

VILLAGE OF NORTHFIELD, VERMONT

**Report of the Officers for the
Twelve-Month Period Ending June 30, 2013**



ANNUAL VILLAGE MEETING

**Tuesday, June 3, 2014
Mary Granai Corrigan Auditorium
Northfield Middle/High School
7:30 P.M.**

VILLAGE OF NORTHFIELD, VERMONT
Incorporated November 14, 1855

1,150 Acres
1.8 Square Miles

EMERGENCY PHONE NUMBER
DAY or NIGHT

FIRE, POLICE, AMBULANCE
CALL "911"

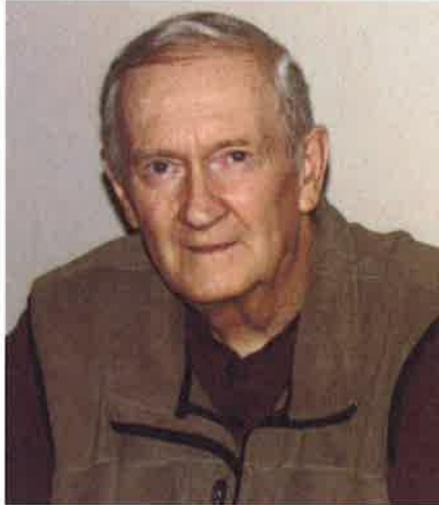
NON-EMERGENCY PHONE NUMBERS

FIRE	485-6121
POLICE	485-9181
AMBULANCE	485-8550

Cover Picture: Depot Square, Northfield, Vermont

After many delays, the construction phase of the Village Common Rehabilitation Project began on Monday, April 7, 2014. This picture shows how the Village Common's northeast corner appeared the next morning. When completed, the project will result in new curbing, new sidewalks, new streetlights, and reconstructed roadway on the Village Common's north and west sides. As of this writing, the rehabilitation project was well on schedule for its anticipated completion date of Friday, June 27, 2014.

**THIS REPORT IS DEDICATED IN MEMORY OF:
Thomas W. McCarney
April 12, 1941 – December 6, 2014**



Thomas W. McCarney was born in Rome, N.Y., the son of Thomas Anthony and Virginia Vandivier McCarney. A 1959 graduate of Rome High School, he earned a Bachelor of Science in business administration from Norwich University in 1963. Afterward, Thomas McCarney was commissioned into the Army and served in Germany for two years. Previously married to Linda Severy Hall, he married Charlene Elizabeth Kennerson at the United Methodist Church in Northfield in 1977.

Thomas McCarney worked in the purchasing department at Norwich University for almost ten (10) years. He later owned and operated the Beverage Center in Northfield for sixteen (16) years. Beginning in 1993, Thomas McCarney worked for Jet Service Envelope in Barre, where he forged a strong relationship with owner Jeff Blow and his family.

Thomas McCarney was a long-standing member of the American Legion Post 63 of Northfield and shortly before his passing was inducted into the "Old Guard Alumni of Norwich University." He was a Northfield Village Trustee for thirty (30) years and also served as Acting Town Manager. He was very active in many town activities, including the Northfield Observances.

Passionate about auto racing, Thomas McCarney worked on race cars in various capacities and attended countless races over the years. He also enjoyed camping in his motor home and tending his lawn and garden. Thomas McCarney was also a Norwich University hockey season ticket holder who tried to never miss a home game. A creature of habit, he enjoyed his morning coffee (and the company) at the Common Café, his Friday night ritual of seeing the "ladies" at the Northfield Savings Bank, visiting the American Legion, and enjoying dinner at the Rustic Restaurant in Northfield Falls.

In recognition of his numerous contributions to the Northfield community, we proudly dedicate this final edition of the Annual Village Report in memory of **Thomas W. McCarney.**

TABLE OF CONTENTS

	PAGE
WARNING OF THE 2014 ANNUAL MEETING	1
RULES FOR THE CONDUCT OF THE MEETING	2
REPORTS OF VILLAGE OFFICERS	
Report of the Village Trustees Chair	3
Report of the Acting Village Manager	5
Report of the Village Clerk & Treasurer	6
Report of the Utility Superintendent	7
BUDGET REPORTS	
General Fund Budget	10
Highway Fund Budget	19
Statement of Taxes Raised	28
Special Revenue Funds	30
Water Department Budget	32
Sewer Department Budget	41
Electric Department Budget	48
OTHER INFORMATION	
Warning & Results of the March 5, 2013 Special Village Meeting	57
Warning of the June 4, 2013 Annual Village Meeting	58
Minutes of the June 4, 2013 Annual Village Meeting	59
Warning of the Nov. 26, 2013 Special Village Meeting	63
Minutes of the Nov. 26, 2013 Special Village Meeting	64
Elected and Appointed Village Officers	<i>Inside back cover</i>
Schedule of Monthly Board Meetings	<i>Back cover</i>

**VILLAGE OF NORTHFIELD
WARNING
2014 ANNUAL MEETING**

The legal voters of the Village of Northfield, Vermont, are hereby notified and warned to meet in the Mary Granai Corrigan Auditorium at the Northfield High School on Tuesday, June 3, 2014, at 7:30 o'clock in the evening to hear and act upon the following articles:

ARTICLE 1: To elect a moderator.

ARTICLE 2: To hear and act upon the reports of the Village officers.

ARTICLE 3: To transact any other non-binding business proper to be brought before the Meeting.

DATED AT NORTHFIELD, VERMONT ON THIS 28TH DAY OF APRIL, 2014.

BOARD OF TRUSTEES, VILLAGE OF NORTHFIELD:

APPROVED:

Dennis Donahue, Chair
Kevin T. Beal

K. David Maxwell
James R. Wilson

SIGNED:

Kim Pedley, Village Clerk

RULES FOR THE CONDUCT OF THE MEETING

The Vermont Statutes set out a number of the rules for the conduct of the municipal meetings. These are summarized below, along with the section numbers of the Statutes in which they appear.

1. Robert's Rules of Order govern the meeting (17 VSA 2658).
2. Only registered voters may speak during the meeting (17 VSA 2656).
3. An article once decided shall not be considered again during the same meeting (17 VSA 2658).
4. A paper ballot may be taken if the request is supported by seven voters (17 VSA 2658).
5. Action taken under the article "Other Business" shall not be binding on the Village (17 VSA 2660(d)).

In addition to the above, Robert's Rules of Order sets additional guidelines that will be followed:

1. All motions and remarks must be addressed to the Moderator. Those wishing to speak must be recognized by the Moderator before speaking.
2. Articles must be moved, seconded, and restated by the Moderator before discussion may begin.
3. An article may be amended and the amendment proposed back to the original article.
4. Debate may be cut off by a two-thirds vote.

Further rules of procedure:

1. A voter wishing to speak must come to the front of the auditorium and use the microphone.
2. Smoking is not permitted in the auditorium or in the lobby.
3. Please state your opinions in a courteous manner; we all have to live together when this meeting is over!

REPORT OF THE VILLAGE TRUSTEES CHAIR

In 1855, the community that encompassed the downtown area of Northfield Town decided to incorporate itself into the Village of Northfield. This decision created the two-entity government Northfield has been operating under ever since. The Village formed this governance to provide municipal services such as water, sewage disposal, electricity, paved roads, and fire and police protection to the people living in the Village and to be funded by taxes and fees levied against them. As these services were limited in area to the Village, the residents in the surrounding town didn't use the systems and therefore were not required to pay taxes to fund them.

As services increased to all residents (fire, police and ambulance and eventually highway) the community at large was required to fund these. By 2008 the highway portions of the Town and Village budgets were merged to reflect the cost to the entire community. Over the next few years some of the debates that followed between the Trustees and the Selectboard caused an outpouring of support from both the Village and Town residents to move towards merged community governance. On Town Meeting Day 2013, both the Village and Town decisively voted to merge, thus beginning a fifteen (15) month scramble to combine the operations, assets and liabilities of both communities.

The new governance structure will look similar to what we have now. Instead of the Trustee board, utility commissions will be responsible for day to day oversight of each utility. Two commissioners will be elected to each committee from rate payers at large and the third will be appointed by the Select Board. The final fiscal management will fall under the Manager and ultimately the Select Board. The funding for the utilities will remain with the rate payers. The rest of Town governance will fall to the Select Board.

As of this writing both boards and managers are working together to bring the community forward. The merger committee that was tasked with bringing a plan of merger to Northfield is in the process of reviewing candidates for the future Town Manager. The goal is to have a new manager in

place by mid June to gain experience from the current Town and Village Managers.

Managers Rob Lewis and Steve Fitzhugh and their staff have been diligently working together to put forth combined budgets and planning for future needs and goals. The efforts of the municipal staff should be commended.

In the community this year there will be several projects happening. At this point the most obvious should be the long awaited reconstruction of the north and west sides of the Common. Major highlights include: new sidewalks and curb, pedestrian bump-outs onto Main Street in front of the Common Café and Trombly's Flower Shop, removal of power poles and the installation of new lighting, burying of TDS Telecom telecommunications cable, and roadway reconstruction. The Village has started planning for the upgrade of 100+ year old water lines on Central Street and King Street. We look forward to moving these projects along as the joint board and the community in the coming months.

Northfield was one of eight communities in Vermont to receive Vermont Downtown Action Team (V-DAT) services. Zoning Administrator Michelle Braun was instrumental in facilitating V-DAT and community involvement. The V-DAT team came to Northfield in April and spent three days with residents, Norwich students/staff, municipal staff and business owners and created a presentation and report on ways to further the development of our community. If you haven't already seen the presentation I urge you to watch it on the link provided on the Northfield Municipal website (<http://www.northfield-vt.gov>).

As the Village rides off into the sunset, we encounter an opportunity to further promote the idea that Northfield, as a whole, is a great place to work and live. I believe this and I believe that all community members who volunteer their time believe this. I would urge you to thank these folks for their time and efforts. As a community, we are moving forward.

Respectfully submitted,
Dennis Donahue
Chair, Board of Village Trustees

REPORT OF THE ACTING VILLAGE MANAGER

This has been a year of transition. In a few short weeks, the village will be merged into the town after more than one hundred (100) years of existence. The Village Trustees and the Town Selectmen have worked hard throughout the year to address the multitude of issues associated with merger.

The long-awaited sidewalk project on the Village Common has finally begun. The contractor is making great progress and we expect the project to be completed on time. The improvements are bringing a new vitality to the heart of our community.

Our utilities – electric, water, and wastewater – are in good shape as we continue to strategically invest in improvements to the infrastructure. There will be no rate increase in electric rates this year; however we will implement an increase in water and sewer rates for the first time in five (5) years; the increase in the water rate primarily will cover the South Phase water project loan. For the past few years, we have been able to avoid rate increases due to surplus funds. Last year's upgrades to the electric system have improved system reliability and we have experienced fewer system-wide outages this year. We will be replacing existing streetlights with new, energy efficient LED streetlights that will reduce our highway streetlighting costs.

The utility crew continues to make improvements to water system lines in residential neighborhoods to improve water flows and upgrade fire hydrants. The Village Trustees have approved a contract with Phelps Engineering for the design of improvements to the Central Street water main and the King Street water line. The Central Street main was built in 1906 and is in very poor condition. These last two projects will complete the upgrades we have been making for the past decade and will provide a reliable water system for our community for several generations. A bond vote for these two projects will be held in the near future. The Central Street project will also provide the opportunity for us to economically piggyback roadway, sidewalk, and stormwater control projects. We are also lining about five thousand feet (5,000') of sewer this year.

