

*Motion by Kay Courson, second by Pauline Couture to bring article to the floor. Voice vote-so moved.*

- b. **\$6,468. To the Orleans County Sheriff's Dept.**

*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*

- c. **\$50. Jay Food Shelf**

*Motion by Pauline Couture to bring this article to the floor, second by Kay Courson. Voice vote- so moved.*

- d. **\$95. To Vt. Center for Independent Living.**

*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote-so moved.*

- e. **\$425. To Orleans Essex V.N.A. and Hospice**

*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*

- f. **\$169. Area Agency on Aging**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- g. **\$300. Orleans County Citizens Advocacy**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- h. **\$16,974.00 Troy Fire Dept.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- i. **\$171.20 N.V.D.A.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- j. **\$200 Northeast Kingdom Learning Services**  
*Motion by Pauline Couture to bring this article to the floor, second by Kay Courson. Voice vote – so moved.*
- k. **\$5,030 Mississquoi Valley Ambulance**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- l. **\$250 per student to Sacred Heart for Bussing per student in 7<sup>th</sup> and 8<sup>th</sup> grade only.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- m. **\$1,000 to preserve the Town's public records.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- n. **\$1,460 to Montgomery Fire Dept.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- o. **\$50. Green Up**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- p. **\$125 Orleans County Historical Society**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- q. **\$600. Jay Athletic Association**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- r. **\$200. TRIAD**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- s. **\$50. Northeast Kingdom Community Action**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- t. **\$150 Step O.N.E.**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*
- u. **\$200 to Hazen's Notch Association (camper's scholarship)**  
*Motion by Pauline Couture to bring this article to the floor, second by Chele Lavalla. Voice vote- so moved.*

**21. To vote on how much money shall be raised to operate the business of the Town by Dept. as follows:**

*Motion by Pauline Couture, seconded by Chele Lavalla to bring this article to the floor.*

- f. General Operation
- g. Summer Roads
- h. Winter Roads
- i. Bridge, Brush and Culverts
- j. All other road expenses

Total for this portion of the article is \$188,415. The difference from what is printed on page 25 of the 2002 report is a raise of \$2,515 that was requested by the Missisquoi Valley Ambulance.

Voice vote- so moved.

**23. To transact any other business.**

*A. Milton Willis felt that the Road Commissioner, Larry Kennison should receive a raise of \$2.00 an hour for him and for his assistant. Tom Grant agreed. It was explained that anything to do with money, has to be warned. It was suggested that this raise be taken into consideration for the year 2004.*

*B. Jack Lazor suggested that the Town consider a recycling program be set up that is more workable for the residents than what we currently are using. Mark Perry stated that Waste USA has three trailers and are open two days a week for recycling.*

*Rolf Anderson stated that Franklin County does recycling. It is run by the Solid Waste Districts. By a show of hands, recycling and composting will be supported by the Town.*

**24. To adjourn**

*Motion by Pauline Couture and seconded by Chele Lavalla to adjourn. Meeting adjourned at 12:25 p.m.*

**Voting on said Australian ballots on March 4, 2003 will be overseen by the Town of Westfield's Civil Board of Authority.**

Loren Petzoldt  
Ann Lazor  
Michael Murphy  
**Westfield School Board**

Yves Daigle  
Richard Degre  
Jacques Couture  
**Westfield Board of Selectmen**

## Vital Statistics

### BIRTHS

Child	Date	Father's Name	Mother's Name
Gabriel Frederick Baraw	3/11/03	Shawn Michael Baraw	Casey Deanna Shirley
Shauna Lee Baraw	3/11/03	Shawn Michael Baraw	Casey Deanna Shirley
Laura Lee Mount	4/14/03	James Edward Mount	Melissa Lee Laplume
Ruth Ethel Petzoldt	7/1/03	Loren E Petzoldt	Rita A Neider
Natalie Marie Desjarlais	10/12/03	Richard Gerard Desjarlais	Sharon Ann Cox
Briar Bailey Curran	11/29/03	Tony Curran	Krystal Mason
Nathanial James Richardson	12/16/03	Jamie Jack Richardson	Lynn Marie Pion

### MARRIAGES

Groom	Residence	Bride	Residence	Date
John Gary Hamelin	Westfield	Wendy Susan Gray	Westfield	3/1/03
Paul Steven Longley	Westfield	Lucille Jeanne Poulin	Westfield	7/5/03
Collin Guthrie Mahoney	Westfield	Christine Mary Lazor	Westfield	7/12/03
Jason Edward Belisle	Westfield	Jessica Marie Tetreault	Westfield	7/26/03
Michael Joseph Couture	Westfield	Kim Marie Morin	Westfield	8/2/03
Gary Richard Sheltra	Westfield	Carol Ann Marczyzak	Westfield	8/30/03

### DEATHS

Name	Sex	Age	Father	Mother	Date of Death
Loretta G. Laplume	female	82	Joseph Cyr	Roseanna Filio	4/27/03
Roy A Martell	male	85	Peter Martell	Amelia Dubuque	5/22/03
Conrad Guay	male	80	Edmund Guay	Roseanna Gagne	5/29/03
Paul G McKee	male	18	Michael McKee	Wendy Gray	8/26/03

#### Burial Permit on file

Joyce Lindsay Miller	female	3/15/03
Ludell Evans	female	10/7/03