

Town of  
*Westfield*, Vermont

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Annual  
TOWN & SCHOOL REPORT

For The Year Ending December 31  
2019

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## **2020 DATES TO REMEMBER**

- **February 11<sup>th</sup>: Westfield Town School Board Informational Meeting** at 6 p.m. at the Jay-Westfield Joint Elementary School, 257 Revoir Flat Rd., in Jay.
- **March 3<sup>rd</sup>: Town & School Meeting Day** at the Westfield Community Center, 59 North Hill Rd., beginning at 10:00 a.m.
- **March 3<sup>rd</sup>: Local Australian Ballot Election** at the Westfield Community Center. Polling hours are 9:00 a.m.-7:00 p.m. for Australian ballot voting only. Town and School Meeting floor voting begins at 10:00 a.m.
- **March 3<sup>rd</sup>: Presidential Primary Election** polls open 9 a.m. to 7 p.m. at the Westfield Community Center-See page 6
- **March 21<sup>st</sup>: Rabies Clinic** at the Westfield Town Garage, 757 VT Route 100, 10:30 a.m.-11:30 a.m. Dog licenses (for Westfield Dogs) can be purchased at the Clinic with current proof of rabies certificate. The Rabies Clinic, which is open to all communities, is offered by Dr. Selena Hunter, The Animal Doctor. Dog and cat rabies vaccinations are \$15.
- **April 1<sup>st</sup>: Dog Licenses** are due by 4 p.m. at the Town Clerk's Office, 38 School St. After April 1<sup>st</sup> fees increase by 50%.
- **May 2<sup>nd</sup>: Green Up Day** bags are available at the Town Clerk's Office and at the Recycling Center.
- **June 20<sup>th</sup>: Household Hazardous Waste Day** at the Jay Transfer Station 9 a.m.-Noon. For more details visit <http://nekwmd.org/pdf/2020%20hhw%20schedule.pdf>
- **August 3<sup>rd</sup>: Statewide Primary Election** polls open 9 a.m. to 7 p.m. at the Westfield Community Center.
- **October 13<sup>th</sup>: Property Taxes** are due by 4 p.m. Property taxes must be paid in full at the Town Clerk's office by 4 p.m. to avoid an 8% delinquent penalty. Postmarks are not accepted.
- **November 3<sup>rd</sup>: General Election Day** polls open 9 a.m. to 7 p.m. at the Westfield Community Center.
- **Caroling on the Common** (early in December-date and time to be announced): Everyone is invited to carol, enjoy a warm bonfire and refreshments while visiting with neighbors and waiting for Santa's arrival.

## **USEFUL TOWN INFORMATION**

**TOWN OFFICE** ♦ **Mailing Address:** 38 School St., Westfield, VT 05874 ♦ **Telephone:** 802-744-2484 ♦ **Fax:** 802-744-6224

**Town Clerk's Office Hours:** Monday-Thursday 8:00 a.m. to 4:00 p.m.

**Email Address:** [townofwestfield@comcast.net](mailto:townofwestfield@comcast.net)

**Website:** [www.westfield.vt.gov](http://www.westfield.vt.gov) ♦ **Social Media:** Like us on Facebook at *Town of Westfield, Vermont*

**Town Clerk:** LaDonna Dunn ♦ **Assistant Town Clerk:** Heather Johnson ♦ **Assistant Town Clerk:** Karen Blais

**Town Treasurer:** Mary Lou Jacobs (Hours: Wednesday 8 a.m. to 2 p.m. & by appointment)

**Listers & Zoning Administrators Hours:** By appointment

**HITCHCOCK MEMORIAL MUSEUM & LIBRARY** ♦ 1252 VT Route 100, Westfield, VT 05874

**Librarian:** MaryLee Daigle ♦ **Telephone:** 802-744-8258 ♦ **Email address:** [hitchcockmemorial8258@gmail.com](mailto:hitchcockmemorial8258@gmail.com)

**Hours:** Tuesday & Thursday: 1:00 p.m.-7:00 p.m.

**SELECTBOARD MEETINGS** ♦ The Selectboard meets at 5:00 p.m. the third Monday of each month at the Westfield Town Office. They also hold special warned meetings as needed. Agendas/Minutes are posted at the Town Clerk's office, the Westfield General Store and the Westfield Post Office or can be viewed online at [www.westfield.vt.gov](http://www.westfield.vt.gov).

**PROPERTY TAXES** ♦ 2020 property taxes are due Tuesday, October 13<sup>th</sup> (this year October 10<sup>th</sup> is a Saturday and Monday the 12<sup>th</sup> is a holiday) by 4:00 p.m. at the Town Clerk/Treasurers office, 38 School Street, Westfield, VT 05874. *ALL taxes received after 4 p.m. on October 13, 2020 either in person OR by mail will be considered delinquent and are subject to delinquent penalties. Postmarks are not accepted.* Tax bills are mailed each year in July. Please make checks payable to: Town of Westfield and if possible include the property's parcel ID in the memo section of the check.

**COMMUNITY CENTER** ♦ The Community Center, 59 North Hill Rd., is available to rent for music events, tournaments, parties, meetings and exercise/dance groups. Fees are: Residents \$75 (plus a \$100 refundable security deposit); Non-residents \$100 (plus a \$100 refundable security deposit); Kitchen usage adds \$50; Exercise groups \$30. Contact LaDonna at the Town Clerk's office for reservations, 744-2484 or visit the Town website at [www.westfield.vt.gov](http://www.westfield.vt.gov) and click on the Community Center page for more information.

**RECYCLING CENTER** ♦ The Recycling Center is open every Saturday morning from 8 a.m. until Noon. All recyclables are free to dispose of. See the Recycling Center News on page 28 for a complete list of recyclables. See the Westfield Recycling Center Fee Chart on page 34 for trash and tire disposal fees. Pricing for large trash items such as furniture, mattresses and oversized tires are negotiated with the Recycling Manager, Yves Daigle, 744-2247. The Recycling Center is located at the Westfield Town Garage, 757 VT Route 100.

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The Westfield Town School Board will hold an Informational Meeting on Tuesday, February 11, 2020 at 6:00 p.m. at the Jay-Westfield Joint Elementary School, 257 Revoir Flat Road in Jay. This meeting shall constitute the Public Informational Hearing required by 17 V.S.A. §2680(G).

**WARNING**  
**ANNUAL WESTFIELD TOWN MEETING**  
**AND WESTFIELD TOWN SCHOOL DISTRICT MEETING**  
**MARCH 3, 2020 - 10 a.m.**

The legal voters of the Town of Westfield and the legal voters of the Westfield Town School District are hereby notified and warned to meet at the Westfield Community Center, 59 North Hill Road, on Tuesday, March 3, 2020 at 10:00 A.M. to transact the following business:

**WESTFIELD TOWN SCHOOL DISTRICT ANNUAL MEETING:**

- Article 1.** To elect a moderator for a term of one-year.
- Article 2.** To elect one Westfield Town School District Board Member for a term of three-years.
- Article 3.** To elect one Westfield Town School District Board Member for a term of two-years to fill an unexpired three-year term.
- Article 4.** Shall the voters of the Westfield Town School District appropriate the sum of \$1,566,191 to defray the expenses and liabilities for the Jay/Westfield Joint Elementary School for the ensuing year with a net assessment to the town of \$521,307? **(Paper ballot to be commingled with Jay)**
- Article 5.** Shall the voters of the Westfield Town School District approve the school board to expend \$533,299 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$17,946 per equalized pupil. This projected spending per equalized pupil is 8.49% higher than spending for the current year.
- Article 6.** Shall the voters of the Westfield Town School District approve the school board to place up to \$25,000 of prior year fund balance into a capital construction reserve fund?
- Article 7.** Shall the voters of the Westfield Town School District approve the school board to establish a tax stabilization reserve fund with prior year fund balance?

- **Articles 8 through 11 voted by Australian ballot:** Australian ballot items are voted on at the Westfield Community Center, 59 North Hill Road, throughout the day on Tuesday, March 3, 2020. The polls open at 9:00 A.M. and close at 7:00 P.M. Early or absentee ballots are available by contacting the Town Clerk at 802-744-2484 or request absentee ballots online at <https://mvp.sec.state.vt.us/>.

- **Article 8.** To elect a Jay/Westfield Joint School Treasurer for the school year 2020-2021. **(Australian ballot to be commingled with Jay)**
- **Article 9.** To elect a Westfield Town School District Treasurer for the school year 2020-2021. **(Australian ballot)**
- **Article 10.** North Country Union High School and North Country Career Center: Shall the voters of the school district approve the school board to expend \$16,927,700 which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$16,511 per equalized pupil. This projected spending per equalized pupil is 6.12% higher than spending for the current year. **(Australian ballot)**

- **Article 11.** North Country Union Junior High School: Shall the voters of the school district approve the school board to expend \$5,052,800, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$17,074 per equalized pupil. This projected spending per equalized pupil is 6.12% higher than spending for the current year. **(Australian ballot)**

**Article 12.** To transact any other non-binding business which may legally come before this meeting.

**Article 13.** To adjourn.

**FOLLOWING A SHORT BREAK THE TOWN MEETING WILL CONVENE**

**TOWN MEETING:**

**Article 1.** To elect a moderator for a term of one-year.

**Article 2.** To hear and act upon the reports of the Town Officers.

**Article 3.** To elect all necessary town officials required by law.

- |                              |                 |
|------------------------------|-----------------|
| a. Auditor                   | Three-year term |
| b. 1 <sup>st</sup> Constable | One-year term   |
| c. 2 <sup>nd</sup> Constable | One-year term   |
| d. Delinquent Tax Collector  | One-year term   |
| e. Lister                    | Three-year term |
| f. Selectperson              | Three-year term |
| g. Town Agent                | One-year term   |
| h. Town Grand Juror          | One-year term   |

**Article 4.** Shall the Town of Westfield enter into a Communications Union District (CUD) to be known as NEK Community Broadband, under the provisions of 30 V.S.A. Chapter 82? *(pg. 7)*

**Article 5.** Shall the voters approve **\$70,232.99** for the following appropriations?

- \$250** to American Red Cross *(see pg. 37)*
- \$100** to Felines & Friends Foundation *(see pg. 38)*
- \$400** to Green Mountain Farm-to-School, Inc. *(see pg. 40)*
- \$50** to Green Up Vermont *(see pg. 40)*
- \$450** to Hazen's Notch Association Campership Fund *(see pg. 41)*
- \$200** to Jay Focus Group *(see pg. 42)*
- \$500** to Jay Area Food Shelf *(see pg. 41)*
- \$250** to Jay Peak Post No. 28-American Legion *(see pg. 42)*
- \$300** to Missisquoi River Basin Association *(see pg. 44)*
- \$16,146** to Missisquoi Valley Ambulance Service *(see pg. 45)*
- \$4,000** to Montgomery Fire Department *(see pg. 38)*
- \$100** to North Country Friends of the Vermont Symphony Orchestra *(see pg. 45)*
- \$300** to Northeast Kingdom Community Action, Inc. (NEKCA) *(see pg. 46)*
- \$300** to Northeast Kingdom Council on Aging *(see pg. 46)*
- \$1,072** to Northeast Kingdom Human Services (NKHS) *(see pg. 47)*
- \$250** to Northeast Kingdom Learning Services (NEKLS) *(see pg. 48)*
- \$550** to Old Stone House Museum (Orleans County Historical Society) *(see pg. 49)*
- \$500** to Orleans County Citizen Advocacy (OCCA) *(see pg. 49)*
- \$500** to Orleans County Fair Association *(see pg. 50)*
- \$13,875.49** to Orleans County Sheriff's Department *(see pgs. 50-51)*

- u. **\$2,500** to Orleans Essex Visiting Nurse Association (VNA) and Hospice, Inc. (see pg. 52)
- v. **\$500** to Pope Memorial Frontier Animal Shelter, Inc. (see pg. 52)
- w. **\$600** to Rural Community Transportation, Inc. (RCT) (see pg. 53)
- x. **\$1,200** to Troy and Area Lions Club to run the Westfield Senior Meal Site (see pg. 43)
- y. **\$24,744.50** to Troy Fire Department (see pg. 39)
- z. **\$400** to Umbrella (see pgs. 53-54)
- aa. **\$95** to Vermont Center for Independent Living (VCIL) (see pg. 54)
- bb. **\$100** to Vt. Rural Fire Protection Task Force-Vt. Assoc. of Conservation Dist. (see pg. 55)

**Article 6.** Shall the voters approve general government fund expenditures of \$375,847, of which \$151,402 shall be raised by non-tax revenues and \$224,445 shall be raised by municipal taxes?

**Article 7.** Shall the voters approve highway fund expenditures of \$599,019, of which \$217,086 shall be raised by non-tax revenues and \$381,933 shall be raised by municipal taxes?

- **Articles 8 voted by Australian ballot:** Australian ballot items are voted on at the Westfield Community Center, 59 North Hill Road, throughout the day on Tuesday, March 3, 2020. The polls open at 9:00 A.M. and close at 7:00 P.M. Early or absentee ballots are available by contacting the Town Clerk at 802-744-2484 or request absentee ballots online at <https://mvp.sec.state.vt.us/>.
- **Article 8.** Shall the voters authorize the Northeast Kingdom Waste Management District to appropriate and expend a budget of \$794,823? **(Australian ballot)**

**Article 9.** To transact any other non-binding business which may legally come before this meeting.

**Article 10.** To adjourn.

Dated at Westfield, Vermont this 27th day of January, 2020.

Signed by: **Selectboard Members:** Yves Daigle, Chair; Jacques Couture; and Anne Lazor  
**Westfield School Board Members:** Kevin Amyot and Nicole Dunn

Received for Recording: January 27, 2020 at 4:00 p.m.                      Attest: LaDonna Dunn, Town Clerk

The signed version of this document is available for viewing at the Town Clerk's Office or at [www.westfield.vt.gov/town-meeting](http://www.westfield.vt.gov/town-meeting).

*A few words about the March 3, 2020 elections.....*

In addition to the local Australian ballot items being voted on above, there will be a Presidential Primary election on March 3, 2020. At the polls or when requesting early or absentee ballots, you must specify which major party ballot (Democratic or Republican) you wish for this federal election. This is required by Vermont law for a Presidential Primary (17 V.S.A. §2704). Both elections (Presidential Primary and Australian ballot) take place simultaneously at the Westfield Community Center, 59 North Hill Road (at School Street) with the Polls opening at 9 a.m. and closing at 7 p.m. The Town and School Meetings begins at 10 a.m. Articles not noted Australian ballot on the Warning above are voted by either Paper Ballot or Voice Vote from the floor at the Town/School Meeting.



Early/absentee ballots are available up until 4 p.m. on Monday, March 2, 2020 for local Australian ballot articles and the Presidential Primary. Call or stop by the Town Clerk's office to vote or to request an absentee ballot. If you request a ballot in person for yourself you may vote at the Town Clerk's office or take the ballot home with you. If you request a ballot for another person, Vermont law requires that ballot be mailed to the voter.

# Voter Information and Background about NEK Community Broadband

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The Selectboard felt it was important to include this information for voters about this ballot question to be voted on from the floor at Town Meeting. It can be discussed further at Town Meeting. See page 5 in the Town Report.

*Article 4. "Shall the Town of Westfield enter into a communications union district (CUD) to be known as NEK Community Broadband, under the provisions of 30 V.S.A. Chapter 82.?"*

The towns of the Northeast Kingdom have a chance to benefit from funding available through the State of Vermont and the federal government to develop broadband infrastructure that would offer high speed internet (at least 100 mbps up and down) to every residential and business address in the region. A CUD is municipal entity, made up of 2 or more towns, with the specific purpose of bringing high-speed internet access, commonly called "broadband" to every e911 address in the NEK. As stated in Title 30 V.S.A. Chapter 082 § 3053(d), membership in the CUD poses no financial risk to the Town of Westfield or individual taxpayers within Westfield. All towns that approve this ballot measure will become members of the CUD and each member town must appoint a representative to the CUD governing board.

**Goal:** Bring a reliable and affordable, high-speed internet option (at least 100 mbps symmetrical) to every residential and business address in the Northeast Kingdom.

**Summary:** High-speed internet is no longer a luxury, but a necessity. Unfortunately, it's not financially appealing to internet companies to invest in infrastructure to serve our rural communities. We must set up our own networks to ensure access for all residents and businesses. The Legislature created a process to do this with Act 79 (2019).

**How?** The first step is for towns in our region to form a *Communications Union District (CUD)*. It will be known as "NEK Community Broadband".

**What's a CUD?** A Communications Union District (CUD), is a municipality made of two or more towns for the purpose of building communication infrastructure together. Each town in the CUD has a seat on a governing board which will plan, contract build and manage the infrastructure that will provide high speed internet.

**What do we gain by joining NEK Community Broadband?** The Town gets a seat at the table as critical regional infrastructure is designed and built.

**What's the cost to be a part of the CUD?** There are no direct costs to the taxpayer or the town, though a CUD may ask the town to provide space for a communications plant used to store fiber optic cable, electronics and other assets required to operate the network.

**What's the risk to the taxpayer and towns?** Membership in a CUD poses no financial risk to the town or individual taxpayers, by state statute, meaning **taxpayer dollars will not be used and if the CUD fails no liability falls to the member towns or taxpayers.** (30 V.S.A. Chapter 82; see web address below).

**How much will it cost to build the network?** We won't know the estimated cost of the network until we know which towns are in the CUD and a network design has been engineered. Luckily, Northeastern Vermont Development Association has already secured grant funds to develop a business plan and conduct the initial network engineering for the CUD. Building a network is expensive but community based broadband projects like this qualify for large grants and very low interest loans.

**How long will it take?** Forming a CUD is just the first step in a multi-year process to plan, fund and build a network to deliver high-speed internet across our region.

**Will it work?** Yes, we believe it will work. Across rural Vermont, substantial leaps in internet service have come from communities banding together or partnering with providers to build their own networks. ECFiber, Vermont's first CUD formed in 2015, now delivers up to 700 mbps service to 3,500 customers in 22 rural towns and is profitable.

**How can we join the district?** By voting yes on the CUD Article (just listen for "NEK Community Broadband") at Town Meeting, you're voicing your support for your town's membership in the CUD. All towns that approve this ballot measure will become members of a CUD.

**What's next?** Each town appoints a resident and an alternate to serve on the CUD board. That board will work to develop a feasible plan for building the network and raise funds to construct and manage it. Then we have an affordable, high-speed internet option. Of course, no one would be required to sign up for the new service. This just means we'll have more and better options!

**Questions?** Visit [NEKCollaborative.org/broadband](https://NEKCollaborative.org/broadband) for more information. To read the full text of the state statute, visit: <https://legislature.vermont.gov/statutes/chapter/30/082>.

# ANNUAL WESTFIELD TOWN & SCHOOL MEETING

## MINUTES from MARCH 5, 2019

The legal voters of the Westfield School District are hereby notified and warned to meet at the Westfield Community Center, 59 North Hill Road, on Tuesday, March 5, 2019 at 10:00 A.M. to transact the following business:

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The meeting was called to order at 10:00 a.m. by Selectman Jacques Couture who began the meeting with the Pledge of Allegiance.

### **WESTFIELD TOWN SCHOOL DISTRICT ANNUAL MEETING:**

**Article 1.** To elect a moderator for a term of one-year:

Selectman Couture asked if there was any objection from the body to elect a moderator who would serve as both the School and Town Moderator. No one objected.

**Mike Piper nominated Pat Sagui. Hearing no other nominations, Pat was re-elected by voice vote as the School and Town Moderator for a term of one year (2020).**

Moderator Sagui made some housekeeping announcements including reminding people to turn off any electronic devices. She announced the meeting was being recorded. She referenced the Town Meeting Procedures printed on the inside back cover of the Town Report. She asked people to stand and state their name for the record, before making their comments. She explained there are three types of voting taking place during the meeting: voice voting from the floor on some articles; paper voting during the school and town meetings; and Australian ballot voting throughout the day until the polls close at 7 p.m. Moderator Sagui explained paper ballot voting is done at the head table with the Selectboard members and Australian ballot voting takes place at the table near the voting booths.

Moderator Sagui said if there was no objection Representative Mark Higley wanted to briefly address the body. Hearing no objection, Representative Higley gave a brief report about what was happening in the legislature.

- He said he served on the Agriculture and Forestry Committee for the past two years and has moved to the Energy and Technology Committee. This committee is working to increase broadband to rural areas of Vermont. He said there is money in the bill for feasibility studies. He suggested if our Town has an energy committee or people involved with communications they might want to get together or possible join with other towns to follow this bill and see how the towns can receive some of this money.
- The Minimum Wage Bill has passed out of the Senate.
- The Family Leave Bill is in the Ways and Means Committee.
- There are possibly a lot of changes coming to Act 250.
- Home improvement contractors may be licensed in the future.
- There are a couple of gun control bills.

Mike Salomey asked about new regulations on deer hunting. Representative Higley said he's heard the length of the deer hunting season may be changing.

Dennis Neumann asked what is being done in the legislature to improve the state's roads. Representative Higley said there is an additional four cent gas tax specifically for roads being looked at. There are concerns because more and more electric vehicles are on the roads. These vehicles don't pay a gas tax. A kilowatt tax or standard tax is being looked at for electric vehicles.

Representative Higley thanked the body for allowing him to speak and left flyers on the table with his contact information.

**Article 2.** To elect one Westfield Town School District Board Member for a term of three-years.

**Kevin Amyot nominated Janellen Parker-Goodwin. Hearing no other nominations, Janellen was re-elected by voice vote for a term of three-years (2022).**

**Article 3.** Shall the voters of the Westfield Town School District appropriate the sum of \$1,269,453 to defray the expenses and liabilities for the Jay/Westfield Joint Elementary School for the ensuing year with a net assessment to the town of \$474,141? **(Paper ballot to be commingled with Jay)**



**Article 9.** Shall the North Country Union High School District authorize the Board of School Directors to place \$350,000 of undesignated FY2018 fund balance from the general fund operations in the Capital Improvement Reserve fund? **(Australian ballot)**

Discussion: None

**Votes by Australian ballot: Yes – 83 No – 22 Spoiled – 1 Blank – 3**  
**Article 9 passed.**

**Article 10.** Shall the North Country Union High School District authorize the Board of School Directors to establish a School Improvement Reserve Fund to provide additional resources to improve school programs and place \$200,000 of FY2018 fund balance from the general fund operations of the district in said reserve fund? **(Australian ballot)**

Discussion: None

**Votes by Australian ballot: Yes – 83 No – 23 Spoiled – 1 Blank – 2**  
**Article 10 passed.**

**Article 11.** Shall the North Country Union Junior High School District authorize the Board of School Directors to establish an Athletic Field Maintenance Reserve Fund, for the ongoing maintenance of the school's athletic fields, and appropriate \$10,000 to be placed in said fund? This fund is in support of the Field of Dreams project. **(Australian ballot)**

Discussion: Yves Daigle asked if this was something new. Kevin Amyot said he did not know a lot about it but would get some information for Yves. Yves said he thinks sports are a good thing for young people to be involved in. Kelly Dean said she believes this is to convert some of the soccer fields to softball fields. She did not know if it was a one-time thing.

**Votes by Australian ballot: Yes – 86 No – 20 Spoiled – 1 Blank – 2**  
**Article 11 passed.**

**Article 12.** To transact any other non-binding business which may legally come before this meeting.

Moderator Sagui said if no one objected, the comments would be limited to two minutes until everyone who wanted to speak had the opportunity.

**a. Kevin Amyot, School Board Chair:** He thanked the townspeople for their ongoing support of the school. He said the group of people he works with are second to none. He commented we are seeing Act 46 slowly falling apart around the state. Our small schools are some of the best schools in the state. He feels the Supervisory Union is always there for the teachers and school boards. He thanked the townspeople for their continued faith in the school board.

**Article 13.** To adjourn.

Motion by Sue Scott and second by Mike Piper to adjourn the meeting at 10:40 a.m. The motion passed by voice vote.

## **WESTFIELD TOWN ANNUAL MEETING :**

**Immediately following the School Meeting, the Town Meeting was called to order at 10:41 a.m.**

**Article 1. To elect a moderator for a term of one-year.**

The body voted to elect Pat Sagui to the position of Town and School Moderator during the school portion of the meeting.

**Article 2. To hear and act upon the reports of the Town Officers.**

Motion by Connie LaPlume second by Theresa McAvinney to bring the Town Reports to the floor.

**Discussion:**

- Mike Saloomey asked why the expense in the actual column of the budget for the Community Center was \$6200 when \$2000 was the budgeted amount. The Treasurer, Mary Lou Jacobs, explained there were some plumbing issues and new stairs were put in the cellar. She explained it is an old building and some years more maintenance is required.

**Vote: Motion passed by voice vote.**

**Article 3. To elect all necessary town officials required by law:**

**a. Auditor, remaining two-years of a three-year term:** Motion by Mary Lou Jacobs to nominate Karen O'Donnell. No other nominations were made. **Vote: Following a motion by Mike Piper and second by Jacques Couture, the Clerk was instructed to cast one ballot for Karen O'Donnell for the remaining two-years of a three-year term. (2021)**

**b. Auditor, three-year term:** Motion by Mary Lou Jacobs to nominate Kay Courson. No other nominations were made. **Vote: Following a motion by Richard Degre and second by Theresa McAvinney, the Clerk was instructed to cast one ballot for Kay Courson for a three-year term. (2022)**

**c. 1<sup>st</sup> Constable-one-year term:** Motion by Jacques Couture to nominate John Hamelin. No other nominations were made. **Vote: John Hamelin was elected by voice vote for a one-year term. (2020)**

**d. 2<sup>nd</sup> Constable-one-year term:** Motion by Richard Degre to nominate Mike Piper. No other nominations were made. **Vote: Michael Piper was elected by voice vote for a one-year term. (2020)**

**e. Delinquent Tax Collector-one-year term:** Motion by Mike Piper to nominate Joyce Crawford. No other nominations were made. **Vote: Joyce Crawford was elected by voice vote for a one-year term. (2020)**

**f. Lister-Three-year term:** Motion by Mary Lou Jacobs to nominate Sue Scott. No other nominations were made. **Following a motion by Pauline Couture and second by Mike Couture, the Clerk was instructed to cast one ballot for Sue Scott for a three-year term. (2022)**

**g. Selectperson-three-year term:** Motion by Richard Degre to nominate Jacques Couture. No other nominations were made. **Vote: Following a motion by Pauline Couture and second by Sue Scott, the Clerk was instructed to cast one ballot for Jacques Couture for a three-year term as Selectperson. Motion passed. (2022)**

**h. Town Agent, one-year term:** Theresa McAvinney asked what the duties of the Town Agent are. The position has been vacant for the past year. The Clerk explained the Selectboard could have the Town Agent represents the town in a lawsuit or the Selectboard could hire legal counsel. **There were no nominations. The position will remain empty.**

**i. Town Grand Juror, one-year term:** Motion made by Sue Scott to nominate Mike Piper. No other nominations were made. **Vote: Mike Piper was elected by voice vote for a one-year term. (2020)**

#### **Article 4.**

**Shall the voters approve cleaning and/or repairing headstones at the Westfield Cemetery to be funded through donations and the Westfield Cemetery Fund investment money?** Motion made by Connie LaPlume, second by Mike Piper to bring the article to the floor.

**Discussion:** Debra Dykeman explained she was present to make a pitch to clean the headstones at the Westfield Cemetery. She said most of the money will come from the cemetery fund but it needs to be voted on by the voters. This is a two part project. The first part is to repair the 10-12 broken headstones and the second part is to clean all of the almost 400 headstones. Debra stated some of the stones go back to the Civil War. Debra is donating \$1,000 in memory of her husband, Steve, who passed away in February. Mr. Bianchi, who owns Heritage Memorials, Inc., has offered to give a discount if we clean the whole cemetery and he will also donate \$1,000 per side towards the project. She is also applying for a Vermont Old Cemetery Association (VOCA) grant to help with the repairs needed. Debra's also secured \$300 in donations. Scott Bianchi was present to answer questions. Debra said the cleaning lasts 15-20 years. Yvan LaPlume asked what they will do to repair the ones that are laying on the ground. Scott said they would use epoxy to repair the stones. Yves Daigle said he takes care of the North Hill Cemetery. Yves asked what the stones would look like when the cleaning is completed. Scott said they don't use bleach but instead use a biological cleaner. Yves said those old stones don't have relatives around. Donations can be made by contacting Debra Dykeman, 107 North Hill Road in Westfield. Debra thanked the voters. Moderator Sagui thanked Debra for taking leadership on this project.

**Vote: Article 4 passed by voice vote.**

**All were in agreement to break for five minutes before beginning the appropriations.**

#### **Article 5.**

**Shall the legal voters approve \$67,386.85 for the following appropriations?**

Moderator Sagui explained there has been a request to do this article differently. The suggestion was to bring the whole dollar amount to the floor and read each article. Questions can be asked or an amendment can be made to raise or lower the amount and then at the end one vote can be made for the whole dollar amount. The consensus was to try the expedited version for this Article. The Moderator stated after the last

appropriation was read we would amend the amount, if needed, then vote on one total amount. There was a motion made by Carrie Glessner, seconded by Sue Scott to bring the article to the floor.

