

# **TOWN OF WEST WINDSOR, VERMONT**



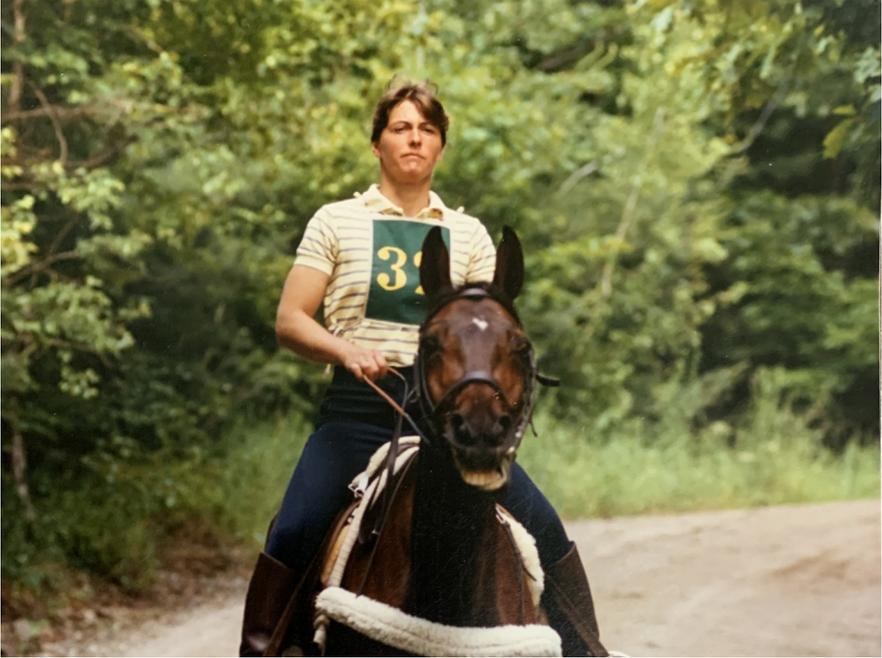
## **2019 ANNUAL REPORTS**

Cover Image: "The Glenn at Ascutney" Serigraph by Stephen Giroux of Third Generation Design.



*Dedication of the new Ascutney T-Bar "The Glenn" (Photo by Brett Myers)*

## **DEDICATION**



**ANNE C. BURKE**  
**1957 - 2019**

This report is dedicated to Anne Burke with great appreciation for her many years of service to the Town of West Windsor. She served the Town in many positions: the Selectboard from 1988 to 1994, an Auditor from 1998 to 2019, and as Lister from 2002 to 2019.

Annie's true passion was animals, especially horses. She enjoyed skiing and traveling with her two sisters to Europe and various places in the U.S. Annie is missed by the community, personally and professionally.

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## MONTHLY MEETINGS

Planning Commission (Town Hall)	6:30 PM 4 <sup>th</sup> Wednesday
Selectboard (Town Hall)	6:30 PM 2 <sup>nd</sup> Monday
Development Review Board (Town Hall)	As Needed
Conservation Commission (Town Hall)	6:30 PM 4 <sup>th</sup> Monday 7:00 PM 1 <sup>st</sup> Monday

## PHONE NUMBERS

Town Office - Clerk & Treasurer	484-7212 FAX 484-3518
Town Administrator/Zoning Administrator	484-3520
Town Garage	484-5044
School	484-3344

## EMERGENCY NUMBERS

Ambulance	911 OR 1-802-295-9425
Police	911 OR 1-802-295-9425
Fire	911 OR 1-802-295-9425
Fast Squad	911 OR 1-802-295-9425
Game Warden	1-802-674-2185
State Police	1-802-234-9933

## OFFICIAL NOTICES

Town Newspaper	Vermont Standard
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Official Notices:	<ol style="list-style-type: none"><li>1. Posted at Town Office (Basement of Town Hall)</li><li>2. Post Office</li><li>3. Brownsville Butcher &amp; Pantry</li><li>4. Town Web Site at <a href="http://westwindsorvt.govoffice2.com">http://westwindsorvt.govoffice2.com</a></li></ol>
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Official Address: Town of West Windsor  
P. O. Box 6  
Brownsville, Vermont 05037

Physical Address: 22 Brownsville-Hartland Road  
West Windsor, Vermont 05089

### **TOWN OFFICE HOURS**

Monday through Friday 9:00 – 12:00 and 1:30 – 4:30

### **REPORT OF THE TOWN CLERK/TOWN TREASURER**

Recordings were down in 2019 with 1,897 pages but even with recordings down it was still a very busy year. I attended numerous Selectboard meetings over this past year along with four Board of Abatement meetings and two Board of Civil Authority meetings. I also presided over the Australian ballot vote held on Town Meeting Day for the Mt. Ascutney School District. I'm also doing the billing and collections of the Wastewater and Water accounts.

**Please remember to file your Homestead Declaration form HS-122 by April 15, 2020.** If you file after the April 15<sup>th</sup> deadline you will be billed a penalty on your education tax amount.

**Remember all dogs residing in West Windsor must be licensed with the Town Clerk before or on April 1, 2020. This is Vermont law and there are no exceptions. A late fee will be charged for any dogs not registered by the April 1<sup>st</sup> deadline. Please call me about rabies certificate dates or amount due and registration can be done by mail.**

I'd like to welcome my new Assistant Shannon Harrington. I am now beginning my twenty-sixth year serving the residents of West Windsor as Town Clerk and Treasurer. Please feel free to call me anytime if I can be of any assistance.

Cathy Archibald, Town Clerk & Treasurer

**TOWN OF WEST WINDSOR  
BALANCE SHEET  
AS OF 12/31/19**

**ASSETS**

**CURRENT ASSETS**

TOWN CHECKING	19,057.20	
TOWN CHECKING-FISH & GAME	700.20	
HRA CHECKING	907.39	
TOWN MONEY MARKET	1,200,564.78	
RESERVE FUND	14,437.70	
CASH ON HAND	30,311.98	
DUE/TO FROM	18,624.05	
ACCOUNTS RECEIVABLE	17,561.69	
UNCOLLECTED TAXES 2016	-	
UNCOLLECTED TAXES 2017	8,967.34	
UNCOLLECTED TAXES-2018	19,032.54	
UNCOLLECTED TAXES-2019	49,075.79	
PREPAID EXPENDITURES	-	
WEATHERSFIELD TRANSFER STATION	2,505.00	
<b>TOTAL CURRENT ASSETS</b>		<b>1,381,745.66</b>

**CURRENT LIABILITIES-GENERAL FUND**

**CURRENT LIABILITIES**

ACCOUNTS PAYABLE	761,200.58	
A/P STATEWIDE PROPERTY TAX	-	
PAYROLL TAXES	-	
DEFERRED TAXES-2017	55,118.17	
PREPAID TAXES-2020	3,071.46	
<b>TOTAL CURRENT LIABILITIES</b>		<b>819,390.21</b>

**FUND BALANCE**

UNRESERVED FUND BALANCE	702,431.79	
RESTORATION SURCHARGE	11,677.27	
<b>TOTAL PRIOR YRS FUND BALANCE</b>		<b>714,109.06</b>

FUND BALANCE CURRENT YEAR (151,753.61)

**TOTAL FUND BALANCE 562,355.45**

**TOTAL LIABILITY, RESERVES &  
FUND BALANCE 1,381,745.66**

**WEST WINDSOR FIXED ASSETS  
BALANCE SHEET  
AS OF 12/31/2019**

FIXED ASSETS

LAND	914,470.10	
BUILDINGS	1,225,968.65	
MACHINERY & EQUIPMENT	96,986.00	
HIGHWAY MACHINERY EQUIPMENT	228,645.43	
SMALL TOOLS	6,499.00	
OFFICE EQUIPMENT	5,000.00	
VEHICLES-HIGHWAY DEPARTMENT	667,421.00	
FURNITURE & FIXTURES	1,946.07	
ACCUMULATED DEPRECIATION	-965,590.55	
PIERCE FIRE TRUCK	250,000.00	
2017 FIRE TRUCK	275,000.00	
SCHOOL WELL	29,906.26	
VAULT IN TOWN HALL	47,921.22	
<b>TOTAL FIXED ASSETS</b>		<b>2,784,173.18</b>

**HIGHWAY DEPARTMENT  
BALANCE SHEET  
AS OF 12/31/19**

**ASSETS**

CURRENT ASSETS

HIGHWAY CHECKBOOK	\$51,993.78
HIGHWAY MONEY MARKET	2,538.91
DUE/TO FROM	-18,624.05
ACCOUNTS RECEIVABLE	14,760.00

**TOTAL CURRENT ASSETS** **50,668.64**

**LIABILITIES**

LIABILITY

ACCOUNTS PAYABLE	12,142.90
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**TOTAL LIABILITY** **12,142.90**

**FUND BALANCE**

UNRESERVED FUND BALANCE	61,588.42
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**TOTAL PRIOR YEARS FUND  
BALANCE** **61,588.42**

FUND BALANCE CURRENT YEAR	-23,062.68
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**TOTAL FUND BALANCE** **38,525.74**

**TOTAL LIABILITY, RESERVES,  
FUND BALANCE** **50,668.64**

## TOWN OFFICES

<b>Moderator:</b>	2020	Matthew Birmingham
<b>Town Clerk:</b>	2020	Cathy Archibald
<b>Town Treasurer:</b>	2020	Cathy Archibald
<b>Selectboard:</b>	2020	Brett Myers
	2021	Matthew Kantola
	2022	Edwin Johnson
<b>Listers:</b>	2020	Vacant
	2021	Shirley Ouellette
	2022	Susan Hines
<b>Auditors:</b>	2020	Vacant
	2021	Nancy Gaynor
	2022	Barbara Gerstner
<b>Delinquent Tax Collector:</b>	2020	Cathy Archibald
<b>First Constable:</b>	2020	William Young
<b>Second Constable:</b>	2020	Scott Smith
<b>Town Agent:</b>	2020	Matthew Birmingham
<b>Campbell Fund Trustees:</b>	2020	James Kenyon
	2021	Jennifer Hastings Tobias
	2022	Robert French
<b>Justices of the Peace:</b>		Dennis Brown
		Edward Emerson
		Nancy Gaynor
		Thomas Kenyon
		Mark Nowlan
		Christine Rovinski-Wagner
		Barbara Truex
<b>Representative-Windsor 3:</b>		John Bartholomew
		Zachariah Ralph

## OFFICERS BY APPOINTMENT

<b>Animal Control</b>	Selectboard
<b>Assistant Town Clerk:</b>	Shannon Harrington
<b>Assistant Treasurer:</b>	Shannon Harrington
<b>Cemetery Sexton:</b>	Dwight Davis
<b>Conservation Commission:</b>	2020 Barbara Gerstner Rudy Gross 2021 Mark Nowlan Suzanne Greenall 2022 Christopher Nesbitt Katharine Wood 2023 Ted Siegler, Chair Laura Stillson
<b>Council on Aging:</b>	Pauline Ouelette
<b>Deputy Registrar:</b>	Douglas Cooley
<b>Development Review Board:</b>	2020 Barbara Truex 2021 Shannon Harrington, Chair Richard Beatty 2022 Bruce Boedtke Jane Hoisington Alternate Courtney McKaig
<b>Emergency Mgmt. Coord.</b>	Michael Spackman
<b>Fence Viewers:</b>	E. Conrad Dike, Dennis Brown, Thomas Kenyon
<b>Fire Warden:</b>	Michael Spackman <sup>1</sup>
<b>Fire Warden, Deputy:</b>	James Kenyon <sup>2</sup>
<b>Green-Up Coordinator:</b>	Ted Siegler
<b>Health Officer:</b>	Nancy Gaynor <sup>3</sup>

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1 State Appointed

2 Appointed By Fire Warden

3 From 11/01/17 to 10/31/20

<b>Highway Foreman:</b>	Michael Spackman
<b>Inspector of Lumber:</b>	Vacant
<b>Library Trustees:</b>	2020 Thomas Kenyon Matthew Birmingham
	2021 Christine Rovinski Michael Epstein
	2022 Richard Beatty Colin McKaig Vacant 1 Edson Pierce, Honorary Brett Myers, Ex Officio
<b>Planning Commission:</b>	2020 Laura Stillson Michael Dudley
	2021 Alan Keiller, Chair
	2022 Vacant Brendan Harrington
<b>Poundkeeper:</b>	Selectboard
<b>Service Officer:</b>	Vacant
<b>Southern Windsor County Management District:</b>	Thomas Kenyon
<b>Southern Windsor County Regional Planning Commission:</b>	Thomas Kenyon Edwin Johnson, Alternate
<b>Southern Windsor County Transportation Advisory Committee:</b>	Thomas Kenyon
<b>Surveyor of Wood/Lumber:</b>	Thomas Kenyon
<b>Town Administrator</b>	Martha Harrison
<b>Tree Warden:</b>	Thomas Kenyon
<b>Utility Advisory Committee:</b>	Jim Bonney Thomas Kenyon David Leavitt Leslie Levesque

Tom Marsh  
Ken Moore, Alternate  
Sharlene McEachern  
Jeff Nelson  
Bob Norris

**Zoning Administrator:** 2020 Deb Shearer

**Assistant Zoning  
Administrator:** Martha Harrison

## **AUDITORS' REPORT TO THE TOWN**

We submit that we have reviewed the internal controls and records of the Town of West Windsor and the various control accounts that the Town Clerk & Treasurer administer. This was done using the guidelines set forth in the *Handbook Aids of Auditors* issued by The Vermont League of Cities and Towns.

We truly appreciate Justin Burrows who has volunteered his expertise as a computer consultant in helping us to purchase and set up a new computer system.

Cathy Archibald, our Town Clerk and Treasurer, assisted us in preparing the Town Report that shows all activities and year-end accountability. Without her help, this would be a difficult task.

Our chairperson of many years, Annie Burke, suddenly passed away this year, leaving a void in our committee. We miss her wisdom and experience.

Nancy Gaynor  
Barbara Gerstner

## SELECTBOARD REPORT

Before enumerating highlights of the Selectboard's work in 2019, the Board wishes to express its appreciation to all of the others who continue to work hard to make this such a vibrant community. Ascutney Outdoors and the Brownsville Butcher & Pantry are of course focal points of this energy, but many others are noteworthy as well (some of whom we don't have space to mention here):

- The Fourth of July Committee for organizing a spectacular Independence Day celebration.
- Ken Parrot and Craig Gardener for organizing a volunteer effort to inventory endangered ash trees growing in the Town's highway rights of way.
- The Conservation Commission, The West Windsor Moonlighters and the Green Mountain Horse Association for support in improving the condition of Barton Road.
- Both the Trustees and the Friends of the Mary L. Blood Library for their work exploring options for upgrading library services to the community.
- The Planning Commission for its hard work updating the Town Plan which will be submitted for Town review shortly.
- The Friends of the Store for organizing the Governor's visit to Brownsville in December.

Some highs and lows of the Selectboard's work in 2019 included the following:

- Acquisition of the former Burke garage property which is already being used for indoor equipment storage and to which the sand pile will be moved this coming year after completion of final environmental testing requested by the State.
- Initiation of two utility improvement projects (water and sewer), completion of an initial sewer asset management plan which (as with the comparable water plan) will guide system maintenance and development of a user rate analysis based on updated usage parameters compliant with new Sate rules.

- Adoption of two new municipal ordinances, these governing junk collection and noise generation.
- Acquisition of a radar speed cart which, due to performance failures, has not lived up to expectations so far.
- Construction of a retaining wall on private property by Town employees, a violation of “private inurement” rules, which required immediate correction by obtaining reimbursement for the cost of the work so that no tax dollars were expended to fund it.
- Demolition of many of the deteriorating, increasingly dangerous structures on the mountain, completion of removal of the east chairlift and initiation of disassembly of the old snowmaking pump station by the fire station.
- Conversion of the NEMRC financial software to a “cloud-based” system to improve security and increase flexibility.
- Replacement of several windows and a door in the Town Hall to conserve energy and improve comfort, the beginning of an ongoing project that will continue for the next few years.
- Acquisition of three major State “structures” grants to replace undersized culverts, two on Harrington Road and one on Rush Meadow Road (in addition to some smaller grants obtained for various purposes).
- Approval of numerous event permits, indicating a high level of sponsored activities in Town, a good sign for the future, but a development which will have to be monitored for undue impacts on Town facilities and residential neighborhoods.