I would like to take this opportunity to thank the Board of Trustees for their support. I would like to thank our utility team - Patrick Demasi, Jim Russo, Phil Gleason, and Peter J. Demasi; our Customer Service team - Doug Reed, Bobbi Underhill, and Jackie Lefebvre; and our highway crew - Steve Reed, Karl Bailey, Ray Hudson, and Peter G. Demasi. Finally, thanks to Ken McCann, Laurie Baroffio, and Michele Braun for their support in managing the daily affairs of the Village; to Rob Lewis and the Town Selectmen for their collaboration as we transition to merger; and to Norwich University for permitting me to serve the community as the acting Village Manager while teaching full-time this past year. It has been a pleasure to have the opportunity to work with our municipal employees this year, and I have a greater appreciation for their tremendous contributions every day to making Northfield a better place to live and work.

Respectfully submitted,
Steve Fitzhugh
Acting Village Manager

REPORT OF THE VILLAGE CLERK & TREASURER

Report of the Village Clerk & Treasurer:

Well it's been another busy year!

Just a reminder that we do passports by appointment here along with all the other services we offer car registration renewals, copies of vital records, marriage licenses, and hunting/fishing licenses.

The office is open Monday through Friday from 8:00 a.m. to 4:30 p.m. Should you have any comments, concerns or questions, please feel free to call 1-802-485-5421.

Open meeting is June 3, 2014 at 7:30 p.m. in the auditorium at the Northfield Middle/High School.

It's been my pleasure serving the Village of Northfield for the past eleven years. Now that we will be merged all my Village duties will shift over to the Town. Thank you all for your support over the last eleven years.

Respectfully submitted,
Kim Pedley, CVC
Village Clerk & Treasurer

REPORT OF THE UTILITY SUPERINTENDENT

Water Department:

Last summer, the Water Department staff installed nearly four hundred feet (400') of eight-inch (8") ductile iron water main around the west and north sides of the Village Common. This upgrade completes a loop from the twelve-inch (12") water main on Wall Street (installed in 2010 as part of the West Phase Water Project) to the ten-inch (10") water main on South Main Street in front of the Mayo Building. This upgrade greatly improves the flows around that part of the Village Common and also will provide more reliable fire protection. In September 2013, an eight-inch (8") water main also was installed by Water Department staff on lower Washington Street.

Several hydrants were replaced on Pearl Street, Union Street, Vermont Route 12A as well as two (2) on the Village Common. We also continue our valve replacement program. This past, year we replaced six (6) main line valves on Pearl Street, Union Street, Prospect Street, and Spring Street.

The crew continues to work hard to keep the system well maintained and in good working condition. We have several programs in place to help us focus on preventive maintenance and we are being proactive and not reactive by fixing leaks through the use of leak detection equipment before they becomes major problems. Also, we exercise the valves on an annual basis and replace them on a fixed schedule.

In 2013, the Friends of the Winooski River finished a three (3) year project planting trees and shrubs along the river banks in the Wellfield. When the plantings take hold, they should greatly improve riverbank stability and protect the Wellfield from erosion.

On March 25, 2014, the Village Trustees voted to retain Phelps Engineering to finalize plans for a new ductile iron water main the length of Central Street from Norwich University to Wall Street. This line is a main distribution line from the Wellfield to Garvey Hill Reservoir and the current line was installed in 1906. Plans also are being finalized for a new ductile iron line on East Street and King Street. This line is made up of six inch (6") and four inch (4") cast iron pipe installed in 1906. The replacement of this line will increase water flow and water pressure to King Street and Memorial Pool.

Sewer Department:

The Wastewater Treatment Facility (WWTF) continues to run well. The effluent is of high quality and meets all state and federal standards. The WWTF is well maintained by four (4) utility staff members. The WWTF turns ten (10) years old this coming July and the four of us here during construction ten (10) years ago are still on the job making sure that it works as designed.

In April 2014, five thousand feet (5000') of cured-in-place PVC liner is scheduled to be installed on Vine Street, Slate Avenue, South Main Street, and Crescent Avenue. This lining is a flexible felt material that, when infused with PVC resin, is pulled into the existing sewer line, inflated and heated. It then becomes a one piece three-eighths of an inch (3/8") thick PVC pipe. Consisting of a pipe within a pipe, one of the advantages of this technology is that it is trenchless and requires no digging of the streets. The purpose of this work is to prevent water and root infiltration of the system as well as smoothing out the existing clay tile pipe. This will save money at the WWTF and help prevent sewer backups. We have used this technology in the past and it has performed very well.

We continue to inspect by TV camera and clean a portion of the sewer lines each year. This past year we have been focusing on the east side of town and this will help us to understand what future sewer main maintenance and/or replacement needs to be addressed.

Electric:

Tree trimming around and under utility lines is ongoing. Each customer on the Northfield Electric System is benefitting from this program as it provides more reliable service as well as a reduction of tree-related maintenance costs. I would like to thank each customer who has helped by letting us trim and (in some cases) cut trees in and around the power lines. It makes for a much more successful program.

Several poles were replaced this year due both to damage from car accidents and regular maintenance.

I would like to take this opportunity to thank the people who make your lives easier and my job possible. This includes Steve Fitzhugh, our Acting Village Manager, who has provided me with invaluable technical advice over the past year. I also thank our Village Trustees for supporting our efforts to both maintain and improve our utility delivery system so that it will serve Northfield successfully for generations to come. Last but not least, I would like to thank the members of our Northfield Utility staff: Water/Sewer Operators Jim Russo, Peter J. DeMasi, and Phil Gleason; Customer Service Representatives Jackie Lefebvre and Bobbi Underhill; Utility Office Manager Doug Reed; and Administrative Assistant Ken McCann. They are the team that help us keep the lights on and the water flowing.

Respectfully submitted,
Patrick J. DeMasi
Utility Superintendent

VILLAGE GENERAL, CAPITAL, & RESERVE BUDGET

REVENUE:	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
PROPERTY TAXES	0	0	0
General Government Administration	17,910	17,910	17,160
Interest Income	500	248	400
Rent	44,690	44,690	37,290
PILOT Receipts	33,000	33,000	18,610
Surplus	18,490	18,490	36,040
CIP Interest	0	276	0

Total Revenue	114,590	114,614	109,500
----------------------	----------------	----------------	----------------

VILLAGE GENERAL, CAPITAL, & RESERVE SUMMARY

EXPENDITURES:	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
11 Trustees	18,270	19,372	17,510
13 Manager	3,690	3,713	3,050
44 Buildings	37,690	31,506	37,670
61 Management Support	10,800	10,792	10,090
Debt Retirement	5,430	5,425	5,140
Capital & Reserves *	7,500	111	0
Transfer to Village Highway CIP - Common	18,490	18,490	36,040

Total Expenditures	101,870	89,409	109,500
---------------------------	----------------	---------------	----------------

* Capital & Reserve project balances are shown in the Capital section

TRUSTEE'S BUDGET - 11

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>500 Personnel</u>			
501 Elected	4,200	4,200	4,200
517 FICA Expense	320	321	320
Subtotal	4,520	4,521	4,520
<u>600 Contract Services</u>			
602 Legal Services	1,500	742	1,500
607 Village Reports	700	811	730
610 Audits	1,850	1,800	1,900
611 Board Meeting Minutes	100	0	0
657 Merger	0	1,859	0
Subtotal	4,150	5,212	4,130
<u>700 Administrative</u>			
707 Dues/Meetings/Subscriptions	1,000	757	1,000
712 Public Official Insurance	7,350	6,902	7,160
717 Advertising/Legal Notices	600	1,132	100
723 Public Relations Expense	100	0	0
735 Lease Agreements	100	100	100
760 Election Expense	250	748	500
Subtotal	9,600	9,639	8,860
<u>800 Material & Supply</u>	0	0	0
Total Expenditures	18,270	19,372	17,510

MANAGER'S BUDGET - 13

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>500 Personnel</u>			
502 Manager's Salary	1,200	1,171	1,070
505 Clerical	780	785	810
515 Health/Dental/Life/Disability Ins	720	911	800
516 Workers' Compensation	10	7	10
517 FICA Expense	160	156	150
518 Retirement	100	98	100
519 ICMA Deferred Compensation	120	117	110
Subtotal	3,090	3,245	3,050
<u>600 Contract Services</u>			
601 Manager Search/ Relocation	0	350	0
<u>700 Administrative</u>			
707 Dues, Meetings, Subscriptions	600	118	0
<u>800 Material & Supply</u>			
	0	0	0
Total Expenditures	3,690	3,713	3,050

BUILDINGS BUDGET - 44

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>500 Personnel</u>	0	0	0
<u>600 Contract Services</u>			
606 Trash Disposal	1,150	1,039	1,500
609 Janitorial Services	4,250	2,981	4,080
Subtotal	5,400	4,020	5,580
<u>700 Administrative</u>			
709 Liability Insurance	500	320	400
710 Property/Fire Insurance	2,760	3,185	3,930
711 Boiler/Machinery Insurance	280	343	440
728 Fines/Penalties	0	150	0
Subtotal	3,540	3,998	4,770
<u>800 Material & Supply</u>			
801 Electricity	9,000	6,747	8,000
802 Heating Oil	11,000	9,410	11,000
803 Water	750	667	600
805 Sewer	1,000	637	720
812 Building Supply/Maintenance	7,000	6,027	7,000
Subtotal	28,750	23,488	27,320
Total Expenditures	37,690	31,506	37,670

MANAGEMENT SUPPORT- 61

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>500 Personnel</u>			
536 Accrued Payroll Expense	0	(8)	0
<u>600 Contract Services</u>			
665 Bookkeeping	10,800	10,800	10,090
<u>700 Administrative</u>	0	0	0
<u>800 Material & Supply</u>	0	0	0
Total Expenditures	<u>10,800</u>	<u>10,792</u>	<u>10,090</u>

VILLAGE GENERAL DEBT RETIREMENT
--

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
East Street Tunnel - 93 Bond	5,430	5,425	5,140

Total Expenditures	<u>5,430</u>	<u>5,425</u>	<u>5,140</u>
--------------------	--------------	--------------	--------------

VILLAGE GENERAL CAPITAL IMPROVEMENT BALANCES
FY 12-13

	06/30/12 Balance	FY 12-13 Budget	Non-Budget Changes	FY 12-13 Available	FY 12-13 Spent	06/30/13 Balance	Notes
Buildings							
-Village Clock	193.19			193.19	110.71	82.48	
-Furnace	8,000.00	2,000.00		10,000.00		10,000.00	
-Facility Repair	12,581.49	5,000.00		17,581.49		17,581.49	
-Phone System (R)	2,500.00	500.00		3,000.00		3,000.00	
-Building/Energy Improvements	38,773.40			38,773.40		38,773.40	
Combined Project List	62,048.08	7,500.00	0.00	69,548.08	110.71	69,437.37	