- a. **\$500** to American Red Cross. **Discussion:** None.
- b. **\$100** to Felines & Friends Foundation. **Discussion:** None.
- c. **\$250** to Green Mountain Farm-to-School, Inc.  
**Discussion:** None.
- d. **\$50** to Green Up Vermont. **Discussion:** None.
- e. **\$500** to Hazen's Notch Association Campership Fund. **Discussion:** None.
- f. **\$200** to Jay Focus Group & the Jay Focus Group Children's Halloween Party. **Discussion:** None.
- g. **\$500** to Jay Food Shelf. **Discussion:** None.
- h. **\$250** to Jay Peak Post No. 28-American Legion. **Discussion:** None.
- i. **\$300** to Missisquoi River Basin Association. **Discussion:** None.
- j. **\$15,163** to Missisquoi Valley Ambulance Service. **Discussion:** None.
- k. **\$4,000** to Montgomery Fire Department. **Discussion:** None.
- l. **\$100** to North Country Friends of the Vermont Symphony Orchestra. **Discussion:** None.
- m. **\$300** to Northeast Kingdom Community Action, Inc. (NEKCA). **Discussion:** None.
- n. **\$300** to Northeast Kingdom Council on Aging (formerly Area Agency on Aging for Northeastern Vermont). **Discussion:** None.
- o. **\$563** to Northeast Kingdom Human Services (NKHS). **Discussion:** None.
- p. **\$200** to Northeast Kingdom Learning Services (NEKLS). **Discussion:** None.
- q. **\$450** to Old Stone House Museum (Orleans County Historical Society). **Discussion:** None.
- r. **\$500** to Orleans County Citizen Advocacy (OCCA). **Discussion:** None.

s. **\$13,471.35** to Orleans County Sheriff's Department

**Discussion:** Deputy Kyle Engels from the Sheriff's Department was present to answer questions.

- Mike Salomey stated he lives on Route 100 in the village. He reviews the Sheriff's report. There have been 29 tickets issued. He said it is hard to fathom that only 29 tickets have been issued in a year. He wants to know how we can do a better job of slowing cars down in town. He feels a speed trap might work. He suggested to the Selectboard hiring a retired officer to issue tickets like they do on the snowmobile trail. Deputy Engels commented that cars flash each other as a warning when they see an officer parked. They get a couple of tickets in before they end up with a stretch where people are warning each other to slow down. He stated that they are also investigating other incidents so sometimes the allotted hours are used up on investigation rather than writing tickets. Maybe they could set up different operations where the officers' vehicles are hidden and they are on foot. The Sheriff's hours are 8 a.m. to midnight in the summer. They do have 6 a.m. hours. Mike feels the Selectboard needs to address this.
- Sue Scott asked the Selectboard where things stand with the solar powered radar signs. Yves Daigle stated they have been working on it for over a year. There is a lot of permitting required which is being worked on. Mary Lou Jacobs and Eric Kennison are working together on this. They anticipate this will be ready to install in the spring.
- Sandy Snyder said there are proven ways to get people to slow down. Moderator Sagui said the conversation needs to be limited to the budget questions. Sandy said there are ways to make people feel more peaceful which will make them slow down.

- Danny Young wanted to know why the budget was exceeded on the Sheriff's line item on the budget. Treasurer Jacobs explained she inadvertently made a quarterly payment at the end of the year.

t. **\$2,500** to Orleans Essex Visiting Nurse Association (VNA) and Hospice, Inc. **Discussion:** None.

u. **\$500** to Pope Memorial Frontier Animal Shelter, Inc. **Discussion:** None.

v. **\$600** to Rural Community Transportation, Inc. (RCT). **Discussion:** None.

w. **\$750** to Troy and Area Lions Club to run the Westfield Senior Meal Site  
**Discussion:** Connie LaPlume commented the Mealsite is serving 30-40 meals per week and has a lot of volunteers helping. The donation is \$4 with the second Thursday of the month free. She said the appropriation request had gone down this year.

x. **\$24,744.50** to Troy Fire Department. **Discussion:** None

y. **\$400** to Umbrella. **Discussion:** None.

z. **\$95** to Vermont Center for Independent Living (VCIL). **Discussion:** None.

aa. **\$100** to Vt. Rural Fire Protection Task Force - Vt. Assoc. of Conservation Dist. **Discussion:** None.

**Vote: Moderator Sagui re-stated the main motion being voted in the amount of \$67,386.85. The motion passed unanimously by voice vote.**

**Article 6. Shall the voters approve general government fund expenditures of \$269,987, of which \$109,020 shall be raised by non-tax revenues and \$160,967 shall be raised by municipal taxes?** Motion by Mike Piper and second by Theresa McAvinney to bring the article to the floor.

**Discussion:** None

**Vote: Passed unanimously by voice vote.**

**Article 7. Shall the voters approve expanding the Town Garage with an additional bay to be funded with \$50,000 from the Good Neighbor Fund town investment and \$30,000 from the town road budget?**  
**Note: This \$80,000 is included in the proposed Highway Budget, pending voter approval at Town Meeting.** Motion by Theresa McAvinney and second by Richard Degre to bring the article to the floor.

**Discussion:** Yves Daigle stated the town garage has been there for many years. The equipment now is a lot larger than it used to be. The Road Commissioner, Eric Kennison, is buying a new 16-wheeler that won't fit in the current garage. The Recycling Center is getting a lot busier also and Yves said he could use an extra bay. Yves stated the Selectboard was in unanimous agreement to enlarge the current garage by 24' x 48'. That would give a large enough stall for the new 16-wheeler. They would tear the end of the garage out, push it out 24' and have a separate door entrance for the road crew. This way the Recycling Center door could be locked. They put the job out to bid and got two bids. The third bidder decided they were too busy. The bidders were Jason Belisle and Ethan Bathalon. The bids came in at \$70,933 and \$71,475. The Selectboard decided to use the money that came in from the Good Neighbor Fund from the wind towers. The money comes in at \$10,000 per year up to \$100,000. The other \$30,000 will be deferred from the Balance Rock Road line item in the budget. That gives \$80,000. Yves said what they are asking is for the voters to approve this so the expansion can move forward. He also commented that some people have questioned why the town is paying for this expansion when Eric is hired by the town and not appointed. He said the garage has been there for over 50 years and if Eric decided he didn't want to be the Road Commissioner and the Selectboard couldn't find another person with equipment, the town would have to purchase about a million dollars' worth of trucks. Yves stated we are fortunate to have Eric and he does a very good job. Our back roads are very good.

**Vote: Passed unanimously by voice vote.**

**Article 8. Shall the voters approve highway fund expenditures of \$408,833, of which \$125,700 shall be raised by non-tax revenues and \$283,133 shall be raised by municipal taxes?**  
Motion by Mike Piper and second by Theresa McAvinney to bring the article to the floor.

**Discussion:** None. **Vote:** Passed unanimously by voice vote.

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**Articles 9 through 10 voted by Australian ballot:** Moderator Sagui read each article during the Town meeting and discussion followed. The results of the Australian ballot voting were reported after the polls closed at 7 p.m.

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**Article 9.** Shall the voters authorize the Northeast Kingdom Waste Management District to appropriate and expend a budget of \$825,073? **(Australian ballot)**

**Discussion:** Sandy Snyder asked how this money impacts us. Moderator Sagui said the article is to vote to expend not to raise the money. They raise their own money. She referred Sandy to the report on page 31 of the Town Report.

**Australian ballot election results: Yes – 94 No – 10 Spoiled – 0 Blank – 4**  
**Article 9 passed with 108 votes.**

**Article 10.** Shall the voters agree to open all town roads to All Terrain Vehicles (ATV) travel? **(Australian ballot)**

**Discussion:** Moderator Sagui suggested that if a lot of people want to talk they be limited to two minutes. She said there was an Informational Meeting the other night on this subject.

- Selectperson Jacques Couture explained that a year ago the Selectboard opened North Hill Road to ATV travel as a trial. During the past year that went well. They did not get any complaints. This year the Selectboard was approached to open all roads to ATV travel. The Selectboard felt this decision should be left up to voters. There was an informational meeting with lots of people in attendance and lots of good questions were asked and answered. Many of the neighboring towns already have their roads open.
- Sandy Snyder said she was misrepresented in earlier comments. She does not want them to be on all roads. She had a comment about snowmobilers on her road. Moderator Sagui said the conversation is limited to ATV's.
- Bill Salmon had a concern about speed, safety because of seeing 2-3 kids on an ATV. He's concerned about the bad apples. He wants to see people use common sense and respect for neighbors.
- Sue Scott: Concerned about seeing them on public roads. She feels they belong on trails. The noise is a problem. They are designed for dirt road not on paved roads. What about the liability on the town roads. She's concerned about wear and tear on the roads.
- Mike Salomey: He has yet to hear about a town that has opened the roads and has had to close them. He feels it helps the economy and businesses. He doesn't think it's happened.
- John Hamelin: The clubs are in favor of trails. There are no trails in the Town of Westfield right now. The trail system does run in Lowell and Montgomery.
- Theresa McAvinney: They live on School Street. They are having a problem with noise and disrespect at 11 p.m. They are up and down School Street and Ballground Road with backpacks and zooming around. It is a problem for them.
- Rob Brewster: The concern he has is where it says all roads. Does it include class 4 roads?
- Jacques Couture said it is all town roads.
- Richard Degre: He said the noise level is less than motorcycles.
- Roger Gosselin: He lives on Balance Rock Road. He said it's not uncommon to see large groups of 50 ATV's going by on Saturday and Sundays. He said people are going 70 mph because it's not legal for them to be on the road and they are looking behind them to see if there are police after them. He urged a yes vote. He feels if it passes we are not going to see an influx of people from say, New Hampshire, but we will then start getting trails and then clubs will help pay for the roads.
- Carrie Glessner: She lives off of Balance Rock Road. She said she hears concerns and wonders if this should be voted down and then it could be brought back for another vote with more restrictions in place. Maybe not open all town roads. Maybe restrictions so people aren't on the roads after dark. If there another way to make it fun for ATV's but not a free for all. Can there be restrictions added to this?
- Jacques Couture said they can't modify the Article now. It would have to be voted down and then a new vote would be brought forward with the restrictions specified.
- Yves Daigle said every year we make a budget with road maintenance. Everyone present shares the budget. Everyone should be able to share the road for their own purpose because we all pay for it in taxes. The Selectboard asked Eric Kennison if there was any damage to North Hill Road from the ATV's last year. Eric said there was not. The Selectboard did not get any complaints. He said the Towns of Troy, Lowell and Newport City is allowing ATV's to promote the economy. He feels it will be good for the General Store.
- Jack Lazor: He sees a lot of ATV's on Route 58. He drives large farm equipment that sometimes takes up all of the road. A lot of the time it's hard for the ATV's to get by him. Maybe by voting yes

- Mike Jacobs: In favor of ATV's. Don't judge all by a few. Don't blame everybody for a few bad apples.
  - Mike Couture: He thinks it's very good for the community. He rides in Maine. The clubs make you show proof of insurance, factory exhaust. There are lots of rules with the clubs. The people should be able to go to the Town Clerk and get a permit.
  - Terry Couture: They belong to clubs. She called all the Town Clerks last year to get permits. Most were approved over the phone. It's good for the economy.
  - Sue Scott: She did research online. There's a trade association called Specialty Vehicle Institute of America that represents ATV. They ask that on road use of ATV's be prohibited because of the safety issues. Is it true that only VASA members can use town roads that have VASA trails? The answer was yes.
  - John Hamelin said you have to get permission from the town.
  - Sandy Snyder: She spoke about people who are coming up her road that are lost. She suggested signage.
  - Ellen Fox: Everyone is very articulate. She is wondering what the enforcement is going to be. She's not certain that making it legal is going to help.
  - John Hamelin said the problems will still be there. The Sheriff will be the primary enforcement if it's a club trail. The club pays to patrol. ATV's can be enforced the same as a vehicle if there is an ordinance.
  - Jacques Couture: He mentioned at the information meeting the other day. He says it's like back in the 60's before there were VAST trails. It's an evolutionary process. Kind of the Wild Wild West at the moment but it will get better as there are more trails.
  - Bill Salmon: Agrees with Jacques about the VAST trail scenario. What fixed it for VAST was when they started policing themselves.
  - Ellen Fox: She thinks we should work with other towns and make a trail system so we can do better.
  - John Marcyszak: They need access just like it's a car.
  - Theresa McAvinney: What is the age kids can ride ATV's? She's concerned about kids being on a public road.
  - Bill Salmon said they have to be a licensed operator and under the supervision of a licensed operator after they have passed a test.
  - Kelli Dean: Lives on North Hill. She's seen worse things with trucks than 4-wheelers. The parents have to control their own kids.
  - Mike Salomey: Motion to cease debate. Richard Degre seconded. Passed unanimously to cease debate on Article 10.
- Australian ballot election results: Yes – 58 No – 51 Spoiled – 0 Blank – 0**  
**Article 10 passed with 109 votes.**

**Article 11: To transact any other non-binding business which may legally come before this meeting.**

- A. Sandy Snyder: There is money for artists. She has applied for grants to work with posies. She handed out free flax seed packets and asked people to plant them. She's looking for artists to do dimensional art in her posy patch.
- B. Connie LaPlume asked anyone who picked up their Australian ballots to please return them to the ballot box so the ballot count will match the voter checklist at the end of the night.
- C. Danny Young: As a Lister he wanted to draw people's attention to the Listers Report in the Town Report. The reappraisal process is beginning soon. People will get a postcard telling them when the assessors will be in their neighborhood. He reminded property owners that they are required by law to file a HS122 annually. People filing extensions on their income taxes will get a penalty on their tax bill. Dan Backus asked who was doing the reappraisal. Danny explained it was an outside company that was hired and the Listers will be spending time in the field with them much of the time. Mary Lou clarified that the HS122 is the Homestead Declaration.
- D. Anne Lazor reminded people that Dog Licenses are due by April 1.
- E. Yves Daigle spoke about Hazardous Waste Day in Westfield in June. He will be handing out flyers with the exact date from 8 a.m. until 12:00 p.m. There was a question today about the budget and where the money comes from. This year the waste management district had to buy a bailer. The district ended \$41,000 in the red because of having to buy a new bailer. They get grants, the haulers money (\$22/ton of trash they haul). Thank you for supporting the recycling center. The national average of recycling is about 30% and Westfield is about 60% participation.

**Article 12. To adjourn:** There was a motion by Mike Piper and second by Mike Salomey to adjourn the meeting at 12:27 p.m. The motion passed by voice vote.

**TOWN OF WESTFIELD**  
**TOWN OFFICER PHONE LIST**  
 ♦ Sorted Alphabetically by Office ♦

| <b>Town Officer</b>   | <b>Term Expires</b> | <b>Phone Number</b> |
|---|---------------------|---------------------|
| <b><u>Auditors</u></b> ♦ term of 3 years                    |                     |                     |
| Joseph Falworth   | 2020                | 744-6851            |
| Denny Lyster ♦ appointed to fill an unexpired term          | 2021                | 744-6839            |
| Kay Courson ♦ Chair   | 2022                | 744-6447            |
| <b><u>Constables</u></b> ♦ term of 1 year                   |                     |                     |
| John Hamelin-1 <sup>st</sup> Constable                      | 2020                | 272-8545            |
| Mike Piper-2 <sup>nd</sup> Constable                        | 2020                | 744-6304            |
| <b><u>Delinquent Tax Collector</u></b> ♦ term of 1 year     |                     |                     |
| Joyce Crawford  | 2020                | 744-8085            |
| <b><u>E 9-1-1 Coordinator</u></b> ♦ appointed               |                     |                     |
| Scott Dunn  |                     | 673-3521            |
| <b><u>Emergency Management Coordinators</u></b> ♦ appointed |                     |                     |
| Dennis Neumann  |                     | 744-6128            |
| Dan Backus  |                     | 744-6827            |
| <b><u>Fire Warden</u></b> ♦ appointed                       |                     |                     |
| Jim Crawford  |                     | 744-8085            |
| <b><u>Health Officer</u></b> ♦ appointed                    |                     |                     |
| Joseph Berchick   |                     | 744-6501            |
| <b><u>Justices of the Peace</u></b> ♦ term of 2 years       |                     |                     |
| Joyce Crawford  | 2021                | 744-8085            |
| Yvan LaPlume  | 2021                | 744-9927            |
| Anne Lazor  | 2021                | 744-6855            |
| Michael Piper   | 2021                | 744-6304            |
| Pat Sagui   | 2021                | 744-2345            |
| <b><u>Librarian</u></b> ♦ appointed                         |                     |                     |
| MaryLee Daigle  |                     | 744-8258            |
| <b><u>Listers</u></b> ♦ term of 3 years                     |                     |                     |
| Danny Young   | 2020                | 744-6122            |
| Scott Dunn  | 2021                | 673-3521            |
| Sue Scott   | 2022                | 744-2433            |
| <b><u>Moderator</u></b> ♦ term of 1 year                    |                     |                     |
| Pat Sagui   | 2020                | 744-2345            |

| <b>Town Officer</b>   | <b>Term Expires</b> | <b>Phone Number</b>         |
|---|---------------------|-----------------------------|
| <b><u>Planning Commission</u></b> ♦ appointed   |                     |                             |
| Shawn Baraw   |                     |                             |
| Brian Dunn  |                     | 744-2441                    |
| Kitty Edwards   |                     | 323-3704                    |
| Ellen Fox   |                     | 355-9853                    |
| Yvan LaPlume  |                     | 744-9927                    |
| Loren Petzoldt, Vice Chair  |                     | 744-6532                    |
| Pat Sagui, Chair  |                     | 744-2345                    |
| <b><u>Road Commissioner</u></b> ♦ appointed   |                     |                             |
| Eric Kennison   |                     | 744-6457 or 673-5648 ♦ cell |
| <b><u>School Director - North Country Union High School</u></b> ♦ term of 3 years                   |                     |                             |
| Shawn Baraw   | 2021                |                             |
| <b><u>School Directors - Westfield School Board</u></b> ♦ term of 3 years                           |                     |                             |
| Kevin Amyot   | 2020                | 744-6230                    |
| Nicole Dunn   | 2021                | 673-4861                    |
| Position Available  | 2022                |                             |
| <b><u>School Treasurers</u></b> ♦ term of 1 year  |                     |                             |
| Tara Morse ♦ Jay-Westfield School District  | 2020                | 988-2996                    |
| Rita Petzoldt ♦ Westfield Town School District  | 2020                | 744-6532                    |
| <b><u>Selectboard</u></b> ♦ term of 3 years   |                     |                             |
| ♦ also serve as Library Trustees, Cemetery Commissioners,<br>Town Service Officers and Tree Wardens |                     |                             |
| Anne Lazor  | 2020                | 744-6855                    |
| Yves Daigle ♦ Chair   | 2021                | 744-2247                    |
| Jacques Couture   | 2022                | 744-2733                    |
| <b><u>Town Agent</u></b> ♦ term of 1 year   |                     |                             |
| Position Available  | 2020                |                             |
| <b><u>Town Clerk</u></b> ♦ term of 3 years  |                     |                             |
| LaDonna Dunn  | 2021                | 744-2484 or 673-9001 ♦ cell |
| Heather Johnson ♦ Assistant Town Clerk (Appointed by Clerk)   |                     | 744-2484                    |
| Karen Blais ♦ Assistant Town Clerk (Appointed by Clerk)   |                     | 744-2484                    |
| <b><u>Town Grand Juror</u></b> ♦ term of 1 year   |                     |                             |
| Michael Piper   | 2020                | 744-6304                    |
| <b><u>Town Treasurer</u></b> ♦ term of 3 years  |                     |                             |
| Mary Lou Jacobs   | 2021                | 744-2484                    |
| <b><u>Zoning Administrator</u></b> ♦ appointed  |                     |                             |
| Thomas Schrock  |                     | 744-4041                    |

## **STATEMENT OF DELINQUENT TAXES FOR 2019**

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|  |                            |
|--|----------------------------|
| Delinquent Taxes to Tax Collector on 10/19 | \$ 68,584.95               |
| Total Adjustments (State Rebates)          | ( <u>\$ 1,864.86</u> )     |
| Grand Total to Tax Collector               | \$ 66,720.09               |
| Total Collected in 2019                    | (\$ 41,581.22)             |
| Total Abated                               | ( <u>\$ 0.00</u> )         |
| <b>GRAND TOTAL OF UNCOLLECTED TAXES</b>    | <u><b>\$ 25,138.87</b></u> |

Respectfully submitted,

Joyce Crawford, Delinquent Tax Collector

## **AUDITORS STATEMENT 2019**

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The financial records of the Town of Westfield were reviewed by the Auditors in January 2020. This audit review consisted of accounting transactions, payroll documentation, reconciliation of bank statements and supporting documentation. Other documents were reviewed to ensure appropriate actions were taken to ensure financial requirements were accomplished.

Respectfully submitted,

### **Westfield Auditors**

Kay Courson, Chair  
Joseph Falworth  
Karen O'Donnell

## **STATEMENT OF TOWN INVESTMENTS** **Calendar Year 2019**

The Town of Westfield currently has investments with both Edward Jones and North Country Federal Credit Union. While the investment transfer balances are correct, the names of these investments were reassigned or combined which has made this difficult to track. The Town Treasurer assisted in the effort of tracking the transfer balances back from the previous year. According to Edward Jones representative, when investments mature they may be renamed. Investments are not guaranteed but interest of 3% is. Interest monies are withdrawn monthly and deposited into a money market for easy access and help with town cash flow.

As noted, on 3/1/19 \$8800.40 from a Money Market was used for the Town Garage. In August the Westfield Cemetery account deducted \$12,000.00 to pay for headstone repairs. On 9/1/19 the Good Neighbor Fund was closed and \$42,880.21 was transferred to cover a portion of the Town Garage expenses. The transfer from investments were deposited into the general fund to pay contractors.

The Certificate of Deposits #1 & #2 were combined as they matured in 2019. The total was then transferred into the checking account and then moved to the savings account for use of reappraisal costs. CD #3 & CD# 4 are still at NCFCU and will mature in the next 2 years.

**(continued next page)**

| <b>Investment Name</b>                           | <b>Balance 2018</b> | <b>Balance 2019</b> | <b>Change</b>  |
|--|---------------------|---------------------|--|
| <b><u>Edward Jones</u></b>                       |                     |                     |  |
| North Hill Cemetery CD                           | \$11,966.88         | \$12,225.04         |  |
| Westfield Cemetery CD                            | \$42,879.17         | \$31,563.15         | 8/1/19 (\$12,000) repair/cleaning headstones                                     |
| Good Neighbor Fund                               | \$42,880.21         | 0                   | 9/1/19 (\$42,880.21)Town Garage  |
| Grader Fund                                      | \$46,867.93         | \$47,861.50         |  |
| Grader Fund                                      | 0                   | \$5,072.50          |  |
| Library Fund                                     | \$50,513.18         | \$53,697.21         |  |
| Money Market                                     | 0                   | \$1,305.69          | 3/1/19 (\$8800.40) Town Garage   |
|  |                     |                     |  |
| <b>Total Balance</b>                             | <b>\$195,107.37</b> | <b>\$151,725.09</b> |  |
|  |                     |                     |  |
| <b><u>North Country Federal Credit Union</u></b> |                     |                     |  |
| Reappraisal CD #1                                | \$19, 204.58        | Matured             | Combined CD #1 & CD#2- transferred to savings account to cover reappraisal costs |
| Reappraisal CD #2                                | \$17,211.99         | Matured             |  |
| Reappraisal CD#3<br>(3557-2054)                  | \$4,750.51          | \$4,816.68          |  |
| Reappraisal CD#4<br>(3557-2187)                  | \$4257.22           | \$4344.49           |  |
| Checking   | \$415.03            | \$293.56            |  |
| Savings  | \$58.53             | \$37,014.16         |  |
|  |                     |                     |  |
| <b>Total Town Investments</b>                    | <b>\$241,005.23</b> | <b>\$198,193.98</b> |  |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-GENERAL GOVERNMENT**

| Account  | Budget<br>FY - 2019 | Actual<br>FY-2019     | Budget<br>FY - 2020 |
|--|---------------------|-----------------------|---------------------|
| <b>1-6 GENERAL GOVERNMENT</b>                  |                     |                       |                     |
| <b>1-6-01 TAX RELATED - GEN. GOVT. REVENUE</b> |                     |                       |                     |
| 1-6-01-01.00                                   | \$0.00              | \$1,359,619.91        | \$0.00              |
| 1-6-01-02.00                                   | \$0.00              | \$4,491.78            | \$0.00              |
| 1-6-01-03.00                                   | \$0.00              | \$330.26              | \$0.00              |
| 1-6-01-04.00                                   | \$0.00              | \$4,292.33            | \$0.00              |
| 1-6-01-05.00                                   | \$0.00              | \$400.00              | \$0.00              |
| 1-6-01-06.00                                   | \$0.00              | \$0.00                | \$0.00              |
| 1-6-01-07.00                                   | \$0.00              | \$1,742.00            | \$0.00              |
| <b>Total TAX RELATED - GEN. GOVT. REVENUE</b>  | <b>\$0.00</b>       | <b>\$1,370,876.28</b> | <b>\$0.00</b>       |
| <b>1-6-02 STATE OF VERMONT REVENUE</b>         |                     |                       |                     |
| 1-6-02-01.00                                   | \$32,000.00         | \$33,934.00           | \$32,000.00         |
| 1-6-02-02.00                                   | \$24,000.00         | \$27,767.20           | \$24,000.00         |
| 1-6-02-03.00                                   | \$0.00              | \$96.00               | \$0.00              |
| 1-6-02-04.00                                   | \$4,000.00          | \$4,020.50            | \$4,000.00          |
| 1-6-02-05.00                                   | \$475.00            | \$473.00              | \$475.00            |
| 1-6-02-06.00                                   | \$19,800.00         | \$0.00                | \$22,500.00         |
| 1-6-02-07.00                                   | \$0.00              | \$0.00                | \$19,957.00         |
| <b>Total STATE OF VERMONT REVENUE</b>          | <b>\$80,275.00</b>  | <b>\$66,290.70</b>    | <b>\$102,932.00</b> |
| <b>1-6-03 CLERKS OFFICE REVENUE</b>            |                     |                       |                     |
| 1-6-03-01.00                                   | \$5,000.00          | \$5,615.00            | \$5,000.00          |
| 1-6-03-02.00                                   | \$1,000.00          | \$638.20              | \$650.00            |
| 1-6-03-03.00                                   | \$1,575.00          | \$1,814.01            | \$1,800.00          |
| 1-6-03-04.00                                   | \$70.00             | \$70.00               | \$70.00             |
| 1-6-03-06.00                                   | \$100.00            | \$90.00               | \$100.00            |
| 1-6-03-07.00                                   | \$500.00            | \$562.00              | \$500.00            |
| 1-6-03-08.00                                   | \$1,500.00          | \$750.00              | \$750.00            |
| 1-6-03-09.00                                   | \$100.00            | \$10.00               | \$0.00              |
| 1-6-03-10.00                                   | \$100.00            | \$116.00              | \$100.00            |
| 1-6-03-11.00                                   | \$0.00              | \$1,144.00            | \$2,000.00          |
| <b>Total CLERKS OFFICE REVENUE</b>             | <b>\$9,945.00</b>   | <b>\$10,809.21</b>    | <b>\$10,970.00</b>  |
| <b>1-6-09 MISCELLANEOUS REVENUE</b>            |                     |                       |                     |
| 1-6-09-01.00                                   | \$100.00            | \$1,578.88            | \$500.00            |
| 1-6-09-02.00                                   | \$10,000.00         | \$10,000.00           | \$10,000.00         |
| 1-6-09-05.00                                   | \$0.00              | \$0.81                | \$0.00              |
| 1-6-09-06.00                                   | \$2,500.00          | \$0.00                | \$0.00              |
| 1-6-09-99.00                                   | \$5,000.00          | \$1,156.20            | \$0.00              |
| <b>Total MISCELLANEOUS REVENUE</b>             | <b>\$17,600.00</b>  | <b>\$12,735.89</b>    | <b>\$10,500.00</b>  |
| <b>1-6-40 COMMUNITY CENTER REVENUE</b>         |                     |                       |                     |
| 1-6-40-01.01                                   | \$1,000.00          | \$825.00              | \$1,000.00          |
| <b>Total COMMUNITY CENTER REVENUE</b>          | <b>\$1,000.00</b>   | <b>\$825.00</b>       | <b>\$1,000.00</b>   |
| <b>1-6-45 LIBRARY REVENUE</b>                  |                     |                       |                     |
| 1-6-45-01.01                                   | \$100.00            | \$0.00                | \$0.00              |
| <b>Total LIBRARY REVENUE</b>                   | <b>\$100.00</b>     | <b>\$0.00</b>         | <b>\$0.00</b>       |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-GENERAL GOVERNMENT-continued**