Turning to 2020 and Town Meeting, the Selectboard offers the following thoughts to help voters in their consideration of several articles on the Warning:

- General & Highway Fund Budgets, excluding appropriations (Article 6): The proposed General and Highway Fund budgets (excluding appropriations) require a tax increase of 3.1%, driven by a combination of circumstances. To start with, while the increase in the

General Fund expense budget (excluding appropriations) is less than one half of one percent, the taxes needed to support this budget actually decrease slightly (.1%). Obviously then, the pressure is coming from the Highway Fund budget where proposed expenses are up 3.4% and required tax revenues increase by 5.4%. The first contribution to this growth in taxes is the need to decrease the deficit budgeted for this fund from \$15,000 to \$7,500. The Board has for several years been maintaining a lower tax rate than would otherwise be necessary by budgeting deficits in both funds to take advantage of prior year accumulated surpluses. This tax relief is running out for the Highway Fund – because that surplus has been significantly depleted – warranting reduction of the budgeted deficit to \$7,500. Without that change, growth in taxes needed for the Highway Fund would be “only” 4.2%, still a much larger change than the Board would have liked! Many factors are at play, but three in particular have overridden this desire. First, the winter maintenance budget is up by almost \$10,000, or 12%, and we still worry that this may not be enough! The quantities of sand and salt now required to maintain safe winter road conditions are a stark indicator of changing weather. Second, the equipment maintenance budget is up over 7% due primarily to a major grader overhaul needed to get the machine through another five years at which time we plan to replace it, and the town garage budget is going up almost 9% driven mostly by the cost of fuel to heat it. Finally, the Selectboard is watching the area demand for CDL-licensed drivers, and is working hard to ensure that the Town’s wage and benefit package for highway department staff remains competitive. (Note: All references to tax increases made above refer to amounts, not rates.)

- Library Budget (Articles 10 & 11): While the first article suggests a “business as usual” budget for the facility, the second, proposed by the Trustees of the Library, recommends an increased Town appropriation, based on

their firm conviction that expanding library services to the entire community meets a number of important needs.

- Sheddsville Cemetery wall (Article 12): Absence of a barrier between the access road on the west side of the cemetery property and the adjacent cemetery grounds results in vehicular incursion on burial plots, a problem which needs to be corrected. A temporary chain fence has been installed to address the problem, but something more permanent is needed. Construction of a stone wall is proposed.
- Windsor Recreation Center (Article 13): This is a petitioned proposal intended to put Windsor and West Windsor residents on equal footing when choosing to enroll in Windsor Recreation Center programs.
- Highway Equipment Reserve (Article 14): For a number of years the Town has set aside a flat annual amount each year to fund periodic replacement of major highway equipment, thereby avoiding the fluctuating budget impacts of these capital expenditures. The impending prospect of having to replace the grader is, however, more than this reserve can bear at it's current level. Transferring \$150,000 of undesignated funds from the General Fund to the Equipment Reserve now puts the Town in a better position to maintain its plan for equipment replacement without impacting taxes.

Respectfully submitted,

Win Johnson  
Brett Meyers  
Matt Kantola

## **BOARD OF ABATEMENT**

The Board of Abatement is composed of the Board of Civil Authority (Dennis Brown, Edward Emerson, Nancy Gaynor, Thomas Kenyon, Mark Nowlan, Barbara Truex, Christine Rovinski-Wagner, Brett Myers, Win Johnson, Matt Kantola), the Listers (Susan Hines and Shirley Ouelette) and the Town Treasurer Cathy Archibald.

The Board of Abatement had 4 meeting in 2019.

Nancy Gaynor  
Chairperson

## **BOARD OF CIVIL AUTHORITY**

The Board of Civil Authority is composed of the Justices of the Peace (Dennis Brown, Edward Emerson, Nancy Gaynor, Thomas Kenyon, Mark Nowlan, Barbara Truex and Christine Rovinski-Wagner), the members of the Selectboard (Win Johnson, Brett Myers and Matt Kantola) and the Town Clerk Cathy Archibald.

The Board's primary duties are to approve changes to the list of registered voters, to count election votes, and to hear appeals from property tax assessments issued by the Board of Listers.

The Board had 2 meetings in 2019.

Nancy Gaynor  
Chairperson

## **TOWN PERMITS/LICENSES REQUIRED**

Burning Permit	Fire Warden
Cemetery Lots	Brownsville-Dennis Brown Sheddsville-Selectboard
Dog Licenses	Town Clerk
Dog Kennel Permit	Town Clerk
Fireworks Display	Fire Chief and Selectboard
Highway Access	Selectboard
Liquor License	Town Clerk
Marriage License	Town Clerk
Public Assembly	Selectboard
Use of Town Property	Selectboard
Weathersfield Transfer Station	Town Clerk
*Zoning Permits	Zoning Administrator
Accessory Structures	Zoning Administrator
Certificate of Occupancy	Zoning Administrator
Change of Use	Zoning Administrator
Conditional Use	Development Review Board
Construction of Building	Zoning Administrator
Fences (under 6 feet)	Zoning Administrator
Fences (over 6 feet)	Development Review Board
Flood Hazard Review	Development Review Board
Home Occupation	Zoning Administrator
Planned Unit Dev.(PUD)	Development Review Board
Pond Construction	Zoning Administrator
Pond Construction (10,000+ sq. ft.)	Development Review Board
Subdivisions	Development Review Board
Variance	Development Review Board

\*Note: State Permits are often required, so please check with the State Permit Specialist (802-279-4747) before proceeding with any project.

## LISTERS' REPORT

Homestead Tax Rate \$1.9378  
Non-Residential Tax Rate \$2.0581

REAL ESTATE	NO. OF PARCELS	MUNICIPAL LV (taxable)	EDUCATION LV (taxable)		
			Homestead	Non-Residential	Total
Residential I	314	\$74,223,700.00	\$47,392,100.00	\$26,831,600.00	\$74,223,700.00
Residential II	314	\$164,263,400.00	\$85,796,800.00	\$78,466,600.00	\$164,263,400.00
Mobile Home-L	10	\$1,493,000.00	\$741,400.00	\$751,600.00	\$1,493,000.00
Seasonal I	2	\$236,000.00	\$0.00	\$236,000.00	\$236,000.00
Seasonal II	1	\$186,500.00	\$0.00	\$186,500.00	\$186,500.00
Commercial	11	\$9,083,200.00	\$152,900.00	\$8,930,300.00	\$9,083,200.00
Commercial Apts.	1	\$223,400.00	\$0.00	\$223,400.00	\$223,400.00
Utilities-Electric	2	\$3,490,500.00	\$0.00	\$3,490,500.00	\$3,490,500.00
Utilities-Other	1	\$284,500.00	\$0.00	\$284,500.00	\$284,500.00
Other	122	\$12,769,100.00	\$2,200,400.00	\$10,586,700.00	\$12,769,100.00
Miscellaneous	108	\$13,646,400.00	\$263,100.00	\$13,383,300.00	\$13,646,400.00
<b>Total Listed Real</b>	<b>886</b>	<b>\$279,899,700.00</b>	<b>\$136,546,700.00</b>	<b>\$143,353,000.00</b>	<b>\$279,899,700.00</b>

REAL ESTATE	NO. OF PARCELS	MUNICIPAL LV (taxable)	EDUCATION LV (taxable)		
			Homestead	Non-Residential	Total
Cable	1	\$360,100.00	\$0.00	\$360,100.00	\$360,100.00
<b>Total Listed Value</b>		\$280,259,800.00	\$136,546,700.00	\$143,713,100.00	\$280,259,800.00
<b>Exemptions</b>					
Veterans		\$120,000.00	\$30,000.00	\$0.00	\$30,000.00
P.P. Contracts		\$360,100.00	\$0.00	\$0.00	\$0.00
Current Use		\$17,816,550.00	\$7,458,350.00	\$10,358,200.00	\$17,816,550.00
Special	1			\$570,700.00	\$570,700.00
<b>Total Exemptions</b>		\$18,296,650.00	\$7,488,350.00	\$10,928,900.00	\$18,417,250.00
<b>TOTALS</b>		\$2,619,631.50	\$1,290,583.50	\$1,327,842.00	\$2,618,425.50

**VITAL STATISTICS FOR 2019**

**BROWNSVILLE CEMETERY**

Gordon P. Barbour  
Maurice A. Belisle  
Andree Davis  
Gary L. Freeman  
John T. Williams

**SHEDDSVILLE CEMETERY**

Gordon L. Johnson

**BIRTH CERTIFICATES**

None

**MARRIAGE CERTIFICATES**

Fourteen Licenses Issued in Town

**DEATH CERTIFICATES**

Nine

**LIQUOR & TOBACCO LICENSES**

2 Tobacco @ no charge	N/C
2 First Class @ \$115.00	\$230.00
2 Second Class @ \$70.00	<u>\$140.00</u>
TOTAL TO GENERAL FUND	\$370.00

**LICENSE AND CERTIFICATE OF CIVIL MARRIAGE**

	<b>T.C. FEES</b>	<b>LICENSES</b>	<b>TOTAL</b>
14 @ \$60.00	<u>\$ 140.00</u>	<u>\$700.00</u>	<u>\$840.00</u>
	\$ 140.00	\$700.00	\$840.00
	to Town	to State	
	General Fund	of Vermont	

**DOG LICENSES**

194@ \$ 9.00	\$ 776.00	\$ 970.00	\$1,746.00
110@ \$11.00	\$ 660.00	\$ 550.00	\$1,210.00
27@ \$13.00	\$ 216.00	\$ 135.00	\$ 351.00
12@ \$17.00	<u>\$ 144.00</u>	<u>\$ 60.00</u>	<u>\$ 204.00</u>
343 Tags Issued	\$1,796.00	\$1,715.00	\$3,511.00
	to Town	to State	
	General Fund	of Vermont	

**CAMPBELL FUND**

Balance on Hand, January 1, 2019 \$17,391.61

Income:

Interest	<u>\$ 35.93</u>	
<b>Total Income</b>		<b>\$ 35.93</b>

Balance on Hand December 31, 2019 \$17,427.54

The Campbell Fund was set up by David R. Campbell in March 1888 as follows: “I give to the inhabitants of West Windsor six thousand dollars. The lawful authorities and their successors of said Town shall invest and keep safe the amount of this bequest, and use the annual income of the investments in aid and support of the indigent, Poor and Paupers of said Town.”

There were no requests in 2019.

Contact any of the trustees shown below for assistance.

James Kenyon, Jennifer Tobias, Robert French, Trustees

## LONG-TERM DEBT

**Outstanding long-term debt as of December 31, 2019 was as follows:**

**General Fund Budget Notes & Bonds Payable:**

- 0.0% VT UST (Underground Storage Tank) note - dated June 1,2016, principal of \$5,089 due annually through June 2021 \$10,178
- 2.55% Peoples United Bank (Fire Truck) note - dated April 7, 2017, principal \$165,000
- VT/EPA Revolving Loan Fund - RF1-167 Brownsville village sewer system bond -payable in annual payments of \$44,018 including a 2% administration fee through July 2047 \$936,758

**Water & Sewer Fund Budgets Bonds Payable:**

- VT/EPA Revolving Loan Fund - RF1-165 wastewater system purchase bond - payable in annual payments of \$30,578 including a 2% administration fee through February 2034 \$392,909
- VT/EPA Revolving Loan Fund - RF3-338 water system improvement bond - payable in annual payments of \$38,649 including a 3% interest/administration fee through December 2037 \$531,560

**Long-term debt activity for the year ended December 31, 2019 was as follows:**

	Balance January 1, 2019	Additions	Retirements	Balance December 31, 2019	Principal Due Within One Year
<b>Charged to General Fund</b>					
VT UST note	\$ 15,267	--	\$ 5,089	\$ 10,178	\$ 5,089
Fire Truck note	220,000	--	55,000	165,000	55,000
Village Sewer Bond	961,545	--	24,787	936,758	25,283
<b>Charged to Utility Funds</b>					
Sewer System Purchase	\$ 415,184	--	\$ 22,275	\$ 392,909	\$ 22,720
Water System Improvements	553,601	--	\$ 22,041	\$ 531,560	\$ 22,702

**Note 1:** The Town has obtained conduit debt on behalf of East Central Vermont Community Fiber in the form of a 20 year bank loan of \$135,000 due in semi-annual payments through November 2035 with 3% interest for the first five years and variable interest thereafter. The loan was used to finance fiber optic network installation costs. This note is not reflected in the General Fund section above as payment on these notes will be made or reimbursed by East Central Vermont Community Fiber.

**Note 2:** Three additional utility projects are underway which are incurring additional debt obligations, the final amounts of which have yet to be finalized. They are:

- RF1-233 (wastewater asset management loan) of up to \$14,000 payable in annual payments with 0% interest from 2023 through 2027. Project costs incurred as of 12/31/19 total \$7,140.
- RF1-228-3 (sewer rehabilitation loan) of up to \$700,000, payable in annual payments including a 2% administration fee from 2021 through 2050. Project costs incurred as of 12/31/19 are \$333,449.
- WPL-275/RF3-376 (water system improvement loan) of up to \$425,000, payable in annual payments including 3% interest/administration fee from 2021 through 2050. Project costs incurred as of 12/31/19 are \$59,054.

## EQUIPMENT FUND

Balance on Hand, January 1, 2019 \$209,957.20

### Income:

2019 Voted Money	\$116,500.00	
Interest	<u>\$ 46.24</u>	
<b>Total Income</b>		<b>\$116,546.24</b>

### Expense:

2020 Western Star Truck	\$130,340.00	
Equipment Trailer	\$ 3,500.00	
Excavator	<u>\$ 99,000.00</u>	
<b>Total Expense</b>		<b>\$232,840.00</b>

Balance on Hand, December 31, 2019 \$ 93,663.44

## ROADWAY MAINTENANCE FUND

Balance on Hand, January 1, 2019 \$104,518.53

### Income:

Voted Money	\$ 15,000.00	
Interest	<u>\$ 194.72</u>	
<b>Total Income</b>		<b>\$15,194.72</b>

### Expense:

Hotel Road Paving	<u>\$ 23,095.55</u>	
<b>Total Expense</b>		<b>\$ 23,095.55</b>

Balance on Hand, December 31, 2019 \$ 96,617.70

## DELINQUENT TAXES RECEIVED

	DUE	COLLECTED	BALANCE
2016 Del.Taxes	615.70	615.70	0.00
2017 Del.Taxes	18,016.24	9,048.90	8,967.34*
2018 Del. Taxes	61,842.65	42,810.11	19,032.54**
2019 Del. Taxes	174,458.77	\$125,382.98	49,075.79*
	\$254,933.36	\$177,857.69	\$77,075.67

\* Paid in full 01-03-2020

\*\* Paid \$9,631.03 on 01-03-2020 Balance due \$9,401.51

\*\*\* Paid \$9,798.61 on 01-03-2020 Balance due \$39,277.18

Total outstanding delinquent taxes \$48,678.69

## TOWN BUDGET

TOWN OF WEST WINDSOR GENERAL FUND	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
<b>REVENUES</b>					
TAXES RAISED	338,273.68	409,706.43	544,392	321,082.69	543,956
DEL. TAX INTEREST	6,946.83	5,516.98	7,500	6,996.74	10,045
DEL. TAX PENALTY	10,093.62	14,695.97	6,500	14,228.62	5,975
DELINQUENT PROPERTY TAXES	82,206.33	142,849.16		49,075.79	
UNCOLLECTED 2018 TAXES	58,181.09	61,842.65		125,382.98	
CURRENT USE - VT	74,915.03	75,836.00	72,000	81,919.00	75,000
INTEREST ON MONEY MARKET	2,212.81	2,022.89	1,500	1,989.98	1,500
DOG LICENSE FEE SURCHARGE	1,512.00				
DOG LICENSES	1,984.00	1,910.00	1,900	1,796.00	1,850
DOG LICENSE FEE TO STATE	378.00				
LIQUOR LICENSES	185.00	370.00	200	370.00	375
MARRIAGE/CIVIL LICENSES	80.00	30.00	50	140.00	70
MARRIAGE LIC.FEE TO STATE	400.00				
TOWN CLERK FEES	42,317.75	33,160.35	35,000	28,363.35	32,000
RESTORATION SURCHARGE	2,969.00				
USE OF COPY MACHINE	27.50	15.50	25	31.55	30
POSTED LAND	185.00	155.00	150	180.00	175
GREEN MOUNTAIN PASSPORT	18.00	24.00	25	30.00	25
MISCELLANEOUS	9,655.47	1,443.65	1,000	801.07	750
DEBT SERVICE REIMBURSEMENT-EC FIBER	9,027.16	9,027.16	9,027	9,027.16	9,027