VILLAGE HIGHWAY, CAPITAL, & RESERVE BUDGET

<u>REVENUE:</u>	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
PROPERTY TAXES	458,480	458,480	492,980
4606 FEMA Grant - May Flood	8,750	308	0
4607 FEMA Grant - Aug Flood	68,250	3,480	0
4620 St. Aid Class I	14,800	15,204	14,650
4640 St. Aid Class III	14,460	15,017	14,450
4710 Interest Income	700	592	700
4770 Insurance Claims	0	7,877	0
4860 Equipment Rental	5,000	5,000	5,000
VH Surplus Health	8,700	8,700	0
VH Surplus	24,340	24,340	0
VH Flood Match From RSMS	11,000	0	0
CIP Xfer from Village General Surplus	18,490	18,490	18,490
CIP Grant - Depot Sq Area Sidewalks	0	7,535	0
CIP Borrowing - 08 One Ton	0	0	80,000
CIP Interest Income	0	855	0
CIP Sale of Equipment/Material	0	200	0
Total Revenue	632,970	566,078	626,270

VILLAGE HIGHWAY, CAPITAL, & RESERVE SUMMARY

<u>Department</u>	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
Village Highway	340,700	319,825	354,080
Debt Retirement/Other	34,200	33,762	37,420
Capital Improvements & Reserves	88,070	31,078	60,570
Capital Equipment & Reserves	22,000	1,968	114,200
RSMS Program	60,000	34,371	60,000
Total Flood Estimate	88,000	0	0
FEMA May 2011 Flood	0	508	0
FEMA Aug 2011 Flood	0	3,430	0

Total Expenditures	632,970	424,942	626,270
---------------------------	----------------	----------------	----------------

* Capital & Reserve project balances are shown in the Capital section

VILLAGE HIGHWAY - 049

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>500 Personnel Services</u>			
5020 Manager's Salary	3,670	2,927	2,670
5030 Supervisor	20,250	22,908	21,880
5040 Technical	72,760	73,042	74,760
5050 Clerical	1,770	1,766	1,810
5070 Part-Time	0	960	0
5080 Overtime	12,500	10,774	12,850
5090 Standby	560	560	560
5150 Health/Dental/Life/Disability Ins	30,770	28,119	32,610
5160 Workers' Compensation	5,520	5,664	6,580
5170 FICA Expense	8,990	9,035	9,210
5180 Retirement	5,160	5,156	5,410
5190 ICMA Deferred Comp	5,830	5,875	5,990
5350 Vaca/Sick Liability	1,000	0	0
5360 Accrued Payroll Expense	1,000	622	0
Subtotal	169,780	167,408	174,330
 <u>600 Contract Services</u>			
6010 Professional Services	2,500	50	1,000
6020 Legal Services	0	0	1,000
6030 Tree Removal	500	0	2,500
6080 Permit Fees	0	85	0
6380 Health Admin/Fees	150	205	150
6650 Bookkeeping	15,610	15,680	15,130
Subtotal	18,760	16,020	19,780
 <u>700 Administrative</u>			
7010 Telephone	250	315	250
7020 Postage	50	2	50
7050 Office Supplies	200	110	200
7070 Dues, Mtgs, Subscriptions	430	126	430
7080 Vehicle Insurance	3,150	4,392	5,460
7100 Bldg/Prop/Boiler Insurance	0	1,222	2,450
7150 Radio Repair/Maintenance	700	110	700
7160 Rent	7,580	7,580	9,130
7170 Advertising/Legal Notices	300	75	300
7220 Office Equipment Support Fee	300	323	300
7250 School/Training	500	0	500
Subtotal	13,460	14,255	19,770

VILLAGE HIGHWAY - 049

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
<u>800 Materials/Supply</u>			
8030 Water	0	572	0
8040 Street Lights	42,000	33,461	42,000
8050 Sewer - Sand in Drains	2,500	2,500	2,500
8070 Gasoline/Diesel	18,500	20,838	20,000
8090 Salt	21,000	20,526	21,000
8100 Chemicals	1,500	1,516	1,500
8110 Road Materials/Maintenance	1,500	3,017	1,500
8130 Hot Mix/Cold Patch	2,500	2,101	2,500
8160 Vehicle Maintenance	10,000	3,877	10,000
8170 Vehicle Maintenance Fee	9,000	6,785	9,000
8250 Equipment Maintenance	17,000	19,174	17,000
8300 Department Supplies	5,500	4,986	5,500
8350 Uniforms	1,600	988	1,600
8420 Equipment Rental	4,000	75	4,000
8450 Small Tools	600	510	600
8621 Safety & Compliance	1,500	1,216	1,500
Subtotal	138,700	122,142	140,200

Total Expenditures	340,700	319,825	354,080
---------------------------	----------------	----------------	----------------

VILLAGE HIGHWAY DEBT/OTHER

DEBT/OTHER:	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
Debt Ret - 09 Intn'l Dump Truck	21,890	21,903	21,680
Debt Ret - Central St Culvert	9,310	9,319	9,140
Debt Ret - Depot Sq Area Rd Recon	3,000	2,540	6,600

Total Village Highway Debt	34,200	33,762	37,420
-----------------------------------	---------------	---------------	---------------

VILLAGE HIGHWAY CAPITAL IMPROVEMENTS & RESERVES
--

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
Guardrails	5,000	450	2,000
Sidewalks	30,000	0	10,000
Sand/Gravel	4,000	4,082	4,000
Foot Bridge	0	12,582	0
Drainage - Water St/River	(32,356)	0	0
Sign and Post/Street Signs	6,000	2,155	5,000
Retaining Walls	0	0	2,500
Catch Basins	(1,267)	0	0
Liquid Calcium Chloride	Moved to Capital Equipment Schedule		
Drainage	16,000	2,390	10,000
Drainage - Transfers In	33,623	0	0
Balance Common South Side - Wall	8,580	0	8,580
Balance Common South Side - Other	18,490	0	18,490
Depot Sq Area Sidewalks - No/West	0	9,419	0
Depot Sq Area Road Reconstruction	0	0	0

Total Village Highway CIP/Reserves	88,070	31,078	60,570
---	---------------	---------------	---------------

VILLAGE HIGHWAY CAPITAL EQUIPMENT & RESERVES

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.
2008 One Ton	0	0	80,000
2011 1/2 Ton Truck (2/3 TH, 1/3 VH)	2,000	0	3,200
Dump Truck Account	10,000	0	0
Trackless - Replace W/ Bobcat	0	0	25,000
Sweeper	0	561	0
Loader/Backhoe	5,000	0	5,000
Hot Mix Patching Machine - 1/2 T-V	2,000	0	0
Leaf Picker Engine & Blower	1,000	0	0
Lawn Mower	1,000	0	0
Traffic Light	1,000	1,407	0
Liquid Calcium Chloride Equipment	0	0	1,000

Total Village Highway CEP/Reserves	22,000	1,968	114,200
---	---------------	--------------	----------------

**VILLAGE HIGHWAY CAPITAL IMPROVEMENT BALANCES
FY 12-13**

	06/30/12 Balance	FY 12-13 Budget	Non-Budget Changes	FY 12-13 Available	FY 12-13 Spent	06/30/13 Balance	Notes
Highway							
-Mat/Gravel Turkey Hill (R)	2,915.00			2,915.00		2,915.00	
-Mat/Gravel Water Street	9,904.00			9,904.00		9,904.00	
-Sand/Gravel	572.64	4,000.00		4,572.64	4,082.00	490.64	
-Guardrails	4,001.25	5,000.00		9,001.25	450.00	8,551.25	
-Bridges	66,851.26			66,851.26		66,851.26	
-Foot Bridge	7,222.50			7,222.50	12,582.00	(5,359.50)	
-Sign and Post	3,998.45	6,000.00		9,998.45	2,155.19	7,843.26	
-Retaining Walls	11,000.00			11,000.00		11,000.00	
-Engineering Study	905.00			905.00		905.00	
-Sidewalks	12,272.02	30,000.00		42,272.02		42,272.02	
-Catch Basins	1,073.83	(1,267.00)	193.17	0.00		0.00	
-Drainage Water St/River	32,356.52	(32,356.00)	(0.52)	0.00		0.00	
-Drainage	(782.41)	16,000.00	(193.17)	15,024.42	2,390.10	12,634.32	Drainage is one account
-Drainage - Transfers		33,623.00	0.52	33,623.52		33,623.52	\$46,257.84
-Depot Sq Sidewalks - No/West	234,986.39			234,986.39	9,418.99	225,567.40	
-Depot Sq Road Reconstruction	183,063.01			183,063.01		183,063.01	
-Common South Side - Wall	(42,893.48)	8,580.00		(34,313.48)		(34,313.48)	
-Common South Side - Other	(92,446.52)	18,490.00		(73,956.52)		(73,956.52)	
Subtotal	434,999.46	88,070.00	(0.00)	523,069.46	31,078.28	491,991.18	
-RMS	75,348.32	60,000.00		135,348.32	34,371.15	100,977.17	
Combined Project List	510,347.78	148,070.00	(0.00)	658,417.78	65,449.43	592,968.35	

**VILLAGE HIGHWAY CAPITAL EQUIPMENT BALANCES
FY 12-13**

	06/30/12 Balance	FY 12-13 Budget	Non-Budget Changes	FY 12-13 Available	FY 12-13 Spent	06/30/13 Balance	Notes
Highway							
-One Ton	0.65			0.65		0.65	
-1/2 Ton Chevy (2/3 TH, 1/3 VH)	(7,932.67)	2,000.00		(5,932.67)		(5,932.67)	
-Dump Truck - 05	21,580.00	5,000.00		26,580.00		26,580.00	
-Dump Truck - 09	0.00	5,000.00		5,000.00		5,000.00	
-Loader/ Backhoe - 03	10,000.00	5,000.00		15,000.00		15,000.00	
-Sweeper - 01	9,784.79			9,784.79	561.02	9,223.77	
-Hot Mix Patching Machine	5,000.00	2,000.00		7,000.00		7,000.00	
-Leaf Picker Engine	5,560.46	1,000.00	200.00	6,760.46		6,760.46	\$200 Sale of Leaf Blower
-Lawn Mower	7,257.34	1,000.00		8,257.34		8,257.34	
-Traffic Light	2,326.30	1,000.00		3,326.30	1,406.81	1,919.49	
-Computers	5.58			5.58		5.58	
-Liquid Calcium Chloride Equip	1,231.69			1,231.69		1,231.69	
Combined Project List	54,814.14	22,000.00	200.00	77,014.14	1,967.83	75,046.31	

NORTHFIELD TAX ACCOUNT
STATEMENT OF TAXES RAISED
For the Tax Year April 1, 2012 - March 31, 2013

<u>Tax Rates</u>	Town		Village	
	Homestead	Non Residential	Homestead	Non Residential
Village General			0.0000	0.0000
Town General	0.5523	0.5523	0.5523	0.5523
Highway	0.4783	0.4783	0.4783	0.4783
Education - Homestead	1.5097		1.5097	
Education - Non Residential		1.6195		1.6195
Local Agreement	0.0143	0.0143	0.0143	0.0143
	<hr/>			
Tax Rates	2.5546	2.6644	2.5546	2.6644