| Account                                       | Budget FY -<br>2019 | Actual FY -<br>2019   | Budget FY -<br>2020 |
|---|---------------------|-----------------------|---------------------|
| <b>1-6-50 RECYCLING REVENUE</b>               |                     |                       |                     |
| 1-6-50-01.00 Recycling Revenue                | \$16,000.00         | \$22,934.51           | \$25,000.00         |
| 1-6-50-01.01 Tire Revenue                     | \$700.00            | \$947.00              | \$1,000.00          |
| 1-6-50-01.03 Steel                            | \$1,000.00          | \$350.35              | \$0.00              |
| <b>Total RECYCLING REVENUE</b>                | <b>\$17,700.00</b>  | <b>\$24,231.86</b>    | <b>\$26,000.00</b>  |
| <b>TOTAL REVENUES-GENERAL GOVERNMENT FUND</b> |                     |                       |                     |
|   | <b>\$126,620.00</b> | <b>\$1,485,768.94</b> | <b>\$151,402.00</b> |
| <b>1-7 EXPENSES-GENERAL GOVERNMENT FUND</b>   |                     |                       |                     |
| <b>1-7-10 PAYROLL EXPENSE</b>                 |                     |                       |                     |
| 1-7-10-10.02 Selectboard                      | \$4,600.00          | \$4,550.00            | \$4,700.00          |
| 1-7-10-10.03 Town Clerk                       | \$33,000.00         | \$33,000.00           | \$33,660.00         |
| 1-7-10-10.04 Treasurer                        | \$13,500.00         | \$12,104.74           | \$13,500.00         |
| 1-7-10-10.05 Office Assistant                 | \$10,000.00         | \$10,000.00           | \$12,000.00         |
| 1-7-10-10.06 Listers                          | \$10,300.00         | \$7,913.85            | \$10,300.00         |
| 1-7-10-10.07 Auditors                         | \$500.00            | \$691.10              | \$700.00            |
| 1-7-10-10.08 Election Officials               | \$700.00            | \$1,065.90            | \$3,200.00          |
| 1-7-10-10.09 Delinquent Tax Collector         | \$7,500.00          | \$4,294.75            | \$5,000.00          |
| 1-7-10-10.10 Constables                       | \$1,040.00          | \$650.00              | \$700.00            |
| 1-7-10-10.16 Listers - Reappraisal            | \$5,400.00          | \$5,895.75            | \$1,000.00          |
| 1-7-10-10.20 Zoning Administrator             | \$600.00            | \$387.44              | \$500.00            |
| 1-7-10-11.00 FICA/Medicare Expense            | \$8,080.00          | \$7,863.93            | \$7,500.00          |
| 1-7-10-12.00 VMERS Expense                    | \$1,890.00          | \$2,243.19            | \$3,750.00          |
| 1-7-10-12.01 U. I. Tax Exp.                   | \$650.00            | \$0.00                | \$1,000.00          |
| 1-7-10-13.00 911 Coordinator Payroll          | \$500.00            | \$326.14              | \$500.00            |
| 1-7-10-14.00 Planning Commission              | \$3,000.00          | \$1,441.80            | \$2,000.00          |
| 1-7-10-15.00 Health Officer                   | \$300.00            | \$0.00                | \$300.00            |
| <b>Total PAYROLL EXPENSE</b>                  | <b>\$101,560.00</b> | <b>\$92,428.59</b>    | <b>\$100,310.00</b> |
| <b>1-7-15 TOWN OFFICE EXPENSE</b>             |                     |                       |                     |
| 1-7-15-20.00 Town Office - Supplies           | \$1,500.00          | \$1,773.24            | \$1,800.00          |
| 1-7-15-20.01 Town Office - Postage            | \$1,000.00          | \$912.76              | \$1,500.00          |
| 1-7-15-20.02 Postage - Reappraisal            | \$0.00              | \$140.00              | \$0.00              |
| 1-7-15-21.00 Town Office - Equip Maintenance  | \$1,200.00          | \$1,369.60            | \$1,400.00          |
| 1-7-15-22.00 Town Office - Equip. Purchases   | \$700.00            | \$0.00                | \$500.00            |
| 1-7-15-30.00 Town Office - Electricity        | \$1,000.00          | \$1,299.17            | \$1,500.00          |
| 1-7-15-31.00 Town Office - Heat               | \$1,300.00          | \$1,282.59            | \$1,300.00          |
| 1-7-15-32.00 Town Office - Telephone          | \$1,700.00          | \$1,828.85            | \$1,800.00          |
| 1-7-15-33.00 Town Office - Water              | \$480.00            | \$480.00              | \$480.00            |
| 1-7-15-34.00 Preserve Town Records            | \$3,100.00          | \$2,369.00            | \$3,100.00          |
| 1-7-15-35.00 NEMRC                            | \$3,000.00          | \$2,548.69            | \$6,000.00          |
| 1-7-15-36.00 Town Office - Maintenance        | \$3,000.00          | \$3,112.43            | \$3,000.00          |
| 1-7-15-37.00 Town Office - Marr. License      | \$140.00            | \$0.00                | \$0.00              |
| 1-7-15-39.00 Town Office - Animal License     | \$750.00            | \$1,221.09            | \$1,200.00          |
| 1-7-15-98.00 Town Office - Cap. Improvement   | \$11,500.00         | \$8,200.00            | \$2,000.00          |
| 1-7-15-99.00 Town Office Miscellaneous        | \$0.00              | \$0.00                | \$0.00              |
| <b>Total TOWN OFFICE EXPENSE</b>              | <b>\$30,370.00</b>  | <b>\$26,537.42</b>    | <b>\$25,580.00</b>  |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-GENERAL GOVERNMENT-continued**

| Account                                | Budget FY -<br>2019                  | Actual FY -<br>2019 | Budget FY -<br>2020 |                     |
|--|--------------------------------------|---------------------|---------------------|---------------------|
| <b>1-7-20 GENERAL EXPENSES</b>         |                                      |                     |                     |                     |
| 1-7-20-30.00                           | Electric Street/Common               | \$4,000.00          | \$3,644.41          | \$4,000.00          |
| 1-7-20-42.00                           | Member. Dues & Subscript.            | \$3,000.00          | \$2,914.31          | \$3,000.00          |
| 1-7-20-43.00                           | Employee Training                    | \$1,300.00          | \$981.62            | \$1,300.00          |
| 1-7-20-46.01                           | Legal Fees                           | \$500.00            | \$927.50            | \$1,000.00          |
| 1-7-20-47.01                           | Mileage Reimbursement                | \$1,200.00          | \$1,043.89          | \$1,200.00          |
| 1-7-20-48.01                           | Property & Casualty Ins              | \$13,235.00         | \$11,357.11         | \$13,000.00         |
| 1-7-20-48.02                           | Workmans Comp Insurance              | \$4,897.00          | \$6,914.89          | \$5,500.00          |
| 1-7-20-50.00                           | Supplies for Town                    | \$1,000.00          | \$625.17            | \$1,000.00          |
| 1-7-20-51.00                           | Municipal Planning Grant/Scenic View | \$0.00              | \$0.00              | \$21,957.00         |
| 1-7-20-62.01                           | North Hill Cemetery                  | \$1,200.00          | \$2,335.40          | \$3,000.00          |
| 1-7-20-62.02                           | Westfield Cemetery                   | \$3,000.00          | \$15,143.76         | \$6,000.00          |
| 1-7-20-63.00                           | Town Landscaping/Maintenance         | \$1,800.00          | \$661.46            | \$700.00            |
| 1-7-20-71.00                           | County Taxes                         | \$10,500.00         | \$10,168.66         | \$10,500.00         |
| 1-7-20-72.00                           | Advertising                          | \$800.00            | \$756.04            | \$800.00            |
| 1-7-20-74.00                           | Transfer to Good Neighbor Fund CD    | \$0.00              | \$0.00              | \$10,000.00         |
| 1-7-20-80.00                           | Medical Insurance Expense            | \$7,500.00          | \$7,717.62          | \$8,650.00          |
| 1-7-20-81.00                           | Print Town Report                    | \$720.00            | \$725.00            | \$720.00            |
| 1-7-20-95.00                           | Lister's Expense                     | \$1,000.00          | \$215.00            | \$300.00            |
| 1-7-20-95.01                           | Reappraisal Expense                  | \$23,800.00         | \$19,250.88         | \$22,500.00         |
| 1-7-20-95.02                           | Lister's Equipment                   | \$1,500.00          | \$502.50            | \$0.00              |
| 1-7-20-96.00                           | Unemployment Expense                 | \$0.00              | \$393.30            | \$1,300.00          |
| 1-7-20-98.00                           | Maps                                 | \$1,725.00          | \$1,750.00          | \$0.00              |
| 1-7-20-99.00                           | Gen. Misc. Exp./Unexpected           | \$0.00              | \$0.00              | \$10,000.00         |
| 1-7-20-99.01                           | Retire Previous Years Debt           | \$0.00              | \$0.00              | \$60,000.00         |
| <b>Total GENERAL EXPENSES</b>          |                                      | <b>\$82,677.00</b>  | <b>\$88,028.52</b>  | <b>\$186,427.00</b> |
| <b>1-7-30 PLAY GROUND EXPENSE</b>      |                                      |                     |                     |                     |
| 1-7-30-20.00                           | Playground Maintenance               | \$1,000.00          | \$970.00            | \$1,500.00          |
| <b>Total PLAY GROUND EXPENSE</b>       |                                      | <b>\$1,000.00</b>   | <b>\$970.00</b>     | <b>\$1,500.00</b>   |
| <b>1-7-40 COMMUNITY CENTER EXPENSE</b> |                                      |                     |                     |                     |
| 1-7-40-30.00                           | C.C. - Electricity                   | \$1,200.00          | \$1,326.85          | \$1,500.00          |
| 1-7-40-31.00                           | C.C. - Heat                          | \$3,000.00          | \$4,671.38          | \$5,000.00          |
| 1-7-40-32.00                           | C.C. - Telephone                     | \$600.00            | \$664.70            | \$700.00            |
| 1-7-40-33.00                           | C.C. - Water                         | \$480.00            | \$480.00            | \$480.00            |
| 1-7-40-34.00                           | C.C. - Supplies                      | \$200.00            | \$902.92            | \$500.00            |
| 1-7-40-35.00                           | C.C. - Gas                           | \$1,200.00          | \$510.22            | \$750.00            |
| 1-7-40-62.00                           | C.C. - Maintenance                   | \$3,000.00          | \$3,673.46          | \$3,700.00          |
| 1-7-40-98.00                           | C.C. - Cap. Improvement & Gen.       | \$3,000.00          | \$0.00              | \$3,000.00          |
| 1-7-40-99.00                           | C.C. - Miscellaneous Expense         | \$0.00              | \$0.00              | \$0.00              |
| <b>Total COMMUNITY CENTER EXPENSE</b>  |                                      | <b>\$12,680.00</b>  | <b>\$12,229.53</b>  | <b>\$15,630.00</b>  |
| <b>1-7-45 LIBRARY EXPENSE</b>          |                                      |                     |                     |                     |
| 1-7-45-10.11                           | Librarian Payroll                    | \$7,700.00          | \$7,596.29          | \$7,700.00          |
| 1-7-45-19.00                           | Library - Books Purchases            | \$700.00            | \$651.37            | \$700.00            |
| 1-7-45-20.00                           | Library - Supplies                   | \$600.00            | \$360.34            | \$400.00            |
| 1-7-45-30.00                           | Library - Electricity                | \$800.00            | \$648.21            | \$800.00            |
| 1-7-45-31.00                           | Library - Heat                       | \$2,700.00          | \$2,899.52          | \$3,000.00          |
| 1-7-45-32.00                           | Library - Telephone                  | \$600.00            | \$554.49            | \$600.00            |
| 1-7-45-33.00                           | Library - Programs                   | \$700.00            | \$357.67            | \$700.00            |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-GENERAL GOVERNMENT-continued**

| Account   | Budget FY<br>- 2019 | Actual FY -<br>2019   | Budget FY -<br>2020 |
|---|---------------------|-----------------------|---------------------|
| 1-7-45-62.00 Library - Maintenance                            | \$2,500.00          | \$2,246.78            | \$2,500.00          |
| 1-7-45-99.00 Library - Miscellaneous                          | \$0.00              | \$0.00                | \$0.00              |
| <b>Total LIBRARY EXPENSE</b>                                  | <b>\$16,300.00</b>  | <b>\$15,314.67</b>    | <b>\$16,400.00</b>  |
| <b>1-7-50 RECYCLING EXPENSE</b>                               |                     |                       |                     |
| 1-7-50-10.00 Recycling Expenses                               | \$14,000.00         | \$14,718.15           | \$17,000.00         |
| 1-7-50-10.14 Recycling Payroll                                | \$6,500.00          | \$6,349.80            | \$6,700.00          |
| 1-7-50-10.15 Tire Expense                                     | \$1,000.00          | \$1,529.74            | \$1,500.00          |
| 1-7-50-10.16 Recycling Mileage Reimburse                      | \$300.00            | \$214.48              | \$300.00            |
| 1-7-50-10.17 Recycling Supplies                               | \$500.00            | \$339.22              | \$400.00            |
| 1-7-50-10.18 Recycling Tire P.R.                              | \$500.00            | \$398.59              | \$500.00            |
| 1-7-50-10.19 Recycling Pick-Up Fees                           | \$2,100.00          | \$2,307.50            | \$3,100.00          |
| 1-7-50-10.20 Recycling Member Fee                             | \$500.00            | \$482.40              | \$500.00            |
| <b>Total RECYCLING EXPENSE</b>                                | <b>\$25,400.00</b>  | <b>\$26,339.88</b>    | <b>\$30,000.00</b>  |
| <b>Total EXPENSES GENERAL GOVERNMENT</b>                      | <b>\$269,987.00</b> | <b>\$261,848.61</b>   | <b>\$375,847.00</b> |
| <b>1-8-95 APPROPRIATIONS EXPENSE</b>                          |                     |                       |                     |
| 1-8-95-07.00 Taxes to School                                  | \$0.00              | \$723,640.44          | \$0.00              |
| 1-8-95-95.01 Fire Protection-Troy                             | \$24,744.50         | \$24,744.50           | \$24,744.50         |
| 1-8-95-95.02 Fire Protection-Montgomery                       | \$4,000.00          | \$4,000.00            | \$4,000.00          |
| 1-8-95-95.03 Orleans County Sheriff                           | \$13,471.35         | \$13,373.29           | \$13,875.49         |
| 1-8-95-95.04 Missisquoi Valley Ambulance                      | \$15,163.00         | \$15,163.00           | \$16,146.00         |
| 1-8-95-95.05 Orleans Essex VNA                                | \$2,500.00          | \$2,500.00            | \$2,500.00          |
| 1-8-95-95.06 Am. Leg. Jay Peak Post No                        | \$250.00            | \$250.00              | \$250.00            |
| 1-8-95-95.07 American Red Cross                               | \$500.00            | \$500.00              | \$250.00            |
| 1-8-95-95.08 NEK Council on Aging                             | \$300.00            | \$300.00              | \$300.00            |
| 1-8-95-95.09 Felines & Friends Foundation                     | \$100.00            | \$100.00              | \$100.00            |
| 1-8-95-95.10 Green Mt. Farm to School                         | \$250.00            | \$250.00              | \$400.00            |
| 1-8-95-95.11 Green Up Vermont                                 | \$50.00             | \$50.00               | \$50.00             |
| 1-8-95-95.12 Hazen's Notch Assoc. Camp                        | \$500.00            | \$500.00              | \$450.00            |
| 1-8-95-95.13 Jay Food Shelf                                   | \$500.00            | \$500.00              | \$500.00            |
| 1-8-95-95.15 Jay Focus Group                                  | \$200.00            | \$200.00              | \$200.00            |
| 1-8-95-95.16 Missisquoi River Basin Assoc.                    | \$300.00            | \$300.00              | \$300.00            |
| 1-8-95-95.17 No. Co. Friends of VT Symphony                   | \$100.00            | \$100.00              | \$100.00            |
| 1-8-95-95.18 NEK Comm. Action Inc. NEKCA                      | \$300.00            | \$300.00              | \$300.00            |
| 1-8-95-95.19 NEK Human Services                               | \$563.00            | \$563.00              | \$1,072.00          |
| 1-8-95-95.20 NEK Learning Services                            | \$200.00            | \$200.00              | \$250.00            |
| 1-8-95-95.21 Orleans Co. Citizen Advocacy                     | \$500.00            | \$500.00              | \$500.00            |
| 1-8-95-95.22 Pope Mem. Front. Animal S                        | \$500.00            | \$500.00              | \$500.00            |
| 1-8-95-95.23 Old Stone House Museum                           | \$450.00            | \$450.00              | \$550.00            |
| 1-8-95-95.24 Rural Comm. Transport. (RCT)                     | \$600.00            | \$600.00              | \$600.00            |
| 1-8-95-95.25 Troy & Area Lions Club                           | \$750.00            | \$750.00              | \$1,200.00          |
| 1-8-95-95.26 Umbrella   | \$400.00            | \$400.00              | \$400.00            |
| 1-8-95-95.27 VT Center for Ind. Living                        | \$95.00             | \$95.00               | \$95.00             |
| 1-8-95-95.28 VT Rural Fire Prot. Task                         | \$100.00            | \$100.00              | \$100.00            |
| 1-8-95-95.29 Orleans Co. Fair Assoc.                          | \$0.00              | \$0.00                | \$500.00            |
| <b>Total APPROPRIATIONS EXPENSE</b>                           | <b>\$67,386.85</b>  | <b>\$790,929.23</b>   | <b>\$70,232.99</b>  |
| <b>TOTAL EXPENDITURES-GEN. GOV'T including APPROPRIATIONS</b> | <b>\$337,373.85</b> | <b>\$1,052,777.84</b> | <b>\$446,079.99</b> |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-HIGHWAY FUND**

| Account                                       | Budget FY<br>- 2019 | Actual FY -<br>2019 | Budget FY -<br>2020 |
|---|---------------------|---------------------|---------------------|
| <b>REVENUE-HIGHWAY FUND</b>                   |                     |                     |                     |
| <b>2-6-01 HIGHWAY REVENUE</b>                 |                     |                     |                     |
| 2-6-02-01.00 State Aid To Highways            | \$52,000.00         | \$51,979.16         | \$52,000.00         |
| 2-6-02-02.00 Road Fines                       | \$500.00            | \$3,107.00          | \$2,000.00          |
| 2-6-03-01.00 Overweight Permits               | \$200.00            | \$210.00            | \$200.00            |
| 2-6-03-10.00 Better Rds. Grant-Buck Hill      | \$16,000.00         | \$16,116.00         | \$0.00              |
| 2-6-03-11.00 North Hill Grant - NVDA          | \$6,100.00          | \$0.00              | \$6,100.00          |
| 2-6-03-12.00 Trans. from Good Neighbor Fund   | \$50,000.00         | \$50,000.00         | \$0.00              |
| 2-6-03-13.00 NVDA Grants-In-Aid               | \$0.00              | \$0.00              | \$8,000.00          |
| 2-6-03-14.00 Better Rds. Grant – Kennison Rd. | \$0.00              | \$0.00              | \$36,286.00         |
| 2-6-03-15.00 Structure Grant - Balance        | \$0.00              | \$0.00              | \$112,500.00        |
| 2-6-09-01.00 Interest on Grader CD            | \$900.00            | \$691.07            | \$0.00              |
| <b>TOTAL REVENUE-HIGHWAY FUND</b>             | <b>\$125,700.00</b> | <b>\$122,103.23</b> | <b>217,086.00</b>   |
| <b>EXPENSES-HIGHWAY FUND</b>                  |                     |                     |                     |
| <b>2-7 HIGHWAY EXPENSES</b>                   |                     |                     |                     |
| 2-7-10 H.W. PAYROLL EXP.                      |                     |                     |                     |
| 2-7-10-10.01 Payroll                          | \$32,940.00         | \$30,034.00         | \$32,000.00         |
| 2-7-10-11.00 FICA/Medicare Expense            | \$2,520.00          | \$2,423.68          | \$2,375.00          |
| 2-7-10-12.00 VMERS Expense                    | \$1,852.00          | \$1,541.46          | \$1,785.00          |
| 2-7-10-13.00 Hwy Medical Ins Expense          | \$3,180.00          | \$1,610.00          | \$1,860.00          |
| 2-7-10-14.00 Unemployment Expense             | \$156.00            | \$0.00              | \$800.00            |
| <b>Total HIGHWAY EXPENSES</b>                 | <b>\$40,648.00</b>  | <b>\$35,609.14</b>  | <b>\$38,820.00</b>  |
| <b>2-7-15 TOWN GARAGE EXPENSE</b>             |                     |                     |                     |
| 2-7-15-20.00 Town Garage - Supplies           | \$100.00            | \$32.19             | \$100.00            |
| 2-7-15-30.00 Town Garage - Electricity        | \$1,200.00          | \$1,409.71          | \$1,500.00          |
| 2-7-15-31.00 Town Garage - Heat               | \$2,875.00          | \$2,467.87          | \$3,000.00          |
| 2-7-15-33.00 Town Garage - Water              | \$480.00            | \$480.00            | \$480.00            |
| 2-7-15-98.00 Town Garage - Cap. Improve.      | \$50,000.00         | \$54,305.00         | \$5,500.00          |
| 2-7-15-99.00 Town Garage - Maintenance        | \$2,800.00          | \$2,279.65          | \$3,000.00          |
| <b>Total TOWN GARAGE EXPENSE</b>              | <b>\$57,455.00</b>  | <b>\$60,974.42</b>  | <b>\$13,580.00</b>  |
| <b>2-7-20 GENERAL HIGHWAY EXPENSE</b>         |                     |                     |                     |
| 2-7-20-20.00 Supplies                         | \$50.00             | \$0.00              | \$50.00             |
| 2-7-20-54.00 Grader Expenses                  | \$5,000.00          | \$2,135.75          | \$5,000.00          |
| 2-7-20-59.00 MRGP PERMIT                      | \$980.00            | \$900.00            | \$740.00            |
| 2-7-20-95.01 Transfer to Road Reserve         | \$0.00              | \$0.00              | \$23,621.00         |
| 2-7-20-95.02 Transfer To Grader Reserve       | \$5,375.00          | \$0.00              | \$7,500.00          |
| <b>Total GENERAL HIGHWAY EXPENSE</b>          | <b>\$11,405.00</b>  | <b>\$3,035.75</b>   | <b>\$36,911.00</b>  |

**TOWN OF WESTFIELD**  
**COMPARATIVE BUDGET REPORT-HIGHWAY FUND-continued**

| Account                                     | Budget FY<br>- 2019 | Actual FY -<br>2019 | Budget FY -<br>2020 |
|---|---------------------|---------------------|---------------------|
| <b>2-7-25 ROAD MAINTENANCE EXPENSE</b>      |                     |                     |                     |
| 2-7-25-45.00 Hired Equipment                | \$145,000.00        | \$190,293.16        | \$205,000.00        |
| 2-7-25-45.01 Road side maintenance          | \$3,500.00          | \$15,802.69         | \$0.00              |
| 2-7-25-55.01 Gravel & Sand                  | \$40,000.00         | \$21,837.50         | \$41,100.00         |
| 2-7-25-55.02 Sta-pac                        | \$1,000.00          | \$0.00              | \$0.00              |
| 2-7-25-55.03 Salt                           | 8,000.00            | \$7,273.08          | \$8,000.00          |
| 2-7-25-55.05 Paving                         | \$30,000.00         | \$0.00              | \$30,000.00         |
| 2-7-25-55.06 Chloride & Calcium             | \$8,000.00          | \$4,185.00          | \$8,000.00          |
| 2-7-25-55.07 Cold Patch                     | \$100.00            | \$0.00              | \$0.00              |
| 2-7-25-56.00 Culverts                       | \$3,000.00          | \$2,171.00          | \$3,000.00          |
| 2-7-25-57.00 Road Signs                     | \$100.00            | \$211.19            | \$500.00            |
| 2-7-25-57.01 Radar Speed Sign Installation  | \$0.00.00           | \$12,225.00         | \$2,000.00          |
| 2-7-25-58.00 Guard Rails                    | \$3,000.00          | \$0.00              | \$3,000.00          |
| 2-7-25-63.00 Bal. Rock Rd / Garage          | \$30,000.00         | \$30,000.00         | \$30,000.00         |
| 2-7-25-64.00 Storm Expense                  | \$0.00              | \$29,637.61         | \$0.00              |
| <b>Total ROAD MAINTENANCE EXPENSE</b>       | <b>\$271,700.00</b> | <b>\$313,636.23</b> | <b>\$330,600.00</b> |
| <b>2-7-27 HIGHWAY GRANT EXPENSE</b>         |                     |                     |                     |
| 2-7-27-09.00 Better Rd. Grant-Kennison Rd.  | \$0.00              | \$0.00              | \$45,358.00         |
| 2-7-27-10.00 Grants-in-Aid/NVDA             | \$0.00              | \$0.00              | \$10,000.00         |
| 2-7-27-11.00 Structures Grant-Bal. Rock Rd. | \$0.00              | \$0.00              | \$123,750.00        |
| 2-7-27-24.00 Better Rds. Grant/Buck Hill    | \$20,000.00         | \$19,947.00         | \$0.00              |
| 2-7-27-25.00 North Hill Exp. - NVDA         | \$7,625.00          | \$8,259.88          | \$0.00              |
| <b>Total HIGHWAY GRANT EXPENSE</b>          | <b>\$27,625.00</b>  | <b>\$28,206.88</b>  | <b>\$179,108.00</b> |
| <b>TOTAL EXPENDITURES-HIGHWAY FUND</b>      | <b>\$408,833.00</b> | <b>\$441,462.42</b> | <b>\$599,019.00</b> |



**For everyone's safety.....** The Road Crew does their best to avoid causing damage to personal property, but despite their best efforts, sometimes items within the town highway right-of-way get damaged, either by snow removal or other highway maintenance equipment. Please be aware, the town is not responsible for damages obtained within the 49 ½ foot right-of-way. Also be advised that placing objects such as vehicles, fences, trees, signs, etc. within these boundaries can cause the objects to be removed at the owner's expense.

**A friendly request.....**For everyone's safety, please do not park in front of the garage doors at the Town Garage on Saturday's during recycling. The road crew is working hard to keep our roads clear and they need to be able to move their equipment in and out of the garages. It's a challenge to see those little cars when backing out of the bays and maneuvering the parking lot.

**THANK YOU FOR YOUR HELP**

# REPORTS FROM TOWN BOARDS & AGENCIES (Non-Appropriation)

## SELECTBOARD RECAP FOR 2019

### A Message from Yves Daigle, Selectboard Chair

One more year has passed in our wonderful town. How time flies. It doesn't seem like it was a year ago that I sat down to write this report.

We wish to extend a warm welcome to all who have moved to Westfield this past year. We are sure you will enjoy our little community. We also wish to extend our sympathies to the families who have lost loved ones. Our thoughts and prayers are with you.

**Roads:** The previous few years have been rather quiet in comparison to what this past year brought us. 2019 was more of a challenge with last winter beginning in October and not letting up until the first of April. The amount of snow required more plowing and sanding to keep the roads passable. Thanks to Eric Kennison for a good job keeping our roads open. The second hardship was the Halloween flood. This presented us with an additional expense of \$30,000 for road damages. As a result, we did not pave School Street in order to cover these costs. Pictured here is the damage to the Loop Road.



**Town Garage Expansion:** We have completed the addition to the Town Garage, the total cost was \$87,000. The wind towers in Lowell, through Green Mountain Power, will gift the Town of Westfield \$100,000 over a period of 10 years. This is known as the "Good Neighbor Fund". We receive \$10,000 per year and so far we have received \$50,000. This year that total amount was used towards the garage building expense. We felt it was a good way to keep taxes down.

**Village Center Designation:** The Vermont Downtown Development Board has awarded Village Center Designation to the Town of Westfield. This is an important designation recognizing Westfield's commitment to building a strong and healthy village center. Also, this creates a new partnership with the Department of Housing and Community Development and supports the communities' ongoing revitalization efforts.

**Municipal Planning Grant:** In 2019 we were awarded a Municipal Planning Grant in the amount of \$19,463. This grant represents the primary funding to conduct a housing needs assessment of the now closed community care facility, Scenic View RuralEdge. The town will have 1 ½ years to complete the study. The Selectboard feels strongly that a housing unit for the elderly would be a high priority for the use of this property. This has always been a well-maintained property and it would be a shame to see it deteriorate. NVDA, our regional planning board, was instrumental in helping us obtain this grant and we thank them for all their help.

**ATV Opening of Roads:** So far the opening of our roads to ATV's has been working well. The Selectboard did not receive any complaints or knowledge of anything affected. The only difference is that it is now legal to be on the roads. According to our monthly Sheriff's report, no fines or arrests have been issued for ATV offenses.

**Altering Taft Brook Road:** Taft Brook Road recently became a dead-end road at the Buck Hill Road intersection. The entrance/exit point is now Balance Rock Road. This has been in the works for some time and was inspected by the State who determined this to be a hazardous intersection. Our job as Selectboard members is to make sure our roads are safe for our community.



**Community Center:** The Community Center continues to be a busy place. The Bone Builders Exercise group gathers every week. Senior meals are offered every Thursday by the Lions Club. The Lions Club also uses the Center for Texas Hold'em Fundraisers. The Center can be rented for baby showers, weddings, family functions, to name a few. If

you wish to reserve the building, call LaDonna at the Town Clerk office 744-2484. The rental cost for Westfield property owners is \$75; \$100 for nonresidents. An additional \$50 is charged for the use of the kitchen.

**North Hill and Westfield Cemeteries:** The Westfield Cemetery on Cemetery Road has three lots left. Upon the sale of these three lots, we will close sales for this location. The town hired Heritage Memorials Inc. from Newport to clean every stone in the summer of 2019. They did a wonderful job, the cemetery has really been brightened up.

A special thank you to Debra Dykeman for applying for a grant to help defray the headstone cleaning and repair costs. Debra also made a generous donation in honor of her husband, Steve Dykeman, towards the cleaning cost as did Heritage Memorials. Debra raised additional funds from community donations. Special thanks to all who contributed to this beautification. Your efforts are appreciated.