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
ACCOUNTING REIMBURSEMENT-UTILITIES	2,957.68	4,085.16	3,300	4,897.62	4,000
APPLICATION FEES AND PERMITS	2,077.60	2,348.85	1,750	1,485.80	1,500
COPY OF ZONING ORDINANCE	7.50	30.00		10.00	
POLICE-STATE REFUNDS	77.00			348.50	250
HAZARD MITIGATION GRANT		7,500.63			
MUNICIPAL PLANNING GRANT				5,117.00	
DEPT.OF PUBLIC SAFETY-TRAILER REMOVAL					
TWO RIVERS RPC-TRAILER REMOVAL					
FUEL TANK REMOVAL LOAN					
<b>Total Revenues</b>	<b>646,688.05</b>	<b>772,570.38</b>	<b>684,319</b>	<b>653,273.85</b>	<b>686,528</b>
<b>EXPENSES</b>					
<b>TOWN AUDITORS</b>					
WAGES			500		500
PRINTING TOWN REPORT	1,256.93	1,368.10	1,500	1,550.22	1,750
EXPENSES			100	238.61	1,000
	1,256.93	1,368.10	2,100	1,788.83	3,250
<b>DELINQUENT TAX COLLECTOR</b>					
WAGES	315.00	213.21	750	356.25	750
EXPENSES	(8.71)	212.53	750	188.90	750
	306.29	425.74	1,500	545.15	1,500
<b>ELECTION/TOWN MEETING</b>					

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
BALLOT CLERKS		144.00	1,784.48	750	1,007.00	1,800
		144.00	1,784.48	750	1,007.00	1,800
<b>GENERAL OFFICE</b>						
SERVICE CONTRACTS		327.98	323.49	500	285.96	500
TRAINING EXPENSE		235.00	440.00	250		250
REPAIR & MAINTENANCE			209.80	250	142.00	250
TELEPHONE/INTERNET		112.80	2,338.73	500	96.00	250
ADVERT/PRINTING/POSTAGE		2,370.18	2,754.24	2,800	1,182.26	2,500
OFFICE SUPPLIES		6,310.81	2,730.65	5,000	4,630.17	5,000
COMPUTER SUPPLIES		4,409.67	1,178.38	2,000	1,163.38	2,000
MACHINERY & EQUIPMENT						
		13,766.44	9,975.29	11,300	7,499.77	10,750
<b>OTHER GENERAL EXPENSES</b>						
PAYROLL TAXES		14,835.43	14,846.02	14,830	14,961.78	15,500
RETIREMENT		5,432.32	5,644.49	5,800	5,792.29	6,152
MEDICAL INSURANCE		27,862.32	28,711.92	30,000	27,987.76	29,000
SHORT-TERM DISABILITY INSURANCE				452	33.00	400
DENTAL INSURANCE				889	814.88	1,275
UNEMPLOYMENT TAX					66.65	
		48,130.07	49,202.43	51,971	49,656.36	52,327
<b>TAXES, DUES &amp; ASSESSMENTS</b>						
COUNTY ADA BOND PAYMENT		6,622.00	6,645.00	6,700	6,566.00	6,700

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
COUNTY TAX	12,071.00	12,486.00	12,600	12,663.00	13,000
REGIONAL PLANNING	1,373.75	1,373.75	1,374	1,373.75	1,374
VLCT	2,233.00	2,280.00	2,339	2,339.00	2,434
DOG FEES/SURCHARGE PD TO ST	1,890.00				
MARR/CIVIL FEES PAID TO ST	400.00				
	24,589.75	22,784.75	23,013	22,941.75	23,508
<b>PLANNING &amp; ZONING</b>					
WAGES	8,124.50	11,383.48	8,000	10,184.00	9,700
ADVERTISING/PRINTING/POSTAGE	1,620.92	968.39	1,500	1,401.73	1,500
EXPENSES & MILEAGE	211.46	5,214.01	500	276.36	500
SUPPLIES		216.80	500	146.16	300
MUNICIPAL PLANNING GRANT				7,101.25	
	9,956.88	17,782.68	10,500	19,109.50	12,000
<b>PUBLIC SAFETY</b>					
EMERGENCY MNGMT WAGES		2,000.00	2,000	2,000.00	2,000
DISPATCH FEES	9,733.00	10,314.50	12,000	11,671.90	12,592
FIRE EXT.INSPECTION	48.00	58.00	100	60.00	100
AMBULANCE CONTRACT	11,736.00	11,737.00	12,000	11,736.00	12,000
RADIO COMMUNICATIONS-OFFICE					
TREE REMOVAL	7,300.00	6,500.00	8,000	4,000.00	8,000
EMER.MGMT EXPENSES	2,144.51		1,000	199.00	1,000
UTILITIES (STREET LIGHTS)	1,378.90	1,285.38	1,400	1,266.62	1,400

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
RADIO/FCC LICENSE		32,340.41	31,894.88	36,500	30,933.52	37,092
<b>POLICE</b>						
FIRST CONSTABLE WAGES		121.50	384.71	500	261.25	500
SECOND CONSTABLE WAGES						
WINDSOR CONTRACT		90,500.00	92,700.00	95,950	96,882.50	99,000
FIRST CONSTABLE TRAVEL						
SECOND CONSTABLE TRAVEL		134.67				
FIRST CONSTABLE EXPENSES		140.55		150		150
		90,896.72	93,084.71	96,600	97,143.75	99,650
<b>SELECTBOARD</b>						
SALARIES		3,000.00	3,000.00	3,000	3,000.00	3,000
FINANCIAL SYSTEM PROJECT		12,945.63	5,500.01	5,000	1,523.75	2,500
LEGAL FEES		7,515.00	11,116.25	7,500	7,120.00	7,500
CPA EXPENSES		19,297.00	14,726.40	13,000	10,608.00	10,400
SELECTBOARD EXPENSE		1,081.29	5,712.94	2,500	733.38	1,500
BULLETIN BOARD-TOWN HALL		457.14	48.04	200		200
HAZARD MITIGATION GRANT EXPENSE		5,044.75	627.94			
YALE HEIGHTS STORMWATER PERMIT			120.00			
BURKE PROPERTY					2,593.50	
TOWN FOREST					6,052.60	
		49,340.81	40,851.58	31,200	31,631.23	25,100

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
<b>TOWN ADMINISTRATOR</b>						
WAGES		61,887.47	44,970.11	44,850	44,846.03	45,748
WEBSITE		500.00	550.00	500	550.00	550
TRAVEL		641.89		500		500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		63,029.36	45,520.11	45,850	45,396.03	46,798
<b>TOWN CLERK</b>						
SALARY		34,953.50	36,005.00	36,910	36,910.00	37,627
UNUSED VACATION		3,764.32	2,215.68			
ASSTISTANT WAGES		11,169.00	6,748.57	15,000	6,483.77	15,000
RESTORATION OF RECORDS		2,615.80				
TRAVEL & EXPENSES		1,049.90	929.91	1,100	1,082.48	1,100
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		53,552.52	45,899.16	53,010	44,476.25	53,727
<b>TOWN LISTERS</b>						
WAGES		16,213.50	13,747.43	18,000	11,756.26	17,000
CONSULTANT						5,000
TRAVEL & EXPENSE		1,522.56	2,412.48	2,000	2,759.02	6,500
REAPPRAISAL RESERVE				2,000	2,000.00	1,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		17,736.06	16,159.91	22,000	16,515.28	29,500
<b>TOWN TREASURER</b>						
SALARY		34,953.50	36,005.00	36,910	36,910.00	37,627
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		34,953.50	36,005.00	36,910	36,910.00	37,627

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
<b>ANIMAL CONTROL</b>						
POUNDKEEPER						
-----						
<b>CONSERVATION</b>						
EXPENSES & MILEAGE						
	869.00	1,658.72	1,500	556.00	1,500	
CONSERVATION FUND						
	5,000.00	5,000.00	5,000	5,000.00	5,000	
	5,869.00	6,658.72	6,500	5,556.00	6,500	
<b>TOWN HALL</b>						
WAGES-CUSTODIAL						
	2,273.50	3,975.00	4,000	3,895.00	2,700	
RUBBISH REMOVAL						
	175.00	70.00	400	291.00	300	
REPAIRS & MAINTENANCE						
	9,175.76	13,668.33	5,000	621.96	5,000	
OPERATING SUPPLIES						
	354.80	413.91	500	436.35	500	
GROUND CARE & SUPPLIES						
	3,054.44	2,359.52	2,000	1,742.05	2,000	
ELECTRIC						
	2,081.50	1,927.03	2,000	1,870.46	2,000	
WASTEWATER FEES						
	3,460.00	3,460.00	3,500	3,460.00	3,500	
FUEL						
	4,760.45	7,004.58	5,000	5,053.13	5,000	
CONTRACTED SERVICES						
	-	-	-	-	-	
IMPROVEMENTS						
		599.00	5,000	5,134.72	5,000	
	25,335.45	33,477.37	27,400	22,504.67	26,000	
<b>INSURANCE</b>						
WORKERS COMP, GL, ETC.						
	62,634.71	60,067.98	57,000	52,958.07	55,000	
	62,634.71	60,067.98	57,000	52,958.07	55,000	

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>		<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
<b>LONG-TERM DEBT</b>						
FIRETRUCK			62,012.50	62,013	60,617.79	59,208
EC FIBER	9,027.16	9,027.16	9,027	9,027	9,027.16	9,027
FUEL TANK REMOVAL	5,088.57	5,088.57	5,100	5,100	5,088.57	5,089
DEBT SERVICE-VILLAGE SEWER		44,017.94	44,018	44,018	44,017.94	44,018
	14,115.73	120,146.17	120,158	118,751.46	117,342	
<b>MISCELLANEOUS EXPENSES</b>						
FLAGS	540.23	566.18	600			600
SPEED CART			3,000	3,050.00		
BANK CHARGES	0.10			96.98		
BCA/LISTERS STATE TAX REFUND-TAX		565.05		347.34		
BCA/LISTERS STATE TAX REFUND-INTEREST		74.29		172.51		
CLOCK REFURBISHMENT						
HALE TRAILER BUYOUT						
LIBRARY RESTROOM		5,379.20				
TOWN HALL FURNACE						
FUEL TANK REMOVAL						
OLD ASCUTNEY BASE LODGE DEMOLITION	30,194.93					
	30,735.26	6,584.72	3,600	3,666.83	600.00	
<b>Total Expenses before Appropriations</b>	<b>578,689.89</b>	<b>639,673.78</b>	<b>637,862</b>	<b>608,991.45</b>	<b>640,072</b>	
<b>APPROPRIATIONS</b>						
MARY L BLOOD LIBRARY	15,200.00	14,000.00	16,000	16,000.00	16,000	

<b>TOWN OF WEST WINDSOR GENERAL FUND</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
LISTER'S FUND (Note: Moved to Listers' Budget)	5,000.00	5,000.00	Note 1		
W. W. VOL. FIRE DEPT.	51,800.00	51,800.00	52,300	52,300.00	52,300
W. W. FAST SQUAD	3,500.00	3,500.00	6,000	6,000.00	6,000
WEST WINDSOR HISTORICAL SOCIETY	6,950.00	6,950.00	6,350	6,350.00	6,350
WW INDEPENDENCE DAY CELEBRATION		2,000.00	2,000	2,000.00	2,000
SHEDDSVILLE CEMETERY	2,000.00	4,000.00	4,000	4,000.00	4,000
HEALTH CARE & REHAB.SVCS	1,067.00	1,067.00	1,067	1,067.00	1,067
WINDSOR COUNTY PARTNERS	1,000.00	1,000.00	1,000	1,000.00	1,000
VOLUNTEERS IN ACTION	400.00	400.00	400	400.00	400
VT. CENTER INDEP. LIVING	140.00	140.00	140	140.00	140
VT. GREEN UP	100.00	100.00	100	100.00	100
VISITING NURSE ASSOC.& HOSPICE	3,475.00	3,475.00	3,475	3,475.00	3,475
SEVCA	1,050.00	1,050.00	1,050	1,050.00	1,050
VT. RURAL FIRE PROTECTION	100.00	100.00	100	100.00	100
MT.ASCUTNEY PREVENTION PARTNERSHIP	500.00				
READING/WEST WINDSOR FOOD SHELF	1,000.00	1,000.00	1,000	1,000.00	1,000
THE CURRENT	250.00		125	125.00	125
WINDSOR COUNTY YOUTH SERVICES		600.00	600	600.00	600
WINDSOR ON AIR		500.00	750	750.00	750
<b>Total Appropriations before Additional Requests</b>	93,532.00	96,682.00	96,457	96,457.00	96,457
<b>TOTAL EXPENSES</b>	672,221.89	736,355.78	734,318.50	705,448.45	736,528.00
<b>NET REVENUE/(EXPENSE)</b>	(25,533.84)	36,214.60	(50,000)	(52,174.60)	(50,000)

TOWN OF WEST WINDSOR GENERAL FUND	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
<b>TOTAL TAXES</b>					
COLLECTED		5,515,900.29		5,059,380.05	
<b>LESS:</b>					
SCHOOL		2,649,177.00		2,095,990.00	
HIGHWAY FUND		584,450.00		596,668.00	
STATE		1,769,231.86		1,947,768.36	
ACT 144		103,335.00		97,871.00	
<b>GENERAL FUND</b>		<u>409,706.43</u>		<u>321,082.69</u>	

## HIGHWAY FUND

	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
<b>REVENUES</b>					
TAXES RAISED	568,148.00	584,450.00	596,668	596,668.00	629,055
STATE OF VERMONT-HIGHWAY	88,389.47	88,376.84	88,000	89,167.24	88,000
METAL/IRON RECYCLE	136.78			138.18	
MAJOR HIGHWAY MAINTENANCE GRANT	175,000.00	88,950.60			
XFER IN-ROADWAY MAINT. FUND	69,471.15	9,901.00		23,095.55	
SPECIAL ASSESSMENT-COACHING LANE	4,000.00	5,000.00	4,500	4,500.00	4,500
BROOK RD MAINTENANCE-WINDSOR	1,000.00	1,500.00	1,500	1,500.00	1,500
MISCELLANEOUS	370.89	326.20		3,423.16	
REIMB.FROM INS.CLAIM	42,143.73				
BACKROAD MAINTENANCE GRANTS	29,962.20	30,992.87	20,500	48,606.14	20,500
BANK INTEREST	33.49	15.11		23.10	
<b>REVENUES TOTAL</b>	978,655.71	809,512.62	711,168	767,121.37	743,555
<b>EXPENSES</b>					
<b>GENERAL HIGHWAY</b>					
HIGHWAY WAGES	179,309.85	189,451.96	188,000	188,151.20	196,000
HIGHWAY VACATION, HOLIDAYS, PERSONAL	24,198.46	22,382.60	26,410	24,842.31	24,000
FICA/MEDICARE	15,400.43	16,720.28	17,000	16,206.91	17,500
VERMONT STATE RETIREMENT	8,034.03	8,902.35	9,000	8,988.68	9,000