Grand List

	<u>Initial</u>	<u>Final</u>
Village General	952,057.50	952,057.50
Town General	2,681,001.81	2,681,571.61
Highway	2,681,001.81	2,681,571.61
Local Agreement	2,681,001.81	2,681,571.61
Education - Homestead	1,700,093.73	1,673,023.93
Education - Non Residential	1,012,416.17	1,040,055.77

Taxes Billed

Village General	0.00	
Town General	1,481,615	
Highway	1,282,330	
Education	4,171,729	
Local Agreement	<u>38,406</u>	
Total Taxes Billed		6,974,080

Total Taxes Collected by Due Date **6,732,714** **96.54%**

Delinquent Taxes **241,366** **3.46%**

VILLAGE GENERAL, VILLAGE HIGHWAY, & CAPITAL FUNDS
COMBINED STATEMENT OF FINANCIAL CONDITION
June 30, 2013

ASSETS	Village General	Village Highway	Village General Capital	Village Highway Capital
Cash & Cash Equivalents	55,604	94,452	70,279	354,509
Accts Receivable - Miscellaneous	0	3,787	0	768
Total Assets	55,604	98,239	70,279	355,277
 LIABILITIES & FUND BALANCE				
Accounts Payable	1,748	5,965	0	35,331
Accrued Payroll	61	2,906	0	0
Accrued Vacation/Sick	8	0	0	0
Due To Proprietary Funds	0	0	0	0
Due To Town Fund	0	0	0	0
Total Liabilities	1,817	8,871	0	35,331
Fund Balance - Assigned	36,040	0	70,279	319,946
Fund Balance - Assigned for Health	24	1,949	0	0
Fund Balance - Unassigned	17,723	87,419	0	0
Total Fund Balance	53,787	89,368	70,279	319,946
Total Liabilities & Fund Balance	55,604	98,239	70,279	355,277

**VILLAGE SPECIAL REVENUE FUNDS
 COMBINED STATEMENT OF FINANCIAL CONDITION
 JUNE 30, 2013**

ASSETS	Community Development	Common Project
Cash	3,385	798
Accounts Receivable - Net	0	0
Total Assets	3,385	798

LIABILITIES & FUND BALANCE

Accounts Payable	0	0
Liabilities	0	0
Fund Balance	3,385	798
Total Liabilities & Fund Balance	3,385	798

VILLAGE SPECIAL REVENUE FUNDS
STATEMENT OF CHANGES IN FINANCIAL CONDITION
For the Period Ended June 30, 2013

	Community Development	Common Project
Fund Balances 07/01/12	3,368	795
ADD: REVENUE		
Interest Income	17	3
Donations	0	0
Common Block Sale	0	0
Total Revenue	17	3
Fund Balance & Additions	3,385	798
DEDUCT:		
Expenditures	0	0
Total Expenses	0	0
Fund Balances 06/30/13	3,385	798

**WATER DEPARTMENT
BALANCE SHEET
JUNE 30, 2013**

ASSETS	2012-13	2011-12
Cash	688,545	689,502
Cash - Depreciation Acct	235,256	189,033
Accounts Receivable - Net	66,812	69,982
Accounts Receivable - Misc	0	0
Deferred Bond Costs	3,257	3,568
Due From/(To) Other Funds	12,076	11,853
Property/Plant/Equipment - Net	7,428,636	6,030,498
Well Field Protection Study	<u>26,588</u>	<u>26,588</u>
Total Assets	<u>8,459,170</u>	<u>7,021,024</u>

LIABILITIES & RETAINED EARNINGS

Accounts Payable	28,236	17,161
Customer Deposit	8,100	8,100
Bonds Payable	5,336,545	4,858,076
Short Term Loan Well Field Flood Aug 11	90,144	113,089
Bond Anticipation Note - South Phase	471	0
Accrued Interest Payable	40,929	21,233
Deposit Interest Payable	19	22
Accrued Payroll	3,840	4,059
Accrued Vacation/Sick	<u>14,175</u>	<u>14,037</u>
Total Liabilities	5,522,459	5,035,777
Retained Earnings	2,913,677	1,962,213
Contributed Capital - Net	<u>23,034</u>	<u>23,034</u>
Total Liabilities & Retained Earnings	<u>8,459,170</u>	<u>7,021,024</u>

Retained Earnings 07/01/12	1,962,213
Change in Retained Earnings	<u>951,464</u>
Retained Earnings 06/30/13	<u>2,913,677</u>

**WATER DEPARTMENT
BUDGET SUMMARY
For the Period Ending June 30, 2013**

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
OPERATING REVENUE				
Sales	814,060	812,583	814,000	929,240
Labor & Materials	1,500	0	1,500	1,500
Setup/On/Off/Final Bill/Lien Charges/NSF	2,500	2,190	2,300	2,200
Connection Fees	1,300	800	1,300	1,100
Frozen Meter Charge	0	150	300	300
Disconnect/Reconnect Fees	1,000	825	1,100	1,000
Interest Income	9,000	4,086	7,000	4,100
Interest on Overdue Accounts	1,250	1,196	1,250	1,200
Insurance Claims - Flood	0	1,431	0	0
Sale of Equipment/Scrap	0	4,818	0	0
Sprinkler Charge	4,400	4,700	4,600	4,700
Town Pool Charge	1,500	0	0	0
Hydrant Fees	2,000	0	0	0
Loan Forgiveness - West Phase	0	874,328	0	0
Grant - August 11 Flood	0	685	0	0
Total Operating Revenue	838,510	1,707,792	833,350	945,340
ADD: OTHER SOURCES				
Surplus	148,110	148,110	130,860	85,000
Surplus Health	0	0	0	0
Depreciation Fund Current Year	146,000	146,000	160,000	165,000
Depreciation Fund/CIP Surplus	3,000	3,000	0	0
Total Other Sources	297,110	297,110	290,860	250,000
Total Revenue & Other Sources	1,135,620	2,004,902	1,124,210	1,195,340
DEDUCT:				
Expenditures	794,030	756,328	792,420	838,010
Debt - 98 Water Project - State	56,120	56,118	56,850	57,590
Debt - 98 Water Project	56,750	56,751	58,980	61,300
Debt - North Phase Project	35,900	35,902	37,310	38,780
Debt - West Phase Project - State	20,720	0	16,030	16,510
Debt - South Phase Project - State	0	0	0	51,110
Debt - Well Field River Bank - Irene	22,650	22,946	22,820	22,540
Transfer Sale of Equip/Scrap to Capital	0	4,818	0	0
Designated for Capital Improvements	149,450	149,450	140,000	109,500
Total Uses	1,135,620	1,082,313	1,124,210	1,195,340
Variance	0	922,589	0	0

* Reflects principal debt payments. Interest is shown in the operating budget. The USDA loans for the 98 Water Project and the North Phase Project were refinanced through the Bond Bank.

WATER DEPARTMENT - OPERATING EXPENSE BUDGET
--

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
<u>500 Personnel</u>				
501 Commissioners	0	0	0	300
502 Manager's Salary	16,200	15,807	14,430	10,210
503 Superintendent	35,390	35,358	36,810	39,060
504 Technical/Admin/Clerical	135,290	114,754	129,940	133,670
508 Overtime	9,460	8,042	9,720	10,370
509 Standby	2,500	2,064	2,500	2,500
515 Health/Dental/Life/Disability Ins	69,990	64,459	73,170	71,420
516 Workers' Compensation	6,460	5,968	6,650	9,700
517 FICA Expense	16,020	13,986	15,570	15,790
518 Retirement	9,810	8,735	9,880	10,150
519 ICMA Deferred Compensation	10,610	9,160	10,160	10,270
520 Unemployment	0	42	0	0
535 Vacation/Sick Liability	500	138	500	0
536 Accrued Payroll Expense	500	(219)	500	500
Subtotal	312,730	278,294	309,830	313,940
<u>600 Contract Services</u>				
601 Professional Service	4,000	720	2,000	2,000
602 Legal Services	10,000	511	2,000	2,000
608 Permit Fees	5,000	5,135	5,000	5,500
610 Audits	4,130	2,700	4,500	2,930
622 Maintenance Contracts	1,200	1,442	3,390	4,000
638 Health Administration Fees	400	307	400	400
651 Testing/Sampling	3,000	2,359	3,000	3,000
665 Bookkeeping	2,570	23,510	25,220	23,100
Subtotal	30,300	36,684	45,510	42,930
<u>700 Administrative</u>				
701 Telephone/Alarm Lines	3,200	3,331	3,200	3,400
702 Postage	3,500	3,514	3,500	3,600
705 Office Supplies	2,450	1,531	2,450	2,000
706 Office Equipment/Maintenance	200	110	200	400
707 Dues/Meetings/Subscriptions	900	394	900	900
708 Vehicle Insurance	1,370	1,041	1,320	1,290
709 Gen Liability/Fire/Flood/Boiler Ins	4,180	5,349	7,050	6,790
714 Mileage	50	13	50	300
715 Radio Expense	500	0	0	0

WATER DEPARTMENT CONTINUED

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
<u>700 Administrative Cont'd</u>				
716 Rent	10,760	10,760	3,770	4,170
717 Advertising	200	66	200	200
720 Short Term Interest - Well Field/River	2,080	1,938	1,810	1,080
721 Bond Antic Interest - South Phase	12,500	10,048	150	0
721 Bond Long Term Interest - 98 Project	41,670	41,314	38,670	35,570
721 Bond Long Term Interest - N Phase	77,510	77,396	76,070	74,570
721 Bond Long Term Interest - W Phase	16,710	4,158	12,920	12,440
721 Bond Long Term Interest - S Phase	0	6,597	0	41,200
722 Office Equip/Support Fees	750	638	750	700
724 Customer Deposit Interest	500	37	500	100
725 School/Training	1,200	1,298	1,200	1,500
725 Safety - Training/Equipment	1,500	2,069	1,500	1,500
726 General Government Admin Fee	5,120	5,120	4,900	4,900
728 Property Taxes	9,500	(3,008)	5,000	420
728 PILOT Payment	3,200	3,200	1,860	5,900
729 Collection Exp/Bad Debt/Abate	500	0	500	500
735 Lease Agreement	500	400	500	500
740 Bank Charges	0	0	0	100
Subtotal	200,550	177,314	168,970	204,030
<u>800 Material & Supply</u>				
801 Electricity	43,000	41,876	43,000	43,000
807 Gasoline/Diesel	3,500	3,820	4,000	4,000
810 Chemicals	26,000	25,436	28,000	30,000
816 Vehicle Maintenance	1,500	1,134	1,500	1,500
817 Vehicle Maintenance Fee	630	64	300	300
818 Water Line Maintenance	14,000	15,917	14,000	15,000
825 Equipment Maintenance	7,000	2,555	7,000	7,000
830 Department Supplies	2,000	2,509	2,500	2,500
835 Uniforms	1,500	1,601	2,000	2,000
838 Building Maintenance/Supplies	0	0	0	1,000
842 Equipment Rental - VH/Town	2,500	2,500	2,500	2,500
843 Computer Supplies/Maintenance	0	222	0	0
846 Equipment/Tool Purchase	2,500	1,983	3,000	3,000
855 Depreciation Expense	146,000	164,109	160,000	165,000
856 Bond Cost Amortization	320	310	310	310
Subtotal	250,450	264,036	268,110	277,110
Total Operating Expense	794,030	756,328	792,420	838,010