The North Hill Cemetery will have many spaces for future burials thanks to the generous land gift by Merlin and Luke Backus. The price for a four foot x ten foot lot is \$150 plus an additional fee of \$130 for cornerstones. Burial fees are \$400 for a full grave and \$100 to bury cremains.



**Recycling:** This has been another successful year at recycling with more and more folks visiting the center. The tonnage in recyclables has increased dramatically. This is a win, win situation for the town; all that we can recycle is taken out of the trash bill charged to the town. Last year, we purchased four cameras to oversee the illegal dumping done after hours and on weekdays. We have seen a 75% decline in this offense. Those that dispose of their garbage and pay the price should not have to suffer price increases because of those who dump illegally.

Mark your calendar for June 20, 2020 for the annual Hazardous Waste Day at the Jay Transfer Station from 9:00 a.m. to 12:00 p.m. The solid waste district will pick up all of your hazardous waste free of charge. Flyers will be passed out prior to this date as a reminder.

**Other improvements:** The installation of a new black asphalt shingle roof on the Town Clerk office was completed in the summer of 2019. The cost was \$8,325. The town garage addition and roof were put out for bid.



In closing this report, the Selectboard wishes all of you a Happy and Prosperous New Year. Just remember, no one will need glasses this year, "we are all 2020".

Feel free to call on us if you need assistance.

**Westfield Selectboard**

Yves, Daigle, Chair  
Jacques Couture, Vice Chair  
Anne Lazor



## ZONING ADMINISTRATOR'S REPORT



A list and summary of zoning permit activity for year 2019 is included below. Please refer to the town website [www.westfield.vt.gov](http://www.westfield.vt.gov) to access the Zoning Bylaws for construction or use activity requiring a Zoning Permit. Permits are required for ponds, new driveways (pre-approval required by the Road Commissioner), any new or replacement well or septic systems (these also require state permits), any and all land subdivision and any construction or land use requiring State Act 250 permitting.

Respectfully submitted,  
Thomas Schrock, Zoning Administrator

| Permit # 2019 | Issue Date | Owner                                  | Applicant                              | Location        | Permit Application                                       |
|---------------|------------|--|--|-----------------|--|
| 01-2019       | 3/20/19    | Marion Muller-Powell & Wm. A.E. Powell | Marion Muller-Powell & Wm. A.E. Powell | Loop Road       | Conditional Use – Event Venue                            |
| 02-2019       | 4/11/19    | Marion Muller-Powell & Wm. A.E. Powell | Marion Muller-Powell & Wm. A.E. Powell | Loop Road       | Conditional Use – Event Venue with Current Use Exclusion |
| 03-2019       | 5/28/19    | Nate & Lisa Deslandes                  | Nate & Lisa Deslandes                  | Kennison Road   | Single Family Dwelling                                   |
| 04-2019       | 6/10/19    | Thomas & Belinda Schrock               | Thomas & Belinda Schrock               | North Hill Road | Addition   |
| 05-2019       | 8/20/19    | Michael J. Couture, Sr.                | Thomas & Belinda Schrock               | North Hill Road | Construct Storage Building                               |
| 06-2019       | 10/9/19    | Paul & Sheri Gagne                     | Marc McAllister                        | Buck Hill Road  | Addition   |
| 07-2019       | 10/9/19    | Tyler Acevedo                          | Tyler Acevedo                          | Ballground Road | Temporary Structure                                      |

## RECYCLING CENTER NEWS-Accepted Recyclables



### The Westfield Recycling Center accepts FREE OF CHARGE the following recyclables:

- newspapers, magazines, office paper, books and junk mail
- corrugated cardboard, brown kraft bags and boxboard (NO wax coated containers, i.e. milk/ice cream cartons, meat containers, coffee cups, broth boxes or Styrofoam). BOXES MUST BE FLATTENED.
- clean tin cans (labels okay-flattening not required—separate from aluminum cans)
- aluminum cans (labels okay-flattening not required), clean aluminum foil and food trays, snack bags are trash.
- #1-4 plastics & 5 food-grade containers. NO black plastic containers accepted. (clean/completely drained of fluids) NO rigid plastic, NO oil containers and NO containers over 2 gallons accepted. NO plastic caps.
- Any plastic bag-any color or packaging labeled #2, #4 or #5 (NO metallic bags, NO potato chip bags)
- special wastes such as oil, oil filters, automotive batteries, rechargeable batteries, cellular phones, empty aerosol cans, agricultural bale wrap (NO netting inside), scrap metal, hardback books and fluorescent bulbs
- electronics (accepted: computers, monitors, printers, TV's, stereos, VCR's, DVD players, digital converter boxes, video game consoles, personal music players, PDA's, phones and chargers)
- all colors-clean glass jars & bottles-lids removed (NO crystal, NO light bulbs, NO Pyrex, NO porcelain)
- food scraps of any kind-including meat, bones and dairy. Remove PLU stickers. No plastics, metals, paper.

**Trash and tire disposal fees & information can be found on page 34.**

# PLANNING COMMISSION 2019 ANNUAL REPORT

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The updated Town Plan was adopted by the Selectboard, January 7, 2019 and was approved by the Regional Planning Commission (NVDA) March 21, 2019. The Plan is available on the Town Website. Hard copies are available at the Hitchcock Museum and Library.

**Zoning Bylaw Update.** The Planning Commission has worked on updates to the Zoning Bylaw throughout 2019. The Bylaw update process includes notification to residents when a draft of the new amended Zoning Bylaw is ready for review. Property owners and voters will have opportunities to submit comments on the draft. Our goal is to complete the Zoning Bylaw update before January 1, 2021.

**Section §606.01 Amended.** One amendment to the Zoning Bylaw is already completed: to streamline permitting of the most commonly requested building permits. Previously only one-family and two-family dwellings could be permitted without a Site Plan approval. The amended §606.01 now allows for Accessory use/structure, Agriculture, and Dwelling – accessory to be permitted, at the discretion of the Zoning Administrator, without Site Plan review.

**New Members.** Two new members were appointed to the Planning Commission: Ellen Fox and Kitty Edwards. Ellen's experience is in zoning, planning, water resource management and sheep farming. Kitty's experience is in health care, land conservation, and dairy farming. Their areas of expertise are valuable additions that will support Westfield's planning work.

**Village Center Designation.** The Vermont Downtown Development Board awarded village center designation to the Town of Westfield in September. This designation recognizes Westfield's commitment to build a strong and healthy village center, and creates a new partnership with the Department of Housing and Community Development (DHCD) to support the community's ongoing revitalization efforts.

Designated communities receive priority consideration for state grants and access to technical assistance through the Department of Housing and Community Development. In addition, qualified commercial building owners and leaseholders within the designated village center are eligible for state tax credits to support exterior and interior building improvements.

**Planning Grant.** The Department of Housing and Community Development (DHCD) awarded Westfield \$19,463 in state Municipal Planning Grant funds to conduct a housing needs assessment of the now-closed Scenic View Community Care Facility. The town's share of project funding is estimated at \$2,000. Westfield's project was one of 31 funded out of 54 proposals submitted.

Finding a new housing purpose for this property is a high priority. The assessment will help the town understand what the options are. Westfield has a year and a half to complete this project.

**Town Plan Update Schedule.** The next scheduled review of the Town Plan will occur during 2026, with a timeline to ensure it can be re-adopted in January 2027. Previously, the State mandated town plans be updated and re-adopted every five years. That timeframe was recently extended to eight years.

**In 2020.** The Planning Commission will continue to work on updating the Town Bylaws. This process will align the Bylaws with the amended Town Plan. As part of the process we will also make 'housekeeping' updates. The goal is to make the Bylaws more user-friendly. These changes will include, but are not limited to: standardizing the use of terminology, and clarifying confusing language. The process includes outreach to property owners, and the required public hearings. The Planning Commission also has a role in the assessment of the former Scenic View Community Care Facility.

**Thank You.** The Planning Commission appreciates and thanks the Selectboard, Town Clerk, LaDonna Dunn, and Zoning Administrator, Tom Schrock, for their support and suggestions to update the Bylaw. Special thanks to NVDA, and Alison Low, NVDA Senior Planner, for guidance and expertise.

Respectfully submitted,

**Westfield Planning Commission**  
Pat Sagui, Chair

Loren Petzoldt, Vice Chair; Shawn Baraw; Brian Dunn; Kitty Edwards; Ellen Fox; and Yvan LaPlume

## LISTERS' REPORT 2019

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The reappraisal process is well underway and on schedule. In May, a publication will be mailed to all property owners. The publication will show last year's appraised value and the new appraised value. It will also serve as the Change of Appraisal Notice for tax year 2020 and describe how and when to formally file a grievance.

New England Municipal Resource Center (NEMRC), the contractor performing the reappraisal, will host a pre-grievance open house in May. This will provide an informal opportunity to address any concerns regarding the new appraised value.

As part of the reappraisal process, Property Valuation and Review will determine a new Common Level of Appraisal (CLA) for tax rate setting purposes and set the fiscal year's education tax rates using that new CLA. The education tax rates will be set as soon as practicable after receipt of the current reappraised grand list information.

A CLA is a measure of how close a property sells to its assessed value. The COD is a measure of how fairly distributed the property tax is throughout the town. A high COD means many taxpayers are paying more than their fair share and many are paying less than their fair share. Per 32 V.S.A. § 4041a, once a reappraisal is triggered, the Town must reappraise even if the triggering factor falls back into compliance.

In Vermont, all property is subject to a statewide education property tax to pay for the State's schools. There are two education tax rates: homestead and non-homestead. Bills may show one or both rates. If you filed a Homestead Declaration (HS-122) this year and have no business or rental use, your bill will show only the homestead education rate. If you filed the HS-122 and you have business and/or rental use, your bill should show both the homestead and non-homestead rates based on the relative percentage of homestead and business or rental use. If the property is not your primary residence, you cannot declare it as your homestead. Your bill will show only the non-homestead rate.

The Homestead Declaration form (HS-122) must be filed each year by every Vermont resident whose property meets the definition of a homestead. A Vermont homestead is the principal dwelling and up to 2 acres of land surrounding the dwelling, owned by a resident individual as of April 1<sup>st</sup> and occupied as a person's domicile. The Vermont Department of Taxes must annually receive a Homestead Declaration (Form HS-122) on or before April 15<sup>th</sup>. Homeowners need to comply with this deadline even when requesting an extension to file their Vermont State Income Tax. No extension is granted for filing a Homestead Declaration. Unfortunately, if a Homestead Declaration is filed late, there is a penalty.

The State also requires you to declare (on your Homestead Declaration) if more than 25% of your home's floor space is used for business or if any floor space is rented. If an outbuilding (sheds, garages, farm building, shops, etc.) is located on your property and is used for business or is rented, it is also necessary to declare such. If the business ceases to exist for any reason, you need not declare this in subsequent years. However, informing the Listers of such a change may assist them in keeping your current assessment accurate.

Do not forget, if you have more than one property in Westfield make sure to use the SPAN (School Parcel Account Number) that is assigned to your Homestead parcel. If your Homestead straddles two or more towns, you need to file Homestead Declarations for each town the property is located in using the correct SPAN.

For further information, refer to the Vermont Department of Taxes website: <http://tax.vermont.gov>

The Town now has new Tax Maps for 2019. These are currently updated every two years. The Tax Maps represent and give a visual interpretation of all the deeds and surveys filed with the Town land records. The acreage on the Tax Maps should be the same as in the Grand List. During the map updating process, the Listers try to identify any parcels where the acreage on the Tax Map does not match the acreage in the Grand List. The goal is for an accurate description and assessment of all parcels.

Respectfully submitted,

**Westfield Listers:**

Danny Young  
Scott Dunn  
Sue Scott

## TOWN CLERK'S REPORT FOR 2019

Last year brought many legislative changes affecting how Town Clerks duties are performed. These changes include a new Notary Public law (H 104), a new Vital Records law (Act 46) as well as changes to the cost of recording a document in the land records and establishing a records restoration fund (H 526). Act 46 sets out more stringent guidelines establishing what family members are allowed to purchase certified copies of birth and death records. Requestors are now required to fill out an application as well as provide identification. Town Clerks are required to enter the application information into a statewide system and vital records are printed from the state record rather than the Town Clerk's vault records.

**Staff Updates:** Heather Johnson joined the Town Clerk's office in 2018 and has been a great addition. Her primary duties are recording of land records and the administrative duties relating to the road grants. You'll still see Heather on Mondays. With the duties of the Town Clerk increasing, I have added a second Assistant. I'm pleased to introduce Karen Blais (pictured by the Fort Knox vault door) who came on board October of 2019. Karen has lived in Westfield for over 30 years. She and Phil Sheltra live on the Kennison Road where they gave sleigh rides with their Belgium horses for 18 seasons. She retired in May of 2019 from Royer Camp-Associated Insurance. She was an insurance agent for 32 years. Karen has two children and two grandsons. In her spare time she enjoys scrapbooking and card making. You'll likely see her at a local craft fair selling her beautiful, handcrafted cards. Besides the day-to-day duties, Karen's primary responsibilities will be assisting with vital records, elections and maintaining the website, [www.westfield.vt.gov](http://www.westfield.vt.gov). Please stop and welcome Karen on a Thursday if you're in the neighborhood.



**2019 Vital Statistics Report:** There were no marriage certificates issued and six birth and five death records recorded in the Town Clerks office in 2019. Vital records are public information and are available at the Town Clerk's office for viewing during regular business hours, Monday through Thursday 8 a.m. until 4 p.m. Regrettably, privacy and identity theft concerns have led to the omission of printed names from this report.



**Dog Licenses:** Dog license time is just around the corner. April 1, 2020 at 4 p.m. is the licensing deadline to avoid penalty. Please check your dog's vaccination records early to make sure B doesn't require a rabies vaccination before the April 1<sup>st</sup> deadline. There will be a **Rabies Clinic (for dogs and cats) on Saturday, March 21<sup>st</sup> at the Westfield Town Garage, 757 VT Route 100 from 10:30 a.m.-11:30 a.m.** Due to a scheduling conflict, PLEASE NOTE THE CHANGE OF LOCATION. For your convenience, I will be at the Rabies Clinic to register Westfield dogs. Dog license fees are: Spayed/Neutered \$9; Un-Spayed/Neutered \$13 until 4 p.m. on April 1<sup>st</sup>. After April 1<sup>st</sup> fees increase to \$11 and \$17.

Elections will keep the office very busy in 2020. Early voting is available at the Town Clerk's office prior to the three upcoming elections listed on page 1. Watch for announcements of ballot availability on the town website, Westfield General Store and the Westfield Post Office. Absentee ballots may be requested online at [www.mvp.sec.state.vt.us](http://www.mvp.sec.state.vt.us), or stop by or call the Town Clerk's office 744-2484.

Thank you for allowing me to serve as your Town Clerk. My door is always open to assist you!

Warm regards,  
LaDonna Dunn, Town Clerk

### DID YOU KNOW?

- Green Mountain Passports are available at the Town Clerk's office for a one-time \$2/person. Eligibility limited to those over 62 or Veterans. The program offers free day-use passes to Vermont State Parks and historic sites.
- There is a courtesy check-out program for durable medical equipment. A limited supply (commode, crutches, wheelchair and walker) courtesy of Debra Dykeman and Andrew Emery. Additional durable medical equipment donations are welcomed! Contact LaDonna for more information.
- Census workers will be in our neighborhoods this year collecting data. Each decade, census results determine how many seats our state gets in Congress. State and local officials use census counts to draw boundaries for districts like congressional districts, state legislative districts and school districts.
- Food scraps cannot go in the trash starting July 1, 2020. Deposit your compost in the bin at the Recycling Center or compost in your backyard.
- The CARE (Citizens Assistance Registry for Emergencies) program allows the elderly, people with limited mobility, or those who require specialized medical equipment to get extra help during a disaster. Contact the Clerk's office for more details or register online at [www.e911.vermont.gov/care](http://www.e911.vermont.gov/care).

# EMERGENCY MANAGEMENT & SHELTER REPORT FOR 2019

**Emergency Management Report:** There no incidents requiring action during 2019

**Westfield Community Shelter:** The shelter volunteer's group could use more volunteers. The group now has seven members. Another six or so volunteers would help to insure enough hands are available should the shelter need opening. So, please contact us if you are willing to help. A majority of the current members have asked for more training. Once we know if we have more volunteers, training will be scheduled.



Respectfully submitted,

Dennis Neumann and Dan Backus

## HITCHCOCK MEMORIAL MUSEUM & LIBRARY

1252 VT Route 100 • Westfield, VT 05874 • 802-744-8258

**Hours:** 1 p.m. to 7p.m. **Tuesday & Thursday**

**Free wifi access both inside and outside the building • No password required**

Every year brings a little something new and different. This last summer was a rather busy one at the Library.

Summer residents have become frequent patrons, seeking books, movies and particularly special to me, lots of visiting time. I have made some new and continuing wonderful friendships.

Local and visiting children and families have also enjoyed the Library backyard, for play and games.

Pumpkin Carving, Halloween Treat Night, Christmas Decorating and Ornament Building activities were among this year's well-attended events.

The Jay-Westfield Joint Elementary School continues to hold three to four after-school programs at the Library yearly for six week sessions. They are a busy-active group of children which add much needed life to the Library. We break up their time with multiple projects and play.

The two accessible computers are actively utilized and the inside-outside internet service is greatly appreciated.

I continue to invite more of the community to pay us a visit. The Museum itself is something novel to experience. We have begun to extend our winter hours to accommodate later patron visits by staying open until 7 p.m. on Tuesday and Thursdays.

Hope to see more of you this coming year!

Sincerely,

MaryLee Daigle  
Town Librarian



# WESTFIELD FIRE DISTRICT #1

P.O. Box 142 • Westfield, VT 05874

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TO: Westfield Fire District #1- Members

DATE: January 12, 2020

1. The following is provided as a breakdown of all items contained on the Westfield Fire District #1 financial reports for the period of 1 December 2018 through 30 November 2019.

## **Assets**

Parcel ID 06-001-21 Property on North Hill – as listed on the Town of Westfield Grand List Tax Year 2001. In June the town changed the appraisal to \$137,600.00.

Balance Savings and Checking – As shown on attached Balance Sheet \$78,584.14.

2. Breakdown by report and attachments:

## **Balance Sheet**

### **Total Liabilities and Equity:**

\$77,782.45 an increase of \$4776.98 from last years \$73,005.47.

## **Profit & Loss:**

Significant items.

Income from fees at \$20,895.96 water bills paid by users.

The Professional Fees Accounting of \$50.00 was paid to a representative of the Community National Bank for auditing the books in January 2019. The reports are on file, there were no errors found or corrective actions to be taken.

Total expenses from Profit and Loss statement are \$16,896.99.

This amount makes up the real operating cost of the system as detailed on the statement. Equipment, materials, insurance, office supplies, postage, water testing, repairs, snow plowing, lawn mowing, electric, gas, phone, permit to operate.

## **Income by Customer Summary**

The report shows all customers and amounts paid for the year of the report totaling \$20,765.96.

## **Expense by Vendor Summary**

Most vendors listed are normal expenses for the system.

Rick Danforth \$990.00. These payments are for reimbursements or additional time; Upgrade Project supervision, mowing, or reimbursed purchases etc., beyond normal duties which are compensated at \$12.50 per hour.

## **A/R Aging Summary**

There are six accounts on the A/R Aging Summary (Overdue Accounts). The total amount of \$5,388.22 compares to \$2668.22 at the end of 2018.

Overdue notices are sent out monthly, late fees of 10% are now added soon after the bill is 30 days old.

The Fire District has been considering other forms of clearing up back balances including what steps needed to be taken if need be to turn off the supply of water to the home.

## **Proposed Budget**

The 2019 Proposed budget is \$22,805.00; adjusted for current costs of the line items.

As noted at the bottom of the proposed budget the Income projection is \$23,040.00 based on all accounts paying and paying on time.

3. This report is respectfully submitted as a full accounting of the current financial standing of the Westfield Fire District #1 for the period of 1 December 2018 to 30 November 2019. If at any time, any member of the Fire District desires to see records of the system they will be made available for review. If you have comments or questions, please call me at 744-6880.

Kelly Randall  
Treasurer/Tax Collector  
Prudential Committee

# NORTHEAST KINGDOM WASTE MANAGEMENT DISTRICT (NEKWMD)

224 Church St. • P.O. Box 1075 • Lyndonville, VT 05851  
802-626-3532 or 1-800-734-4602

The NEKWMD finished 2019 by processing less recycling compared to 2018 – 2615 tons in 2019 compared to 2750 tons in 2018. Significant drops in mixed paper, cardboard, and glass were responsible for most of the decline. A few items, including compostable materials, batteries, and metal saw increases in tonnage. E-Waste, tires, and plastics tonnages were approximately the same as 2018. Recycling markets remained low throughout all of 2019.

The District ended 2019 with a deficit of \$16,116.38. The District ended 2018 with a deficit of \$41,069.02. Revenues in 2019 were 1% above projections. While budgeted expenses were 3% above projections. The catastrophic failure of our baler on September 24, 2018 was the largest reason for the deficit. Even though the baler was replaced in February of 2019, we incurred significant costs for the first quarter of 2019 that were directly associated with having limited or no processing capacity.

There were no additions or subtractions to the District membership in 2019. We continue to serve the largest geographical area and largest number of towns (49) in the State. Our population served is 3<sup>rd</sup> in the state behind only Chittenden Solid Waste District and the Central Vermont Solid Waste Management District.

The NEKWMD is entering 2020 with a proposed budget of \$794,823 – a decrease of 3.6% compared to 2019. The decrease reflects the continued poor markets for recyclables. The surcharge rate of \$24.75 will remain unchanged for 2020. Our surcharge on trash remains below the State average of \$26.59. The NEKWMD will be raising hauling fees by \$10 for facilities and schools. The new rates for 2020 are \$45 for facilities and \$30 for schools.

The NEKWMD was staffed by nine full-time and two part-time employees in 2019. Each of the member Towns is entitled to representation by at least one Supervisor. The Board of Supervisors is the principal authority over the NEKWMD and the primary means of contact with the member towns. The Board of Supervisors meets monthly with the District's Executive Director to set the direction of NEKWMD policy. The member Towns are also represented through their ability to vote on the NEKWMD budget at their Town Meeting in March.

Since the surcharge on trash is based on the amount of waste produced, members have a clear opportunity to control their waste management costs. Costs can decrease as waste generation rates decrease and recycling rates increase.

We would like to express our appreciation to our able staff for their continuing commitment to our mission. The 57,000 residents of 49 Towns throughout the Northeast Kingdom can be assured that the NEKWMD will continue to address their waste management concerns in a timely and environmentally sound fashion.

## NEKWMD Executive Committee

### WESTFIELD RECYCLING CENTER TRASH AND TIRE DISPOSAL FEE SCHEDULE

Located at the Westfield Town Garage: 757 VT Route 100

Hours: Saturday 8 a.m. until Noon

Trash & tires may be disposed of ONLY during Recycling Center regular business hours.

REMINER: CAMERA  
SURVIELLANCE IS  
NOW OPERATIONAL

#### TRASH DISPOSAL PRICING

(effective March 1, 2020)

13 Gallon White Trash Bag.... \$2.00/bag

30 Gallon Trash Bag..... \$3.50/bag

50 Gallon Trash Bag..... \$4.50/bag

Large trash items such as couches, chairs, mattresses, box springs and furniture are accepted with negotiated pricing.

#### TIRE DISPOSAL PRICING

14", 15", 16" & 17" tires without rims... \$3.50

14", 15", 16" & 17" tires with rims..... \$5.50

Larger tire sizes are accepted with negotiated pricing.



SEE PAGE 28 FOR A LISTING OF ACCEPTED RECYCLABLES

# **NORTHEASTERN VERMONT DEVELOPMENT ASSOCIATION (NVDA)**

36 Eastern Ave., Suite 1, P.O. Box 630 ♦ St. Johnsbury, VT 05819-0630

Phone: 802-748-5181 ♦ Fax: 802-748-1223

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To the Voters of Westfield:

Since 1950, the Northeastern Vermont Development Association (NVDA) has been the regional advocate for stronger communities and vibrant local economies. We are a combined regional planning and economic development organization serving the communities in the largest geographic region of the state – the beautiful Northeast Kingdom.

Annually, we request dues from our member communities. These funds are vital as they allow our team of professionals to provide direct assistance to the 50+ municipalities and scores of businesses in our region.

Local governance is increasingly complex and NVDA has steadily expanded our service offerings to help communities navigate new rules. Our services include, but are not limited to:

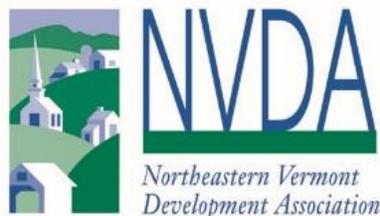
- Land use planning at the local and regional level – including town plans, zoning bylaws, and on-call technical assistance for local officials;
- Transportation studies, infrastructure inventories, and project planning;
- Digital mapping and GIS data services;
- Grant writing and administration for community and regional projects;
- Direct business support, referral services, and loans to employers in our region;
- Energy planning and water quality planning and implementation to help communities meet new and evolving statutory requirements;
- Local emergency planning and assistance during weather related events. NVDA has also provided assistance with flood hazard management;
- Economic development planning to grow and strengthen businesses in our communities; and
- Municipal education and training opportunities for local officials.

How is this relevant to Westfield? NVDA staff assisted with Village Center Designation and provided technical assistance with zoning bylaw, ordinances, and enforcement options. Staff also facilitated the town's 2019 Grants in Aid Project to reduce stormwater impacts from town highways.

NVDA's municipal dues remain at a very affordable \$0.75 per capita rate, with a maximum of \$3,500 and a minimum of \$250. We take great pride in providing cost-effective professional services to the communities and businesses of the Northeast Kingdom. We keep communities aware of new opportunities through our e-newsletter and social media. Contact us at [tgonyaw@nvda.net](mailto:tgonyaw@nvda.net) to receive our e-newsletter and like us on Facebook.

Sincerely,

David Snedeker  
Executive Director



# VERMONT LEAGUE OF CITIES AND TOWNS (VLCT)

89 Main Street, Suite 4 • Montpelier, VT 05602

Phone: 802-229-9111 • Fax: 802-229-2211

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*Serving and Strengthening Vermont Local Government*

## 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).

## APPROPRIATION REPORTS

### AMERICAN RED CROSS (Requesting \$250)

32 N. Prospect Street ♦ Burlington, VT 05401

1-800-464-6692

On the web: [www.redcross.org/nhvt](http://www.redcross.org/nhvt)

Our mission at the American Red Cross is to prevent and alleviate human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.

Our work also includes the collection and supply of blood and blood products throughout the United States, emergency communication services for Military Service Members and their families, training courses for emergency preparedness, as well as certification courses for Licensed Nurse Assistants, babysitting, and First Aid/CPR.

Last year, the American Red Cross of New Hampshire and Vermont provided the following services throughout the region:

- We assisted a local family in the face of disaster, on average, once every 17 hours, helping nearly 1,000 individuals.
- We installed more than 4,000 smoke and carbon monoxide detectors in homes through our Home Fire Campaign.
- Trained 24,000 people in first aid, CPR, and water safety skills.
- We collected 76,150 units of blood at over 2,500 blood drives. All 40 hospitals in NH and VT depend on Red Cross collections.
- In our region, over 250 service members were connected with their families through the Emergency Communications efforts of our Service to the Armed Forces department.

In order to provide these essential services, the American Red Cross of New Hampshire and Vermont is grateful to receive municipal support from our friends in the Town of Westfield. **This year, we respectfully request an appropriation of \$250.00.** These funds will stay right here in our region, so that we can continue to serve your friends and neighbors during their hours of greatest need.

On behalf of the 1,300 volunteers and staff throughout New Hampshire and Vermont, I thank you for your consideration of this request and your generous history of supporting this essential work.

Sincerely,

Rachel Zellem  
Regional Development Specialist



**American Red Cross**  
New Hampshire and  
Vermont Region



**Every Solution Starts Somewhere.**



**VERMONT 2-1-1** is a valuable 3-digit phone number to remember for information about health, community, and human services in your community and throughout the state. At Vermont 2-1-1, callers will speak with specialists who problem solve and make referrals to the appropriate local and state government programs and services, or community-based organizations, support groups, and other valuable resources as needed.

#### Dialing 2-1-1:

- is a local call from anywhere in Vermont for accurate, updated information from a database of over 850 agencies and organizations
- provides free, confidential telephone assistance 24 hours a day, 7 days a week
- enables live translation services for non-English speakers
- provides access for persons who have special needs
- provides the ability to transfer emergency calls to 9-1-1 when necessary

## **FELINES & FRIENDS FOUNDATION (Requesting \$100)**

P.O. Box 1316 ♦ Newport, VT 05855

802-323-4793

On the Web: [www.FFFVT.org](http://www.FFFVT.org)

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Felines and Friends Foundation strives to stabilize barn cat colonies and greatly reduce the number of free-roaming cats in the Northeast Kingdom (and beyond) through Trap-Neuter-Return (TNR), with the goals of improving the health and welfare of cats, minimizing the negative impacts on people and wildlife, reducing the number of cats/kittens entering local shelters.

We humanely trap, spay/neuter and vaccinate for rabies un-owned or loosely-owned cats in neighborhoods and on farms for FREE. When possible we also assist low income residents with free cat spay/neuter services and request a small donation to cover the cost of vaccines. Many cats we service are re-homed through regional animal shelters and local adoptions; others are returned to caretakers or owners to live a better life but with reduced nuisance behaviors.