	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
MEDICAL INSURANCE	67,217.70	67,919.45	70,000	73,457.89	75,000
SHORT-TERM DISABILITY INSURANCE			905	62.71	755
DENTAL INSURANCE			1,778	1,629.76	2,550
TRAINING	60.00	-	250	239.24	250
SPECIAL HIGHWAY EXPENSE	1,341.72	1,833.40	1,000	200.00	300
ACT 64 CLEAN WATER ACT		7,839.58	2,500	1,750.00	2,500
UNIFORMS	3,597.28	3,534.15	3,600	3,387.16	3,600
	299,159.47	318,583.77	320,443	318,915.86	331,455
<b>SUMMER MAINTENANCE</b>					
EQUIPMENT RENTAL	7,940.00	15,187.50	5,000	12,996.00	6,000
GRAVEL/CULVERTS	38,900.10	47,145.38	44,000	42,596.25	44,000
OTHER AGGREGATE	487.37	8,815.05	7,000	11,001.32	6,000
CALCIUM CHLORIDE	12,750.00	7,276.00	11,000	10,092.00	11,000
CALCIUM CHLORIDE TANK/PUMP	1,062.23	324.45	1,000	442.67	500
OPERATING MATERIALS	2,237.11	5,242.01	3,000	8,623.03	7,000
	63,376.81	83,990.39	71,000	85,751.27	74,500
<b>WINTER MAINTENANCE</b>					
EQUIPMENT RENTAL		2,125.68	-		
SAND/GRAVEL	46,106.90	52,901.61	48,500	53,295.94	53,000
SALT	23,707.58	34,848.97	25,000	31,172.50	29,000
OPERATING MATERIALS	8,195.00	14,375.13	6,000	7,270.09	7,000
	78,009.48	104,251.39	79,500	91,738.53	89,000

	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
<b>BRIDGE MAINTENANCE</b>					
OPERATING MATERIALS		-	1,500		1,000
EQUIPMENT RENTAL/CONSTR		593.70	1,500		1,000
	-	593.70	3,000	-	2,000
<b>RETREATMENT</b>					
EQUIPMENT RENTAL					
PAVING PROJECTS	244,471.15			23,095.55	
OPERATING MATERIALS	99.20	163.18	500		500
	244,570.35	163.18	500	23,095.55	500
<b>EQUIPMENT MAINTENANCE</b>					
RADIO REPAIRS		541.50	750	455.55	500
REPEATER ANNUAL FEE	250.00		250	250.00	250
TIRES	5,301.95	7,927.95	8,000	10,607.77	8,000
REPAIRS TO GRADER	5,312.59	1,669.00	5,000	1,486.55	10,000
REPAIRS TO LOADER	9,136.27	1,070.00	3,000	1,637.42	1,000
REPAIRS TO MOWER/TRACTOR	2,136.41	3,470.52	3,000	9,582.20	2,000
REPAIRS ON 2014 TRUCK	47,332.15	7,298.83	1,500	918.15	
REPAIRS ON 2020 TRUCK			1,000	2,754.81	2,000
REPAIRS TO ONE TON TRUCK	1,221.36	3,566.61	2,000	1,290.29	1,500
REPAIRS TO 2016 TRUCK	1,109.16	558.21	1,500	3,179.14	2,000
REPAIRS 2018 TRUCK	804.85	399.72	1,500	1,337.17	2,000
PARTS FOR PLOWS	509.93	1,076.41	2,000	4,094.42	2,500

	2017 Actual	2018 Actual	2019 Budget	2019 YTD Actual	2020 Budget
REPAIRS 2012 TRUCK	4,025.80				
REPAIRS TO CHAINS/TRIMMERS	341.49	1,245.43	1,000	4.49	1,000
REPAIRS TO CHIPPER	98.30	767.20	500	169.52	500
PETROLEUM PRODUCTS	3,123.01	3,934.24	3,500	3,002.88	3,500
MISC. ITEMS FOR ALL EQUIPM	1,021.03	4,657.09	3,500	4,152.95	4,000
	<u>81,724.30</u>	<u>38,182.71</u>	<u>38,000</u>	<u>44,923.31</u>	<u>40,750</u>
<b>TOWN GARAGE</b>					
RUBBISH REMOVAL	351.00	351.00	375	556.00	500
REPAIRS & MAINTENANCE	1,577.70	1,027.50	2,500	13,830.21	2,500
STORAGE BUILDING		2,117.61	2,500	1,656.81	3,000
EQUIPMENT RENTAL	163.51	271.26	250	120.00	250
UTILITIES (TELEPHONE & INTERNET)		448.00	100	48.00	100
UTILITIES (ELECTRICITY)	1,704.19	2,167.18	2,250	2,729.32	2,500
UTILITIES (FUEL)	4,893.37	7,374.99	6,250	9,338.68	7,500
OPERATING SUPPLIES	4,298.73	929.73	2,000	987.43	1,500
SMALL TOOLS & EQUIPMENT	1,174.68	508.02	2,000	1,471.67	2,000
	<u>14,163.18</u>	<u>15,195.29</u>	<u>18,225</u>	<u>30,738.12</u>	<u>19,850</u>
<b>OTHER HIGHWAY EXPENSES</b>					
TRAVEL	986.04	1,046.97	1,000	934.38	1,000
DIESEL FUEL	28,520.30	41,794.09	40,000	40,414.29	39,000
SIGNS	2,294.13	707.30	2,500		1,000
	<u>31,800.47</u>	<u>43,548.36</u>	<u>43,500</u>	<u>41,348.67</u>	<u>41,000</u>

	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2019 YTD Actual</b>	<b>2020 Budget</b>
<b>NEW CONSTRUCTION</b>					
EQUIPMENT RENTAL					
OPERATING MATERIALS					
SPECIAL PROJECTS (GRANTS)	21,248.05	118,833.38	20,500	24,047.74	20,500
ENGINEER COST-BVILLE-HARTLAND					
	<hr/> 21,248.05	<hr/> 118,833.38	<hr/> 20,500	<hr/> 24,047.74	<hr/> 20,500
<b>TRANSFERS TO RESERVES</b>					
NEW EQUIPMENT	150,000.00	110,000.00	116,500	116,500.00	116,500
ROADWAY MAINTENANCE	20,000.00	20,000.00	15,000	15,000.00	15,000
	<hr/> 170,000.00	<hr/> 130,000.00	<hr/> 131,500	<hr/> 131,500.00	<hr/> 131,500
	<hr/> 1,004,052.11	<hr/> 853,342.17	<hr/> 726,168	<hr/> 792,059.05	<hr/> 751,055
	<hr/> <hr/> (25,396.40)	<hr/> <hr/> (43,829.55)	<hr/> <hr/> (15,000)	<hr/> <hr/> (24,937.68)	<hr/> <hr/> (7,500)

## HIGHWAY CAPITAL BUDGET

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
<b>Equipment Replacement</b>									
<b>Scheduled &amp; Funded</b>									
2013 Western Star Truck/Plow			\$130,340						
2015 Western Star Truck/Plow					\$160,000				
2017 Western Star Truck/Plow							\$175,000		
2019 Western Star Truck/Plow									\$190,000
2019 Truck/Plow									
Hydro Seeder		\$2,477							
Excavator/20-ton Trailer			\$102,500						
One Ton Truck		\$58,176						\$75,000	
Grader									\$300,000
Loader				\$135,400					
Tractor/Mower						\$100,000			
Chloride Trailer				\$10,500					
<b>Roadway Maintenance</b>									
<b>Scheduled &amp; Funded</b>									
Repave Brownsville-Hartland Rd	\$244,471								
Annual Back Road Projects	\$38,107	\$38,741	\$71,932	\$25,000	\$40,000	\$42,000	\$44,100	\$46,305	\$48,620
Bible Hill Rd - Replace culvert by Calhoun's		\$99,014							

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Repave Hotel Road			\$23,096						
Repave Seems Rd								\$30,000	
Repave Pierce Hill Rd								\$30,000	
Repave Ski Tow Rd								\$200,000	
Widen Churchill Road by Madison's				\$20,000					
Harrington Rd - Replace culvert by Biebel's				\$99,000					
Rush Meadow Rd - Replace culvert by Wardner Road				\$135,000					
Harrington Road - Replace culvert by Shannon Harrington's				\$113,000					
<b>Total Required</b>	<b>\$282,578</b>	<b>\$198,408</b>	<b>\$327,868</b>	<b>\$537,900</b>	<b>\$200,000</b>	<b>\$142,000</b>	<b>\$219,100</b>	<b>\$381,305</b>	<b>\$538,620</b>
<b>Unscheduled &amp; Unfunded</b>									
Brownsville-Hartland Rd - Repair failing slope									
<b>Scheduled Funds Required</b>									
<b>Equipment Replacement</b>	\$-	\$60,653	\$232,840	\$145,900	\$160,000	\$100,000	\$175,000	\$75,000	\$490,000
<b>Roadway Maintenance</b>	\$282,578	\$137,755	\$95,028	\$392,000	\$40,000	\$42,000	\$44,100	\$306,305	\$48,620
<b>Total Required</b>	<b>\$282,578</b>	<b>\$198,408</b>	<b>\$327,868</b>	<b>\$537,900</b>	<b>\$200,000</b>	<b>\$142,000</b>	<b>\$219,100</b>	<b>\$381,305</b>	<b>\$538,620</b>
<b>Funding</b>									

	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
<b>Equipment Fund</b>									
Beginning Balance	140,208	290,244	339,657	223,355	344,066	300,738	322,478	314,228	405,974
Additions									
Interest	35	67	37	112	172	150	161	157	203
Transfer from General Fund Unrestricted Reserve				150,000					
Transfers from Operations	150,000	110,000	116,500	116,500	116,500	121,589	166,589	166,589	166,589
Grants									
Loans									
Deductions	0	(60,653)	(232,840)	(145,900)	(160,000)	(100,000)	(175,000)	(75,000)	(490,000)
Ending Balance	290,244	339,657	223,355	344,066	300,738	322,478	314,228	405,974	82,766
<b>Roadway Maintenance Fund</b>									
Beginning Balance	143,649	94,320	104,518	96,501	56,873	71,916	86,970	112,035	37,119
Additions									
Interest	142	99	78	72	43	54	65	84	28
Transfers from Operations	20,000	20,000	15,000	15,000	15,000	15,000	25,000	25,000	25,000
Grant Matching Funds from Operations	8,145	7,748	31,326	10,000	16,000	16,800	17,640	18,522	19,448
Grants	204,962	120,105	40,606	327,300	24,000	25,200	26,460	187,783	29,172
Loans									
Deductions	(282,578)	(137,755)	(95,028)	(392,000)	(40,000)	(42,000)	(44,100)	(306,305)	(48,620)
Ending Balance	94,320	104,518	96,501	56,873	71,916	86,970	112,035	37,119	62,147



## WATER ACCOUNT

Cash Balance January 1, 2019 **\$168,231.27**

### **Income:**

Water Receivables	\$130,797.80	
Allocation Fee	\$135.00	
Interest	\$402.07	
<b>Total Income</b>	<hr/>	<b>\$131,334.87</b>

### **Expenses:**

Postage	\$379.05
Electricity	\$6,648.66
Telephone	\$44.95
Supplies	\$163.45
Profession Svcs/Eng.	\$14,228.21
Telemetry	\$1,750.20
Advertising/Printing	\$366.90
Repairs/Maintenance	\$3,468.42
Insurance	\$760.47
Wages	\$17,365.64
Fuel	\$272.71
Accounting/Outside	
Audit	\$2,519.94
Bank Charges-Checks	\$13.44
Legal	\$1,125.00
Interest Expense	\$5,536.01
Admin.Fee	\$11,072.02
Miscellaneous	\$109.39

Maintenance	<u>\$680.96</u>	
<b>Total Expense</b>		<b>\$66,505.42</b>

<b>Other Receipts</b>		
Loan Receipt RF3-376.3	<u>\$13,500.00</u>	
<b>Total Other Receipts</b>		<b>\$13,500.00</b>

<b>Other Payments</b>		
Water Sys.Improvements	\$41,129.02	
Loan Principal	<u>\$22,041.00</u>	
<b>Total Other Payments</b>		<b>\$63,170.02</b>

Cash Balance, December 31, 2019		<b>\$183,390.70</b>
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## CONSERVATION FUND

Balance on Hand, January 1, 2019 \$ 19,508.65

### Income:

2019 Voted Money	\$ 5,000.00	
Reimbursement from STAB	\$ 402.61	
Reimburse from GMHA	\$ 469.00	
Interest	<u>\$ 10.02</u>	
<b>Total Income</b>		<b>\$ 5,881.63</b>

### Expenses:

Wages for STAB	\$ 402.61	
Barton Road Stone	\$ 938.00	
Water Testing	\$ 617.50	
<b>Total Expense</b>		<b>\$ 1,958.11</b>

Balance on Hand, December 31, 2019 \$ 23,432.17

## LISTERS' FUND

Balance on Hand, January 1, 2019 \$141,246.23

### Income:

State of Vermont Reappraisal Cost	\$ 7,769.00	
2019 Voted Money	\$ 2,000.00	
Equalization Study	\$ 914.00	
Current Use Withdrawal Monies	\$ 1,477.50	
Interest	<u>\$ 66.83</u>	
<b>Total Income</b>		<b>\$12,227.33</b>

Balance on Hand, December 31, 2019 \$153,473.56

## **DEVELOPMENT REVIEW BOARD**

The Development Review Board (DRB) is a five-member Board that reviews land development projects for the Town that are subject to Conditional Use, Site Plan review, Subdivision of Land, variances and or Floodplain Hazard Review. The board works closely with the Zoning Administrator (ZA), clerk for the DRB. If any landowner has a land development question, please contact the Town office and speak with the ZA prior to initiating construction. The Board typically meets once a month, but hearings can be scheduled as needed with the ZA. The process of filing an application, issuing a warning, scheduling and acting upon a hearing along with an appeal period after a decision is issued, can take 3 months+/-.

The DRB had a moderate year; meeting eight times to approve all five conditional use applications.

Shannon Harrington (chair), Barbara Truex, Dick Beatty, Jane Hoisington, Bruce Boedtke, Courtney McKaig (alternate)

## **ZONING ADMINISTRATOR**

In 2019 there were a total of 28 zoning permit applications, the same number as 2018. West Windsor requires a zoning permit for all land development which is defined as “the division of a parcel into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or any mining, excavation, site preparation, or landfill, and any change in the use of any building or other structure, or land, or extension of use of land.” All necessary zoning application documents can be found on the West Windsor website under Zoning and Planning. West Windsor also requires a Certificate of Occupancy (CO) to be issued before any new construction can be used or occupied. If you have completed a project in the last few years and have not applied for a CO please call or email the Zoning Administrator [zoning@westwindsorvt.org](mailto:zoning@westwindsorvt.org). Zoning Office Hours are Tuesdays and Thursdays 9-Noon. Please stop in or call 802 484-3520 if you have any questions.

Deb Shearer, Zoning Administrator

## **CONSERVATION COMMISSION**

Ted Siegler, Mark Nowlan, Laura Stillson, Barbara Gerstner, Chris Nesbitt,  
Katherine Wood, Sue Greenall, Rudy Gross

The West Windsor Conservation Commission normally meets on the first Monday of the month at 7 p.m. All residents and visitors are welcome to attend. Agendas are posted in advance of each meeting on the Town Web Site.

The Conservation Commission is tasked with managing the Town Forest Easement, and also worked in 2019 on:

- Efforts to move the Town from Flood Plain Zoning to River Corridor Zoning
- Sampling of the Mill Brook watershed for pollutants of concern
- Invasive species control
- Supervision of Trail Easements held by the Town

Ted Siegler, Chair

### **911 REPORT**

Local 911 responsibilities primarily consist of addressing new structures, keeping the 911 Atlas up to date and resolving the discrepancies that occasionally occur when new residents seek phone service for existing structures.

Because new address numbers are determined based on the location of the driveway, addresses are generated when all local and/or state approvals for site access have been obtained.

Deb Shearer  
911 Coordinator

## **PLANNING COMMISSION**

The Planning Commission is charged with updating the town plan and land use development regulations every few years. For the whole of 2019 the commission has focused on updating the Town Plan. As of writing this, a preliminary public hearing for the updated 2020 Town Plan is scheduled for January and by the printing of this town report a new 8-year Town Plan should be approved or pending approval from the Selectboard.