WATER DEPT CAPITAL IMPROVEMENT PLAN

	Balance 06/30/13	Approp.		Budget			Proposed - Not Approved			18	19
		13	14	14	15	16	16	17	18		
Building Improvements	-	4,000	-	2,927	500	500	500	500	500	500	
Hydraulic Unit/Tools	1,861,118	1,000	-	1,000	500	500	500	500	500	500	
Surveys/Ownership Identification	2,516.25	-	-	-	-	-	-	-	-	-	
Hydrants	2,458.25	9,000	-	9,000	9,000	9,000	9,000	9,000	9,000	9,000	
Meters	23,469.43	(20,000)	-	1,500	1,000	1,000	1,000	1,000	1,000	1,000	
Smart Meters	-	20,000	-	20,000	5,000	5,000	5,000	5,000	5,000	5,000	
Mapping	11,014.40	2,000	-	2,000	2,500	2,500	2,500	2,500	2,500	2,500	
Copier	-	-	-	1,500	300	300	300	300	300	300	
Computers/Software	10,253.27	2,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
SCADA/Plant Computer System	16,919.33	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Mains & Side Streets	80,976.70	30,000	-	34,735	50,000	50,000	50,000	50,000	50,000	50,000	
Reservoir Cleaning	1,480.00	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Well Field Source Protection	4,247.05	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Rehab Wells	8,637.30	1,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
Well Field Equipment	5,233.85	2,000	-	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Cold Storage Well Field Garage	1,827.11	15,000	-	-	-	-	-	-	-	-	
Lawn Mower - 50% Water, 50% Sewer	1,937.50	500	-	500	500	500	500	500	500	500	
Compactor - 50% Water, 50% Sewer	402.78	500	-	500	500	500	500	500	500	500	
Valve Replacement	10,007.56	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Paving by 3 Bay Garage	100.00	-	-	(100)	Transfer to Building Improvements						
Fence	1,505.34	-	-	(1,327)	Transfer to Building Improvements						
09 3/4 Ton Truck w/ Tool Body in FY 15-16	19,410.25	10,000	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
07 Chevy Cobalt - E/W/S	4,002.23	1,000	-	3,000	1,000	1,000	1,000	1,000	1,000	1,000	
Vacuum Trailer - 50% Water, 50% Sewer	-	3,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
Common Project	25,316.93	-	-	(4,735)	Transfer to Mains & Side Streets						
45HP Tractor - 75% Water, 25% Sewer	-	45,000	-	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
TOTAL:	233,576.71	140,000	140,000	109,500	109,800	109,800	106,800	107,050	107,050	107,050	

WATER DEPT CAPITAL IMPROVEMENT BALANCES
FY 12-13

	06/30/12	FY 12-13	Non-Budget	FY 12-13	FY 12-13	06/30/13	Notes
	Balance	Budget	Changes	Available	Spent	Balance	
Surveys/Ownership Identification	2,076.25	4,000.00		6,076.25	3,560.00	2,516.25	
Forest Mgmt - Paine & Cheney	(500.00)	500.00		0.00		0.00	
Mapping	9,393.40	2,500.00		11,893.40	879.00	11,014.40	
Fence	0.00	12,000.00		12,000.00	10,494.66	1,505.34	
Paving by 3 Bay Garage	0.00	2,500.00		2,500.00	2,400.00	100.00	
Cold Storage Wellfield Garage	7,113.17	12,000.00		19,113.17	17,286.06	1,827.11	
Rehab Wells	12,688.55	8,000.00		20,688.55	12,051.25	8,637.30	
Reservoir Cleaning	6,970.00	2,000.00		8,970.00	7,490.00	1,480.00	
Wellfield Protection	4,183.05	2,000.00		6,183.05	1,936.00	4,247.05	
Meters	21,966.59	5,000.00		26,966.59	3,497.16	23,469.43	
Hydraulic Unit/Tools	1,241.18	500.00	120.00	1,861.18		1,861.18	Sale of Old Trailer
Computers/Software	8,253.27	2,000.00		10,253.27		10,253.27	
SCADA/Computer System	16,919.33	0.00		16,919.33		16,919.33	
3/4 Ton Truck	15,410.25	4,000.00		19,410.25		19,410.25	
07 Chevy Cobalt	3,002.23	1,000.00		4,002.23		4,002.23	
Lawn Mower	937.50	1,000.00		1,937.50		1,937.50	
Lead Free System Parts	5,554.73	(5,550.00)	(4.73)	(0.00)		(0.00)	Xfr to Valve Replacement
Valve Replacement	26,209.32	6,000.00	4,702.38	36,911.70	26,904.14	10,007.56	\$4,697.65 Sale of Scrap Valves & 4.73 Xfr
Compactor W/S	402.78	0.00		402.78		402.78	
Common Project	0.00	30,000.00		30,000.00	4,683.07	25,316.93	
Central St	0.00	0.00	1,585.16	1,585.16	1,585.16	0.00	From Mains/Side Streets
Well Field Equipment	5,000.00	5,000.00		10,000.00	4,766.15	5,233.85	
Hydrants	16,224.92	5,000.00		21,224.92	18,766.67	2,458.25	
Mains & Side Streets	22,480.37	50,000.00	8,496.33	80,976.70		80,976.70	\$10,081.49 FY09 Study Charged to West Ph
							\$1,585.16 Xfrd to Central St
Combined Project List	185,526.89	149,450.00	14,899.14	349,876.03	116,299.32	233,576.71	

WATER WEST PHASE PROJECT
Vermont Drinking Water State Revolving Loan Fund - ARRA
Federal Funds CFDA# 66.468
Loan #AR3-041

ESTIMATED

Bond Voter Approval	\$1,500,000.00
State Approval	\$1,354,682.00
ARRA Subsidy (57% Forgiveness)	\$772,168.74
Anticipated Bond - State - 20 Years, 3%	\$582,513.26

FINAL COMPLETION

Bond Voter Approval	\$1,500,000.00
State Approved Final Cost	\$1,304,967.37
ARRA Subsidy - 67% Forgiveness	\$874,328.14
Bond - State - 20 Years, 3%	\$430,639.23
Unused Bond & Subsidy	\$1,069,360.77

SOUTH PHASE WATER PROJECT
Vermont Drinking Water State Revolving Loan Fund
Federal Funds (approx 75%) CFDA# 66.468
Loan #RF3-279

ESTIMATED

Bond Voter Approval	\$900,000.00
Unused Bond & Subsidy from West Phase	<u>\$1,069,360.77</u>
Total Bond Authority	\$1,969,360.77
State Preliminary Approval	\$1,526,000.00
Green Subsidy (10% Forgiveness)	\$152,600.00
Anticipated Bond - 20 Years, 3%	\$1,373,400.00

ACTUALS

State Preliminary Approval	\$1,526,000.00
Expenditures thru 06/30/13	<u>\$1,496,670.05</u>
Balance Remaining	\$29,329.95

WATER DEPT PROJECTED SCHEDULE OF NOTES & BONDS PAYABLE

	06/30/13 Principal Balance	Final Payment	Approp.		Budget		17	18	19
			13	14	14	15			
98 Water Project - State	667,600	FY 23-24	65,530	65,530	65,530	65,530	65,530	65,530	65,530
98 Water Project	792,567	FY 23-24	88,970	88,930	88,880	88,830	88,780	88,720	88,720
North Phase	1,954,252	FY 41-42	113,380	113,350	113,320	113,290	113,260	113,230	113,230
West Phase - State	430,639	FY 32-33	28,950	28,950	28,950	28,950	28,950	28,950	28,950
South Phase Bond Anticipation	471	FY 13-14 est	150	-	-	-	-	-	-
South Phase - Estimate	1,491,487	FY 33-34 est	-	92,310	92,310	92,310	92,310	92,310	92,310
↳ Will receive a 10% loan forgiveness subsidy									
Well Field River Bank - Irene	90,144	FY 16-17	24,430	23,620	23,440	22,990	-	-	-
Authorized Debt	5,427,160		321,410	412,690	412,430	411,900	388,830	388,740	388,740
<u>Proposed Borrowing:</u>			-	-	-	-	-	-	-
Combined Total			321,410	412,690	412,430	411,900	388,830	388,740	388,740

*Includes Interest

**SEWER DEPARTMENT
BALANCE SHEET
June 30, 2013**

ASSETS	2012-13	2011-12
Cash	347,868	287,833
Cash - Depreciation Acct	510,146	477,803
Cash - CSO Reserve	7,665	12,683
Accounts Receivable - Net	68,061	76,645
Accounts Receivable - Misc	0	49,447
Deferred Bond Cost	2,861	2,997
Property/Plant/Equipment - Net	<u>6,510,532</u>	<u>6,678,477</u>
Total Assets	<u>7,447,133</u>	<u>7,585,885</u>

LIABILITIES & RETAINED EARNINGS

Accounts Payable	16,143	19,989
Bonds Payable	3,151,495	3,245,632
Accrued Interest Payable	9,798	10,075
Accrued Payroll	3,185	2,945
Accrued Vacation/Sick	<u>10,193</u>	<u>10,016</u>
Total Liabilities	3,190,814	3,288,657
Retained Earnings	880,484	916,375
CSO Reserved Earnings	7,665	12,683
Contributed Capital - Net	<u>3,368,170</u>	<u>3,368,170</u>
Total Liabilities & Retained Earnings	<u>7,447,133</u>	<u>7,585,885</u>

Retained Earnings 07/01/12	916,375
Change in Retained Earnings	<u>(35,891)</u>
Retained Earnings 06/30/13	<u>880,484</u>

**SEWER DEPARTMENT
BUDGET SUMMARY
For the Period Ending June 30, 2013**

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
OPERATING REVENUE				
Sales	843,090	837,264	846,000	928,300
Connection Fees	600	1,500	600	600
Disconnect/Reconnect Fees	700	325	600	500
Interest Income	7,500	3,781	6,000	4,000
Interest on Overdue Accounts	1,250	1,205	1,250	1,250
Grant - August 2011 Flood	0	28	0	0
Insurance Claims - Flood	0	14,813	0	0
Miscellaneous/Lien Fees	0	40	50	50
Disposal Fee/NU & Highway	10,540	10,538	10,540	10,540
Rent from Water Dept	10,000	10,000	0	0
Sale of Equipment/Scrap	0	80	0	0
Total Operating Revenue	873,680	879,574	865,040	945,240
ADD: OTHER SOURCES				
Borrowing - Roof	70,000	0	0	0
Surplus	33,450	33,450	94,020	47,730
Surplus Health	4,410	4,410	0	0
Depreciation Fund Current Year	210,000	210,000	209,000	212,000
Depreciation Fund/CIP Surplus	12,500	12,500	8,000	0
Transfer From User Fee Reserve	5,020	5,018	5,020	7,680
Total Other Sources	335,380	265,378	316,040	267,410
Total Revenue & Other Sources	1,209,060	1,144,952	1,181,080	1,212,650
DEDUCT:				
Expenditures	959,420	920,483	983,440	998,220
Debt - 93 CSO Project - State	5,020	5,018	5,020	0
Debt - WWTF	89,120	89,119	92,620	96,260
Roof Loan	0	0	14,000	11,870
Designated for Capital Improvements	153,000	153,000	83,500	104,000
Transfer Sale of Equip/Scrap to Capital	0	80	0	0
Transfer to Sand Fee Acct	2,500	2,500	2,500	2,500
Total Uses	1,209,060	1,170,200	1,181,080	1,212,650
Variance	0	(25,248)	0	0

* Reflects principal debt payments. Interest is shown in the operating budget. The USDA loan for the WWTF project was refinanced through the Bond Bank.