Since Felines and Friends Foundation began on April 1, 2013 we have spayed/neutered and vaccinated over 3,200 cats mostly in Orleans County, including more than 40 in Westfield. The approximate expense per each cat is \$75 for a total value of service to date to Westfield of \$3,000. We've also done extensive work in the surrounding towns of Lowell, Jay, Troy, North Troy and Newport Town.

We are seeking an appropriation of \$100 to continue this work in 2020.

Thank you for your consideration,

Connie Knaggs

President, Felines & Friends Foundation



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## **FIRE DEPARTMENTS**

### **MONTGOMERY FIRE DEPARTMENT (Requesting \$4,000)**

P.O. Box 356 ♦ Montgomery Center, VT 05471

Fire Station Phone: 802-326-4555 or Emergency: 911

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State of the Fire Department

The Montgomery Fire Department responded to a total of 57 calls in 2019 with a substantial increase in call volume for the 6<sup>th</sup> consecutive year. This is partially due to an increase in medical first response and lift assist calls. Once again, our volunteers have met the challenge and continue to train and maintain operational readiness to serve our community and the mutual aid requests of other agencies. Our current roster stands at 14 members.

This year the Department purchased a set of battery/hydraulic extrication tools to enhance our capabilities. The set includes a cutter and a spreader which require no pump or hydraulic lines. A new 4-gas meter was purchased to replace an existing defective meter.

We are continuing our effort to install a dry hydrant in the Westfield coverage area as soon as possible.

The order was placed for a new tanker and the chassis is due to arrive in early February. The truck will be built by V-Tec of Williamstown, VT with an approximate completion date of June 1<sup>st</sup>. We are looking forward to the arrival of this truck to better serve our community.

Our 6-month raffle was a big success and we have already begun selling tickets for the next raffle. Thank you to all the business who have donated prizes. We would like to offer a heartfelt thank you to Sue Wilson for her efforts and dedication to fundraising for the Department. By spearheading our mailer fundraiser, she has raised well over \$5000.

Thank you to everyone in the community for your love, support and donations. It is always an honor to serve in times of need. Be safe, keep your chimneys cleaned, and keep your smoke detectors working!

Thank you,

Doug Kopacz

Montgomery Fire Department

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## TROY VOLUNTEER FIRE DEPARTMENT, INC. (Requesting \$24,744.50)

P.O. Box 51 ♦ Troy, VT 05868

Fire Station Phone: 802-744-2231 or Emergency: 911

For the year 2019, the Troy Volunteer Fire Department responded to a total of 34 fire and emergency calls.

Over the course of the past year we've replaced many of our older portable radios with new ones to better improve our communication. We also purchased several new power tools, as well as new hand tools, enabling us to be more efficient at emergency scenes. We are also in the process of doing necessary upgrades to our aerial truck to keep it in its most efficient working order.



One challenge that we are currently facing is many of our self-contained breathing apparatus (SCBA) air bottles are approaching their 15-year max life, and as a result will need to be taken out of service. Therefore, we are in the process of replacing these older bottles with newer ones.

The Troy Fire Department continues to grow and currently has a dedicated roster of 29 members. Our members continue to train to familiarize themselves with various pieces of equipment, techniques, and most importantly, safety in the fire service. Much of that time spent training is with neighboring departments so that when an emergency arises, we are always on the same page working together with each other's equipment.

For the upcoming year 2020, the Troy Fire Department is asking for the same amount requested last year, which was \$24,744.50. The allocation from the Town of Westfield helps to fund loan payments, costs of new equipment and fuel for our trucks.

We would like to thank the community for the donations and support that we continue to receive.

Thank you,  
Bobby Jacobs, Chief, Troy FD

### **2019 Westfield Demographics**

- **Population:** 536 (2010 Census)
- **Miles of roads:** 22.73
- **Pages recorded in land records:** 582
- **Registered voters:** 444
- **Taxable parcels:** 454
- **Registered Dogs:** 135
- **Size of Town:** 40 square miles
- **Homesteads:** 182
- **First Recorded Land Record:** 1802

**Just some facts**



**about Westfield!**

## GREEN MOUNTAIN FARM-TO-SCHOOL, INC. (Requesting \$400)

115 2nd Street ♦ Newport, VT 05855  
802-334-2044

On the Web: [www.GreenMountainFarmtoSchool.org](http://www.GreenMountainFarmtoSchool.org)

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Green Mountain Farm-to-School (GMFTS) is a non-profit organization providing fresh, local food and nutrition education to over 10,000 students at schools across northern Vermont.

Over the years, your support has helped us distribute over **\$2 million in local to food** to partners around the state, serve over **10,000 free meals to children**, and annually **offer over 3,000 families coupons** for fresh fruits and vegetables. In addition, we've grown over **25,000 pounds of fresh produce** for school cafeterias, taken students on hundreds of farm field trips, and conducted hundreds of in-class workshops.

### Major accomplishments from the last year include:

- Reaching **2,246** students at **22** schools with farm-to-school programming (i.e. taste tests, farm field trips, nutrition education) and maintaining **19** school gardens;
- Conducting over **500** workshops, field trips, and after school program activities in local schools;
- Distributing **\$382,554.65** worth of local food from **33** farms and producers to **76** schools, retailers and other institutions through our food hub, Green Mountain Farm Direct;
- Serving **3,219** free meals to children and **583** meals to adults from the Lunchbox food truck, representing a **76%** increase in free meals served and a **17%** increase in adult meals sold over 2018;
- Providing **\$70,000** worth of coupons to low-income households through our Fresh Fruit & Vegetable Coupon Program, **\$68,258.60** of which were redeemed, up from \$30,175 in 2018;
- Providing **30** teachers with **three** professional development opportunities to embed farm to school programming into their school culture

We are deeply grateful for the support from Westfield in the past. Thank you for your consideration and please feel free to contact me should you have any questions or need additional information.

Sincerely,

Catherine Cusack  
Executive Director



## GREEN UP VERMONT (Requesting \$50)

P.O. Box 1191 ♦ Montpelier, VT 05601-1191  
802-229-4586 or 1-800-974-3259

Email: [greenup@greenupvermont.org](mailto:greenup@greenupvermont.org) ♦ On the Web: [www.greenupvermont.org](http://www.greenupvermont.org)

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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 towns 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.**

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**HAZEN'S NOTCH ASSOCIATION CAMPSHIP FUND (Requesting \$450)**

P.O. Box 478 ♦ Montgomery Center, VT 05471

On the Web: [www.hazensnotch.org](http://www.hazensnotch.org)

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We are writing to ask the voters of the Town of Westfield to approve a request for a contribution of \$450 to the Hazen's Notch Association Campership Fund in 2020, our 27th year providing programs for area families.

Each summer children ages 6 to 14 attend 1-week camp sessions at the Hazen's Notch Association on the Hazen's Notch Road in Montgomery. Last year the HNA Campership fundraised \$3,675 enabling 12 children from 8 towns to receive financial assistance from the HNA Campership Fund.

The past seventeen years the voters of Westfield at Town Meeting have approved a request for a contribution to the Hazen's Notch Association Campership Fund.

If voters approve this request for a \$450 contribution, school administrators in the Jay-Westfield School may then recommend one or more students from Westfield who wish to attend the HNA Summer Camp to receive partial or full financial assistance towards the camp fee. Camp fees are \$225 for the Day Camp and \$450 for the Overnight Camp.

On behalf of the families served by the campership fund, thank you for your continued support of the Hazen's Notch Association's Campership Fund.

Sincerely,

Rolf Anderson  
*President*

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Hazens Notch Association Day Camp Session 3, August 9, 2019

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**JAY AREA FOOD SHELF (Requesting \$500)**

1036 VT Route 242 ♦ Jay, VT 05859

802-988-2996

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Sincere thanks to the voters of each town for the voted appropriation at Town Meeting 2019. A very special thanks to everyone who donated time, food, and money to the food shelf. With all the continued support & generosity from area community members, the food shelf can continue to serve many people in the area when they need a little help.

For information, whether you qualify for the food shelf program, or the USDA Commodities, please visit the food shelf site in the Jay Municipal Building, on Thursday during operation hours of 9 am to 12:00 pm.

For individuals who wish to make a donation of money, you can do so by sending a check to Jay Area Food Shelf, c/o Jay Town Clerk's Office, 1036 VT RTE 242, Jay, VT 05859.

Thanks to all who helped make the program a success. A special thanks to Berry Creek Farm for the 2019 season in kind donations.

In 2019 The Jay Area Food Shelf served approximately 550 people.

Kim Lucier  
Director

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## **JAY FOCUS GROUP (Requesting \$200)**

On the Web: [www.jayvt.com](http://www.jayvt.com)

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**The Jay Focus Group requests an appropriation of \$200.00 towards operating expenses from the Town of Westfield.** The Jay Focus Group, a 501(c) 3 non-profit Charitable Organization serving the greater Jay area & Orleans County raises funds through events, fundraisers and donations.

In 2019 we distributed \$12,000 to Orleans County organizations thru fundraisers & donations that included the Jay Community Recreational Centre (JCRC) development, Jay Area Food Shelf (includes \$1300 Donation plus Food & Clothing Drives, Christmas Gift Tree for Food Shelf Children & Back to School Back Packs), Annual Town of Jay Tree Lighting, Caroling & Santa Event, Jay/Westfield Elementary School Enrichment Programs, Hitchcock Memorial Library Children's Halloween Party, Jay/Westfield Elem School Trunk & Treat Halloween Party, Annual JCRC Easter Egg Hunt, Annual JCRC Leprechaun Scamper, Jay Community Center; NCUHS Visual Arts NYC Travel Program; NCUHS German Club Europe Trip, Troy Volunteer Fire Department, Knights of Columbus Coats for Kids, FAA, Newport Rotary Club, Green Mountain Farm to School, Relay for Life & Jay Peak Hope on the Slopes Event, Orleans County Snowmobile Organization, BigBrotherBigSister of VT Orleans & Northern Essex County, Scholarships to Summer Camps, and Continued Education Scholarships for Orleans County Seniors.

### **2020 events include but are not limited to:**

- March 15- Leprechaun Romp on the Jay Community Recreational Centre
- April 5 - Annual Easter Egg Hunt on the Jay Community Recreational Centre
- May 2 - Green Up Day
- June 28 – 15<sup>th</sup> Anniversary Bash for Jay Community Recreational Centre
- August 8 - 13<sup>th</sup> Annual Jay Summer Fest Fundraiser for Orleans County Organizations
- September 26 – 5<sup>th</sup> Annual Jay Oktoberfest benefits the Jay Community Recreational Centre
- December 4 - Annual Town of Jay Tree Lighting/Caroling/Santa Visit

Jay Focus Group monthly meetings are normally the 3rd Thursday of the month, 6:00 pm, Jay Town Hall. If you have ideas for events/ fundraising, have experience writing grants, are willing to help find sponsors and/or sponsor our events, are willing to help at an event or have an organization in need please do attend a meeting. For information on our projects email [jayfocusgp@gmail.com](mailto:jayfocusgp@gmail.com), visit [www.jayvt.com](http://www.jayvt.com) or call Peggy 802.343.5687.

We appreciate and are humbled by the scope and generosity of our sponsors - Individuals, Local Businesses, Foundations and Corporations. A great big "thank you" to everyone who volunteered their time and energy, sponsored and attended our events. We all feel blessed to be part of this great organization, and the great Northeast Kingdom. Visit [www.jayvt.com](http://www.jayvt.com) for info on all our events, fundraisers & scholarship opportunities. Like us on Facebook.

Respectively submitted by: Peggy Loux – Executive Director and Treasurer; Kathy DiCarlo – President; Janice Kruse – Vice President; Pat Sanders – Secretary; Denise Rossignol – Grant Writer

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## **JAY PEAK POST NO. 28, INC.-AMERICAN LEGION (Requesting \$250)**

254 Dominion Avenue ♦ North Troy, VT 05859-9701  
802-988-2861

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First, on behalf of Jay Peak Post #28 members (Legionnaires, Auxiliary and Sons of the American Legion), we wish to thank you for your support of the American Legion. The appropriated funds provide the means for the Post to purchase flags and markers for placement near a veteran's headstone in neighboring cemeteries. We also rely on these funds to replace the American Service Flags that fly at the Posts flag park, support Memorial Day Observances and defray operational costs. This year, Post #28 is requesting \$250.00.



In appreciation,

Stephen Russell, Commander

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## **MEAL SITE (Requesting \$1,200)**

### **TROY AND AREA LIONS CLUB**

Community Center: 59 North Hill Road ♦ Westfield, VT 05874  
802-744-6839 (Denny Lyster) ♦ 802-744-5466 Community Center Phone

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The Westfield Senior Meal Site continues to attract residents from our community for our Thursday dinners. This is a tribute to all our volunteers who make it a success – our cooks who prepare delicious meals, our helpers who make it run smoothly, and the people who attend and create a lively atmosphere. Laughter and chit-chat abound. Card games before the meal are interspersed with Tilly jokes. The gamblers play bingo after the meal.

We also welcome guests from outside our community in the same way that our residents enjoy the hospitality at other meal sites.

Our attendance is up again. The average number of meals, including take-outs and volunteers, is 43, up from 37.5 last year. On the second Thursday of each month we offer a 'free' meal, i.e. no donation is requested. On this day our average number of meals is 51, up from 41 last year.

An innovation in the last few months has been offering 'free – no donation requested dinners to all those who are 90+ years young. There are three or four such youngsters. Bravo!

Berry Creek Farm has again provided fresh fruits and vegetables from June through September. Thank you, Gerard and Rosemary, and your supporters, for making this happen. What a boon! Thanks also to Robin Clark for her frequent donation of vegetables.

We want to recognize our new volunteers this year – Sue Scott, Colleen Mayhew and Linden and Soren Stelma-Leonard. Thanks for stepping up. A special accolade goes to Debbie Dykeman for her above-and-beyond donation of time to help at each meal.

**Please consider joining us any Thursday at noon for some great food and companionship.**



## **ARTHRITIS FOUNDATION EXERCISE PROGRAM**

### **FREE exercise class to help prevent or reverse osteoporosis**

**Offered Every Thursday 10:30 a.m. – 11:30 a.m. at the Westfield Community Center (before the meal site)  
or Tuesdays 10:30 a.m. – 11:30 a.m. at the Jay Community Center**

**Classes** consist of a variety of exercises to improve balance and increase strength. Participants start out using very light weights which are gradually increased as strength develops (weights provided). Retired and Senior Volunteer Program (RSVP) has implemented over 100 classes across the state.

**Benefits:** Increase bone density, which decreases chances of fractures; improve balance; increase strength; increase energy and feeling of well-being; and it's FUN!

Contact: Maureen McGuire at 334-7746 or email: [mamcguire77@gmail.com](mailto:mamcguire77@gmail.com) for more information.

## MISSISQUOI RIVER BASIN ASSOCIATION (Requesting \$300)

2839 VT Route 105 ♦ East Berkshire, VT 05447

802-393-0076

Email: [mrba@pshift.com](mailto:mrba@pshift.com)

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The Missisquoi River Basin Association (MRBA) is a volunteer-based organization, composed of folks from many local sources: school groups, local businesses, concerned citizens, teachers, and landowners, to name a few. Since 1996, we have been working with community members to understand and improve water quality issues in the Missisquoi River and its tributaries.

### MRBA Projects and Programs Include:



•**Streambank stabilization and river clean-up efforts:** The MRBA has generated over 21,000 volunteer hours to plant trees, perform other types of streambank stabilization, and clean up trash from the river and its banks.

•**Water quality sampling:** Community volunteers help collect samples for our water quality monitoring program. In 2019 (our 15<sup>th</sup> year of sampling!) the MRBA took hundreds of water samples from 24 sites in conjunction with the Vermont DEC. Five of these sites were in Westfield, where samples were tested for phosphorous, nitrogen, and turbidity to help monitor water quality and track the long-term effect of river-improvement projects.

•**Assisting farmers and landowners:** Projects include planting trees in streambank buffer areas, installing water bars or lining culvert outlet basins, and seeding down areas of bare earth. These techniques reduce streambank soil erosion and filter field runoff.

•**Educational Programs:** We provide educational opportunities to our younger watershed residents - bringing tools such as our watershed model and rainfall simulator to classrooms and outdoor events. We are able to provide sessions of our educational program, 'Bugworks', free of charge to schools in our region: in 2019, the MRBA was able to provide 14 Bugworks sessions to over 250 students; we also reached over 400 students through other educational programs, primarily demonstrating our rainfall simulator to discuss erosion, runoff, and healthy soils.

In order to continue making all these programs available within our communities, we respectfully request the Town's support of MRBA through a \$300 donation. Your donation will be used to help us meet our overhead expenses (rent, telephone, internet, postage, planning meetings, and newsletters) which amount to over \$12,000 annually and which are virtually impossible to cover through grants. Your support of our organization in past years is so greatly appreciated and the funds have been put to good use. We thank you very much for your consideration of our 2020 request.

Sincerely,

John Little, MRBA Chair



**MISSISQUOI VALLEY AMBULANCE SERVICE, Inc. (Requesting \$16,146)**

1390 Cross Road ♦ Jay, VT 05859

802-988-1098

Email: missisquoivalleyambo@gmail.com



Missisquoi Valley Ambulance Service, Inc. of Jay, Vermont will provide the towns of Jay, Lowell, Troy, Westfield and the Village of North Troy with 24 hour Paramedic level emergency medical services. We are licensed and governed by the Vermont Department of Health and will consistently strive for improvement and growth to provide the best service to our constituents' at the most economical costs possible. **We responded to more than 339 emergency calls this year.** Breakdowns listed below, all other calls were mutual aid to other towns or transfers.

|                  |           |
|------------------|-----------|
| <b>Troy</b>      | <b>84</b> |
| <b>Jay Peak</b>  | <b>84</b> |
| <b>Jay</b>       | <b>56</b> |
| <b>Lowell</b>    | <b>36</b> |
| <b>Westfield</b> | <b>25</b> |

Missisquoi Valley Ambulance Service (MVAS) would like to take this opportunity to express our appreciation for the support we get every year. Community service is a difficult but very rewarding job and it's your support and thanks that keeps our members motivated.

MVAS continues to field a squad of 15± members. We continue to operate two, 4 wheel drive Paramedic level ambulances. We currently operate a 2009 F450 and a 2013 F350. Our service this past year has committed itself to recruiting and retention as well as increasing the quality of the services that we provide.

MVAS had continued to strive to keep operating costs down while increasing the quality of the equipment and the care provided to our patients. MVAS continues to have regular communications with the towns select boards and are committed to delivering the highest quality care available through continuous learning, teaching, and training.

MVAS is committed to serving our communities and devoted to the health and safety of our neighbors. Anyone with questions and concerns or interest in joining our organization should call 988-1098 or email us at missisquoivalleyamb@gmail.com.

Jennifer Piette, EMT  
President

**THE NORTH COUNTRY FRIENDS  
OF THE VERMONT SYMPHONY ORCHESTRA (Requesting \$100)**

c/o Eleanor Long ♦ 2 Church Street, Suite 3B ♦ Burlington, VT 05401  
802-864-5741 Ext. 10

The North Country Friends of the Vermont Symphony Orchestra are requesting an appropriation of \$100.00 to support *SymphonyKids* programs for the children in your town. This program brings small ensembles from the Vermont Symphony Orchestra to perform for our students in their local communities. *SymphonyKids* is an outreach program whose mission is to engage children in classical music through audience participation and encourage the students to develop a lifelong enthusiasm for music.

Last year, *SymphonyKids* in our region reached 1039 school children in 14 presentations, serving 12 schools for 13 different communities. This season *SymphonyKids* kicked off with the Green Room program on September 29, which gave middle and high school age students from area schools an up-close and personal concert-going experience.

Proceeds from the North Country Friends' ad insert help defray the cost for schools. Subsidy money also helps, but can be spread pretty thin when we're trying to serve all the schools in Orleans and Caledonia counties. The contribution from your town will go towards a *SymphonyKids* program for the students in your town and will help us reach the greatest possible audience in the Northeast Kingdom.

The VSO has a long history of bringing *SymphonyKids* programs to the Jay Westfield Joint Elementary School. In December 2018 and November 2019 our *Fanfare* program performed for 92 students.

Thank you!  
Sally Rivard, Chair  
E-mail: [sallyrivard@gmail.com](mailto:sallyrivard@gmail.com)



**NORTHEAST KINGDOM COMMUNITY ACTION, INC.–NEKCA (Requesting \$300)**

71 Seymour Lane ♦ Newport, VT 05855  
802-334-8224

NEKCA Administrative Office: P.O. Box 346, 70 Main Street ♦ Newport, VT 05855

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Court Diversion is a community response to juvenile and adult offenders. A Review Board comprised of community residents reviews cases after the offender has met certain program criteria. The Review Board designs a contract, with the participant, which specifies the conditions of the person's participation. If the participant satisfactorily completes the contract, the State's Attorney dismisses the charges. The contract typically includes an apology and restitution to the victim, community service and other remedial, educational, or corrective services. Approximately 87% of those referred to Court Diversion successfully complete their contracts. In addition, Diversion is cost effective; it takes far less money to process a case through Diversion than through Court, and the Diversion process is controlled by community people with vested interest in making sure there are not repeat offenses.

**Two (2) Westfield residents participated in the Diversion Program.**

Your support at Town Meeting is vital to the continuation of the program.

Sincerely,

Stephanie R. Bowen, MS, HS-BCP  
Diversion Director

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**NORTHEAST KINGDOM COUNCIL ON AGING (Requesting \$300)**

481 Summer Street, Suite 101 ♦ St. Johnsbury, VT 05819  
Phone: 802-748-5182; Fax: 802-748-6622 or email: [info@nekouncil.org](mailto:info@nekouncil.org)

On the Web: [www.nekouncil.org](http://www.nekouncil.org)

*Local Office: 5452 US Route 5, Suite A\_ ♦ Newport, VT 05855 ♦ 802-334-2190*

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For over 40 years, the Northeast Kingdom Council on Aging has been a valued and trusted resource for older Vermonters to age in place. Our mission is to deliver the person-centered support necessary for our older Vermonters to sustain their independence and live well in their communities.

Our valuable services include a Helpline, Medicare counseling and Bootcamp, specially-trained staff who help people develop long-range planning as they age, exercise and mobility programs, family and caregiver support programs and grants, case management for those who need a bit more support with aging in place, as well as assistance in applying for fuel, food, and pharmacy programs.

Our nutrition programs partially fund meal sites and home delivered meals under the guidance of our registered dietitian. Working with RCT and Legal Aid, we provide solutions for the complex challenges people face while living in a rural community. In addition, our work is supplemented by over 367 volunteers who serve as Senior Companions, Home Delivered Meals drivers, wellness program leaders, and home-based caregivers.

Our service area extends across the entire Northeast Kingdom. During this past year 27 residents of Westfield used the services of our organization to meet their needs. People called our Helpline for assistance with caregiving and programs such as 3SquaresVt, Medicaid and Medicare, fuel assistance, transportation, and many other topics. Our website [www.nekouncil.org](http://www.nekouncil.org) provides information on many of our programs and services.

We sincerely thank the residents of Westfield for your continued support to make a difference in the lives of your residents who are often the most vulnerable. As a private non-profit, we are able to remain independent and put the focus on our clients who need unbiased assistance.

If you have a friend or family member who may benefit from our services, please contact us. We're just a phone call away at the Senior Helpline: 800-642-5119.

In gratitude,  
Meg Burmeister, Executive Director

The mission of the Northeast Kingdom Council on Aging is to "Help People Age with Independence and Dignity." Our goal is to enhance the ability of these Vermonters to live as independently as possible, actively participating in and contributing to their communities.

## NORTHEAST KINGDOM HUMAN SERVICES-NKHS (Requesting \$1,072)

181 Crawford Road ♦ Derby, VT

P.O. Box 724 ♦ Newport, VT 05855

Phone: 802-334-6744 or Toll Free: 800-696-4979 ♦ Fax: 802-334-7455

On the Web: [www.nkhs.org](http://www.nkhs.org)

Thank you, Town of Westfield voters, for your appropriation support last year. Annual appropriations are a vital funding source to support the provision of needed services for residents who cannot otherwise afford care.

### Summary data for the past year:

|   |  |
|---|--|
| Total number of individuals of all ages in our service area that utilized mental health crisis intervention, mental health, addiction, behavioral health, and/or intellectual/developmental disabilities support services in the past year:   | 3,855  |
| Total number of individuals of all ages in the Northeast Kingdom that were supported by the Emergency Services Team 24 hours a day 7 days a week last year:   | 413  |
| Number of individuals from the Town of Westfield who accessed supportive care at Northeast Kingdom Human Services, Inc.:  | 19   |
| Employees provided community consultation, education, and outreach in community meetings, events, and trainings in Northeast Kingdom Human Services offices, area schools, and businesses; training examples include suicide prevention and awareness, trauma informed care, and parenting. | 193 hours  |
| This agency is proud of the dedicated professional employees who support community members in Caledonia, Essex, and Orleans counties in the Derby or St. Johnsbury offices, the satellite office in Hardwick, in homes, and in schools throughout the communities in the Northeast Kingdom. | 500 total,<br>4 from the<br>Town of<br>Westfield |
| Free and/or uncollectable services provided for Town of Westfield individuals.  | \$1,046.00                                       |

Good mental health is important for everyone. As a Designated Agency serving Vermont's system of care, Northeast Kingdom Human Services, Inc. has a responsibility for assuring that a comprehensive range of services are available regardless of an individual's ability to pay. A sliding fee scale is available for those in financial need. Last year, the agency provided \$247,880.52 in free and/or uncollectable services for supports provided to individuals in our service area. Northeast Kingdom Human Services is asking the Town of Westfield voters to again consider helping neighbors, family members, and friends receive the supports they need to live a happy and fulfilling life and be an active and contributing member in your community through this 2020 appropriation request of \$1,072. This amount is calculated on \$2.00 per person according to the 2010 Census.

Thank you so much for your support!

Respectfully submitted,

Tomasz Jankowski, DPT, MHA, MBA  
President and CEO



## **NORTHEAST KINGDOM LEARNING SERVICES, INC.-NEKLS (Requesting \$250)**

55 Seymour Lane, Suite 11 ♦ Newport, VT 05855

Phone: 802-334-6532 ♦ Fax: 802-334-6555

On the Web: [www.neklsvt.org](http://www.neklsvt.org)



NEKLS began with one woman, Eva Warner, teaching area residents to read at their kitchen table. It is *so much more* almost 50 years later.

*It is our mission to inspire and empower learners, birth and beyond.*

- **The High School Completion Program (HSCP)** collaborates with local schools to provide a path to a high school diploma for anyone 16 or older. Program participants may have left school or may still be enrolled in their partnering high school. **In FY 2019, NEKLS in collaboration with partnering high schools awarded 59 high school diplomas** in the tri-county region.
- **The General Educational Development Program (GED)** leads to a high school diploma equivalency. **In FY 2019, NEKLS awarded 18 GED's** in the tri-county region.
- **Adult Education and Literacy Programs** served **230 students** for **8,932 hours** in **FY 2019 in the tri-county region**. In addition to HSCP and GED services, our teachers provided math, reading and writing skill development, job skills development, computer literacy and support in students' transition to work or college.
- NEKLS teaches English as a second or other language (**English Speaking Other Languages**) to students from around the world who have come to settle in our beautiful Northeast Kingdom. **In FY 2019, NEKLS served 9 ESOL students in the tri-county region.**
- NEKLS Community Learning Centers offer **group and individual computer training**. In addition to computer classes, an average of **80 community members a month** access email, search the web, perform job searches, complete online job applications, or apply for unemployment benefits at the **five Community Learning Centers in the tri-county region.**
- **Children's Integrated Services (CIS)** is Vermont's comprehensive approach to provide child development and family support services. **In FY 2019, Northeast Kingdom Learning Services Early Intervention and Family Support Specialists received 526 referrals to EI and Family Support services.**
- **The Tutorial Program** provides one-on-one and group instruction to K-12 students at any number of locations including area libraries and town halls. **In FY 2019, NEKLS served 32 K-12 students in the tri-county region.**
- **In FY 2019 NEKLS Prevention continues to offer education to the community around Prevention, Intervention, Treatment and Recovery in alignment with the Pitr Collaborative in Orleans and Northern Essex County. From Mental Health First Aid training's to presentations around Vaping and Tobacco. NEKLS Prevention strives to be available to and align with the community's needs. Additionally, NEKLS Prevention supports and aligns with Big Brothers Big Sisters of Vermont, and also brings Dover Youth 2 Youth curriculum to area schools.**

*NEKLS has a staff of 57 dedicated professionals committed to serving the needs of the Northeast Kingdom. Please contact us at 1-844-GO NEKLS (466-3557) if you or someone you know has need of our services or at [info@neklsvt.org](mailto:info@neklsvt.org).*

***Thank you for your generous support!***

Respectfully submitted,  
Michelle Faust, Executive Director

## **THE OLD STONE HOUSE MUSEUM (Requesting \$550)**

### **Orleans County Historical Society, Inc.**

109 Old Stone House Road ♦ Brownington, VT 05860

802-754-2022

Email: [information@oldstonehousemuseum.org](mailto:information@oldstonehousemuseum.org) ♦ On the Web: [www.oldstonehousemuseum.org](http://www.oldstonehousemuseum.org)

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The mission of the Orleans County Historical Society is simple yet essential—to *preserve, educate, and inspire*. This mission is carried out each day by ensuring our heritage remains relevant to our community, and each year the Old Stone House Museum brings local history to life each for countless visitors; seniors, adults and children alike. We are proud to loyally serve our community with high-quality programming and events.