One of the unique opportunities of living in a small town is having the opportunity to directly affect change in your community. The PC is always looking for community minded people who have a desire to evaluate, direct and plan for West Windsor's future. The PC typically meets monthly on a Wednesday evening.

Al Keiller (chair), Mile Dudley, Laura Stillson, Brendan Harrington, Ray Shannis.

## **U.S. CENSUS BUREAU NOTICE**

Every ten years, the U.S. Constitution requires an enumeration of all persons in the United States, commonly referred to as The Census. For the next ten years, the numbers produced in this effort will help determine how more than \$675 billion will be distributed to states and localities annually through more than 65 federal programs. These programs include special education funding, school lunch programs, meals on wheels, fuel assistance, Medicare, housing rehabilitation, community economic development and revitalization block grants, early childhood education, cooperative extension offices, and more. This year, you will have the option of responding online, on the telephone, or with a traditional, short-form written response. Look for your invitation to respond in the mail or at your door. It is critical that *everyone* participate and that all household members be included. The 2020 Decennial Census begins in March. Make sure that *your* community counts!

## **WINDSOR COUNTY COURTHOUSE REPORT**

Annually, we Assistant Judges write a budget that has as little effect on property tax rates as possible. The effective tax rate for the upcoming budget, based on the 2019 Equalized Municipal Grand List, is .00486552 cents per \$100. That's a little less than one-half cent per \$100 of valuation. Last fiscal year, the rate was .0048571 per \$100 of valuation; the year before that it was .00483684 per \$100 of valuation. So, the rate is holding steady.

What changes each year is the value of the grand list in the county, and in each town in the county.

For the 2020-2021 fiscal year expenses are slightly down from FY 19-20 \$570,137 to \$568,333. Income is projected to be slightly up from FY 19-20 \$566,841 to \$568,333.

Windsor County has designated three categories of income in its budget: 1.) amount to be raises by taxes; 2.) carryover from the previous budget; and 3.) nonproperty tax income.

Regarding the last category, counties no longer have revenue from the commissioning of Notaries Public, which has been taken over by the VT Secretary of State. In the year 2020, Windsor County would have received over \$6,000 in renewal revenue. The County is fortunate to have two rental properties that bring in over \$37,000 annually.

On the Expense side, a small COLA for staff and increased insurance costs have driven those categories a bit higher than last year.

Expenses also include a yearly infusion into both the Operating Account and the Capital Reserve Account. Regarding the latter, the County needs to install a new roof membrane on the County Building over the cellblock, and eventually a new boiler in the basement of the County Building.

Approximately 37% of the expense budget is dedicated to the support of the Windsor County Sheriff.

This is the preliminary budget that was passed on December 11. The final budget meeting will be at 5 PM on January 15 at the County Building, 62 Pleasant St, Woodstock.

We hope that you review the budget and get in touch with us with any questions or comments or better yet, come to the final budget meeting. Your feedback is important.

Thank you.

Jack Anderson, Assistant Judge [janderson@windsorcountyyt.com](mailto:janderson@windsorcountyyt.com)  
Ellen Terie, Assistant Judge [ellenterie@gmail.com](mailto:ellenterie@gmail.com)  
802 457 5227  
802 457 5228

## **ECFIBER (EAST CENTRAL VERMONT TELECOMMUNICATIONS DISTRICT)**

West Windsor is a member of ECFiber, Vermont's first Communications Union District. As a Non-Profit and municipally owned organization, under Vermont law the District's operations, capital expenditures, etc. cannot be subsidized from local taxes. In December of 2019, the ECFiber completed a \$10.0 million offering of revenue bonds to cover 2019-2020 capital expenditures, to complete design and pole preparation work for the remainder of the active towns network's and construct approximately 300 miles of fiber in 2020.

As of Dec. 31 2019, ECFiber has completed over 1000 miles of active fiber-optic network in all or part of our member towns, serving more than 4100 customers. ECFiber added over a 1000 new customers throughout its network in 2019, including over 1500 new subscriptions, of which 60 were added in West Windsor. Unserved areas continue to be our top priority. In 2019 we built out six towns border-to-border. These were: Braintree, Brookfield, Granville, Hancock, Rochester and Stockbridge. Next year's build includes remaining parts of: Bethel, Chelsea, Norwich, Randolph, Reading, Royalton, Tunbridge, Vershire and Woodstock as well as completing a more robust connection from our Royalton office directly to our West Windsor hub. The Governing Board is also beginning a process to evaluate adding towns to the system, as several neighboring towns have expressed an interest to join. Any new towns added would be constructed after 2021 when Hartford, the last of the original 23 active towns is expected to be constructed.

ECFiber plans to continue to raise capital through the municipal bond market in 2020 and to complete the total 1400 miles of network covering all underserved locations in its 23 active towns by 2021. The roads to be built in 2020 are highlighted in red or blue on our "zoomable" map at <https://map.ecfiber.net>. All currently serviceable areas are highlighted in green on the map.

Beginning in 2020, ECFiber will be reducing its cost for Basic

service (25Mbps). We will be increasing the speeds for its Standard, Ultra and Wicked Fast service levels from 50Mbps to 100, 200Mbps to 300, and 700Mbps to 800 respectively. For the first time in 8 years we will slightly increase our prices for these higher tier services (100,300 and 800Mbps services) and for our phone service, the features and service quality are improved (including free access to the scam phone and robocalling blocking service, Nomorobo). Again, all speeds are reciprocal – upload and download speeds are the same. ECFiber offers reliable and the best available speeds for high speed internet, along with voice over internet protocol (VOIP) phone services. Other features of ECFiber services are:

- Simple, stable pricing with no contracts, fine print, or data caps.
- Local and personable customer service. During business hours, phones are answered by an employee without an automated queue.
- Local ownership and control: Governing Board members appointed by their Select Boards advocate for their towns' concerns and meet monthly to set District policy.
- Community services. For example, ECFiber provides its highest level of service to over 25 community anchor institutions (including our Town Offices, Garage, Fire Station and Public Library) for its lowest monthly fee.

For additional information, visit the website, email or call the office, or contact your West Windsor delegates ([westwindsor@ecfiber.net](mailto:westwindsor@ecfiber.net)) to the ECFiber Governing Board.

West Windsor Delegates:

Ken Parrot

Bob Joyal

## WEST WINDSOR HISTORICAL SOCIETY

It's been another busy year, made possible through the ongoing efforts of a great group of core volunteers, another set of short-term volunteers to meet specific needs. We want to thank the citizens of West Windsor for their support in voting town funds to help maintain the physical location of the Historical Society. The old Grange Hall is a legacy that reverts to the town if WWHS ever ceases to exist. It's an old building that needs continued maintenance and repair – the funds voted by the town help make sure the Society is able to keep things in good order by covering approximately 30% of our building and grounds costs. This lets us use our individual donations and fundraising activities for activities such as the following.

**Community Programs Helping with Understanding of Historical Concepts.** This includes our spring Vermont “History through Song” program, partnership with the library on Vermont Reads [Bread and Roses](#), and the large “I Am History” exhibit, developed in partnership with Albert Bridge School, that is focused on how history is created over time and our present is another generation's past. We've worked with the school, providing historical information and perspective for their maple and sugaring program last spring and for creating the Cady Mausoleum Scavenger Hunt – done in partnership with the organization Sustainable Communities.

**Outreach to the Larger Community across the World.** WWHS maintains a very active Facebook page (check it out) and is looking for help in re-energizing our website, which you can find at [wwhs-vt.org](http://wwhs-vt.org). If you have the talent to help, please contact a member! Tied to this effort, we've been developing an electronic inventory of our historical records inventory so that we can make this available to people who are researching locations, events, and families in West Windsor. We've expanded the historic records office and have space reserved for researchers. Come and take a look! This year's Nearly New Sale raised \$2,000 to help replace outdated computers, printers and scanners.

**Keeping Our Own History Alive.** Annual Baked Bean Suppers continue a fundraising and community building tradition dear to our town. Organized in collaboration with School and Community in Partnership and with students as servers, many new families get their first introduction to WWHS through the Bean Suppers. WWHS members are also very active in continuing our annual Independence Day celebrations on July 3<sup>rd</sup> and 4<sup>th</sup>, making sure this rich and beloved tradition continues as a main event for our town and our neighbors.

Karen Diop  
President

## WEST WINDSOR CIVIL DEFENSE

### MEMBERS (Appointed)

Erik Boedtke	Fire
Windsor Police Department	Traffic
Bill Young	Traffic
Nancy Gaynor	Rescue Squad & Health Officer
Pauline Ouelette	Clerk
Martha Harrison	Clerk
Michael Spackman	C-D Coordinator
Jenifer Aldrich	Albert Bridge School
Town Highway Dept.	Close roads as per CD
Neil Brown	Runner

1. Updated Green Response Book (14 books)
2. Check on well-being list several times due to no power – out for several days
3. Check on high water at several locations

Michael Spackman  
Civil Defense Coordinator  
(Emergency Management)

## **WEST WINDSOR GREEN-UP DAY, 2019**

As in past years, Albert Bridge School children and volunteers from the Town participated in Green-Up day on the first Saturday in May.

Anyone who is interested in helping this coming Green-Up Day, Saturday, May 2nd should meet at the Albert Bridge School between 8 am and 9 am to pick up Green-Up bags and be assigned a road segment. Green-Up bags are available the week before at the Town Office and the Albert Bridge School; and will be available until 3 pm on Green-Up Day behind the Albert Bridge School. All Albert Bridge students will also be given a Green-Up bag and assigned a road segment a few days before Green-Up. Please look for the bag and assignment in their backpacks!

A dumpster and pickup truck will be available until 3 pm to place any litter you have collected. Please do not put non-Green-Up Day trash in the truck or dumpster. You can also deliver it at no charge to the Weathersfield Transfer Station.

Much of the litter and trash along Rte. 44 appears to have blown out of pickup trucks on their way to the Weathersfield Transfer Station. Please make an effort to cover your waste securely before driving to the transfer station.

Each year litter cleanup costs Vermonter's hundreds of thousands of dollars and is a blight on the landscape of Vermont. There is also a growing threat to our river and marine environment from littered and improperly disposed plastic waste.

Thanks to all of you who recognize the problem and help on Green-Up Day, and throughout the year.

Ted Siegler  
Green-Up Day Coordinator

## **ANIMAL CONTROL OFFICER**

Rabies remains an important problem. Never contact a wild animal and never invite a stray dog, cat or other animal into contact with you or your family. If you suspect that rabies exists in any animal, please immediately contact the Constable (484- 0278) or the Selectboard, as acting animal control officer, (484-7212).

As a reminder, please observe West Windsor's leash law which dictates that your dog must be on a leash or under voice control at all times.

Thank you for your cooperation.

William Young

## **FOREST FIRE WARDEN**

My appreciation to the residents of West Windsor for their continued support in obtaining burning permits. 188 Permits were issued during 2019 compared to 194 in 2018. Burning permits may be obtained by calling either Michael Spackman at 484-9142, Erik Boedtke at 484-5427. Permits MUST be obtained to have any open fire in Vermont. An open fire, no matter how small, should never be left unattended.

I would like to thank the West Windsor Volunteer Fire Department and its membership for their dedication and assistance in fire prevention.

West Windsor had no forest fires this year.

Please protect our forests and fields!!! Do not hesitate to report any suspicious smoke or fire by calling 802-295-9425 or 011.

Michael Spackman  
Forest Fire Warden

**IN MEMORIAM**

*IN MEMORY OF OUR FRIENDS AND  
NEIGHBORS WHO HAVE PASSED AWAY*

GORDON BARBOUR

IRENE BEJARANO

MAURICE BELISLE

ANNE BURKE

JOSEPH D'ANNA

ANDREE DAVIS

WALTER HUEBNER

GORDON JOHNSON

NANCY LOUX

ROBERT LOYD

ROBERT W. MARKWELL

SUSAN OBER

MARY WHITING

## **2019 BROWNSVILLE INDEPENDENCE DAY CELEBRATIONS**

The festivities on July 3<sup>rd</sup> for the 2019 Brownsville Independence Day Celebration were certainly memorable. Fabulous weather, a spectacular venue around the new Ascutney Outdoors center, great food provided by the Moonlighter's Snowmobile Club, Brownsville Butcher & Pantry and The Lazy Cow. There was lively music provided by the Firehouse Six Dixieland Band, a record turn out on the mountain and at all the other viewing sites and a beautiful evening was capped off with an expanded and spectacular fireworks display.

The heat on the 4<sup>th</sup> didn't deter anyone from participation in that day's festivities. The parade was one of our longest ever with dozens of participants. Food options extended from the morning pancake breakfast at Brownsville Community Church to grilled options offered by the Moonlighter's Snowmobile Club, fruit smoothies by the FAST squad, treats at the school from the Lion's Club and parent groups and an extended menu from Brownsville Butcher & Pantry. Activities at the school also included a Cow Patty Bingo (managed by the Reading 4H Club) and a youth dance party. Music continued with the Firehouse Six Dixieland Band while vendors and customers of the craft and white elephant sale in the town hall all called it a great success.

What more could one small Vermont village want for America's greatest holiday! Plans for next year's celebration with added enhancements are already in the works and anyone who would like to join the fantastic group of IDC volunteers should call Linda or Bill Ley (802-484-3200) or Karen Diop (802-595-9573).

Linda Ley, IDC Facilitator  
Bill Ley, 3rd of July Chair  
Karen Diop, 4th of July Chair

## **WEST WINDSOR VOLUNTEER FIRE DEPARTMENT**

The department responded to 59 calls in 2019. We responded to 15 Alarm Activations, 9 Structure Fires, 6 Motor Vehicle Accidents, and 3 Brush Fires. We also responded to requests to assist our Fast Squad on 4 incidents. The Department responded mutually with the Fast Squad to 3 remote rescues using our Utility Vehicle. We also work closely on an annual basis for support to the organized outdoor events and races that are hosted within the town of West Windsor.

This year presented a large change for the Department. Michael Spackman stepped down from his position as Chief. He held this position for 33 consecutive years. He took the office at 24 years of age, one of the youngest Chiefs in the State of Vermont. We are very grateful for his years of leadership, as well as for his decision to continue being an active and helpful member of the Department.

Our members continually represent our department and town on ongoing trainings throughout the state. Some of these included Fire Fighter 1, a long commitment that results in pro-board certification. Others are one -day classes that focus on special areas of Firefighting, such as a D.H.A.R.T landing class. On top of these extra classes, members participate in scheduled monthly trainings and meetings. We were also fortunate enough to acquire a used ladder truck that has replaced the previous truck of thirty-five years of age. We were able to find a buyer and a new home for our old truck.

As members make the decision to retire from the service, it is important to obtain new ones to keep our numbers strong. If you have an interest or questions about becoming a volunteer, please reach out to any member of the department. You may also contact me directly at 802-484-5427.

On behalf of the West Windsor Volunteer Fire Department I would like to offer our thanks for the continued support from the residents and community of West Windsor. Stay safe,

Erik Boedtker  
 Fire Chief: West Windsor, Vermont

	PROPOSED 2018	ACTUAL 2018	PROPOSED 2019	PROPOSED 2020
Utilities	\$ 8,500.00	\$ 7,939.08	\$ 8,500.00	\$ 8,500.00
Insurance	\$14,000.00	\$11,168.01	\$14,000.00	\$13,500.00
Trucks	\$ 6,000.00	\$ 6,850.55	\$ 6,500.00	\$ 7,000.00
House	\$ 2,500.00	\$ 2,735.53	\$ 2,500.00	\$ 2,500.00
Equipment	\$ 4,500.00	\$ 2,554.21	\$ 4,500.00	\$ 4,500.00
Breathing Apparatus	\$ 6,800.00	\$ 6,800.00	\$ 6,800.00	\$ 7,000.00
Communications	\$ 2,500.00	\$ 1,822.35	\$ 2,500.00	\$ 2,500.00
Miscellaneous	\$ 2,000.00	\$ 1,619.17	\$ 2,000.00	\$ 1,800.00
Dues & Training	\$ 2,500.00	\$ 2,772.00	\$ 2,500.00	\$ 2,500.00
Awards Ceremony	<u>\$ 2,500.00</u>	<u>\$ 2,500.00</u>	<u>\$ 2,500.00</u>	<u>\$ 2,500.00</u>
	\$51,800.00	\$46,760.90	\$52,300.00	\$52,300.00

Pictured below: Used Fire Truck purchased in 2019  
 Photo by Erik Boedtker



## **WEST WINDSOR VOLUNTEER FAST SQUAD**

The West Windsor Volunteer Fast Squad is licensed with the State of Vermont – Department of Health at the Advanced Level.