SEWER DEPARTMENT - OPERATING EXPENSE BUDGET
--

DETAILED EXPENDITURES	2012-13 Approp.	2012-13 Approp.	2013-14 Approp.	2014-15 Budget
<u>500 Personnel</u>				
501 Commissioners	0	0	0	300
502 Manager's Salary	11,700	11,416	10,420	7,350
503 Superintendent	23,590	23,572	24,540	26,040
504 Technical/Admin/Clerical	93,220	78,376	88,710	91,030
508 Overtime	19,630	16,103	20,170	21,580
509 Standby	1,670	1,376	1,660	1,660
515 Health/Dental/Life/Disability Ins	48,260	44,240	50,130	48,580
516 Workers' Compensation	4,750	4,313	4,870	7,100
517 FICA Expense	12,070	10,394	11,710	11,910
518 Retirement	7,400	6,503	7,450	7,680
519 ICMA Deferred Compensation	7,960	6,789	7,620	7,710
520 Unemployment	0	28	0	0
535 Vacation/Sick Liability	500	177	500	0
536 Accrued Payroll Expense	500	240	500	500
Subtotal	231,250	203,527	228,280	231,440
 <u>600 Contract Services</u>				
601 Professional Service	4,000	1,670	4,000	4,000
602 Legal Services	500	142	2,000	2,000
608 Permit Fees	2,000	1,591	2,000	2,000
610 Audits	2,750	2,700	3,250	2,930
622 Maintenance Contracts	1,000	1,017	2,630	2,630
638 Health Administration Fees	350	211	350	350
650 Sludge Management	50,000	51,361	55,000	55,000
651 Testing/Sampling	12,000	7,546	12,000	12,000
665 Bookkeeping	2,640	24,150	25,220	23,100
Subtotal	75,240	90,388	106,450	104,010
 <u>700 Administrative</u>				
701 Telephone	1,700	1,673	1,700	1,700
702 Postage	2,600	2,285	2,600	2,600
705 Office Supplies	2,650	1,022	2,650	2,000
706 Office Equipment/Maintenance	300	94	300	400
707 Dues/Meetings/Subscriptions	1,000	266	1,000	1,000
708 Vehicle Insurance	1,240	1,103	1,550	1,530
709 Gen Liability/Fire/Flood/Boiler Ins	11,590	13,502	16,650	16,640
714 Mileage	150	33	150	250
715 Radio Expense	500	0	0	0

SEWER DEPARTMENT CONTINUED

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
<u>700 Administrative Cont'd</u>				
716 Rent	580	580	3,010	3,340
717 Advertising	200	0	50	100
720 Short Term Interest	0	0	1,400	700
721 Bond Long Term Interest	125,410	125,131	121,840	118,130
722 Office Equip/Support Fees	750	468	750	750
725 School/Training	1,200	483	1,200	1,200
725 Safety - Training/Equipment	1,500	693	1,500	1,500
726 General Government Admin Fee	3,840	3,840	3,680	3,680
728 PILOT Payment	26,600	26,600	14,890	14,890
729 Collection Exp/Bad Debt/Abate	500	0	500	500
735 Lease Agreement	350	320	350	350
740 Bank Charges	0	0	0	70
Subtotal	182,660	178,093	175,770	171,330
<u>800 Material & Supply</u>				
801 Electricity	82,000	81,269	82,000	83,000
802 Heating Oil	25,000	20,739	25,000	25,000
803 Water	23,000	25,238	23,000	33,000
807 Gasoline/Diesel	3,500	3,237	4,000	4,000
810 Chemicals	95,000	74,270	95,000	95,000
812 Building Supplies	500	1,844	0	0
816 Vehicle Maintenance	1,000	321	1,500	1,500
817 Vehicle Maintenance Fee	630	57	300	300
818 Sewer Line Maintenance	5,000	5,343	5,000	7,000
825 Equipment Maintenance	10,000	14,874	12,000	12,000
830 Department Supplies	4,500	4,193	6,000	6,000
835 Uniforms	1,500	1,085	1,500	1,500
838 Building Maintenance/Supplies	0	0	0	2,500
842 Equipment Rental - VH/Town	2,500	2,500	2,500	2,500
843 Computer Supplies/Maintenance	0	161	0	0
846 Equipment/Tool Purchase	6,000	1,951	6,000	6,000
855 Depreciation Expense	210,000	211,257	209,000	212,000
8561 Bond Cost Amortization	140	136	140	140
Subtotal	470,270	448,475	472,940	491,440
Total Operating Expense	959,420	920,483	983,440	998,220

SEWER DEPT CAPITAL IMPROVEMENT PLAN

	Balance 06/30/13	Approp.		Budget		Proposed - Not Approved				
		13	14	14	15	15	16	17	18	19
Hydraulic Unit/Tools	2,605.10	1,000	-	1,000	500	500	-	500	500	500
Building Improvements	7,693.73	4,000	-	4,000	2,500	2,500	-	2,500	2,500	2,500
Roof	70,000.00	-	-	-	-	-	-	-	-	-
Manholes	40,270.98	2,000	-	4,000	7,500	7,500	-	7,500	7,500	7,500
Meters	24,473.33	(20,000)	-	1,500	1,000	1,000	-	1,000	1,000	1,000
Smart Meters	-	20,000	-	20,000	5,000	5,000	-	5,000	5,000	5,000
Mapping	6,321.84	2,000	-	2,500	2,500	2,500	-	2,500	2,500	2,500
Copier	-	-	-	1,500	300	300	-	300	300	300
Computers/Software	12,282.02	2,000	-	3,000	3,000	3,000	-	3,000	3,000	3,000
SCADA/Plant Computer System	16,958.70	-	-	1,000	1,000	1,000	-	1,000	1,000	1,000
09 3/4 Ton Truck w/ Dump Body in FY 15-16	14,000.10	10,500	-	10,500	10,500	6,000	-	6,000	6,000	6,000
Lawn Mower - 50% Water, 50% Sewer	1,937.50	500	-	500	500	500	-	500	750	750
Compactor - 50% Water, 50% Sewer	-	500	-	500	500	500	-	500	500	500
Interceptor - Inspect & Clean	9,675.00	2,000	-	2,000	2,000	2,000	-	2,000	2,000	2,000
Equipment Rebuilds New Plant	54,384.98	10,000	-	15,000	15,000	15,000	-	15,000	15,000	15,000
System Improvements	249,931.67	30,000	-	30,000	50,000	50,000	-	50,000	50,000	50,000
Sewer Extension -12 & 12A	56,364.60	-	-	-	-	-	-	-	-	-
07 Chevy Cobalt - E/W/S	4,060.23	1,000	-	3,000	1,000	1,000	-	1,000	1,000	1,000
Vacuum Trailer - 50% Water, 50% Sewer	-	3,000	-	3,000	3,000	3,000	-	3,000	3,000	3,000
Sale of Scrap	252.90	-	-	-	-	-	-	-	-	-
45HP Tractor - 75% Water, 25% Sewer	-	15,000	-	1,000	1,000	1,000	-	1,000	1,000	1,000
TOTAL:	571,212.68	83,500	-	104,000	106,800	102,300	-	102,550	102,550	102,550

**SEWER DEPT CAPITAL IMPROVEMENT BALANCES
FY 12-13**

	06/30/12	FY 12-13	Non-Budget	FY 12-13	FY 12-13	06/30/13	Notes
	Balance	Budget	Changes	Available	Spent	Balance	
Mapping	4,482.84	2,500.00		6,982.84	661.00	6,321.84	
Building Improvements	9,688.08	0.00		9,688.08	1,994.35	7,693.73	
New Roof - Borrowing	0.00	70,000.00		70,000.00		70,000.00	
Meters	22,005.87	5,000.00		27,005.87	2,532.54	24,473.33	
Manholes	38,128.12	5,000.00		43,128.12	2,857.14	40,270.98	
Interceptor Inspect/Clean	7,675.00	2,000.00		9,675.00		9,675.00	
Hydraulic Unit	2,025.10	500.00	80.00	2,605.10		2,605.10	Sale of Trailer
Computers/Software	10,282.02	2,000.00		12,282.02		12,282.02	
SCADA/Computer System	16,958.70			16,958.70		16,958.70	
3/4 Ton Truck	10,000.10	4,000.00		14,000.10		14,000.10	
07 Chevy Cobalt	3,060.23	1,000.00		4,060.23		4,060.23	
Lawn Mower	937.50	1,000.00		1,937.50		1,937.50	
Sewer Extension 12 & 12A	57,812.22			57,812.22	1,447.62	56,364.60	
Union St Reline Sewer Pipes	0.00		30,870.00	30,870.00	30,870.00	0.00	Transferred from System Improvements
Equip Rebuilds New Plant	47,334.14	10,000.00		57,334.14	2,949.16	54,384.98	
System Improvements	230,801.67	50,000.00	(30,870.00)	249,931.67		249,931.67	Transferred to Union St Reline Pipe
Sale of Scrap	252.90			252.90		252.90	
Combined Project List	461,444.49	153,000.00	80.00	614,524.49	43,311.81	571,212.68	

SEWER DEPT PROJECTED SCHEDULE OF NOTES & BONDS PAYABLE

	06/30/13 Principal Balance	Final Payment	Approp.		Budget		17	18	19
			13	14	15	16			
93 CSO Project - State	5,017	FY 13-14	5,020	-	-	-	-	-	-
WWTF	3,146,478	FY 34-35	214,460	214,390	214,310	214,240	214,150	214,070	
Roof Loan Estimate	-	FY 16-17 est	15,400	12,370	12,140	11,900	-	-	-
Authorized Debt	3,151,495		234,880	226,760	226,450	226,140	214,150	214,070	
<u>Proposed Borrowing:</u>									
Combined Total	234,880		226,760	226,450	226,140	214,150	214,070		

*Includes Interest

**ELECTRIC DEPARTMENT
BALANCE SHEET
JUNE 30, 2013**

ASSETS	2012-13	2011-12
Cash	610,098	398,114
Cash - Depreciation Acct	479,426	504,490
Cash - PGET Funds	28,905	28,778
Accounts Receivable - Power - Net	333,301	330,364
Accounts Receivable - Misc	148,668	32,057
Unbilled Revenue	200,044	205,722
Due From/(To) Other Funds	21,770	0
VELCO Stock/VT TRANSCO Units	431,588	431,588
Investment - TRANSCO Debt Reduction	251,482	191,727
Bond Cost Deferred	9,166	9,763
Smart Grid Grant/Admin	303,129	126,693
Work In Progress	0	0
Property/Plant/Equipment - Net	<u>2,302,365</u>	<u>2,334,697</u>
Total Assets	<u>5,119,942</u>	<u>4,593,993</u>
 LIABILITIES & RETAINED EARNINGS		
Accounts Payable	595,271	427,598
Rebuild Project Bonds Payable	610,000	650,000
Customer Deposit & Interest	6,797	8,184
Gross Revenue Tax Payable	9,808	9,915
Sales Tax Payable	3,082	3,082
Accrued Interest - Bonds/Notes	2,408	2,564
Energy Efficiency Charge - Net	18,201	16,402
Accrued Payroll	1,800	2,193
Accrued Vacation/Sick	7,176	8,681
Customer Advance/Construction	<u>0</u>	<u>7,110</u>
Total Liabilities	1,254,543	1,135,729
Retained Earnings	<u>3,865,399</u>	<u>3,458,264</u>
Total Liabilities & Retained Earnings	<u>5,119,942</u>	<u>4,593,993</u>
 Retained Earnings 07/01/12	 3,458,264	
Change in Retained Earnings	<u>407,135</u>	
 Retained Earnings 06/30/13	 <u>3,865,399</u>	