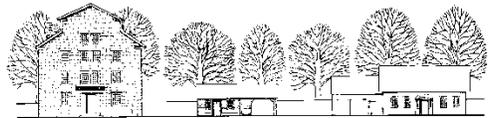
Since 1917, the Orleans County Historical Society has worked to preserve and share the rich history of our county and our region. From farming and agriculture to local family stories, the Museum is a rich repository of our own precious history. Our stunning neighborhood includes eight historic buildings, along with remarkable collections of furniture, paintings, clothing, tools, photographs, diaries, maps and letters that all illustrate aspects of our regional history. This year, we plan to celebrate the life and work of African American Alexander Twilight by marking his 225th birthday. The historical importance of his life and work—both locally and nationally—will be the focus for our 2020 season.

The Society continues to actively seek funding in order to maintain the aging infrastructure of historic buildings, as well as to sustain the growing list of community services that we offer to area residents such as educational programming for public schools, preservation of public records and genealogical research. Support from the community plays a vital role and helps keep our mission alive.

Thank you sincerely for your consideration and come visit us anytime!

Sincerely,

Molly Veysey, Executive Director



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## **ORLEANS COUNTY CITIZEN ADVOCACY-OCCA (Requesting \$500)**

P.O. Box 1434 ♦ Derby, VT 05829

802-673-2515 (Sandi White, Executive Director)

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Orleans County Citizen Advocacy (OCCA) was founded in 1988 to promote friendships between individuals with developmental disabilities and community volunteers. Through one to one matches, OCCA helps our members build relationships where each person is respected, included, heard and empowered. Orleans County Citizen Advocacy supports enduring, positive connections that have enhanced our strong, vibrant diverse communities for over thirty years.

Since its inception, OCCA has initiated and supported over 100 matches without any federal or state funding. Our activities are funded through town appropriations, donations and small grants. All appropriations stay in Orleans County and directly impact and benefit our neighbors. We thank Westfield voters for your past support, and once again are asking for your support.

During the past year, we held events and activities in Orleans County that engaged our members in socialization and networking. These included art events, cooking lessons, an exercise/dance event, community dinner and seasonal crafts. Next year we plan to expand our reach through the county, offering workshops and activities for members and neighbors. Skill building, disability awareness, self-advocacy, and community inclusion will be our focus. We are experiencing an increase in applications throughout Orleans County, and currently have a growing list of new members who are in need of volunteers to become their friends, mentors and advocates. Alleviating loneliness and including people in their community is our goal.

Please support Orleans County Citizen Advocacy's town appropriation request of \$500 for 2020.

Best Wishes,  
Rich Ossias and Ann Stannard  
Co-Chairs, OCCA Board of Directors



*“Our Mission is to create and support relationships between community volunteers and individuals with intellectual and developmental disabilities so that all are heard, empowered and fully included in the community. We strive to engage all members in opportunities that enhance quality of life.”*

**ORLEANS COUNTY FAIR ASSOCIATION (Requesting \$500)**

278 Roaring Brook Rd. ♦ P.O. Box 580 ♦ Barton, VT 05822

Phone: 802-525-3555 (Shelia Martin, Director/Treasurer)

Email: [ocftreas@gmail.com](mailto:ocftreas@gmail.com) ♦ On the Web: [www.orleanscountyfair.net](http://www.orleanscountyfair.net)

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The Orleans County Fair Association is proud to have served this community by hosting the Orleans County Fair for more than 150 years! We are a non-profit organization with all the typical struggles being experienced in today's society. Our long term success has come from old fashioned Northeast Kingdom pride and determination as well as reliance on the creativity of our volunteer members.

The OCFA is recognizing the need to maintain our wonderful traditions and history as well as seek and implement new ideas with an adjusted business plan. Roaring Brook Park is an expansive venue which in recent years has been helping to celebrate Memorial Day and 4th of July festivities as well as many other local celebrations. I'm sure most of you have attended the grounds at one time or other in the past. Our continued goal is to invite your return to the park and to introduce you to our new and exciting plans!

Our on-going efforts to maintain the 150 year traditions and to include modern entertainment and experiences brings us to you for a little help. We are seeking an appropriation in the amount of \$500 toward these efforts. Any other amount would be wonderful. It is also our pledge to you that we will apply any funds received in an important and meaningful way and that we will report back to you next March on specifically how your contribution was utilized.

Thank you for your support,

Sincerely,

Shelia Martin, Director/Treasurer

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**ORLEANS COUNTY SHERIFF'S DEPARTMENT (Requesting \$13,875.49)**

P.O. Box 355 ♦ Newport, VT 05855

Phone: 802-334-3333 **Emergencies: 911**

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The Orleans County Sheriff's Department provided **245.50** hours of patrol services to the Town of **Westfield** during 2019. The enclosed chart shows the total incidents, total arrests and traffic violations for your town.

A monthly breakdown of services provided by the Sheriff's Department is available through your Town Clerk.

The past year has seen some changes at the Orleans County Sheriff's Department, the most recent being the retirement of Sheriff Kirk J. Martin at the end of December. Sheriff Martin had 37 years of employment with the State of Vermont, starting with the Agency of Transportation in the early 1980's, which led him to law enforcement in the mid 1990's and for the last eleven years with the Orleans County Sheriff. We want to thank him for his service and wish him well in retirement.

I would like to take this time to briefly introduce myself as your new Sheriff. I was appointed by Governor Phil Scott on January 22, 2020, and am honored he entrusted me to the position of Sheriff. I am excited to be working with the men and women in the Orleans County Sheriff Department and look forward to serving our community.

At the end of the school year in 2019 Deputy Jesse Testut left the department and the position of School Resource Officer at Lake Region Union High School. We are happy to report that Jesse Testut has returned to the department full time and we will be reviewing how to best utilize him in a familiar role. The department welcomes Deputy Jeremy Cotnoir to the department, as well as Deputy Michael Greenwald. Deputy Cotnoir will be utilized in various roles within the department. Deputy Greenwald, has 30 years of experience in the Massachusetts Court/Probation System, and will be working in the courthouse. The department saw the retirement of four part-time Deputies, Homer Selby, Gerry Ballinger, Rick Gosselin and Pat Sloan, all of who worked in court operations. We want to thank them for their service and wish them all well in their retirement.

We continue to work in partnership with the Newport Restorative Justice Board to maintain a "Drug Take-back" box in our lobby at the sheriff's department. We also participate with the Kinney Drugs in Derby on National Drug Take Back Day. Each year this program, in cooperation with the DEA, is responsible for getting hundreds of pounds of drugs out of medicine cabinets and off the street and properly disposed of by incineration.

(continued on next page)

Deputy Tyler Jacobs and his K-9 partner Jonah have also had a busy year with several K-9 deployments. In one case during the Spring of 2019 Deputy Jacobs and K-9 Jonah were successful in the tracking of several suspects through heavy snow that were wanted for burglarizing a residence. There were several other K-9 deployments that resulted in the seizure of drugs, resulting in several arrests.

In December the Sheriff's department celebrated the 12<sup>th</sup> anniversary of "Operation Santa". We also received generous, overwhelming support from many local area businesses and several individuals. **Thank you!** The program helped bring a happy holiday season to over 250 school children. We want to thank our own Tammy Lacourse who works tirelessly all year to make this a success.

Like many other employers, we continue to have increases. This year our medical insurance premiums for our employees alone went up 11%. I am asking the town to consider a 3% increase for 2020.

Respectfully Submitted,



Jennifer L. Harlow, Sheriff

| <b>Town of Westfield - Total Law Incident Report</b> |                        |
|--|------------------------|
| <b>Nature of Incident</b>                            | <b>Total Incidents</b> |
| Alarm  | 1                      |
| ATV Accident/Incident                                | 2                      |
| Citizen Assist                                       | 1                      |
| Condition of Release Violation                       | 1                      |
| Traffic Accident w/damage                            | 1                      |
| Traffic Accident w/injuries                          | 1                      |
| Directed Patrol                                      | 6                      |
| Driving - License Suspended                          | 1                      |
| DUI Alcohol or Drugs                                 | 1                      |
| Litter/Pollution/Public Health                       | 2                      |
| Medical Emergency                                    | 1                      |
| Motor Vehicle Complaint                              | 2                      |
| Suspicious Person/Circumstances                      | 2                      |
| Theft  | 1                      |
| Trespassing  | 1                      |
| Unlawful Mischief                                    | 2                      |
| Vin Number Inspection                                | 2                      |
| Wanted Person  | 1                      |
| Welfare/Suicide Check                                | 1                      |
|  |                        |
|  |                        |
| <b>Total Incidents for Town of Westfield</b>         | <b>30</b>              |

| <b>Town of Westfield - Total Traffic Violation Report</b> |                   |
|---|-------------------|
| Total Traffic Tickets                                     | 42                |
| <b>Total Dollar Amount of Fines</b>                       | <b>\$6,270.00</b> |
| Total Warnings  | 43                |

| <b>Town of Westfield - Total Arrest Report</b>  |              |
|---|--------------|
| <b>Statute Description</b>                      | <b>Total</b> |
| Condition of Release Violation                  | 1            |
| Driving With A Criminally Suspended License     | 1            |
| Drive/Operate Under Influence                   | 1            |
|   |              |
|   |              |
| Total Arrest (by count) for Town of Westfield   | 3            |
| Total Arrests (by person) for Town of Westfield | 3            |

**ORLEANS ESSEX VNA & HOSPICE INC. (Requesting \$2,500)**

46 Lakemont Road ♦ Newport, VT 05855  
Phone: 802-334-5213 ♦ Fax: 802-334-8822

Orleans Essex Visiting Nurse Association (VNA) and Hospice, Inc. provides professional quality home health services to the residents of the 24 communities in Orleans and northern Essex counties. We serve the elderly, homebound and chronically ill through the VNA and homemaker programs and the terminally ill through our Hospice program. Special programs include a variety of clinics available to the public. As the only not-for-profit agency serving the area, our services are available to anyone in need regardless of their ability to pay and all clients are charged the same fee for the same service. We are locally controlled by a volunteer Board of Directors representing the towns we serve. We adhere to strict regulations, which Prohibit the practice of charging more to a client who can afford services to compensate for those who cannot. All revenue, by law, goes back into the Agency to provide, maintain, and improve services and programs.

**SUMMARY OF SERVICES:**



|  |        |
|--|--------|
| Total Agency Visits FY 2019.....             | 43,519 |
| Total Visits FY 2019- Town of Westfield..... | 402    |

During Fiscal Year 2019, home based services were provided to 22 individuals in Westfield for a total of 402 multi-disciplinary visits. 17 residents received services through Agency-sponsored wellness programs.

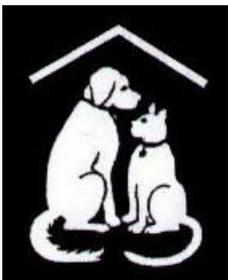
|                                     |            |
|-------------------------------------|------------|
| Appropriation Request for 2020..... | \$2,500.00 |
|-------------------------------------|------------|

Members of your community are in need of services daily and they receive them from the dedicated staff of the Orleans Essex VNA and Hospice, seven days a week, 24-hours a day. The funds your community appropriates to our Agency allow us to continue providing much needed care to individuals without third party insurance and those unable to pay, and provide special programs open to all community members. The Orleans Essex VNA & Hospice is supported by donations, service fees, and the generosity of communities who realize that in order to continue providing high quality home health services to their family members, friends, and neighbors, appropriations are desperately needed.

Respectfully submitted,  
Lyne B. Limoges, MSN, RN  
Executive Director

**POPE MEMORIAL FRONTIER ANIMAL SHELTER, INC. (Requesting \$500)**

4473 Barton-Orleans Road ♦ Orleans, VT 05860  
802-754-2228  
On the Web: [www.frontieranimalsociety.com](http://www.frontieranimalsociety.com)



The Pope Memorial Frontier Animal Shelter, Inc. has continued to rescue, provide healthcare and housing to and adopt into caring homes over 475 dogs and cats in 2019. In addition, 14 low cost cat spay/neuter clinics have been held serving residents of all the area towns.

Town appropriations are a very necessary part of the shelter's yearly survival and the monies are used to provide food, veterinarian services, medicines, utilities and maintenance. Thank you to all the townspeople who love and care for unwanted pets and who offer support to the shelter.

Betsy Hampton, Treasurer and PMFAS Board Member

## **RURAL COMMUNITY TRANSPORTATION, INC.-RCT (Requesting \$600)**

1677 Industrial Parkway ♦ Lyndonville, VT 05851

Phone: 802-748-8170 ♦ Fax: 802-748-5275

On the Web: [www.riderct.org](http://www.riderct.org)

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Rural Community Transportation, Inc. (RCT) respectfully requests an appropriation in the amount of **\$600.00**. This is the same amount that was requested and appropriated last year.

RCT is a nonprofit 501(c)(3) corporation which provides public transportation services throughout Caledonia, Orleans, Essex and Lamoille Counties. In Fiscal Year 2019, RCT provided 110 trips to 7 residents of the Westfield, travelling 3,988 miles at a total cost of \$1,460.00.



RCT operates with federal and state funding; however, our funding sources typically require 20% - 50% local match dollars. All town appropriations received are used to provide the required local match.

We hope you will be able to assist with this request and look forward to our continued service to the residents of Westfield.

Sincerely,  
Nick D'Agostino  
Executive Director

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## **UMBRELLA (Requesting \$400)**

1216 Railroad Street, Suite C ♦ St. Johnsbury, VT 05819

Phone: 802-748-1992 or 800-916-8645

On the Web: [www.umbrellanek.org](http://www.umbrellanek.org)

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Since 1976, Umbrella has ensured that communities in Caledonia, Orleans and Essex counties have access to services that make for strong women, supported families and safe homes. Umbrella operates 4 multi-faceted, client-centered programs and plays a crucial role in decreasing the incidence and impact of domestic and sexual violence.

Services offered include:

**The Advocacy Program** is an essential safety net for people affected by intimate partner violence and sexual abuse. The Advocacy Program meets the needs of victims in crisis while also offering preventive programming to local schools and youth groups with a focus on gender respect, consent and healthy relationships. In 2019, 569 individuals received direct advocacy, 27 adults and 26 children were sheltered for a total of 2,654 bed-nights, and 330 adults and 3,207 youth were reached at 150 prevention programming events.

**Kingdom Child Care Connection (KCCC)** is a community-based child care resource and referral center for Caledonia and southern Essex counties. KCCC is responsible for helping families find and pay for high-quality childcare services while also increasing the availability and quality of child development services through professional development opportunities and targeted programmatic supports. In 2019, 759 families were connected with the Child Care Financial Assistance Program.

**The Family Room** is a supervised visitation and monitored exchange center offering child-centered support for parents seeking to establish or rebuild relationships with their children. In 2019, the Family Room helped 101 children develop safe, healthy relationships with their non-residential parent. Additional services such as therapeutic visitation, parenting education and mediation can also be arranged in order to help families address their unique goals and needs.

**Cornucopia** is a culinary arts job-training program for women with barriers to employment. This 14-week program introduces women to the culinary arts through the preparation and packaging of Meals-on-Wheels for Newport area seniors. After completing the program women are assisted with securing employment with local businesses that fit their individual strengths and interests enabling them to achieve economic self-sufficiency. In 2019, Cornucopia empowered 12 women through hands-on culinary and hospitality training and produced over 30,615 nutritionally-balanced meals to  
continued on next page)

homebound, Newport-area seniors and 2,380 meals at its weekly community meal site. At least 4 Westfield households received a total of 1040 meals last year.

Given that some services are provided anonymously, it is difficult to provide each town with a precise number of people served by Umbrella. However, at least 18 households in Westfield were served by Umbrella in 2019 and the community as a whole benefited from prevention and outreach programs in schools, as well as training and consultation for human service and law enforcement professionals.

Community support is critical to sustain our programming and to discover innovative approaches to the work Umbrella does. We are deeply grateful for Westfield's support.

Respectfully,

Amanda Cochrane  
Executive Director

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**VERMONT CENTER FOR INDEPENDENT LIVING-VCIL (Requesting \$95)**

11 East State Street ♦ Montpelier, VT 05602

Phone: 802-229-0501 ♦ Voice & TTY: 800-639-1522 ♦ Fax: 802-229-0503

Email: [info@vcil.org](mailto:info@vcil.org) ♦ On the Web: [www.vcil.org](http://www.vcil.org)

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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, **4** residents of **Westfield** received services from the following programs:

- Meals on Wheels (MOW) (\$1,235.00 spent on meals for residents)
- Peer Advocacy Counseling Program (PAC)
- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:

**1-800-639-1522**, or, visit our web site at **[www.vcil.org](http://www.vcil.org)**.



**VERMONT RURAL FIRE PROTECTION TASK FORCE-RFP (Requesting \$100)**

**c/o Vermont Association of Conservation Districts (VACD)**

170 Lower Sumner Hill Road ♦ Sumner, ME 04292

802-828-4582 ♦ On the Web: [www.vacd.org](http://www.vacd.org)

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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. For more information, please contact Troy Dare at 802-828-4582 or [dryhydrantguy@yahoo.com](mailto:dryhydrantguy@yahoo.com).

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*NOTES.....*

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# ANNUAL SCHOOL REPORTS FOR YEAR ENDING JUNE 30, 2019

## JAY-WESTFIELD JOINT ELEMENTARY SCHOOL REPORTS

### Principal's Report

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*"The more that you read, the more things you will know. The more that you learn, the more places you'll go."*

*Dr. Seuss*

January 10, 2020

Dear Jay and Westfield Communities,

I always like to start my letter with a heart-felt thank you to the community for your continued commitment to our small school. I also feel it is important to recognize the staff of the JWJES for their passion, compassion, and dedication to the success of our students. I have never worked with a finer group of educators.

This year our school-wide focus has been on increasing our effectiveness as literacy teachers. We have been working hard to articulate a common approach to balanced and comprehensive reading instruction and carefully monitoring student progress. As we persevere with this difficult work, we are guided by the purpose of increasing student stamina and engagement with complex text, so they can know more things and go more places!

When you see the budget increase this year, I'm sure you will look twice to check that big number. Fortunately, some of this increase is mitigated at the town level by an increase in equalized pupils. Keeping annual budget increases low during the past few years of political pressure, paired with an increase in responsibility of public schools to meet the growing mental health needs of students, has become a difficult challenge for school boards. The driving forces for this budget increase can be found in transportation costs, salary increases, and additional resources to provide health and wellness support to students.

As I close this community letter, I would like to share that I have decided to step out of my tenure as the lead learner at the JWJES. I have always wanted to work with aspiring educators and hope to pursue a role in higher education. It has been an honor to serve the JWJES and as I reflect on the last decade, I know our collective efforts had a positive impact on students, families and the community. Thank you for this amazing professional and personal opportunity. I smile now for what I have experienced and learned in this position and also for what possibilities are to come for JWJES.

Sincerely,

*Kristy Ellis*

Kristy Ellis, Ed.D.  
Principal, JWJES

# JAY/WESTFIELD JOINT ELEMENTARY SCHOOL

Phone: (802) 988-4042

Fax: (802) 988-9813

## Principal

Kristy Ellis

## Administrative Assistant

Peggy Laurie

## Teachers

Pre-K

K & 1

Grade 1, 2 & 3

Grade 1, 2 & 3

Grade 4, 5 & 6

Grade 4, 5 & 6

Special Educator

Special Educator

Math & Literacy Intervention

Music (40%)

Physical Education (20%)

Art (20%)

RN (60%)

RN (40%)

Counseling

Julie Ste. Marie

Lara Starr Belisle

Jane Halbeisen

Jennifer Smith

Gerardo Ortiz

Susan Pigeon-Vanier

Kelley Stafford

Abigail Axtell

Heather Brault

Wendell Hughes

Amy Clements

Michelle Ingram

Lisa Anderson

Kristy Pillsbury

Ashley Sevigny

## Paraprofessionals

Pre-K Assistant

Special Ed Assistant

Speech/Classroom Support

Classroom Support

Behavioral Support

Julia Bolton

Eva Lemieux

Emily May

Sarah Griggs

Alanna Whittier

Food Service Cook & Agent  
Custodian

Bus Contractor Transportation

Jay Town Clerk

Jay Bookkeeper

Westfield Town Clerk

Westfield Bookkeeper

Helen Before

Paul LeGrand

H. Morse & Son

Lynnette Deaette

Tara Morse

LaDonna Dunn

Rita Petzoldt

## School Directors

Jay

Jay

Jay

Westfield

Westfield

Westfield

Sally Rivard

Jeff Morse

Tracey Hinton

Nicole Dunn

Kevin Amyot

Vacant

## NCUHS/NCUJHS Board Member

Jay

Westfield

Le-Ann Tetrault

Shawn Baraw

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***A word about student enrollment names: Due to student confidentiality issues, student's names are no longer printed in the Town Report. As of 1/22/20 there are **32 Westfield** and **60 Jay** students enrolled at the **Jay/Westfield Joint Elementary School**. Westfield has **8 students** attending **North Country Union Junior High School** as well as **17** at **North Country Union High School**.***

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A TEACHER PLANTS THE SEEDS  
OF KNOWLEDGE  
SPRINKLES THEM  
WITH LOVE  
AND PATIENTLY  
NURTURES  
THEIR GROWTH  
TO PRODUCE  
**TOMORROW'S  
DREAMS**

**JAY/WESTFIELD JOINT ELEMENTARY SCHOOL  
FY2019 REVENUE & EXPENSES/FY2021 BUDGET**

| Account Number / Description      | FY2019<br>BUDGET<br>7/1/2018 -<br>6/30/2019 | FY2019<br>ACTUAL<br>7/1/2018 -<br>6/30/2019 | FY2020<br>BUDGET<br>7/1/2019 -<br>6/30/2020 | FY2021 DRAFT<br>BUDGET<br>7/1/2020 -<br>6/30/2021 |
|-----------------------------------|---|---|---|---|
| <b>LOCAL REVENUE</b>              |   |   |   |   |
| Investment Earnings - Interest    | \$0.00                                      | (\$2,950.09)                                | \$0.00                                      | (\$2,500.00)                                      |
| Other Revenues - Contributions    | \$0.00                                      | (\$1,700.82)                                | \$0.00                                      | \$0.00  |
| Regular Elem Assessment           | \$0.00                                      | (\$1,249,840.00)                            | (\$1,269,453.00)                            | (\$1,503,191.00)                                  |
| Refund of Prior Years Expenditure | \$0.00                                      | (\$783.66)                                  | \$0.00                                      | \$0.00  |
| Misc. Other Local Revenue         | \$0.00                                      | (\$1,510.99)                                | \$0.00                                      | \$0.00  |
| <b>LOCAL REVENUE</b>              | <b>\$0.00</b>                               | <b>(\$1,256,785.56)</b>                     | <b>(\$1,269,453.00)</b>                     | <b>(\$1,505,691.00)</b>                           |
| <b>REVENUES FROM SUBGRANTS</b>    |   |   |   |   |
| Medicaid Sub Grant                | \$0.00                                      | (\$10,252.50)                               | \$0.00                                      | (\$14,500.00)                                     |
| Title IIA NCSU Funds              | \$0.00                                      | (\$240.04)                                  | \$0.00                                      | \$0.00  |
| Subgrants for Schoolwide Programs | \$0.00                                      | (\$61,029.28)                               | (\$46,300.00)                               | (\$46,000.00)                                     |
| Other Subgrants                   | \$0.00                                      | (\$650.00)                                  | \$0.00                                      | \$0.00  |
| <b>REVENUE FROM SUBGRANTS</b>     | <b>\$0.00</b>                               | <b>(\$72,171.82)</b>                        | <b>(\$46,300.00)</b>                        | <b>(\$60,500.00)</b>                              |
| <b>TOTAL REVENUE</b>              | <b>\$0.00</b>                               | <b>(\$1,328,957.38)</b>                     | <b>(\$1,315,753.00)</b>                     | <b>(\$1,566,191.00)</b>                           |
| <b>DIRECT INSTRUCTION</b>         |   |   |   |   |
| Salary - Elementary Teachers      | \$314,663.00                                | \$304,920.16                                | \$314,427.00                                | \$386,871.00                                      |
| Salary - Pre K Teacher            | \$50,699.00                                 | \$65,630.00                                 | \$60,839.00                                 | \$71,147.00                                       |
| Salary - Elementary Para          | \$0.00                                      | \$19,790.82                                 | \$17,812.00                                 | \$24,211.00                                       |
| Salary - Pre K Para               | \$15,570.00                                 | \$17,515.45                                 | \$18,076.00                                 | \$19,087.00                                       |
| Substitutes Pay - Elementary      | \$3,500.00                                  | \$8,274.36                                  | \$3,500.00                                  | \$4,500.00  |
| Substitutes Pay - Pre K           | \$0.00                                      | \$1,796.62                                  | \$0.00                                      | \$500.00  |
| Health Ins - Elementary           | \$115,284.00                                | \$77,572.60                                 | \$129,580.00                                | \$104,250.00                                      |
| Health Ins - Pre K                | \$0.00                                      | \$16,572.04                                 | \$0.00                                      | \$20,538.00                                       |
| HRA                               | \$0.00                                      | \$19,267.30                                 | \$0.00                                      | \$19,215.00                                       |
| HRA                               | \$0.00                                      | \$4,851.39                                  | \$0.00                                      | \$3,150.00  |
| FICA - Elementary                 | \$28,250.00                                 | \$24,074.68                                 | \$31,415.00                                 | \$33,910.00                                       |
| FICA - Pre K                      | \$0.00                                      | \$6,198.13                                  | \$0.00                                      | \$5,481.00  |
| Life Insurance - Elementary       | \$385.00                                    | \$820.13                                    | \$453.00                                    | \$453.00  |
| Life Insurance - Pre K            | \$0.00                                      | \$68.02                                     | \$0.00                                      | \$48.00   |
| VSTRS FED. ASSESSMENT RETIREMENT  | \$7,586.00                                  | \$6,210.16                                  | \$4,578.00                                  | \$8,401.00  |
| VSTRS New Hire Health Care        | \$0.00                                      | \$2,333.25                                  | \$0.00                                      | \$2,500.00  |
| Municipal Retirement              | \$2,517.00                                  | \$800.65                                    | \$4,343.00                                  | \$1,089.00  |
| Municipal Retirement              | \$0.00                                      | \$722.54                                    | \$0.00                                      | \$811.00  |
| Workers Comp                      | \$2,668.00                                  | \$2,699.85                                  | \$2,479.00                                  | \$2,778.00  |
| Workers Comp - Pre K              | \$0.00                                      | \$632.17                                    | \$0.00                                      | \$653.00  |
| Unemployment - Elementary         | \$2,149.00                                  | \$1,190.40                                  | \$996.00                                    | \$1,258.00  |
| Unemployment - Pre K              | \$0.00                                      | \$318.80                                    | \$0.00                                      | \$248.00  |
| Tuition - Elementary              | \$5,000.00                                  | \$2,445.00                                  | \$5,000.00                                  | \$5,000.00  |
| Tuition - Pre K                   | \$0.00                                      | \$8,044.00                                  | \$0.00                                      | \$17,000.00                                       |