We are beginning our 36th year of service to the town. The Squad currently has 15 members, 1 Advanced EMT, 7 EMT's, 4 RN's and 3 who are CPR certified. I wish to thank all the members who give their time and skills volunteering for our town in EMS.

Members of the 2019 squad are Chris Dolan, Colin Eggleton, Nancy Gaynor, Bill Howland, Tom Kenyon, Gene Ann Kinney, Mark Lather, Jake Margulies, Kevin McAllister, Kaleigh McNamara, Barb Thomas, Andy Tufts, Erin Waterman, Malisa Williams, and Bill Young.

I would also like to thank all the Volunteer Firefighters who assist us on many calls throughout the year.

The West Windsor Volunteer Fast Squad answered 75 calls in 2019. 49 Medical Emergencies, 6 Motor Vehicle Accidents, and 20 Falls and lift assists.

Windsor Ambulance Service will continue to be the transport service for the town. This has decreased response times for an emergency and provides better care for the community. In any emergency situation call 911 for Fast Squad and Ambulance.

Our squad has purchased two new defibrillators and will purchase at least one more this year, since many of our units need to be replaced.

The Fire Department's new rescue vehicle is a valuable asset for any trail or off road rescue situation. This has and will continue to assist us in many different rescue scenarios. We have trained with this vehicle and have found it to be a great asset.

The State of Vermont offers an Emergency Medical Responder

certification level. This certification requires fewer hours to become certified, and only requires 16 hours of continuing education every two years to maintain certification with the State of Vermont. The EMR Level is well suited for any first responder squad.

We continue to fundraise at the 4<sup>th</sup> of July activities, selling smoothies and also providing EMS coverage at the September 50 Mile Bike and Run event held at Mt. Ascutney Resort.

We have been very fortunate to have 2 new members join the squad and we will need to purchase new equipment for them. Anyone wishing to join the FAST SQUAD should call the Town Office or any member.

We continue to receive many generous donations throughout the year. We purchased two new defibrillators last year but they were purchased in 2018 so they are not reflected in this budget.

**INCOME:**

Donations	\$ 3,766.86
Fundraisers	\$ 1,067.00
Town of West Windsor	\$ 6,000.00
Interest	<u>\$ 3.65</u>
Total	\$ 10,837.51

	PROPOSED 2019	ACTUAL 2019	PROPOSED 2020
Insurance	\$2,000.00	\$1,133.14	\$1,500.00
Training	\$300.00	\$330.00	\$1,000.00
Equipment	\$2,700.00	\$801.80	\$2,500.00
Supplies	\$0.00	\$519.54	\$0.00
Repeater	<u>\$1,000.00</u>	<u>\$1,000.00</u>	<u>\$1,000.00</u>
Total	\$6,000.00	\$3,784.48	\$6,000.00

Respectfully Submitted,  
Nancy S. Gaynor  
Director, EMT

## SHEDDSVILLE CEMETERY FUND

Unlike the Brownsville Cemetery which is private, the Sheddsville Cemetery is owned and operated by the Town. The members of the Selectboard are the cemetery's trustees and Tom Kenyon is appointed by them to oversee its day-to-day operation. More information is available from the Town Clerk.

Balance on Hand, January 1, 2019 \$3,552.02

Income:

2019 Voted Money \$4,000.00

Interest \$ 1.75

**Total Income \$4,001.75**

Expenses:

Wages to Town of

West Windsor \$3,112.50

Leaf Blower \$ 954.97

Misc. Supplies \$ 167.21

Clean Sign &

Vault Sign \$ 85.00

**Total Expense \$4,319.68**

**Balance on Hand, December 31, 2019 \$3,234.09**

## DANIEL L. CADY TRUST FUND

**Balance on Hand, January 1, 2019 \$1,665.90**

Income:

Interest \$ .84

**Total Income \$ .84**

**Balance of Hand, December 31, 2019 \$1,666.74**

The Daniel L. Cady Trust Fund is a trust fund (\$3,800.00 Principal) for the purpose of providing maintenance around the Cady Mausoleum in Brownsville and seven (7) other graves in two

(2) different West Windsor cemeteries (The Brownsville Cemetery and the Sheddsville Cemetery). The West Windsor Board of Selectmen are the Trustees of this fund.

For those of you who haven't visited the Mausoleum, and for those of you who have forgotten what a beautiful view there is from the Mausoleum, this coming summer would be an ideal time to take a few minutes to visit this unique site at the top of Strawberry Hill Road.

West Windsor Selectboard

## MARY BLOOD LIBRARY

**Hours:** Wednesday 3:00 – 7:00 p.m.; Saturday 9:00 a.m. – 1:00 p.m.; and for activities & events.

**Library Staff:** Peter Money, Dave Halpert

**Email:** [marybloodlibrary@gmail.com](mailto:marybloodlibrary@gmail.com)

**Website:** [marybloodlibrary.wordpress.com](http://marybloodlibrary.wordpress.com)

**Trustees:** Dick Beatty, Matt Birmingham, Michael Epstein, Tom Kenyon, Courtney McKaig, Edson Pierce, Chris Wagner. The trustees meet on 4<sup>th</sup> Wednesdays of each month, in the library, 6:00 – 7:00 p.m. The meetings are open to the public.

To quote a local ski association, “Sometimes it’s the little things that add up to a whole lot of change.” This was a year of transitions for our West Windsor library. First, the town became the sole proprietor of the building, grounds, and infrastructure of the Mary Blood Library On July 4<sup>th</sup>, 2019—a coming full circle in the spirit of fulfillment of Mr. Benjamin Blood’s wishes. (Almost 120 years ago now, at a ceremony where The Mary Blood Library stands, Benjamin Blood dedicated your library in honor of his daughter Mary; Jabez Hammond is credited with directing the masonry.) Now this historical community resource is a distinguished town asset.

Earlier in 2019, librarian Lynn Estey moved on and this summer librarian Peter Money was hired—making him the 11<sup>th</sup> librarian of The Mary Blood Library since 1901. (An almost twenty year resident of West Windsor, Peter’s library experience comes from San Jose State University, San Francisco Public Library, Berkeley Public Library, WritersCorps (AmeriCorps), and the Hartland Public Library). Librarian Estey left the library in good shape and the town’s library trustees have maintained it well. The roll call of past librarians here include names familiar to you: Savage, Pierce, Whiting, Bertrand, Henson, Winter, Diop, Barrows, and Pikramenos.

This year, we will have seen an average of 80 community member visits per month and approximately 900 annual community contacts:

Visitors, children, teenagers, new residents, college students, teachers, elders, families, all. This is a more than 66% increase in our usage of this town resource. In brand new initiatives (in addition to the acquisition of new books), The Mary Blood Library held its first in a series of library concerts (featuring local musicians and supported by a steadfast group of The Friends of the Library, the Trustees, stalwart volunteers, and the larger community—as seen on Windsor On Air’s recording and broadcast).

Your library strives to be an open resource. In the dark months you’ll see the lights on and the flag out. In warmer months you may see the windows open to breezes and the only door to be opened is the screened door. We’re proud of Mary Blood Library’s legacy in West Windsor and we maintain the building, grounds, and services that when combined with other town services and opportunities help to make the town an inviting place to live and work.

## **FRIENDS OF THE MARY L BLOOD MEMORIAL LIBRARY**

The Friends of the Mary L Blood Memorial Library is the non-profit ‘wing’ of the Library. We received our 501 c-3 designation at the end of 2018. Our mission is to support the Mary L Blood Memorial Library through programs, events, and fund raising and to work with the Library Trustees to enhance the Mary L Blood Memorial Library as a community resource.

Our two major fundraisers in 2019 were quite successful: the annual 4th of July book sale and the raffle of a Gary Milek print. Money raised has been used to provide passes for VINS and State Parks in Vermont (available at the Mary L Blood Memorial Library), hosting a poetry event at the Library, and book purchases. Thank you to all!

Future plans involve hosting a monthly event at the library. These events will include readings by the writers group and others, another poetry event, speakers and craft activities. We welcome community suggestions for activities, speakers and/or events.

Membership is open to anyone. Annual fees are \$10/person or

\$15/family. Meetings are the 3rd Monday of each month from 10-11:00 a.m. at the Library and/or as needed.

Respectfully submitted by the Friends of the Mary L. Blood Memorial Library Board,

Penelope Bliss, President

Candee Brohinsky, Vice President

Virginia Mason, Treasurer

Rita Johnson, Secretary

Mary-Anne Boyce, Membership

Lee Monro

## LIBRARY FUND

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Actual
<b>REVENUES</b>					
TAXES RAISED FOR OPERATIONS	16,000.00	15,200.00	14,000.00	16,000	16,000.00
DONATIONS	775.00	275.50	425.00	500	15.00
GRANTS					
BOOK SALES	183.30	436.82			
INTEREST	8.66	6.34	7.45	7	9.04
TOWN CAPITAL CONTRIBUTION	1,633.00	2,466.00	5,379.20		
OTHER	863.77	324.69	14.95		
<b>TOTAL REVENUES</b>	<u>19,463.73</u>	<u>18,709.35</u>	<u>19,826.60</u>	<u>16,507</u>	<u>16,024.04</u>
<b>EXPENSES</b>					
<b>COMPENSATION</b>					
WAGES - LIBRARIAN	8,440.16	7,015.68	9,003.96	10,000	6,327.00
WAGES - CUSTODIAL					600.00
EMPLOYMENT TAXES	755.40	620.74	773.60	775	
<b>PLANT</b>					
ELECTRICITY	553.83	397.14	459.07	475	514.94
FUEL OIL	2,661.61	936.99	1,877.84	1,750	1,397.84
TELEPHONE	425.18		3.97		4.61
WASTEWATER	432.50	865.00	865.00	865	865.00
MAINTENANCE IMPROVEMENTS	6,054.32	2,994.00	1,411.00	1,317	1,115.56
	1,849.72	5,379.20			890.00
<b>PROGRAM</b>					
BOOKS	1,134.93	460.11	320.32	350	750.91
COMPUTER		129.17	114.96	125	84.98
SUPPLIES	230.46	245.98	605.99	500	265.08
POSTAGE	204.60	137.00	95.06	100	174.26
MISC.	15.25	315.85	683.35	250	676.00
<b>TOTAL EXPENSES</b>	<u>22,757.96</u>	<u>19,496.86</u>	<u>16,214.12</u>	<u>16,507</u>	<u>13,666.18</u>
<b>NET REVENUE/(EXPENSE)</b>	<u>(3,294.23)</u>	<u>(787.51)</u>	<u>3,612.48</u>	<u>-</u>	<u>2,357.86</u>

**Beginning Balance**

Checking	1,022.63	719.74	475.91		251.74
Money Market	11,707.82	8,716.48	8,172.82		12,009.47

<b>Total</b>	<u>12,730.45</u>	<u>9,436.22</u>	<u>8,648.73</u>	<u>12,261.21</u>
<b>Ending Balance</b>				
Checking	719.74	475.91	251.74	600.56
Money Market	<u>8,716.48</u>	<u>8,172.82</u>	<u>12,009.47</u>	<u>14,018.51</u>
<b>Total</b>	<u>9,436.22</u>	<u>8,648.73</u>	<u>12,261.21</u>	<u>14,619.07</u>
<b>Change</b>	(3,294.23)	(787.49)	3,612.48	2,357.86

## **SOUTHERN WINDSOR COUNTY REGIONAL PLANNING COMMISSION**

The Southern Windsor County Regional Planning Commission (SWCRPC) is an organization that serves the ten towns in the Southern Windsor County Region, including West Windsor. The activities and programs of the SWCRPC are governed by a Board of Commissioners that are appointed by each member town. The primary function of the SWCRPC is to assist member towns with their planning and other community related activities, and to promote cooperation and coordination among towns.

During FY19, the dues from member towns contributed about 3% of the SWCRPC's annual budget of \$1,054,616. The town dues assessment of \$1,374 was determined on a \$1.25 per person based upon 2010 Census data. The remaining revenues were derived from federal, state and other funding sources.

The SWCRPC offers member towns a broad range of services, including assistance with planning, zoning, transportation, water quality, emergency management, data, mapping and other planning activities. In FY19, the SWCRPC provided the following services to the Town of West Windsor including:

- Assisted the Town with drainage improvement projects along Cemetery Road through the Grants-in-Aid Program.
- Assisted the Planning Commission to prepare updates to the Town Plan.
- Assisted the Planning Commission to develop a draft "Enhanced Energy Plan" in order to have greater influence in the Public Utility Commission decision making process.
- Supported the outdoor recreation initiative that is assessing the economic impact of outdoor recreation, identifying priority improvements, and developing an implementation plan for the towns of Weathersfield, West Windsor and Windsor.

We would like to thank town appointed representative Tom Kenyon who served on the SWCRPC Board and Committees this past year.

Thank you for your continued support of local and regional planning. For more information about the SWCRPC, call us at (802) 674-9201, visit our website at [www.swcrpc.org](http://www.swcrpc.org), or look us up on Facebook.

Thomas Kennedy, AICP  
Executive Director

## **VERMONT ASSOCIATION OF CONSERVATION DISTRICTS (VACD)**

(Vermont Rural Fire Protection Task Force)

On behalf of the Vermont Rural Fire Protection Task Force, I am writing to request your support of the Vermont Rural Fire Protection (RFP) Program, formerly called the Dry Hydrant Grant Program. The RFP program helps Vermont communities protect lives, property and natural resources by enhancing fire suppression resources. Program Manager and Engineering Technician Troy Dare helps local fire departments identify appropriate sites for dry hydrants and other rural water supply systems, design installations, and find financial support to support the costs of construction. During the 22+ years of the program, over 1100 grants totaling \$2.6 million have been provided to Vermont towns for installation of new rural fire protection systems, as well as for replacements and repairs.

Over the past several years, the Rural Fire Protection Program has made a successful transition from the Northern Vermont and George D. Aiken Resource Conservation and Development (RC&D) Councils to the Vermont Association of Conservation Districts (VACD). VACD is the membership association of Vermont's fourteen Natural Resources Conservations Districts, whose mission is to work with landowners and communities to protect natural resources and support the working landscape throughout the state.

We have made a number of adjustments to the Rural Fire Protection Grant Program in recent years, including changing the name from Dry Hydrant Grant Program to Rural Fire Protection Program to better reflect the diverse range of projects we support. We have increased the maximum grant award amount from \$5,000 to \$10,000 per project. New Rural Fire Protection systems along with repair, replacement, relocation, upgrades of existing RFP systems, and drafting site development are eligible for grant funding on an ongoing basis. And we now consider applications from Vermont

towns and fire departments on a revolving basis throughout the year rather than just once a year.

The annual expense of the Rural Fire Protection Program in FY 2019 was \$154,325, of which \$63,450 was paid in grants to Vermont communities for construction costs. The remaining budget covers site assessments, project design and program oversight. Most of our funding comes from the Vermont Department of Public Safety through annual appropriations by the Vermont Legislature. In addition, the program receives support from the US Forest Service through the Vermont Department of Forests, Parks and Recreation. Unfortunately, these grants do not completely cover the costs of the program. Therefore, we are respectfully requesting that you include a \$100 appropriation in your town budget to support the Rural Fire Protection Program. Since last year's appropriation request, we have received nearly \$10,000 in town appropriations from almost 100 towns, with contributions still coming in. We are deeply grateful for this ongoing support.

215 Vermont communities have benefitted from the Rural Fire Protection program. Our goal is to extend this support to all Vermont towns and continue to assist local fire departments in reducing the risk of injury, loss of life, and damage to property and natural resources, thereby improving the safety and welfare of Vermont communities.