**ELECTRIC DEPARTMENT
STATEMENT OF REVENUES
For the Period Ending June 30, 2013**

	2012-13
<u>Energy Sales</u>	
Residential - Net	1,478,690
Norwich University	1,021,741
Commercial Taxable	266,917
Commercial Non - Taxable	75,653
Industrial	792,665
Street Lights	41,256
Public Authorities	278,051
Yard Lights	<u>10,706</u>
Total Energy Sales	3,965,679
 <u>Other Operating Income</u>	
Interest on Overdue Accounts	6,065
Pole Attachments	2,718
Disconnect/Reconnect	5,134
Water Heater Credits	(372)
Temporary Connection	1,454
Cost of Temporary Connection	(1,938)
NSF Charges	400
Account Setup Fees	1,420
Final Bill Fees	<u>4,960</u>
Total Other Operating Income	19,841
 <u>Miscellaneous Income</u>	
Materials & Labor Sold	0
Interest Income	4,967
VT TRANSCOMVELCO Dividends	52,829
TRANSCO Net Settlement Credits	48,125
VT Energy Efficiency Refund	725
Misc Income - TRANSCO Debt Reduction	59,755
Grant	<u>87,760</u>
Total Miscellaneous Income	254,161
 Total Revenue	 <u><u>4,239,681</u></u>

**ELECTRIC DEPARTMENT
BUDGET SUMMARY
For the Period Ending June 30, 2013**

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
OPERATING REVENUE				
Energy Sales	3,983,960	3,965,679	4,019,870	3,997,860
Operating Income	18,500	19,841	21,160	20,960
Miscellaneous Income	156,390	254,161	180,500	188,540
	<hr/>			
Total Operating Revenue	4,158,850	4,239,681	4,221,530	4,207,360
ADD: OTHER SOURCES				
Surplus Health	4,950	4,950	0	0
Depreciation Fund - Current Year	135,000	135,000	135,000	135,000
	<hr/>			
Total Other Sources	139,950	139,950	135,000	135,000
Total Revenue & Other Sources	4,298,800	4,379,631	4,356,530	4,342,360
DEDUCT:				
Expenditures	4,001,910	3,832,546	4,157,230	3,636,940
Debt - 12 kV Rebuild - 98 Bond *	30,000	30,000	30,000	30,000
Debt - 12 kV Rebuild - 00 Bond *	10,000	10,000	10,000	10,000
Designated for Capital Improvements **	165,000	165,000	140,000	644,500
	<hr/>			
Total Uses	4,206,910	4,037,546	4,337,230	4,321,440
Variance	91,890	342,085	19,300	20,920

* Reflects principal debt payments. Interest is shown in the operating budget.

** Actual expenditures and balances are shown in the Capital section.

ELECTRIC DEPARTMENT - OPERATING EXPENSE BUDGET

A-SUMMARY OF EXPENDITURES	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
Power Expense	3,311,790	3,241,927	3,415,000	2,968,810
Station Expense	6,940	24,505	57,500	47,500
Maintenance of Distribution	57,440	38,516	52,500	50,500
Customer Account Expense	19,440	7,428	19,430	19,550
Administrative Expense	140,510	99,639	112,300	101,530
Outside Services	94,530	90,886	135,500	99,650
Property Insurance	5,000	5,776	7,350	7,180
Injuries & Damages	1,510	1,112	1,370	1,850
Employee Benefits	64,050	48,322	53,640	40,240
Misc General Expense	39,890	36,439	51,420	49,040
Rentals & Leases	2,740	2,827	7,830	8,470
Depreciation Expense	135,000	136,270	135,000	135,000
Taxes	90,140	66,195	77,450	77,920
Interest Expense	32,930	32,704	30,940	29,700
Total	4,001,910	3,832,546	4,157,230	3,636,940

B-DETAILED EXPENDITURES

Power Expense

55510 Purchased Power	3,311,790	3,241,927	3,415,000	2,968,810
-----------------------	-----------	-----------	-----------	-----------

Station Expense

58212 Tree Trimming/Removal	CIP	CIP	50,000	30,000
58214 Storm Damage	0	15,486	0	10,000
58810 Engineer Technical Services	6,940	9,019	7,500	7,500

Maintenance of Distribution

59210 Substation Maintenance	3,780	6,041	4,000	6,000
59310 Overhead Maintenance	35,400	20,701	30,000	25,000
59311 Pole Testing	0	0	0	4,000
59410 Underground Maintenance	1,410	1,494	2,500	2,500
59610 Street/Yard Light Maintenance	6,920	3,994	7,000	5,000
59710 Meter Maintenance	9,930	6,286	9,000	8,000

ELECTRIC DEPARTMENT CONTINUED

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
<u>Customer Account Expense</u>				
90210 Meter Reading	5,280	4,688	5,430	5,550
90310 SQRP	0	2,304	0	0
90400 Uncollectible/Bad Debt/Abate	14,160	436	14,000	14,000
<u>Administrative Expense</u>				
92000 Commissioners	0	0	0	600
92010 Manager's Salary	27,900	27,223	24,840	17,970
92012 Clerical & Part-time	70,530	37,934	41,640	36,230
92013 Overtime	270	232	280	220
92014 Superintendent	6,550	6,548	6,820	7,230
92016 Assistant	21,040	15,111	21,480	21,840
92036 Accrued Payroll Expense	0	(393)	500	500
92111 Telephone	1,440	1,622	1,500	1,700
92112 Postage	5,820	5,480	6,000	6,000
92113 Office Equipment/Maintenance	230	83	500	500
92114 Office Supplies	3,000	2,137	3,000	3,000
92115 Computer Supplies/Maintenance	0	383	0	0
92116 Copier Expense	300	343	300	300
92118 Postage Machine	790	872	800	800
92119 Maintenance Contract	2,640	2,064	4,640	4,640
<u>Outside Services</u>				
92310 Legal	8,800	5,155	40,000	10,000
92311 APPA Dues	1,700	1,949	2,000	2,000
92312 Audit/CPA	11,030	10,800	12,500	11,700
92313 Other Professional Services	500	0	500	500
92317 VEPPI Services	200	0	200	200
92320 VPPSA Non Power Expense	72,000	72,784	80,000	75,000
92338 Health Administration/Fees	300	198	300	250
<u>Property Insurance</u>				
92410 Liability Insurance	1,590	1,865	2,550	2,420
92411 Boiler/Machinery Insurance	290	345	440	430
92412 Fire/Property Insurance	2,820	3,213	3,930	3,910
92413 Vehicle Insurance	300	353	430	420
<u>Injuries & Damages</u>				
92510 Workers' Compensation	1,510	1,112	1,370	1,850

ELECTRIC DEPARTMENT CONTINUED

	2012-13 Approp.	2012-13 Actual	2013-14 Approp.	2014-15 Budget
<u>Employee Benefits</u>				
05350 Vacation/Sick Liability	500	(1,505)	500	0
92613 Retirement	6,230	4,577	4,810	4,270
92614 ICMA Deferred Compensation	7,130	4,839	5,250	4,620
92616 Vehicle Allowance	0	0	0	0
92617 Uniforms	100	59	100	100
92652 Health/Dental/Life/Disability Ins	50,090	40,352	42,980	31,250
<u>Miscellaneous General Expense</u>				
93010 Dues/Meetings/Subscriptions	2,800	914	2,000	2,000
93011 Printing/Advertising	250	0	0	250
93013 General Government Admin Fee	8,950	8,950	8,580	8,580
93014 Bookkeeping	25,840	25,840	32,790	30,030
93015 Electricity	1,500	704	1,500	1,500
93018 Cash Under/(Over)	0	7	0	0
93020 Bank Charges	50	24	50	180
93025 School/Training	500	0	6,500	6,500
<u>Rentals & Lease</u>				
93111 CVRR Lease	750	780	800	800
93112 Rent	1,340	1,340	6,030	6,670
93310 Vehicle Maintenance	200	290	200	200
93311 Gasoline	350	371	500	500
93312 Vehicle Maintenance Fee	100	46	300	300
<u>Depreciation Expense</u>				
40310 Depreciation	135,000	136,270	135,000	135,000
<u>Taxes</u>				
40811 Real Estate Town	36,400	15,936	27,000	0
40812 Gross Revenue Tax	20,010	19,927	20,500	20,500
40813 FICA Expense	10,610	7,276	8,090	7,210
40815 Fuel Receipts Tax	19,920	19,856	20,000	20,000
40816 PILOT Payment	3,200	3,200	1,860	30,210
<u>Interest Expense</u>				
42710 Bonds Interest	32,180	32,023	30,190	28,950
42712 Deposit Interest	150	83	150	150
42714 Bond Cost Amortized	600	598	600	600

ELECTRIC DEPT CAPITAL IMPROVEMENT PLAN

	Balance 06/30/13	Approp.		Budget		Proposed - Not Approved				
		13	14	14	15	15	16	17	18	19
Mapping	24,238.40	5,000	-	2,000	2,000	-	2,000	2,000	-	2,000
Easements/Surveys	15,009.75	-	-	-	-	-	-	-	-	-
Station Equipment	4,500.00	24,278	-	2,500	2,500	-	2,500	2,500	-	2,500
Reclosers - Substation & Lines	12,347.30	-	-	-	-	-	-	-	-	-
Substation - Battery Bank	-	6,000	-	6,000	6,000	-	6,000	6,000	-	6,000
Poles	51,123.74	15,000	-	15,000	15,000	-	15,000	15,000	-	15,000
Overhead Construction	(19,626.70)	20,000	-	20,000	15,000	-	15,000	15,000	-	15,000
Rebuild Circuits	47,500.00	5,000	-	5,000	5,000	-	5,000	5,000	-	5,000
System Analysis	56,384.00	-	-	-	-	-	-	-	-	-
Tree Trimming	40,927.80	-	-	(40,927)	Transfer to LED Street Lighting	-	-	-	-	-
Underground Installation	5,000.00	-	-	5,000	5,000	-	5,000	5,000	-	5,000
Transformers	(16,952.15)	15,000	-	25,000	5,000	-	5,000	5,000	-	5,000
Services	4,761.14	5,000	-	5,000	5,000	-	5,000	5,000	-	5,000
Metering	20,525.00	3,000	-	-	3,000	-	3,000	3,000	-	3,000
Primary Metering Poles	15,001.58	-	-	(15,001)	Transfer to Smart Meters	-	-	-	-	-
Smart Meters	70,000.00	10,000	-	25,001	10,000	-	10,000	10,000	-	10,000
Street Lighting	4,856.23	-	-	(4,856)	Transfer to LED Street Lighting	-	-	-	-	-
Street Lighting LED	(3,735.54)	25,000	-	124,762	15,000	-	15,000	15,000	-	15,000
Substation Drainage Improvements	3,761.50	(3,762)	-	-	Transfer to Station Equipment	-	-	-	-	-
Substation Project	15,516.27	(15,516)	-	-	Transfer to Station Equipment	-	-	-	-	-
Substation at Norwich	45,000.00	20,000	-	20,000	20,000	-	20,000	20,000	-	20,000
Computers/Software	21,862.69	5,000	-	5,000	5,000	-	5,000	5,000	-	5,000
Copier	53.50	-	-	3,000	600	-	600	600	-	600
07 Chevy Cobalt - E/W/S	4,062.46	1,000	-	6,000	1,000	-	1,000	1,000	-	1,000
NU Cemetery Line	35,000.00	-	-	(35,000)	Transfer to LED Street Lighting	-	-	-	-	-
PG&E Bankruptcy Balance	28,904.66	-	-	(28,979)	Transfer to LED Street Lighting	-	-	-	-	-
System Improvements	-	-	-	500,000	-	-	-	-	-	-
TOTAL:	486,021.63	140,000	140,000	644,500	115,100	115,100	115,100	115,100	115,100	115,100