| <b>Account Number / Description</b>         | <b>FY2019<br/>BUDGET<br/>7/1/2018 -<br/>6/30/2019</b> | <b>FY2019<br/>ACTUAL<br/>7/1/2018 -<br/>6/30/2019</b> | <b>FY2020<br/>BUDGET<br/>7/1/2019 -<br/>6/30/2020</b> | <b>FY2021 DRAFT<br/>BUDGET<br/>7/1/2020 -<br/>6/30/2021</b> |
|---|---|---|---|---|
| Dental Ins - Elementary                     | \$2,208.00  | \$1,719.18  | \$2,500.00  | \$2,000.00  |
| Dental Ins - Pre K                          | \$0.00  | \$398.77  | \$0.00  | \$384.00  |
| Long Term Disability - Elementary           | \$1,100.00  | \$927.89  | \$1,129.00  | \$1,395.00  |
| Long Term Disability - Pre K                | \$0.00  | \$200.18  | \$0.00  | \$269.00  |
| Purchased & Technical Services - Elementary | \$20,000.00   | \$0.00  | \$18,000.00   | \$20,000.00   |
| Purchased Property Services - Elementary    | \$3,036.00  | \$3,443.76  | \$3,000.00  | \$3,500.00  |
| Other Purchased Services - Elementary       | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Medicaid                                    | \$0.00  | \$10,252.50   | \$0.00  | \$7,000.00  |
| Field Trips - Elementary                    | \$0.00  | \$4,554.67  | \$0.00  | \$1,250.00  |
| Field Trips - Pre K                         | \$0.00  | \$350.00  | \$0.00  | \$250.00  |
| Travel - Elementary                         | \$500.00  | \$721.28  | \$500.00  | \$500.00  |
| Supplies - Elementary                       | \$7,500.00  | \$10,547.64   | \$7,500.00  | \$10,500.00   |
| Supplies - Pre K                            | \$0.00  | \$834.75  | \$0.00  | \$500.00  |
| Books\Periodicals - Elementary              | \$3,500.00  | \$3,493.94  | \$6,000.00  | \$5,000.00  |
| Books\Periodicals - Pre K                   | \$0.00  | \$28.50   | \$0.00  | \$1,000.00  |
| Computer Software - Elementary              | \$0.00  | \$99.00   | \$0.00  | \$1,000.00  |
| Equipment - Elementary                      | \$250.00  | \$0.00  | \$250.00  | \$0.00  |
| Dues\Fees - Elementary                      | \$0.00  | \$155.67  | \$0.00  | \$0.00  |
| Misc Expenses (Siskn's and field trips)     | \$2,000.00  | \$247.91  | \$12,000.00   | \$0.00  |
| Encore-ASP                                  | \$7,800.00  | \$8,570.00  | \$10,200.00   | \$10,200.00   |
| <b>DIRECT INSTRUCTION</b>                   | <b>\$596,165.00</b>                                   | <b>\$639,294.16</b>                                   | <b>\$654,577.00</b>                                   | <b>\$797,847.00</b>   |
| <b>SCHOOLWIDE PROGRAMS</b>                  |   |   |   |   |
| Salary - Schoolwide Teacher                 | \$40,163.00   | \$23,022.39   | \$30,023.00   | \$26,082.00   |
| Salary-Schoolwide Tutor                     | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Health Ins - Schoolwide                     | \$13,579.00   | \$8,009.41  | \$10,526.00   | \$8,538.00  |
| FICA - Schoolwide                           | \$1,780.00  | \$1,761.15  | \$1,728.00  | \$1,870.00  |
| Life Insurance - Schoolwide                 | \$44.00   | \$20.77   | \$22.00   | \$24.00   |
| VSTRS Pension Payment                       | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| SWP-Municipal Retirement                    | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Workers Comp - Schoolwide                   | \$170.00  | \$171.65  | \$183.00  | \$181.00  |
| Unemployment - Schoolwide                   | \$246.00  | \$159.40  | \$63.00   | \$124.00  |
| Tuition - Schoolwide                        | \$0.00  | \$1,400.00  | \$0.00  | \$1,000.00  |
| Dental Ins - Schoolwide                     | \$192.00  | \$192.00  | \$192.00  | \$192.00  |
| Long Term Disability - Schoolwide           | \$70.00   | \$69.90   | \$70.00   | \$95.00   |
| Purchased & Technical Services Schoolwide   | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Books\Periodicals - Schoolwide              | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| <b>SCHOOLWIDE PROGRAMS</b>                  | <b>\$56,244.00</b>                                    | <b>\$34,806.67</b>                                    | <b>\$42,807.00</b>                                    | <b>\$38,106.00</b>  |
| <b>TITLE IIA SU</b>                         |   |   |   |   |
| Salary - Title IIA Teacher Quality          | \$0.00  | \$319.75  | \$0.00  | \$0.00  |
| FICA - Title IIA Teacher Quality            | \$0.00  | \$24.45   | \$0.00  | \$0.00  |
| <b>TITLE IIA SU</b>                         | <b>\$0.00</b>   | <b>\$344.20</b>                                       | <b>\$0.00</b>   | <b>\$0.00</b>   |
| <b>SPECIAL EDUCATION</b>                    |   |   |   |   |
| Wages-Summer                                | \$1,500.00  | \$0.00  | \$0.00  | \$0.00  |
| Salary - Para                               | \$38,265.00   | \$33,353.21   | \$21,335.00   | \$35,212.00   |
| Substitutes Pay                             | \$1,000.00  | \$217.82  | \$1,000.00  | \$1,000.00  |
| Health Ins                                  | \$9,446.00  | \$6,156.26  | \$8,145.00  | \$7,415.00  |

| Account Number / Description           | FY2019<br>BUDGET<br>7/1/2018 -<br>6/30/2019 | FY2019<br>ACTUAL<br>7/1/2018 -<br>6/30/2019 | FY2020<br>BUDGET<br>7/1/2019 -<br>6/30/2020 | FY2021 DRAFT<br>BUDGET<br>7/1/2020 -<br>6/30/2021 |
|--|---|---|---|---|
| HRA                                    | \$0.00                                      | \$823.51                                    | \$0.00                                      | \$1,575.00  |
| FICA                                   | \$3,120.00                                  | \$2,485.00                                  | \$1,710.00                                  | \$2,770.00  |
| Life Insurance                         | \$88.00                                     | \$18.71                                     | \$44.00                                     | \$69.00   |
| Municipal Retirement                   | \$1,607.00                                  | \$1,375.80                                  | \$907.00                                    | \$1,497.00  |
| Workers Comp                           | \$279.00                                    | \$157.42                                    | \$173.00                                    | \$334.00  |
| Unemployment                           | \$494.00                                    | \$239.10                                    | \$126.00                                    | \$186.00  |
| Tuition                                | \$0.00                                      | \$996.00                                    | \$0.00                                      |   |
| Dental Ins                             | \$384.00                                    | \$380.00                                    | \$420.00                                    | \$420.00  |
| Purchased & Technical Services         | \$17,000.00                                 | \$0.00                                      | \$17,000.00                                 | \$0.00  |
| Contract Services                      | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Purchased Services SU                  | \$0.00                                      | \$140,790.14                                | \$111,330.00                                | \$137,710.00                                      |
| Supplies                               | \$0.00                                      | \$63.66                                     | \$0.00                                      |   |
| Books\Periodicals                      | \$0.00                                      | \$11.04                                     | \$0.00                                      |   |
| <b>SPECIAL EDUCATION</b>               | <b>\$73,183.00</b>                          | <b>\$187,067.67</b>                         | <b>\$162,190.00</b>                         | <b>\$188,188.00</b>                               |
| <b>HEALTH SERVICES</b>                 |   |   |   |   |
| Salary - Teacher                       | \$18,037.00                                 | \$24,718.12                                 | \$18,037.00                                 | \$58,390.00                                       |
| Health Ins                             | \$2,000.00                                  | \$0.00                                      | \$0.00                                      | \$800.00  |
| FICA                                   | \$1,380.00                                  | \$1,890.84                                  | \$1,380.00                                  | \$4,142.00  |
| Life Insurance                         | \$44.00                                     | \$60.57                                     | \$44.00                                     | \$45.00   |
| Workers Comp                           | \$132.00                                    | \$133.09                                    | \$142.00                                    | \$390.00  |
| Unemployment                           | \$247.00                                    | \$119.60                                    | \$290.00                                    | \$401.00  |
| Tuition                                | \$775.00                                    | \$0.00                                      | \$775.00                                    | \$500.00  |
| Long Term Disability                   | \$54.00                                     | \$33.10                                     | \$55.00                                     | \$211.00  |
| Purchased Property Services            | \$100.00                                    | \$0.00                                      | \$100.00                                    |   |
| Other Purchased Services               | \$0.00                                      | \$450.00                                    | \$0.00                                      | \$200.00  |
| Supplies                               | \$500.00                                    | \$489.79                                    | \$500.00                                    | \$500.00  |
| Equipment                              | \$100.00                                    | \$0.00                                      | \$100.00                                    | \$0.00  |
| <b>HEALTH SERVICES</b>                 | <b>\$23,369.00</b>                          | <b>\$27,895.11</b>                          | <b>\$21,423.00</b>                          | <b>\$65,579.00</b>                                |
| <b>PSYCHOLOGICAL SERVICES</b>          |   |   |   |   |
| Contract Services                      | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| <b>PSYCHOLOGICAL SERVICES</b>          | <b>\$0.00</b>                               | <b>\$0.00</b>                               | <b>\$0.00</b>                               | <b>\$0.00</b>                                     |
| <b>SPEECH &amp; AUDIOLOGY SERVICES</b> |   |   |   |   |
| Salary - Para                          | \$23,847.00                                 | \$11,967.44                                 | \$24,569.00                                 | \$12,833.00                                       |
| FICA                                   | \$1,824.00                                  | \$915.57                                    | \$1,880.00                                  | \$982.00  |
| Life Insurance                         | \$0.00                                      | \$2.17                                      | \$0.00                                      |   |
| Municipal Retirement                   | \$0.00                                      | \$493.69                                    | \$1,044.00                                  | \$545.00  |
| Workers Comp                           | \$174.00                                    | \$90.64                                     | \$199.00                                    | \$92.00   |
| Unemployment                           | \$246.00                                    | \$79.70                                     | \$116.00                                    | \$82.00   |
| Purchased & Technical Services         | \$1,500.00                                  | \$0.00                                      | \$0.00                                      |   |
| Contract Services - Clinician          | \$15,000.00                                 | \$0.00                                      | \$15,000.00                                 | \$7,500.00  |
| <b>SPEECH &amp; AUDIOLOGY SERVICES</b> | <b>\$42,591.00</b>                          | <b>\$13,549.21</b>                          | <b>\$42,808.00</b>                          | <b>\$22,034.00</b>                                |
| <b>PHYSICAL THERAPY</b>                |   |   |   |   |
| Contract Services                      | \$0.00                                      | \$98.02                                     | \$0.00                                      | \$0.00  |
| <b>PHYSICAL THERAPY</b>                | <b>\$0.00</b>                               | <b>\$98.02</b>                              | <b>\$0.00</b>                               | <b>\$0.00</b>                                     |

| Account Number / Description        | FY2019<br>BUDGET<br>7/1/2018 -<br>6/30/2019 | FY2019<br>ACTUAL<br>7/1/2018 -<br>6/30/2019 | FY2020<br>BUDGET<br>7/1/2019 -<br>6/30/2020 | FY2021 DRAFT<br>BUDGET<br>7/1/2020 -<br>6/30/2021 |
|-------------------------------------|---|---|---|---|
| <b>TECHNOLOGY</b>                   |   |   |   |   |
| Life Insurance                      | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Purchased & Technical Services      | \$3,566.00                                  | \$16,485.92                                 | \$2,475.00                                  | \$0.00  |
| Contract Services                   | \$14,002.00                                 | \$16,906.72                                 | \$9,000.00                                  | \$0.00  |
| Supplies                            | \$0.00                                      | \$463.50                                    | \$0.00                                      | \$0.00  |
| Computer Software                   | \$7,500.00                                  | \$87.50                                     | \$9,000.00                                  | \$0.00  |
| Equipment                           | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$5,000.00  |
| <b>TECHNOLOGY</b>                   | <b>\$25,068.00</b>                          | <b>\$33,943.64</b>                          | <b>\$20,475.00</b>                          | <b>\$5,000.00</b>                                 |
| <b>SUPPORT SERVICES</b>             |   |   |   |   |
| Path Stipend                        | \$0.00                                      | \$650.00                                    | \$0.00                                      | \$650.00  |
| FICA                                | \$0.00                                      | \$49.73                                     | \$0.00                                      | \$50.00   |
| Municipal Retirement                | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Municipal Retirement                | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| <b>SUPPORT SERVICES</b>             | <b>\$0.00</b>                               | <b>\$699.73</b>                             | <b>\$0.00</b>                               | <b>\$700.00</b>                                   |
| <b>OFFICE OF THE SUPERINTENDENT</b> |   |   |   |   |
| NCSU Assessment                     | \$34,016.00                                 | \$34,016.00                                 | \$35,045.00                                 | \$45,431.00                                       |
| <b>OFFICE OF THE SUPERINTENDENT</b> | <b>\$34,016.00</b>                          | <b>\$34,016.00</b>                          | <b>\$35,045.00</b>                          | <b>\$45,431.00</b>                                |
| <b>BOARD OF EDUCATION</b>           |   |   |   |   |
| Municipal Retirement                | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Legal                               | \$1,000.00                                  | \$410.59                                    | \$1,000.00                                  | \$500.00  |
| Liability Insurance                 | \$2,804.00                                  | \$2,992.60                                  | \$2,835.00                                  | \$3,350.00  |
| Advertising                         | \$300.00                                    | \$1,023.68                                  | \$300.00                                    | \$500.00  |
| Dues                                | \$1,200.00                                  | \$387.84                                    | \$1,200.00                                  | \$1,000.00  |
| Other Board Expenses                | \$700.00                                    | \$277.95                                    | \$700.00                                    | \$100.00  |
| <b>BOARD OF EDUCATION</b>           | <b>\$6,004.00</b>                           | <b>\$5,092.66</b>                           | <b>\$6,035.00</b>                           | <b>\$5,450.00</b>                                 |
| <b>OFFICE OF PRINCIPAL</b>          |   |   |   |   |
| Salary - Principal                  | \$76,902.00                                 | \$74,662.00                                 | \$76,902.00                                 | \$85,000.00                                       |
| Salary - Clerical                   | \$27,619.00                                 | \$28,084.43                                 | \$28,842.00                                 | \$30,240.00                                       |
| Substitute - Clerical               | \$800.00                                    | \$707.11                                    | \$400.00                                    | \$500.00  |
| Health Ins                          | \$26,860.00                                 | \$22,393.74                                 | \$29,493.00                                 | \$27,953.00                                       |
| HRA                                 | \$0.00                                      | \$3,955.87                                  | \$0.00                                      | \$4,725.00  |
| FICA                                | \$8,057.00                                  | \$7,531.28                                  | \$8,120.00                                  | \$8,854.00  |
| Life Insurance                      | \$218.00                                    | \$169.48                                    | \$200.00                                    | \$200.00  |
| Municipal Retirement                | \$1,160.00                                  | \$1,158.47                                  | \$1,226.00                                  | \$1,285.00  |
| Workers Comp                        | \$760.00                                    | \$780.24                                    | \$832.00                                    | \$832.00  |
| Unemployment                        | \$494.00                                    | \$318.80                                    | \$580.00                                    | \$248.00  |
| Tuition                             | \$1,800.00                                  | \$199.99                                    | \$1,000.00                                  | \$1,000.00  |
| Dental Ins                          | \$768.00                                    | \$812.74                                    | \$804.00                                    | \$840.00  |
| Long Term Disability                | \$231.00                                    | \$225.47                                    | \$236.00                                    | \$283.00  |
| Postage                             | \$500.00                                    | \$341.56                                    | \$500.00                                    | \$250.00  |
| Travel                              | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$500.00  |
| Books\Periodicals                   | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Equipment                           | \$500.00                                    | \$998.00                                    | \$250.00                                    | \$1,000.00  |
| Dues\Fees                           | \$800.00                                    | \$347.87                                    | \$800.00                                    | \$500.00  |
| <b>OFFICE OF THE PRINCIPAL</b>      | <b>\$147,469.00</b>                         | <b>\$142,687.05</b>                         | <b>\$150,185.00</b>                         | <b>\$164,210.00</b>                               |

| Account Number / Description       | FY2019<br>BUDGET<br>7/1/2018 -<br>6/30/2019 | FY2019<br>ACTUAL<br>7/1/2018 -<br>6/30/2019 | FY2020<br>BUDGET<br>7/1/2019 -<br>6/30/2020 | FY2021 DRAFT<br>BUDGET<br>7/1/2020 -<br>6/30/2021 |
|------------------------------------|---|---|---|---|
| <b>FISCAL SERVICES</b>             |   |   |   |   |
| Salary- Bookkeeper                 | \$10,535.00                                 | \$10,535.00                                 | \$10,851.00                                 | \$11,936.00                                       |
| FICA                               | \$806.00                                    | \$806.00                                    | \$830.00                                    | \$913.00  |
| Workers Comp                       | \$0.00                                      | \$80.07                                     | \$0.00                                      |   |
| Unemployment                       | \$0.00                                      | \$159.40                                    | \$0.00                                      |   |
| Contracted Service                 | \$1,900.00                                  | \$0.00                                      | \$0.00                                      | \$2,000.00  |
| Postage                            | \$350.00                                    | \$300.00                                    | \$350.00                                    | \$300.00  |
| Supplies                           | \$400.00                                    | \$0.00                                      | \$400.00                                    | \$0.00  |
| Misc Expenses                      | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| <b>FISCAL SERVICES</b>             | <b>\$13,991.00</b>                          | <b>\$11,880.47</b>                          | <b>\$12,431.00</b>                          | <b>\$15,149.00</b>                                |
| <b>AUDIT SERVICES</b>              |   |   |   |   |
| Audit Services                     | \$4,850.00                                  | \$4,850.50                                  | \$4,850.00                                  | \$4,850.00  |
| <b>AUDIT SERVICES</b>              | <b>\$4,850.00</b>                           | <b>\$4,850.50</b>                           | <b>\$4,850.00</b>                           | <b>\$4,850.00</b>                                 |
| <b>OPERATION &amp; MAINTENANCE</b> |   |   |   |   |
| Salaries                           | \$29,779.00                                 | \$26,411.88                                 | \$30,679.00                                 | \$32,282.00                                       |
| Health Ins                         | \$0.00                                      | \$11,561.44                                 | \$0.00                                      | \$13,925.00                                       |
| HRA                                | \$0.00                                      | \$2,660.69                                  | \$0.00                                      | \$3,150.00  |
| FICA                               | \$2,278.00                                  | \$1,844.94                                  | \$2,347.00                                  | \$2,470.00  |
| Life Insurance                     | \$0.00                                      | \$25.48                                     | \$0.00                                      | \$29.00   |
| Municipal Retirement               | \$1,251.00                                  | \$1,045.26                                  | \$1,304.00                                  | \$1,372.00  |
| Workers Comp                       | \$1,834.00                                  | \$1,894.36                                  | \$2,068.00                                  | \$2,001.00  |
| Unemployment                       | \$247.00                                    | \$159.40                                    | \$126.00                                    | \$124.00  |
| Dental Ins                         | \$0.00                                      | \$440.00                                    | \$0.00                                      | \$420.00  |
| Sewer                              | \$4,273.00                                  | \$4,272.76                                  | \$4,273.00                                  | \$4,273.00  |
| Water Services                     | \$1,300.00                                  | \$898.15                                    | \$1,300.00                                  | \$1,000.00  |
| Water Testing                      | \$2,500.00                                  | \$2,084.65                                  | \$2,500.00                                  | \$2,000.00  |
| Rubbish Services                   | \$2,500.00                                  | \$4,177.46                                  | \$3,500.00                                  | \$4,000.00  |
| Purchased Services                 | \$1,500.00                                  | \$14,647.06                                 | \$0.00                                      | \$10,000.00                                       |
| Mowing                             | \$2,500.00                                  | \$1,150.00                                  | \$2,500.00                                  | \$3,000.00  |
| Contracted Serv.                   | \$6,500.00                                  | \$84,587.96                                 | \$6,500.00                                  | \$0.00  |
| Property Ins.                      | \$3,022.00                                  | \$2,927.23                                  | \$3,085.00                                  | \$3,901.00  |
| Telephone                          | \$3,200.00                                  | \$2,711.61                                  | \$3,200.00                                  | \$2,700.00  |
| Travel                             | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Supplies                           | \$5,500.00                                  | \$4,435.38                                  | \$6,500.00                                  | \$4,500.00  |
| Electricity                        | \$11,000.00                                 | \$8,850.34                                  | \$11,000.00                                 | \$10,000.00                                       |
| Heating Oil                        | \$10,000.00                                 | \$13,655.74                                 | \$15,000.00                                 | \$14,000.00                                       |
| Non-Instructional Equip.           | \$1,000.00                                  | \$2,262.00                                  | \$1,000.00                                  | \$1,500.00  |
| <b>OPERATION &amp; MAINTENANCE</b> | <b>\$90,184.00</b>                          | <b>\$192,703.79</b>                         | <b>\$96,882.00</b>                          | <b>\$116,647.00</b>                               |
| <b>TRANSPORTATION</b>              |   |   |   |   |
| Bus Monitor Wage                   | \$0.00                                      | \$525.00                                    | \$0.00                                      | \$0.00  |
| FICA                               | \$0.00                                      | \$40.16                                     | \$0.00                                      | \$0.00  |
| Contract Services-NCSU             | \$56,257.00                                 | \$33,026.95                                 | \$54,045.00                                 | \$92,000.00                                       |
| Transport (Homeless)               | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Transport (Homeless)               | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| Supplies                           | \$0.00                                      | \$0.00                                      | \$0.00                                      | \$0.00  |
| <b>TRANSPORTATION</b>              | <b>\$56,257.00</b>                          | <b>\$33,592.11</b>                          | <b>\$54,045.00</b>                          | <b>\$92,000.00</b>                                |

| Account Number / Description             | FY2019<br>BUDGET<br>7/1/2018 -<br>6/30/2019 | FY2019<br>ACTUAL<br>7/1/2018 -<br>6/30/2019 | FY2020<br>BUDGET<br>7/1/2019 -<br>6/30/2020 | FY2021 DRAFT<br>BUDGET<br>7/1/2020 -<br>6/30/2021 |
|--|---|---|---|---|
| EXTRA-CURR TRANSPORTATION<br>Field Trips | \$2,000.00                                  | \$0.00                                      | \$2,000.00                                  | \$5,000.00  |
| <b>EXTRA-CURR TRANSPORTATION</b>         | <b>\$2,000.00</b>                           | <b>\$0.00</b>                               | <b>\$2,000.00</b>                           | <b>\$5,000.00</b>                                 |
| DEBT SERVICE<br>Fund Transfers           | \$10,000.00                                 | \$0.00                                      | \$10,000.00                                 | \$0.00  |
| <b>DEBT SERVICES</b>                     | <b>\$10,000.00</b>                          | <b>\$0.00</b>                               | <b>\$10,000.00</b>                          | <b>\$0.00</b>                                     |
| <b>TOTAL EXPENDITURES</b>                | <b>\$1,181,391.00</b>                       | <b>\$1,362,520.99</b>                       | <b>\$1,315,753.00</b>                       | <b>\$1,566,191.00</b>                             |
| <b>NET BALANCE GENERAL FUND</b>          | <b>\$1,181,391.00</b>                       | <b>\$33,563.61</b>                          | <b>\$0.00</b>                               | <b>\$0.00</b>                                     |

## **FOOD SERVICE REVENUE & EXPENDITURES**

|                                  |                    |                      |                      |                      |
|----------------------------------|--------------------|----------------------|----------------------|----------------------|
| <b>FOOD SERVICE REVENUES</b>     |                    |                      |                      |                      |
| Investment Earnings-Interest     | \$0.00             | (\$31.12)            | (\$10.00)            | (\$25.00)            |
| Sales To Students                | \$0.00             | (\$18,449.70)        | (\$19,420.00)        | (\$19,373.00)        |
| Fed Revenue - School Lunch       | \$0.00             | \$0.00               | \$0.00               | \$0.00               |
| Fed Revenue - School Breakfast   | \$0.00             | \$0.00               | \$0.00               | \$0.00               |
| Transfer from School             | \$0.00             | (\$41,569.03)        | (\$40,463.00)        | (\$44,226.00)        |
| <b>FOOD SERVICE REVENUES</b>     | <b>\$0.00</b>      | <b>(\$60,049.85)</b> | <b>(\$59,893.00)</b> | <b>(\$63,624.00)</b> |
| <b>FOOD SERVICE EXPENDITURES</b> |                    |                      |                      |                      |
| Wages                            | \$23,886.00        | \$27,870.72          | \$25,733.00          | \$27,848.00          |
| Wages-Summer                     | \$2,186.00         | \$15.00              | \$1,592.00           | \$1,650.00           |
| Substitute wages                 | \$500.00           | \$653.45             | \$500.00             | \$500.00             |
| BS/BC                            | \$7,446.00         | \$8,823.46           | \$8,145.00           | \$8,990.00           |
| FICA                             | \$2,033.00         | \$2,068.12           | \$2,090.00           | \$2,295.00           |
| Municipal Retirement             | \$1,071.00         | \$1,150.29           | \$1,161.00           | \$1,190.00           |
| Workmans Comp                    | \$497.00           | \$553.94             | \$661.00             | \$657.00             |
| Unemployment Compensation        | \$247.00           | \$119.60             | \$130.00             | \$124.00             |
| Dental Insurance                 | \$180.00           | \$360.00             | \$420.00             | \$420.00             |
| Contract Services                | \$0.00             | \$655.50             | \$0.00               | \$650.00             |
| Repairs & Maintenance            | \$250.00           | \$0.00               | \$250.00             | \$250.00             |
| Travel                           | \$250.00           | \$173.31             | \$250.00             | \$150.00             |
| Supplies                         | \$0.00             | \$417.50             | \$0.00               | \$150.00             |
| Propane                          | \$700.00           | \$512.43             | \$700.00             | \$600.00             |
| Food                             | \$22,832.00        | \$17,823.49          | \$18,011.00          | \$18,000.00          |
| Miscellaneous                    | \$250.00           | \$125.00             | \$250.00             | \$150.00             |
| <b>FOOD SERVICE EXPENDITURES</b> | <b>\$62,328.00</b> | <b>\$61,321.81</b>   | <b>\$59,893.00</b>   | <b>\$63,624.00</b>   |
| <b>NET FOOD SERVICE BALANCE</b>  | <b>\$62,328.00</b> | <b>\$1,271.96</b>    | <b>\$0.00</b>        | <b>\$0.00</b>        |

# WESTFIELD SCHOOL DISTRICT BUDGET

| Revenues:           |                                  | Budget<br>FY18    | Actual<br>FY18    | Budget<br>FY19    | Actual<br>FY19    | Budget<br>FY20    | Budget<br>FY21    |
|---------------------|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>1000</b>         | <b>Local</b>                     |                   |                   |                   |                   |                   |                   |
| 1500                | Interest                         | 200.00            | 255.85            | 200.00            | 601.04            | 200.00            | 200.00            |
|                     | <b>Total 1000</b>                | <b>200.00</b>     | <b>255.85</b>     | <b>200.00</b>     | <b>601.04</b>     | <b>200.00</b>     | <b>200.00</b>     |
| <b>3000</b>         | <b>State</b>                     |                   |                   |                   |                   |                   |                   |
| 3110                | Ed fund and Education Prop Tax   | 641,980.07        | 623,327.00        | 567,696.00        | 557,652.00        | 485,130.70        | 495,499.00        |
| 3146                | Sm Schools Finan Stability Grant |                   |                   |                   | 1,972.00          |                   |                   |
| 3145                | Small Schools Grant              | 25,214.00         | 28,174.00         | 20,000.00         | 29,298.00         | 20,000.00         | 25,000.00         |
| 3150                | Transportation Reimbursement     | 12,500.00         | 13,362.00         |                   |                   |                   |                   |
| 3202                | Sp Ed Reimbursement              |                   | 18,382.00         |                   | 9,678.21          |                   | 12,600.00         |
|                     | <b>Total 3000</b>                | <b>679,694.07</b> | <b>683,245.00</b> | <b>587,696.00</b> | <b>598,600.21</b> | <b>505,130.70</b> | <b>533,099.00</b> |
|                     | <b>Hot Lunch Reimbursement</b>   |                   |                   |                   |                   |                   |                   |
| 2430                | Hot Lunch Reimbursement          |                   | 180.37            |                   | 149.34            |                   |                   |
| 2433                | Hot Lunch Reimbursement          |                   | 77.40             |                   | 54.30             |                   |                   |
| 2474                | Hot Lunch Reimbursement          |                   | 186.40            |                   | 144.80            |                   |                   |
| 2458                | Hot Lunch Reimbursement          |                   | 488.40            |                   | 786.23            |                   |                   |
| 2459                | Hot Lunch Reimbursement          |                   | 1,600.00          |                   | 1,250.00          |                   |                   |
| 2460                | Hot Lunch Reimbursement          |                   | 4,824.16          |                   | 5,614.45          |                   |                   |
| 2462                | Hot Lunch Reimbursement          |                   | 2,149.16          |                   | 2,463.22          |                   |                   |
|                     | <b>Total 4000</b>                |                   | <b>9,505.89</b>   |                   | <b>10,462.34</b>  |                   |                   |
|                     | Previous Year's Surplus          | 6,504.93          | 6,504.93          |                   |                   | 40,483.00         |                   |
|                     | <b>Total Revenues</b>            | <b>686,399.00</b> | <b>699,511.67</b> | <b>587,896.00</b> | <b>609,663.59</b> | <b>545,813.70</b> | <b>533,299.00</b> |
| <b>Expenditures</b> |                                  |                   |                   |                   |                   |                   |                   |
| <b>1100</b>         | <b>Regular Programs</b>          |                   |                   |                   |                   |                   |                   |
| 561                 | 7 and 8th grade tuition          | 176,000.00        | 144,000.00        | 124,000.00        | 83,058.23         |                   |                   |
|                     | 7 and 8th grade excess costs     | 5,000.00          | 369.26            | 5,000.00          | 298.88            |                   |                   |
| 562                 | J/W Assessment                   | 450,812.00        | 450,812.00        | 381,412.00        | 381,412.00        | 474,140.70        | 521,307.00        |
|                     | J/W Special Ed Assessment        | 42,287.00         | 42,287.00         | 56,862.00         | 56,862.00         |                   |                   |
| 591                 | Hot Lunch                        |                   |                   |                   |                   |                   |                   |
|                     | Hot Lunch Reimbursement to J/W   |                   | 9,505.88          |                   | 10,462.34         |                   |                   |
| 591                 | Ski Program                      | 500.00            | 0.00              | 500.00            | 500.00            | 500.00            | 500.00            |
|                     | <b>Total 1100</b>                | <b>674,599.00</b> | <b>646,974.14</b> | <b>567,774.00</b> | <b>532,593.45</b> | <b>474,640.70</b> | <b>521,807.00</b> |
| <b>1211</b>         | <b>Special Programs</b>          |                   |                   |                   |                   |                   |                   |
| 301                 | EEE - State                      |                   |                   |                   |                   |                   |                   |
| 300                 | EEE - Local                      | 5,700.00          | 5,738.16          | 3,978.00          | 3,977.57          | 4,590.00          | 5,392.00          |
|                     | <b>Total 1211</b>                | <b>5,700.00</b>   | <b>5,738.16</b>   | <b>3,978.00</b>   | <b>3,977.57</b>   | <b>4,590.00</b>   | <b>5,392.00</b>   |
| <b>2311</b>         | <b>Board of Education</b>        |                   |                   |                   |                   |                   |                   |
| 110                 | Stipends                         | <b>1,350.00</b>   | <b>1,260.00</b>   | <b>1,350.00</b>   | <b>1,250.00</b>   | <b>1,350.00</b>   | <b>1,350.00</b>   |
| <b>2520</b>         | <b>Fiscal Services</b>           |                   |                   |                   |                   |                   |                   |
| 339                 | Treasurer                        | 1,000.00          | 1,000.00          | 1,000.00          | 1,000.00          | 1,000.00          | 1,000.00          |
|                     | Audit                            | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          |
|                     | Ballots/legal costs              |                   | 306.00            |                   |                   | 0.00              | 0.00              |
|                     | <b>Total 2520</b>                | <b>4,750.00</b>   | <b>5,056.00</b>   | <b>4,750.00</b>   | <b>4,750.00</b>   | <b>4,750.00</b>   | <b>4,750.00</b>   |
| 5210                | Clawback                         |                   |                   | 10,044.00         |                   |                   |                   |
|                     | <b>Total Expenditures</b>        | <b>686,399.00</b> | <b>659,028.30</b> | <b>587,896.00</b> | <b>542,571.02</b> | <b>485,330.70</b> | <b>533,299.00</b> |

# NORTH COUNTRY SUPERVISORY UNION REPORTS

## Superintendent's Annual Report

We began the year with establishing priorities within each of the six areas of our NCSU Work and Learning Plan. We are making steady progress in those areas.