Please feel free to contact me, Troy Dare, or Jill Arace, Executive Director of VACD, with any questions you may have. Our contact information is:

Tom Maclay, Chair Rural Fire Protection Task Force

(802) 426-3265 | [83creameryst@fairpoint.net](mailto:83creameryst@fairpoint.net).

Troy Dare, Program Manager & contact person Town Appropriation business, Vermont Rural Fire Protection Program

(802) 828-4582 | [dryhydrantguy@yahoo.com](mailto:dryhydrantguy@yahoo.com).

Jill Arace, Executive Director, Vermont Association of Conservation Districts (VACD) (802) 496-5162 |

[jill.arace@vacd.org](mailto:jill.arace@vacd.org)

Tom Maclay, Chair Rural Fire Protection Task Force

## **SOUTHERN WINDSOR/WINDHAM COUNTIES SOLID WASTE MANAGEMENT DISTRICT**

The District was chartered in 1981 and currently serves fourteen Vermont towns. Each member municipality appoints a representative and an alternate to serve on the Board of Supervisors. West Windsor's representative is Tom Kenyon; the alternate is Matt Kantola.

The District hosted four backyard composting workshops in spring 2019 and plans to continue that schedule in 2020. Attendees were able to purchase a composter for the greatly discounted price of \$30.00 (additional units were \$50). These prices will be offered again. All food scraps will be banned from the landfill as of July 1, 2020. The Weathersfield Transfer Station accepts food scraps (including meat and bones) for free.

Five hundred and twenty-four people brought household hazardous waste (HHW) to the District's three collections in FY19, including thirty-four West Windsor residents. There will be two HHW collections in 2020 – dates and times will be determined by April.

AA, AAA, C, D, 9v, hearing aid, coin cell, tool, and rechargeable batteries are accepted at the Weathersfield Transfer Station. Batteries are "special recycling" and do NOT go in with other recycling.

Aubuchon Hardware in Windsor accepts unwanted paint year-round. Bring paint during regular business hours and dispose of it for free (cans must be labeled, not leaky, not rusty; bring unlabeled, leaky, or rusty cans to an HHW event).

Respectfully submitted,

Thomas Kennedy  
District Manager  
Mary T. O'Brien  
Recycling Coordinator  
Ham Gillett  
Outreach Coordinator

## VERMONT LEAGUE OF CITIES AND TOWNS

### **About the League**

The Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization, owned by its member municipalities, with a mission to serve and strengthen Vermont local government. It is directed by a 13-member Board of Directors elected by the membership and comprising municipal officials from across the state. The most recent audited financial statements are posted on our website, [vlct.org/about/audit-reports](http://vlct.org/about/audit-reports), and show that our positive net position continues.

### **Member Benefits**

All 246 Vermont cities and towns are members of VLCT, as are 139 other municipal entities that include villages, solid waste districts, regional planning commissions, and fire districts. Members have exclusive access to a wide range of specialized benefits, expertise, and services, including:

- **Legal, consulting, and education services**, including prompt responses to member inquiries. In 2019, VLCT continued to provide members with timely legal and technical assistance, including answering more than 4,000 legal questions and publishing legal compliance guidance, templates and research reports, many of which are available to our members on our website.
- **Training programs on topics of specific concern to officials** who carry out the duties required by statute or are directed by town meeting mandates. The League provided training on various topics related to municipal law and governance to more than 1,000 members this past year.
- **Representation before the state legislature and state agencies**, ensuring that municipal voices are heard collectively and as a single, united voice. VLCT's recent legislative efforts have helped provide cities and towns additional resources to achieve tangible results on pressing issues such as road and bridge repair, cybersecurity, housing and economic growth, renewable energy, emergency medical services, reducing carbon emissions, and ensuring water quality. Members are also represented at the federal level primarily through our partner, the National League of Cities, as well as directly with Vermont's Congressional delegation.

- **Access to two exceptional insurance programs.** The Property and Casualty Intermunicipal Fund (PACIF) provides comprehensive and cost-effective property, liability, and workers' compensation insurance coverage, programs, and services that protect the assets of your community. The VLCT Employment Resource and Benefits Trust (VERB) provides unemployment insurance, life, disability, dental, and vision insurance products to members at a competitive price. Both programs provide coverage and products that members need and ask for, help Vermont municipalities stretch their budgets, and are *only* available to VLCT members.
- **Access to a host of educational and informative materials and member conferences,** including a news magazine, handbooks, reports, articles, and events that all focus on the needs of local government and provide additional educational and networking opportunities.

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

**To learn more about the Vermont League of Cities and Towns, visit the VLCT website at [vlct.org](http://vlct.org).**

## **HEALTH CARE & REHABILITATION SERVICES OF SOUTHEASTERN VERMONT**

Health Care and Rehabilitation Services of Southeastern Vermont (HCRS) requests an appropriation of \$1,067.00 from the Town of West Windsor at the 2020 Town Meeting to help support our Access Navigator Program. The Access Navigator Program is instrumental in ensuring that new clients are able to access services in a timely manner – working towards a same-day access model across the agency. In the year ending June 30, 2019, our agency provided a comprehensive range of community based services to 4168 residents of Windsor and Windham counties. The services that are available to the residents of your community are:

***Adult Mental Health and Addiction Services:*** HCRS offers comprehensive services for adults who are experiencing mental health and/or substance abuse difficulties. Adult services include assessment, treatment including individual, group, couples, and family counseling, referral services, and limited psychiatric services. It is the philosophy of HCRS that people are resilient and therefore capable of overcoming difficult experiences and recovering from mental illness and substance abuse. HCRS is committed to building on the strengths of the individuals and families of whom we serve. Our goal is to help clients and their families achieve improved wellness, health, and quality of life while addressing their mental health and substance abuse needs.

***Children, Youth, and Families Program:*** The Children’s Division provides a comprehensive system of care for youth experiencing emotional, behavioral, developmental, or substance use difficulties in their life, as well as education and support for family members. We offer many services for youth and their families including psychiatry, counseling, case management, respite and case aid services, school-based services, behavioral consultation services, summer therapeutic programs, crisis response and emergency respite services, a mental health program specifically for young children up to six years old, and an employment assistance program for youth in transition who have significant emotional disturbances.

***Developmental Services (DS):*** The DS program provides services to people with developmental disabilities and their families. Services are available to people of all ages who have been found eligible, and each person being served receives an individually written program to meet his or her needs. Children with a developmental disability are served through a collaboration with the Children’s Division.

***Residential Services:*** Residential Services offers residential care from short term crisis stabilization, to intensive residential care, to therapeutic community residential services. Each program is specifically designed to offer individuals the appropriate level of care to support their personal recovery and wellness needs. The Residential continuum of care is comprised of a total of 38 beds spanning five individual programs.

***Emergency Services:*** The Emergency Services Team has a very specific mission to act quickly in critical situations. Specially trained mental health professionals are available 24 hours a day for emergencies. Anyone may use this service when an emergency arises including individuals of any age, family or friends of an individual in crisis, hospitals and nursing homes, police, schools, clergy, businesses, and other community agencies.

We thank the Board and the citizens of West Windsor for your past support and for your continued interest in Health Care and Rehabilitation Services of Southeastern Vermont.

## **WINDSOR COUNTY MENTORS**

Windsor County Mentors (formerly Windsor County Partners) is in its 46th year of building healthier communities through youth mentoring. Our community-based Pals program extends across the county. Mentored youth learn life skills, provide community service and participate in cultural and athletic activities. In our surveys, 100% of the young people in our Pals mentorships report that having a mentor has made a difference in their life.

WCM creates partnerships where mentors are matched with a child. Matches are made with children up to age 12. Since matches are renewed annually, mentored children range in age from 7 – 18. These mentoring partnerships meet for 2 hours per week for at least a year, with many partnerships continuing for years.

In FY 2019, WCM served and supported 34 school- and community-based mentorships, with children from 12 towns. Collectively, these mentors volunteered over 1900 hours. Our mentees were distributed among 16 Windsor County public schools. Our surveys demonstrate the positive effects of mentoring. Mentors (94%) report that their mentee is gaining social skills. Mentee parents (94%) said that they would recommend mentoring to others, and mentees (89%) reported feeling hopeful about the future.

WCM has invested in three part-time regional outreach coordinators who are serving the towns in their region to increase the number of mentors recruited and the number of mentor matches.

Financial support from Windsor County towns helps ensure the well-being of children and their families. For more information on our mentorships, find us on Facebook, visit our website [www.wcmentors.org](http://www.wcmentors.org), or contact us at [ProgramsWC@outlook.com](mailto:ProgramsWC@outlook.com) 802-674-5101. WCM thanks the voters of West Windsor for their support for the children of Windsor County.

David Sleeper  
Interim Executive Director

## **VOLUNTEERS IN ACTION**

Volunteers in Action is celebrating its 22nd year of connecting people who need help with people who care.

Our West Windsor volunteers continue to offer transportation to their neighbors who need rides.

Our Meals on Wheels program is open to any West Windsor resident who is over 60 or disabled.

Many West Windsor residents enjoy our three monthly Community Meals in Hartland, Ascutney and Windsor VT. Anyone over 60 is invited and may bring a guest. A small donation of \$3-\$4 is suggested.

West Windsor residents are invited to join our knitting group that meets at Mt Ascutney Hospital and Health Center twice a month. This past year 197 knitted items were donated to food shelves, hospitals, and schools.

We are also very pleased to support the Reading/West Windsor Aging in Place group.

We appreciate West Windsor's trust and support in helping us fulfill our mission so we can continue to make a positive impact in the lives of our neighbors and help improve the quality of life for everyone in our community.

To consider volunteering, make a donation or to request services, please call us @ 674-5971. Thank you.

Lori Rogers  
Coordinator

## **THE VERMONT CENTER FOR INDEPENDENT LIVING**

For 40 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'19 (10/2018-9/2019) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to 250 individuals to help increase their independent living skills and 6 peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted 163 households with information on technical assistance and/or alternative funding for modifications; 122 of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided 86 individuals with information on assistive technology; 46 of these individuals received funding to obtain adaptive equipment. 499 individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served 40 people and provided 31 peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont. Our Windham County office also houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center

for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings.

During FY '19, 1 resident of West Windsor received services from the following programs:

- Home Access Program (HAP)  
(over \$2,000.00 spent on home modification)
- Information Referral and Assistance (I,R&A)

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

### **SENIOR SOLUTIONS (COUNCIL ON AGING FOR SOUTHEASTERN VERMONT)**

Senior Solutions -- Council on Aging for Southeastern Vermont, Inc. -- has served the residents of West Windsor and Southeastern Vermont since 1973. We have offices in Springfield (main office), White River Junction and Brattleboro. Our mission is to promote the well-being and dignity of older adults. Our vision is that every person will age in the place of their choice, with the support they need and the opportunity for meaningful relationships and active engagement in their community.

Many of our services are available regardless of income. However, we target our resources to those older adults with the greatest social and economic needs. Supporting caregivers is an important part of our work. Senior Solutions can help caregivers assess their family's needs and options, connect with resources and local programs and provide short-term relief (respite) for those who are caring for loved ones.

The population of older adults is increasing, as are many costs

associated with providing services. Vermont is the second oldest state in the country (median age) and within Vermont the highest concentration of elders is in Windsor and Windham counties. Unfortunately, our state and federal funding has been largely stagnant for many years. This means that financial support from the towns we serve is critical. We continually seek funding from new sources to enable us to do more for people. This past year we received grants from the National Council on Aging to expand our outreach to vulnerable elders, the Granite United Way to expand our Friendly Visitor and Veteran to Veteran program and the US Department of Justice to assist victims of abuse in later life. Clients are given the opportunity to make a voluntary contribution to help support the services they receive. We also seek donations from the public and have established a planned giving program through the Vermont Community Foundation.

We strive to develop new programs to meet evolving interests and needs. This past year we implemented the HomeMeds program that screens older adults for medication problems such as drug interactions or harmful side effects, expanded our popular aquatics program for arthritis, trained counselors to provide the PEARLS home-based program for people with depression and trained instructors in Tai Chi for falls prevention. We provide financial support to volunteers interested in starting new evidence-based wellness programs.

Our agency is enormously grateful for the support of the people of West Windsor.

Submitted by Carol Stamatakis, Executive Director

## GREEN UP VERMONT

Green Up Day marked its 49th Anniversary on May 4, 2019 with 22,000+ volunteers participating and over 43 tons of litter collected statewide. Always the first Saturday in May, Green Up Vermont is a nonprofit private organization that relies on your town's support to execute the tradition of cleaning up our roadways and waterways, while promoting civic pride. The tradition of Green Up Day began in 1970 by Governor Deane C. Davis and will celebrate its 50th Anniversary in May 2020.

Green Up Vermont offers a statewide educational component for grades K-2 by providing free activity booklets to schools and hosts its annual student poster design and writing contests for grades K-12. Please visit [www.greenupvermont.org](http://www.greenupvermont.org) for full details.

Support from cities and town's is essential to our budget, enabling us to cover fourteen percent of our annual operating costs. Funds help pay for administrative and program support, which includes over 65,000 Green Up trash bags, education, and promotional outreach.

Seventy-five percent of Green Up Vermont's budget comes from corporate sponsors and individual donors. Individuals can donate to Green Up Vermont on Line 23 of the Vermont State Income Tax Form or anytime online at [www.greenupvermont.org](http://www.greenupvermont.org).

Keep up-to-date with Green Up Vermont by joining our newsletter, liking us on Facebook (@greenupvermont), following us on Instagram (greenupvermont), and by visiting our website.

Join us: Green Up Day, May 2, 2020 and help Celebrate our 50th Anniversary.

GREEN UP VERMONT

P.O. Box 1191

Montpelier, Vermont 05601-1191

(802) 229-4586

[greenup@greenupvermont.org](mailto:greenup@greenupvermont.org) [www.greenupvermont.org](http://www.greenupvermont.org)

Kate Alberghini  
Executive Director

## **VISITING NURSE AND HOSPICE FOR VT AND NH** Home Health, Hospice and Maternal Child Health Services

Visiting Nurse and Hospice for Vermont and New Hampshire (VNH) is a compassionate, non-profit healthcare organization committed to providing the highest quality home health and hospice services to individuals and their families. VNH provides care for people of all ages and at all stages in life, and delivers care to all, regardless of ability to pay.

VNH services reduce costs associated with town programs for emergency response and elder care. With quality care provided at home, there is less need for costly hospital and emergency room trips. And with VNH support, residents can age in place rather than relocating to a state or local nursing home.

Between July 1, 2017 and June 30, 2018, VNH made 1,224 homecare visits to 40 West Windsor residents. This included approximately \$31,320 in unreimbursed care to West Windsor residents.

**Home Health Care:** 405 home visits to 38 residents with short-term medical or physical needs.

**Long-Term Care:** 172 home visits to 4 residents with chronic medical problems who need extended care in the home to avoid admission to a nursing home.

**Skilled Pediatric Care:** 3 home visits to 1 resident for well-baby, preventative and palliative medical care.

Additionally, residents made visits to VNH wellness clinics at local senior and community centers throughout the year, receiving low- and no-cost services including blood pressure screenings, foot care and flu shots.

West Windsor's annual appropriation to VNH helps to ensure that all have access to quality care when and where it is needed most. On behalf of the people we serve, we thank you for your continued support.

Hilary Davis, Director  
Community Relations and Development (1-888-300-8853)

## SOUTHEASTERN VERMONT COMMUNITY ACTION

Southeastern Vermont Community Action is an anti-poverty, community-based, nonprofit organization serving Windham and Windsor counties since 1965. Our mission is to enable people to cope with and reduce the hardships of poverty; create sustainable self-sufficiency; and reduce the causes and move toward the elimination of poverty. SEVCA has a variety of programs and services to meet this end. They include: Head Start, Weatherization, Emergency Home Repair, Family Services/Crisis Resolution, (fuel & utility, housing and food assistance), Micro-Business Development, Vermont Matched Savings (asset building & financial literacy), Ready-for-Work (workforce development), Volunteer Income Tax Assistance, VT Health Connect Navigation, and Thrift Stores.