**Equity:** We started off the year at Convocation with a focus on equity and being culturally responsive with the showing of the Vermont documentary [I am from Here](#). There are numerous examples of principals, teachers, staff members and boards dedicating time to issues of equity throughout this year. Most notably is the turn-out of students and the leadership they demonstrated at the Equity Summit this past fall at Jay Peak. We will continue to support efforts at the building level and will have Rebecca Haslam, Executive Director of Seed the Way and Assistant Professor at St. Michael's College, provide a presentation and training at our SU professional learning day in March. We are most fortunate to have Samantha Stevens guiding our work in her role as Equity and Community Outreach Coordinator, and a wide range of administrators, teachers and staff collaborating as an Equity Team. We are establishing a strong "equity literacy" across the SU and promoting sound equity practices.

**Social & Emotional Learning:** We are making great strides in elevating our practices around social & emotional learning and supports across all schools. PBIS, Responsive Classroom, Developmental Design, Mindfulness, and Restorative Practices all provide a range of learning opportunities for students. In addition, we have expanded our capacity to provide supports through our SU Social Emotional/Behavior Team and three schools now have SEL coaches in-house. Our Special Services budget for FY21 reflects our commitment to building capacity to meet the needs of all learners with additional personnel to support social emotional and behavioral needs of children. Our Leadership Team is developing a multi-tiered system of supports (MTSS) with regard to both academic and social/emotional supports.

### **Content Standards and Transferable Skills**

**Balanced Literacy:** We have approximately 20 teachers from across the SU who are working to develop our literacy curriculum and balanced approach to literacy instruction. No easy task! Thanks to the leadership of NCSU Literacy Coach Nicole Gaboriault and folks from Partners for Literacy Learning we are beginning to gain momentum with this work.

**Student Engagement:** Schools across the SU continue to implement project-based and increased personalization into learning opportunities across schools and grade levels. NCUHS has greatly expanded work-based learning and independent study as well as access to on-line courses. Instructional coaches from the supervisory union work with teachers in multiple capacities to design learning that engages students and advances learning.

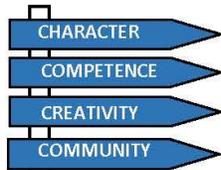
**Student Voice & Leadership:** There are many examples of student voice and leadership in our schools. Schools have active student councils or other forums for students to have a say in the direction of the school. We try to include students in our interview processes and some school boards have student representatives who report out. The Career Center is currently engaging in a strategic planning process that is primarily student driven. In addition, many of our schools have student groups leading initiatives through mini grants from the Vermont Rural Education Collaborative, grants that the students wrote themselves.

**Feedback, reflection and reporting:** Well, certainly an area that teachers at all levels have dedicated immense amounts of time and energy toward this fall. It is with great respect and appreciation that we acknowledge the profound shift in grading practices folks at the secondary level have undertaken in conjunction with proficiency-based learning. We continue to refine our reporting and reflection process for students in grades K-8. All students in grades 3-12 are utilizing E-portfolios and goal setting.

It is evident that there is much meaningful progress across NCSU. We have great appreciation for the commitment of our teachers, staff and administrators who advance our Design for Learning and meet our commitment to Character, Competence, Creativity and Community.

Respectfully Submitted,

John A. Castle  
NCSU Superintendent of Schools



## NORTH COUNTRY SUPERVISORY UNION

...committed to the development of Character, Competence, Creativity and Community

### LEARNING BELIEFS

Learning takes place in a culture that fosters...

**Growth Mindset ❖ Curiosity ❖ Perseverance ❖ Relevance  
Mutual Respect ❖ Feedback & Reflection ❖ Instructional Access  
Equity ❖ Diversity ❖ Personal Responsibility ❖ Shared Leadership  
Individual & Collective Accomplishments ❖ Community Partnerships**

### LEARNING OPPORTUNITIES

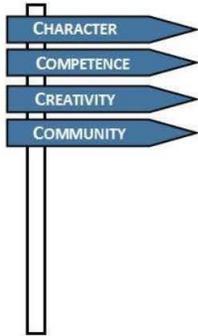
Learners participate in experiences that/to...

**Support Personal Pathways ❖ Include Problem-Based Projects  
Are Academically Rigorous ❖ Make Inter-Disciplinary Connections  
Contain Experiential Discovery ❖ Utilize Transferable Skills  
Encourage Student Voice ❖ Incorporate Technology  
Involve Physical Activity ❖ Create & Perform ❖ Engage the Community  
Occur In the Natural World ❖ Happen Anywhere & Any Time**

### LEARNING OUTCOMES

Learners succeed by becoming...

**Caring, Kind & Grateful ❖ Confident & Self-Directed ❖ Honest & Fair  
Independent Thinkers ❖ Innovative Problem Solvers  
Academically Accomplished ❖ Effective Communicators & Collaborators  
Technologically Skilled ❖ Globally Aware ❖  
Contributing Citizens ❖ Respectful of Our Environment  
Physically, Emotionally & Socially Healthy  
Appreciative Of & Skilled In the Visual & Performing Arts**



***NORTH COUNTRY SUPERVISORY UNION***  
*... committed to the development of character, competence, creativity and community*

## **SUPERVISORY UNION WORK & LEARNING PLAN**

### **Equity**

- Advance equity principles and practices

### **Social & Emotional Learning**

- Deliver research-based practices with consistency that advance positive attitudes, habits, and actions

### **Content Standards and Transferable Skills**

- Implement curricula based on current content standards
- Implement curricula based on NCSU transferable skills
- Promote effective digital learning

### **Student Engagement**

- Promote inquiry-based learning
- Support interdisciplinary instruction
- Create multiple pathways
- Foster personalization

### **Student Voice & Leadership**

- Promote student contributions and leadership in their communities
- Include students in authentic decision making at all levels

### **Formative Assessment and Data**

- Provide multiple opportunities for feedback and reflection
- Use technology to support assessment, reporting and reflection
- Students engage in goal setting in age-appropriate ways
- Use qualitative and quantitative data to guide the reflection and review of programs, practices, systems and structures

*Approved by the NCSU Full Board December 2018*

**NORTH COUNTRY SUPERVISORY UNION**  
**FY2021 BOARD APPROVED ASSESSMENT BUDGET (continued)**

| Account Number / Description                          | FY2020 Board<br>Approved Budget<br>7/1/2019 - 6/30/2020 | FY2021 Board<br>Approved Budget<br>7/1/2020 - 6/30/2021 |
|---|---|---|
| <b>ASSESSMENT REVENUE</b>                             |   |   |
| INTEREST  |   |   |
| INTEREST INCOME-CASH ACCOUNT                          | (\$4,500)   | (\$4,500)   |
| INTEREST INCOME-MONEY MARKET                          | (\$1,000)   | (\$1,000)   |
| <b>INTEREST REVENUE</b>                               | <b>(\$5,500)</b>  | <b>(\$5,500)</b>  |
| ASSESSMENTS   | (\$1,312,492)   | (\$1,571,563)   |
| <b>TOTAL 1931 TOWN ASSESSMENT</b>                     | <b>(\$1,312,492)</b>                                    | <b>(\$1,571,563)</b>                                    |
| <b>1990 MISC OTHER LOCAL REVENUE</b>                  |   |   |
| FUND BALANCE AS REVENUE                               | (\$42,000)  | (\$42,000)  |
| INDIRECT COSTS REVENUE                                | (\$35,000)  | (\$35,000)  |
| MISC REVENUE  | \$0   | \$0   |
| <b>TOTAL 1990 MISC OTHER LOCAL REVENUE</b>            | <b>(\$77,000)</b>                                       | <b>(\$77,000)</b>                                       |
| <b>TOTAL ASSESSMENT REVENUE</b>                       | <b>(\$1,394,992)</b>                                    | <b>(\$1,654,063)</b>                                    |
| <b>ASSESSMENT EXPENDITURES</b>                        |   |   |
| <b>1100 MIDDLE LEVEL ATHLETICS</b>                    |   |   |
| SALARY MIDDLE LEVEL ATHLETICS                         | \$3,500   | \$3,500   |
| FICA  | \$268   | \$268   |
| W COMP  | \$12  | \$12  |
| PURCHASED SERVICE                                     | \$1,110   | \$1,110   |
| SUPPLIES  | \$1,110   | \$1,110   |
| <b>TOTAL 1100 MIDDLE LEVEL ATHLETICS</b>              | <b>\$6,000</b>  | <b>\$6,000</b>  |
| <b>2111 SCHOOL NURSE LEADER</b>                       |   |   |
| SALARY SCHOOL NURSE LEADER                            | \$7,500   | \$7,800   |
| BCBS SCHOOL NURSE LEADER                              | \$700   | \$700   |
| HRA SCHOOL NURSE LEADER                               | \$420   | \$420   |
| FICA SCHOOL NURSE LEADER                              | \$580   | \$602   |
| LIFE INS SCHOOL NURSE LEADER                          | \$0   | \$8   |
| W COMP SCHOOL NURSE LEADER                            | \$30  | \$30  |
| DENTAL SCHOOL NURSE LEADER                            | \$40  | \$40  |
| LONG TERM DISABILTY SCHOOL NURSE LEADER               | \$0   | \$23  |
| TRAVEL SCHOOL NURSE LEADER                            | \$500   | \$500   |
| SUPPLIES SCHOOL NURSE LEADER                          | \$350   | \$350   |
| <b>TOTAL 2111 SCHOOL NURSE LEADER</b>                 | <b>\$10,120</b>   | <b>\$10,473</b>   |
| <b>2210 Improvement of Instruction Services</b>       |   |   |
| SP PROJECTS P SERV                                    | \$8,000   | \$8,000   |
| SP PROJECTS PRINCIPAL MENTORING                       | \$0   | \$0   |
| SP PROJECTS SUPPLIES                                  | \$2,000   | \$2,000   |
| SPEC.PROJ.-FOOD                                       | \$5,000   | \$5,000   |
| SPEC.PROJ.-SOFTWARE                                   | \$0   | \$0   |
| <b>TOTAL 2210 Improvement of Instruction Services</b> | <b>\$15,000</b>   | <b>\$15,000</b>   |

# NORTH COUNTRY SUPERVISORY UNION

## FY2021 BOARD APPROVED ASSESSMENT BUDGET (continued)

| Account Number / Description             | FY2020 Board<br>Approved Budget<br>7/1/2019 - 6/30/2020 | FY2021 Board<br>Approved Budget<br>7/1/2020 - 6/30/2021 |
|--|---|---|
| <b>2212 CURRICULUM DEVELOPMENT</b>       |   |   |
| DIRECTOR OF CURRICULUM SALARY            | \$42,300  | \$43,992  |
| WAGES CURRICULUM ADMIN ASST              | \$17,368  | \$18,063  |
| BCBS                                     | \$13,808  | \$15,178  |
| HRA                                      | \$6,300   | \$6,300   |
| FICA                                     | \$5,284   | \$4,997   |
| LIFE INSURANCE                           | \$90  | \$90  |
| MUN. RETIREMENT                          | \$1,019   | \$1,125   |
| WORKERS COMP                             | \$380   | \$380   |
| UNEMPLOYMENT                             | \$100   | \$100   |
| TUITION                                  | \$770   | \$770   |
| DENTAL                                   | \$378   | \$378   |
| LTD                                      | \$190   | \$193   |
| TRAINING                                 | \$750   | \$750   |
| TRAVEL                                   | \$645   | \$645   |
| SUPPLIES                                 | \$1,200   | \$1,200   |
| BOOKS & PERIODICALS                      | \$500   | \$500   |
| CONF & DUES                              | \$2,000   | \$2,000   |
| <b>TOTAL 2212 CURRICULUM DEVELOPMENT</b> | <b>\$93,082</b>   | <b>\$96,661</b>   |
| <b>2230 TECHNOLOGY</b>                   |   |   |
| DIRECTOR OF TECHNOLOGY                   | \$71,157  | \$74,003  |
| NETWORK ADMINISTRATOR                    | \$37,502  | \$39,002  |
| SUPPORT TECH WAGES                       | \$8,064   | \$80,000  |
| BCBS                                     | \$14,967  | \$21,340  |
| HRA                                      | \$7,875   | \$7,875   |
| FICA                                     | \$8,929   | \$8,645   |
| LIFE INSURANCE                           | \$194   | \$200   |
| MUNICIPAL RETIREMENT                     | \$5,681   | \$6,516   |
| WORKERS COMP                             | \$550   | \$550   |
| UNEMPLOYMENT                             | \$403   | \$403   |
| TUITION                                  | \$1,800   | \$1,800   |
| DENTAL                                   | \$613   | \$762   |
| LTD                                      | \$250   | \$335   |
| PURCHASED SERVICE                        | \$0   | \$12,500  |
| PURCHASED SERVICE TECH SERVICE CONTRACT  | \$64,150  | \$58,350  |
| SUBSCRIPTION SERVICES                    | \$0   | \$110,398   |
| TRAVEL                                   | \$3,000   | \$3,000   |
| ROOMS & MEALS                            | \$400   | \$400   |
| SUPPLIES                                 | \$500   | \$500   |
| SOFTWARE                                 | \$17,000  | \$17,000  |
| EQUIPMENT                                | \$15,500  | \$15,500  |
| DUES & FEES                              | \$1,500   | \$1,500   |
| <b>TOTAL 2230 TECHNOLOGY</b>             | <b>\$195,885</b>  | <b>\$460,578</b>  |

**NORTH COUNTRY SUPERVISORY UNION**  
**FY2021 BOARD APPROVED ASSESSMENT BUDGET (continued)**

| Account Number / Description                       | FY2020 Board<br>Approved Budget<br>7/1/2019 - 6/30/2020 | FY2021 Board<br>Approved Budget<br>7/1/2020 - 6/30/2021 |
|--|---|---|
| <b>2300 Support Services - General Admin</b>       |   |   |
| ANNUITY  | \$0   | \$0   |
| SUP'T SALARY                                       | \$128,180   | \$133,307   |
| SECRETARY WAGES (2)                                | \$77,450  | \$80,548  |
| BCBS   | \$36,375  | \$40,988  |
| HRA  | \$7,875   | \$10,200  |
| FICA   | \$15,731  | \$16,360  |
| LIFE INSURANCE                                     | \$190   | \$226   |
| MUNICIPAL RETIREMENT                               | \$4,200   | \$4,745   |
| WORK COMP  | \$1,500   | \$1,600   |
| UNEMPLOYMENT                                       | \$500   | \$500   |
| DENTAL   | \$1,200   | \$1,182   |
| LTD  | \$580   | \$629   |
| AUDIT NCSU   | \$12,200  | \$12,200  |
| LODGING & MEALS                                    | \$1,500   | \$1,500   |
| TRAVEL   | \$3,000   | \$3,000   |
| VSA DUES   | \$4,500   | \$4,500   |
| PROF DEVELOPMENT-SECRETARY                         | \$200   | \$200   |
| PROF DEVELOPMENT                                   | \$1,600   | \$1,600   |
| <b>TOTAL 2300 Support Services - General Admin</b> | <b>\$296,781</b>  | <b>\$313,285</b>  |
| <b>2320 MISC ADMIN COSTS</b>                       |   |   |
| HEALTH CARE ASSESSMENT                             | \$0   | \$0   |
| LEGAL MISC TOWNS                                   | \$250   | \$250   |
| MAINTANCE CONTRACT ADS                             | \$6,000   | \$6,000   |
| STORAGE PURCHASE SERVICE                           | \$700   | \$700   |
| LEGAL SERVICES                                     | \$3,000   | \$3,000   |
| STIPEND TREASURER'S                                | \$1,050   | \$1,050   |
| PURCHASE SERVICE                                   | \$600   | \$600   |
| EQUIP MAINT  | \$1,000   | \$1,000   |
| PHONE EQUIP MAINT                                  | \$4,500   | \$2,500   |
| MACHINE LEASES & RENTALS                           | \$12,200  | \$10,200  |
| CONSOLIDATED INSURANCE                             | \$10,800  | \$14,000  |
| TELEPHONE  | \$5,800   | \$5,800   |
| POSTAGE  | \$11,500  | \$10,000  |
| INTERNET   | \$1,000   | \$1,000   |
| STAFF PROFESSIONAL DEVELOPMENT                     | \$0   | \$7,000   |
| MISC TOWNS ADVERTISING                             | \$400   | \$400   |
| ADVERTISING  | \$5,000   | \$5,000   |
| MISC FOOD MEETINGS                                 | \$10,000  | \$10,000  |
| MISC TOWN INVOICES                                 | \$500   | \$500   |
| OFFICE SUPPLIES                                    | \$10,000  | \$10,000  |
| BOOKS  | \$500   | \$500   |
| EQUIPMENT  | \$1,000   | \$1,000   |
| COMPUTER EQUIPMENT                                 | \$2,000   | \$2,000   |
| PHONE SYSTEM EQUIPMENT                             | \$0   | \$0   |
| FURNITURE  | \$2,500   | \$2,500   |
| MISCELLANEOUS DUES/FEES                            | \$2,000   | \$2,000   |
| FSA/HRA PARTICIPANT FEES                           | \$3,000   | \$0   |
| <b>TOTAL 2320 MISC ADMIN COSTS</b>                 | <b>\$95,300</b>   | <b>\$97,000</b>   |

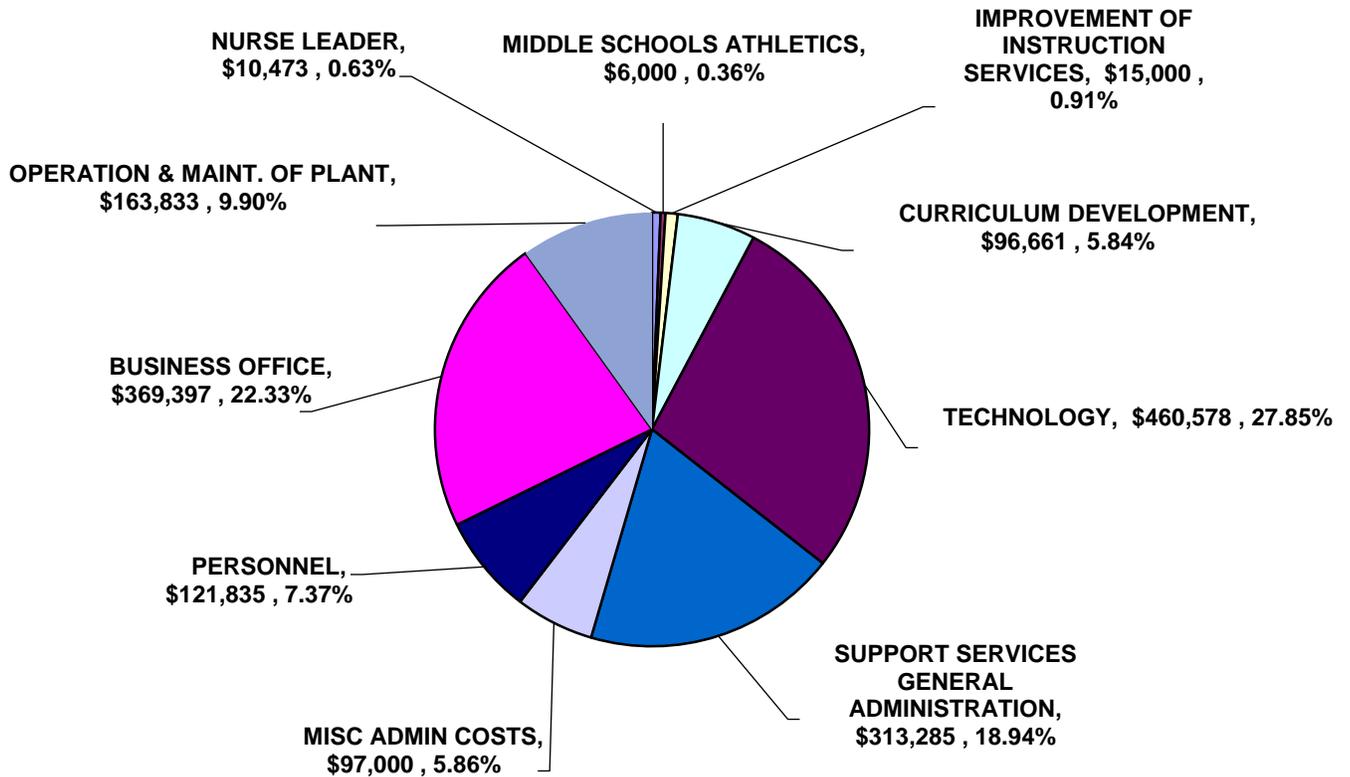
**NORTH COUNTRY SUPERVISORY UNION**  
**FY2021 BOARD APPROVED ASSESSMENT BUDGET (continued)**

| Account Number / Description                | FY2020 Board<br>Approved Budget<br>7/1/2019 - 6/30/2020 | FY2021 Board<br>Approved Budget<br>7/1/2020 - 6/30/2021 |
|---|---|---|
| <b>2323 PERSONNEL</b>                       |   |   |
| PERSONNEL WAGES                             | \$85,768  | \$89,199  |
| PERSONNEL BCBS                              | \$6,582   | \$13,629  |
| PERSONNEL FICA                              | \$7,608   | \$7,015   |
| PERSONNEL LIFE INS                          | \$45  | \$52  |
| PERSONNEL RETIREMENT                        | \$4,600   | \$5,273   |
| PERSONNEL WORKERS COMP                      | \$560   | \$560   |
| PERSONNEL UNEMPLOYMENT                      | \$475   | \$475   |
| PERSONNEL TUITION                           | \$3,450   | \$3,450   |
| PERSONNEL DENTAL                            | \$770   | \$762   |
| PERSONNEL LTD                               | \$235   | \$271   |
| PURCHASED SERVICE PERSONNEL                 | \$500   | \$500   |
| PERSONNEL TRAVEL                            | \$100   | \$100   |
| PERSONNEL CONF/DUES                         | \$550   | \$550   |
| <b>TOTAL 2323 PERSONNEL</b>                 | <b>\$111,243</b>  | <b>\$121,835</b>  |
| <b>2520 BUSINESS OFFICE</b>                 |   |   |
| SALARY DIRECTOR BUSINESS                    | \$75,179  | \$78,188  |
| WAGES FINANCE ASSISTANTS                    | \$76,942  | \$80,020  |
| WAGES BUSINESS ADM ASST                     | \$28,630  | \$29,775  |
| WAGES COURIER                               | \$2,000   | \$2,000   |
| SALARY STAFF ACCOUNTANT                     | \$45,058  | \$46,860  |
| BCBS BUSINESS OFFICE                        | \$67,479  | \$74,564  |
| HRA   | \$6,300   | \$10,000  |
| FICA BUSINESS OFFICE                        | \$17,274  | \$17,965  |
| LIFE INS BUSINESS OFFICE                    | \$175   | \$208   |
| RETIREMENT BUSINESS OFFICE                  | \$13,182  | \$14,473  |
| WORKERS COMP BUSINESS OFFICE                | \$1,400   | \$1,400   |
| UNEMPLOYMENT BUSINESS OFFICE                | \$675   | \$675   |
| TUITION BUSINESS OFFICE                     | \$3,800   | \$3,800   |
| DENTAL BUSINESS OFFICE                      | \$1,650   | \$1,499   |
| LTD DIRECTOR BUSINESS                       | \$571   | \$670   |
| PURCHASE SERVICE BUSINESS OFFICE            | \$0   | \$0   |
| TRAVEL BUSINESS OFFICE                      | \$5,000   | \$5,000   |
| ROOMS & MEALS BUSINESS OFFICE               | \$400   | \$400   |
| DUES & FEES BUSINESS OFFICE                 | \$1,400   | \$1,400   |
| PROF DEV BUSINESS OFFICE                    | \$500   | \$500   |
| <b>TOTAL 2520 BUSINESS OFFICE</b>           | <b>\$347,615</b>  | <b>\$369,397</b>  |
| <b>2600 OPERATION &amp; MAINT. OF PLANT</b> |   |   |
| WAGES CUSTODIAN                             | \$2,716   | \$2,716   |
| OPERATION AND MAINT PURCHASE SERV           | \$3,500   | \$3,500   |
| CUSTODIAN-P.SERV                            | \$14,200  | \$14,200  |
| RUBBISH REMOVAL                             | \$1,800   | \$1,800   |

**NORTH COUNTRY SUPERVISORY UNION**  
**FY2021 BOARD APPROVED ASSESSMENT BUDGET (continued)**

| Account Number / Description                      | FY2020 Board<br>Approved Budget<br>7/1/2019 - 6/30/2020 | FY2021 Board<br>Approved Budget<br>7/1/2020 - 6/30/2021 |
|---|---|---|
| STORAGE RENTAL SPACE                              | \$900   | \$900   |
| CUSTODIAL SUPPLIES                                | \$2,800   | \$2,800   |
| <b>TOTAL 2600 OPERATION &amp; MAINT. OF PLANT</b> | <b>\$25,916</b>   | <b>\$25,916</b>   |
| 2640 OPERATION & MAINT. OF PLANT<br>RENT          | \$133,900   | \$137,917   |
| <b>TOTAL 2640 OPERATION &amp; MAINT. OF PLANT</b> | <b>\$133,900</b>  | <b>\$137,917</b>  |
| <b>TOTAL EXPENDITURES</b>                         | <b>\$1,394,992</b>                                      | <b>\$1,654,063</b>                                      |

**NORTH COUNTRY SUPERVISORY UNION FY2021 BUDGET**



# TOWN MEETING PROCEDURES

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## How to Participate

- The Moderator makes announcements before the first article is moved. Inform the Moderator ahead of time if you have an announcement.
- An Article is moved, seconded, and restated by the Moderator, before debate can begin.
- State law prohibits consideration of Articles that have not been warned.
- No second is needed for nominations. Election of Select Board members, Auditors and Listers are by ballot.
- Only registered voters may vote. Non-voters may speak if there is no objection, or by 2/3 vote.
- After you are recognized by the Moderator, stand up to make your remarks. Direct Motions and remarks to the Moderator. The maker of a motion is typically recognized to speak first.
- After you've spoken once about an Article, you won't be recognized for a second time until all others who wish to speak on the issue have spoken.
- Raise your hand and state "Point of Order" to ask questions: if you don't understand the motion, what is happening, or if there is a motion you want to make, and aren't sure how to make it.
- Voters can challenge the Moderator's ruling. A majority vote is needed to overturn the Moderator's ruling.
- Binding action may not be taken under the Article "Other Business." It is a time to discuss issues, make recommendations, or raise concerns for possible future action.

## Voting

Three types of voting occur at Town Meeting. Voice vote and paper ballots are used for Articles voted on by the assembly (registered voters). The Polls are open 9 am to 7 pm for Articles voted by Australian Ballot.

## Roberts Rules

Town Meeting uses Robert's Rules of Order to act on warned Articles, except where Vermont Law takes precedence. The assembly can also adopt other rules of order. Frequently used motions are listed below.

- Amendments: An Article may be amended, and an amendment may be amended once. If a proposed amendment changes the intent of the Article, it would be ruled out of order or not germane.
- Division of the House: Requires voters to stand. It can be requested either before or after a voice vote.
- Paper Ballot: Seven voters may ask for a paper ballot before or after a voice vote or a division of the house.
- Cease Debate: Requires a motion to Call the Question and needs a 2/3 vote to pass.
- Reconsideration: An Article may be reconsidered *until* the assembly has moved and seconded another Article. A motion to reconsider must be made by someone who voted with the majority.
- Limit Debate: Motion can be made any time. Voters can limit the time each person can speak or limit the time allotted to discuss an Article. It can be amended, there is no discussion, and requires a 2/3 majority vote.
- Passover: Is used to not vote on an Article. It can be made two ways: before the main motion as Object to Consideration and 2/3 vote; or, after the main motion as Postpone Indefinitely and a simple majority vote.

*Compiled by Pat Sagui, Moderator, Town of Westfield, Vermont, January 2020*