In the community of West Windsor we have provided the following services during FY2019:

**Weatherization:** 1 home (1 person) received energy efficiency measures at a cost of \$29

**Emergency Heating System Replacement:** 2 homes (5 people) received heating system

Repairs or replacements at a cost of \$5,175

**Head Start:** 3 families (14 people) received comprehensive early education and family

Support services with a total value of \$48,515

**Family Services:** 2 households (7 people) received 7 services, valued at \$89 (including crisis resolution, financial counseling, nutrition education, forms assistance, referral to and assistance with accessing needed services)

**Thrift Store Vouchers:** 1 household (1 person) received goods and services valued at \$66

Community support, through town funding, helps to build a strong partnership. The combination of federal, state, private and town funds allow us to not only maintain, but increase and improve

service. We thank the residents of West Windsor for their support.

Stephen Geller, Executive Director  
Southeastern Vermont Community Action (SEVCA)

91 Buck Drive  
Westminster, VT 05158  
(800) 464-9951 or (802) 722-4575  
sevca@sevca.org  
[www.sevca.org](http://www.sevca.org)

## **WINDSOR COUNTY YOUTH SERVICES**

Windsor County Youth Services offers a range of services for Vermont's Homeless and Runaway Teenagers. Mountainside House and The House at Twenty Mile Stream offer short term crisis stabilization and emergency shelter for Vermont Teenagers ages 13-18. Transitional living programs are offered at both residences for adolescents age 17-23. We are also very proud to provide a VT Department of Education Licensed school program to all residents.

For more than 20 years we have provided a warm bed, hot meals, support, structure, and a Vermont licensed education to over 2,000 Vermont teenagers. We provided housing on over 2,000 occasions in 2018 alone.

We are a Non-Profit Organization providing Vermont's Homeless and Runaway Teenagers with services that include housing, meals, counseling, and education. In light of the number of clients we continue to serve, we again hope you will keep us in your town's appropriations for FY2021. We respectfully request \$600 from the town to continue providing these services.

Thank You for your consideration and generosity in FY 2021.

Jacqueline Hanlon  
Executive Director  
Windsor County Youth Services

## **THE READING-WEST WINDSOR FOOD SHELF**

The Reading-West Windsor Food Shelf, Inc. is a 501C3 non-profit corporation which serves as a community resource offering a variety of foods and basic needs support to citizens, free of charge. The food shelf offers a friendly, supportive atmosphere to those seeking its services on a good faith basis. We operate out of the charming Old Stone Schoolhouse, 3456 Tyson Road, South Reading, VT.

The food shelf offers canned, frozen, and packaged foods, dairy products, fresh produce when available, and frozen meats when available. Toiletry items and pet food are offered when available. The food shelf is open from 2 to 4 PM on Mondays and 4 to 6 PM on Thursdays. We serve the towns of Reading, West Windsor, and surrounding towns without a food shelf of their own.

We also offer a well stocked clothing shelf of new or gently used seasonal clothing, coats, linens, footwear, and more for people of all ages. The clothing shelf is open (to all persons from any town) during the Thursday hours. We welcome new faces!

We could not function without the support given to our operation by the town of West Windsor. This support comes in many forms such as town appropriations, residents' donations of money and/or goods, willingness of residents to serve on our board, your encouraging words, etc. We have more than 30 volunteers who make it all happen.

Financial donations may be made out to "Reading-West Windsor Food Shelf" and mailed to our treasurer at PO Box 384, Brownsville, VT 05037. Food and clothing donations may be dropped off during the operating hours of the food shelf. Visit our website at [rwwfoodshelf.org](http://rwwfoodshelf.org).

Need information? Call Sara at 484-5097 or Dana at 802-291-3299

## **READING- WEST WINDSOR AGING IN PLACE**

For the past several years, an ad hoc “Aging in Place” committee of Reading and West Windsor residents has met on a quarterly basis. “Aging in Place” is a national initiative designed to help people comfortably age in their homes for as long as possible. It is recognized that it is more cost effective to stay at home, that family members may not live nearby to help seniors, and that no one is really eager to move into a facility.

Reading and West Windsor are lucky to have access to support organizations such as Senior Solutions (Council on Aging), SASH (Support and Services at Home), Visiting Nurses, and also the Current and Volunteers in Action (the last two dealing with transportation and/or Meals on Wheels). However, there are gap services” not covered by these organizations which could be handled by local “Aging in Place” groups. They would include checking in on our senior neighbors and making meals for them during difficult times, completing minor home repairs, lawn care, trash/recycling help, help with the wood pile, etc.

Reading and West Windsor residents of any age who are interested in working for area seniors (either paid or volunteer) may contact the Woodstock Area Job Bank (WAJB) at 802- 457-3835. Currently WAJB is working with Thompson Senior Center to develop lists of “senior friendly” (vetted) workers.

Our Aging in Place committee has developed a “Resources for Seniors” booklet (revised last year) available at no cost at the town halls and on the towns’ websites. This booklet lists area resources available to seniors in the areas of fitness, food/meals, clothing, at home support, financial support for projects, transportation, hiring and volunteering, medical resources, long term care, and more. Our committee has hosted events with speakers on topics of interest to seniors. We have joined a local listserv (online discussion list) provided at no cost by the non-profit Vital Communities so that people can post online about their immediate concerns. To join this listserv, you can post a message to: [brownsville-subscribe@lists.vitalcommunities.org](mailto:brownsville-subscribe@lists.vitalcommunities.org). Front Porch Forum is

another good online community resource.

We have been coordinating with the Reading Elementary School and with Albert Bridge School in terms of initiatives which connect local seniors with school children. The Reading 2nd and 3rd graders are currently pen pals with matched seniors. ABS and the West Windsor Historical Society developed the “I am History” project which involved communication between seniors and students and culminated in an event at the Grange featuring photos of cherished items, student essays, etc.

School children often deliver small gifts, baked goods, and song to homebound seniors at holiday time.

We meet quarterly on the fourth Monday of the month at the Reading Town Library. In 2020, our remaining meetings are scheduled for April 27th, July 27th, and Oct. 26th. Join us if you would like to be involved in this exciting initiative.

Questions? Please call Sara Norcross at 484-5097 (e-mail: [kbsnorcross@gmail.com](mailto:kbsnorcross@gmail.com)) or Lee Monro at 484-5953 (e-mail: [leemonro@gmail.com](mailto:leemonro@gmail.com)).

## THE CURRENT

As a private nonprofit 501c3 transportation company since 2003, The Current relies heavily and more than ever on local contributions. These funds allow us to draw down federal funds and provide operating support and the required match for our new vehicles. West Windsor has contributed to us for many years, and we thank you again for your support.

The Current's mission is to provide a safe, reliable and efficient transportation system that supports economic opportunity and quality of life for the 30 Windham and southern Windsor County towns we serve. We operate bus routes and senior and disabled non-emergency medical transportation services through our fleet of 23 buses, vans, and a network of 15 volunteer drivers. We receive state and federal grants, contributions from town and resorts, fares, and contributions from our human service partners.

The Current's total operating expenses last year were \$2,505,430 . We provided 157,464 bus, van, taxi and volunteer rides. Our buses and vans traveled 638,836 miles over 31,255 hours.

West Windsor's contribution supports continuing public transit in your town and throughout the region. Service levels vary by town and from year to year. A town's transportation needs can be minimal some years and large the next. We need your help to remain a healthy company to be able to respond to needs of the elderly, disabled, or in an emergency or crisis when the need arises.

We are requesting a \$125 contribution from the Town of West Windsor this year. We hope you will support our funding request.

We are always seeking input to improve our services. Please contact me to let us know how The Current may improve service in your community. Thank you!

Rebecca Gagnon  
General Manager

**TOWN MEETING – MARCH 5, 2019**

Attendance-118

ARTICLE 1: Moderator for ensuing year - Matthew Birmingham

ARTICLE 2: Voters approved to adopt the reports of the Town as amended for the year ending December 31, 2018.

ARTICLE 3: Voters approved to elect all Town Officers and establish compensation as proposed in the Selectboard's budget.

<b>OFFICE</b>	<b>YEARS</b>	<b>NAME</b>
Town Clerk	1	Cathy Archibald
Town Treasure	1	Cathy Archibald
Selectboard	3	Edwin Johnson
Lister	3	Susan Hines
Auditor	3	Barbara Gerstner
Delinquent Tax Collector	1	Cathy Archibald
Town Grand Juror	1	Matthew Birmingham
First Constable	1	William Young
Second Constable	1	Scott Smith
Town Agent	1	Matthew Birmingham
Campbell Fund Trustee	3	Robert French

Voters agreed to recess the town meeting and convene the town school district meeting.

ARTICLE 1: Voters approved to adopt the reports of the School District for the past year.

ARTICLE 2: Voters approved to elect officers for the School District as provided by law and to establish officers'.

<b>OFFICE</b>	<b>TERM ENDS</b>	<b>NAME</b>
School Director	09-30-19	Nancy Pedrick
School Treasurer	09-30-19	Cathy Archibald

ARTICLE 3: Voters agreed to do any other School District business that legally came before the meeting.

A motion was made to adjourn the school district meeting and to reconvene the Town of West Windsor annual meeting at article 4.

ARTICLE 4: Voters agreed to pay taxes to the Town Treasurer by or on Friday, October 25, 2019 by 4:30 PM with no discount for payment in advance and payments received after 4:30 PM will incur penalty same fashion as is established by the Town.

ARTICLE 5: Voters approved the expenditure of \$640,262.00 for General, \$726,168.00 for Highway (Combined \$1,366,430.00) for the year 2019, of which \$1,044,603.00 shall be raised by taxes, \$256,827.00 by non-tax revenues, \$15,000.00 from a Highway Fund surplus from prior years, and \$50,000.00 from a General Fund surplus from prior years.

ARTICLE 6: Voters approved the purchased of the Mary L. Blood Library for \$1.00.

ARTICLE 7: Voters approved the expenditure of \$16,507.00 for the Mary L. Blood Library of which \$16,000.00 shall be raised by taxes and \$507.00 by non-tax revenue.

ARTICLE 8: Voters approved the expenditure of \$91,000.00 for the purchase of the Burke property (Corner of Route 44 and Bible Hill Road) with such funds to be raised by taxes.

ARTICLE 9: Voters approved the sum of \$53,200.00 as a donation for the support and maintenance of the West Windsor Volunteer Fire Department.

ARTICLE 10: Voters approved the sum of \$6,000.00 as a donation for the support and maintenance of the West Windsor Volunteer Fast Squad.

ARTICLE 11: The voters approved to pass over this article. This article was already approved in the general fund in article 5.

ARTICLE 12: Voters approved the expenditure of \$6,350.00 as a donation for the support of the West Windsor Historical Society with such funds to be raised by taxes.

ARTICLE 13: Voters approved the expenditure of \$2,000.00 as a

donation for the West Windsor Independence Day Celebrations with such funds to be raised by taxes.

ARTICLE 14: Voters approved the appropriations totaling \$13,807.00 to be raised by taxes to the following organizations:

Health Care & Rehabilitation Services of Southeastern Vermont	\$1,067.00
Windsor County Partners	1,000.00
Volunteers in Action	400.00
Vt. Center for Independent Living	140.00
Green Up Vermont	100.00
Visiting Nurse Assoc. & Hospice of VT/NH	3,475.00
SEVCA	1,050.00
Reading-West Windsor Food Shelf	1,000.00
Sheddsville Cemetery	4,000.00
Vermont Assn of Conservation Districts	100.00
The Current	125.00
Windsor County Youth Services	600.00
Windsor On Air	750.00

ARTICLE 15: Voters agreed to do any other business that could legally be done at this meeting.

The meeting adjourned at 11:45 AM.

**A copy of the complete minutes are on file at the Town Clerk's office.**

**WARNING  
TOWN OF WEST WINDSOR, VERMONT  
ANNUAL MEETING**

The legal voters of the Town of West Windsor, Vermont are hereby notified and warned to meet at the Story Memorial Hall in said Town of West Windsor on Tuesday, March 3, 2020 at 9:00 AM to act on the following articles, viz:

**ARTICLE 1:** To elect a Moderator for the Town for the ensuing year.

**ARTICLE 2:** To act on the reports of the Town for the year ending December 31, 2019.

**ARTICLE 3:** To elect all Town Officers and establish compensation as proposed in the proposed General Fund budget.

Town Clerk	1 year
Treasurer	1 year
Selectboard	3 years
Lister	3 years
Auditor	3 years
Delinquent Tax Collector	1 year
First Constable	1 year
Second Constable	1 year
Town Agent	1 year
Campbell Fund Trustee	3 years

**ARTICLE 4:** Shall the Town vote to pay taxes to the Town Treasurer by or on Friday, October 30, 2020 by 4:30 PM with no discount for payment in advance? Postmarks are not accepted as timely payment so payments received after 4:30 PM will incur penalty and interest.

**ARTICLE 5:** Shall the Town provide notice of availability of the annual report by mailing a letter to all

registered voters at least 30 days before the annual meeting instead of mailing or otherwise distributing the report to the voters of the town pursuant to 24 V.S.A. #1682(a)?

**ARTICLE 6:** Shall the Town approve budgeted expenditures of \$640,071 for the General fund (excluding appropriations) and \$751,055 for the Highway Fund (combined \$1,391,126) for the year 2020, of which \$1,076,554 shall be raised by taxes after applying \$257,072 of budgeted non-tax revenues, \$7,500 from a Highway Fund prior year surplus and \$50,000 from a General Fund prior year surplus?

**ARTICLE 7:** Shall the Town appropriate the sum of \$70,650 to support other West Windsor organizations and activities with such funds to be raised by taxes as shown below:

West Windsor Volunteer.Fire Department	\$52,300.00
West Windsor FAST Squad	\$ 6,000.00
West Windsor Historical Society	\$ 6,350.00
West Windsor Independence Day Committee	\$ 2,000.00
Sheddsville Cemetery	\$ 4,000.00

**ARTICLE 8:** Shall the Town appropriate \$9,807.00 to support organizations providing services to West Windsor with such funds to be raised by taxes as shown below:

Health Care & Rehabilitation Services of Southeastern Vermont	\$1,067.00
Windsor County Mentors f/k/a Windsor County Partners	\$1,000.00
Volunteers in Action	\$ 400.00
Vt. Center for Independent Living	\$ 140.00

Green Up Vermont	\$ 100.00
Visiting Nurse Association & Hospice of VT/NH	\$3,475.00
SEVCA	\$1,050.00
Reading/West Windsor Food Shelf	\$1,000.00
VT Assoc. of Conservation Districts	\$ 100.00
The Current	\$ 125.00
Windsor County Youth Services	\$ 600.00
Windsor on Air	\$ 750.00

**ARTICLE 9:** Shall the Town add Senior Solutions to the group of supported organizations providing services to West Windsor by appropriating the sum of \$750.00 with such funds to be raised by taxes?

**ARTICLE 10:** Shall the Town approve the expenditure of \$18,000.00 for the Mary L. Blood Library, of which \$16,000.00 shall be raised by taxes and \$2,000.00 by non-tax revenue?

**ARTICLE 11:** Shall the Town approve additional Library expenditures of \$5,850.00 to be raised by taxes to increase its hours of operation from 8 to 15 hours per week, add to the resources it has to provide and make other service enhancements as proposed by the Library Trustees?

**ARTICLE 12:** Shall the Town vote up to the sum of \$12,000.00 to support the construction of a stone wall for protection of certain Sheddsville Cemetery graves with such funds to be raised from donations first with the balance to be paid from taxes?

**ARTICLE 13:** By Petition - Shall the Town of West Windsor pay \$2,000.00 to the Town of Windsor to enable West Windsor residents to utilize the various facilities and programs of the Windsor Recreation Center without paying the additional non-resident fee?

**ARTICLE 14:** Shall the voters authorize a transfer of \$150,000.00 from the General Fund unreserved fund balance (estimate to be \$500,000 at 12-31-19) to the Highway Department Equipment Reserve in anticipation of replacing the grader in 2025?

**ARTICLE 15:** To do any other business that can legally be done at this meeting.

West Windsor Selectboard  
Edwin Johnson  
Brett Myers  
Matthew Kantola

Dated this 20th day of January, 2020  
Cathy R. Archibald, Town Clerk

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