**ELECTRIC DEPT CAPITAL IMPROVEMENT BALANCES
FY 12-13**

	06/30/12 Balance	FY 12-13 Budget	Non-Budget Changes	FY 12-13 Available	FY 12-13 Spent	06/30/13 Balance	Notes
Mapping	19,238.40	5,000.00		24,238.40		24,238.40	
Easements/Surveys	17,972.50			17,972.50	2,962.75	15,009.75	
Station Equipment	4,500.00			4,500.00		4,500.00	
Reclosers	17,354.30		(5,007.00)	12,347.30		12,347.30	Xfer to Smart Grid Grant
Substation - Battery Bank	40,000.00	15,000.00	(40,000.00)	0.00		0.00	Xfer to Smart Grid Grant
Poles	46,987.94	15,000.00	22,476.73	84,464.67	33,340.93	51,123.74	Customer Payments
Overhead Construction	(6,105.85)	15,000.00	22,941.40	31,835.55	51,462.25	(19,626.70)	Customer Payments
Rebuild Circuits	42,500.00	5,000.00		47,500.00		47,500.00	
System Analysis	56,384.00			56,384.00		56,384.00	
Tree Trimming	14,302.01	50,000.00		64,302.01	23,374.21	40,927.80	
Underground Installation	5,000.00		10,816.23	15,816.23	10,816.23	5,000.00	Customer Payments
Transformers	(1,802.70)	10,000.00		8,197.30	25,149.45	(16,952.15)	
Services	2,780.17	5,000.00	5,540.05	13,320.22	8,559.08	4,761.14	Customer Payments
Metering	18,720.00	3,000.00		21,720.00	1,195.00	20,525.00	
Primary Metering Poles	15,001.58			15,001.58		15,001.58	
Meters-Radio Read/Smart Grid	60,000.00	10,000.00		70,000.00		70,000.00	
Street Lighting	(1,143.77)	6,000.00		4,856.23		4,856.23	
Street Lighting - LED	(9,882.15)	15,000.00		5,117.85	8,853.39	(3,735.54)	
Substation Drainage Improve	3,761.50			3,761.50		3,761.50	
Substation Project	15,516.27			15,516.27		15,516.27	
Substation at Norwich	25,000.00	20,000.00		45,000.00		45,000.00	
Computers/Software	16,862.68	5,000.00		21,862.68		21,862.68	
Copier	53.50			53.50		53.50	
07 Chevy Cobalt	3,062.46	1,000.00		4,062.46		4,062.46	
NUJ Cemetery Line	35,000.00			35,000.00		35,000.00	
PG&E Bankruptcy - Balance	28,777.84		126.82	28,904.66		28,904.66	
Combined Project List	469,840.69	165,000.00	16,894.23	651,734.92	165,713.29	486,021.63	
SMART GRID PROJECT							
		Grant	NED Match	Total Project	Spent LTD Spent	Balance	
Smart Grid Grant		170,539.50	170,539.50	341,079.00	300,067.71	41,011.29	
VELCO Admin Fees				0.00	3,061.01	(3,061.01)	

ELECTRIC DEPT PROJECTED SCHEDULE OF NOTES & BONDS PAYABLE

	06/30/13 Principal Balance	Final Payment	Approp.		Budget			
			13	14	14	15	16	
12 kV Rebuild - 98 Bond	480,000	FY 28-29	53,180	52,470	50,950	49,420	47,870	44,980
12 kV Rebuild - 00 Bond	130,000	FY 30-31	17,010	16,480	15,950	11,380	10,740	10,980
Authorized Debt	610,000		70,190	68,950	66,900	60,800	58,610	55,960
Proposed Borrowing:								
Combined Total			70,190	68,950	66,900	60,800	58,610	55,960

*Includes Interest

**VILLAGE OF NORTHFIELD, VERMONT
SPECIAL MEETING WARNING
Tuesday, March 5, 2013**

The legal voters of the Village of Northfield, Vermont, are hereby notified and warned to vote upon the following article by Australian Ballot on Tuesday, March 5, 2013, in the Cafeteria of the Northfield High School from seven o'clock in the forenoon until seven o'clock in the evening [7:00 AM – 7:00 PM]):

Article 1. Shall the Village of Northfield vote to authorize the Merger of Northfield Town and Northfield Village in accord with the proposed Plan of Merger approved by the Village Trustees at their meeting of January 21, 2013 with said Plan of Merger to become the charter of the merged municipality as of the effective date of merger, which is midnight on June 30, 2014? (Australian Ballot)

**DATED AT NORTHFIELD, VERMONT THIS 29TH DAY OF
JANUARY, 2013**

BOARD OF TRUSTEES, VILLAGE OF NORTHFIELD:

APPROVED:

Kevin T. Beal, Chair

Dennis Donahue, Vice-Chair

Colin T. Bright

Stephen Fitzhugh

K. David Maxwell

SIGNED:

Kim Pedley, Village Clerk

Note: the results of the Australian Ballot vote was:

Yes – 268*; No - 71

**VILLAGE OF NORTHFIELD, VERMONT
ANNUAL MEETING WARNING
Tuesday, June 4, 2013**

The legal voters of the Village of Northfield, Vermont, are hereby notified and warned to meet in the Mary Granai Corrigan Auditorium at the Northfield High School on Tuesday, June 4, 2013, at 7:00 o'clock in the evening to hear and act upon the following articles:

ARTICLE 1: To elect a moderator.

ARTICLE 2: To elect all requisite officers: Trustee, 3 year seat; Trustee, 3 year seat; Village Clerk, 1 year; Delinquent Tax Collector, 1 year; Village Treasurer, 1 year.

ARTICLE 3: To hear and act upon the reports of the Village officers.

ARTICLE 4: Shall the voters authorize total Village General Fund expenditures of \$109,500, of which \$36,040 will be used from the prior year surplus and \$0 will be raised in tax revenues?

ARTICLE 5: Shall the voters authorize Village Highway expenditures of \$626,270, of which \$492,980 will be raised in tax revenues?

ARTICLE 6: To transact any other non-binding business proper to be brought before the Meeting.

DATED AT NORTHFIELD, VERMONT ON THIS 30TH DAY OF APRIL, 2013.

BOARD OF TRUSTEES, VILLAGE OF NORTHFIELD:

APPROVED:

Kevin T. Beal, Chair
Dennis Donahue, Vice-Chair

Colin T. Bright
Stephen Fitzhugh

SIGNED:
Kim Pedley
Village Clerk

**VILLAGE OF NORTHFIELD, VERMONT
MINUTES OF THE ANNUAL MEETING
Tuesday, June 4, 2013**

Moderator Cleveland called the meeting to order at 7:00 p.m.

ARTICLE 1: TO ELECT MODERATOR

Moderator: Motion by John Cruickshank, seconded by Richard Brockway, to nominate: Richard L. Cleveland. Nominations closed and Richard Cleveland was elected

ARTICLE 2: TO ELECT ALL REQUISITE OFFICERS:

Delinquent Tax Collector: Vacant

Trustee: (1-three year term)

Motion by Ken McCann, seconded by Michael Popowski, to nominate Dennis Donahue. Nominations were closed and Dennis Donahue was elected

Trustee: (1-three year term)

Motion by Diane Harless, seconded by Tom McCarney, to nominate Jim Baraw.

Motion by Chris Bradley, seconded by Richard Brockway, to nominate Jim Wilson

Motion by Diane Harless, seconded by Tom McCarney, to withdraw her nomination of Jim Baraw.

Nominations were closed and Jim Wilson was elected

Village Clerk: (1year term)

Motion by Ken McCann, seconded by Chris Bradley, to nominate Kim Pedley. Nominations were closed and Kim Pedley was elected

Village Treasurer: (1year term)

Motion by Ken McCann, seconded by Jim Wilson, to nominate Kim Pedley. Nominations were closed and Kim Pedley was elected

ARTICLE 3: TO HEAR AND ACT UPON THE REPORTS OF THE VILLAGE OFFICERS.

Motion by Trustee Beal, seconded by Trustee Bright, to approve Article 3.

Motion by Trustee Beal, seconded by Trustee Bright, to allow Non-Village Residents to be able to speak. Question called and passed by voice vote.

Article 3 was adopted by voice vote.

ARTICLE 4: SHALL THE VOTERS AUTHORIZE TOTAL VILLAGE GENERAL FUND EXPENDITURES OF \$109,500, OF WHICH \$36,040 WILL BE USED FROM THE PRIOR YEAR SURPLUS AND \$0 WILL BE RAISED IN TAX REVENUES?

Motion by Trustee Beal, seconded by Trustee Bright, to approve Article 4.

Mike Popowski applauded the Village Trustees for the surplus. Mr. Popowski asked about the legal fees that are budgeted in the electric department as seen on page 50 in the Village Report in the amount of \$40,000. Trustee Beal stated in regards to the impending merger there are several power purchase agreements along with other issues which need to be settled legally to insure the current contracts that the Village have will be maintained after the merger. Trustee Beal explained that the Trustees are working with VPPSA to make sure the process is carried forward appropriately. Mr. Popowski asked where he could find the legal expenses for the Village's lawsuit against the Town; Director of Finance Laurie Baroffio explained that the legal expenses actually occurred in the FY12-13 and won't show in this year's report. Ms.Baroffio stated you will see the amounts in the water and the electric in next year's report. Mr.Popowski urged the Trustees to use local attorneys when possible.

Question called and Article 4 was adopted by voice vote

ARTICLE 5: SHALL THE VOTERS AUTHORIZE VILLAGE HIGHWAY EXPENDITURES OF \$626,270 OF WHICH \$492,980 WILL BE RAISED IN TAX REVENUES?

Motion by Trustee Beal, seconded by Trustee Bright, to approve Article 5. Question called and Article 5 was adopted by voice vote.

ARTICLE 6. TO TRANSACT ANY OTHER NON-BINDING BUSINESS PROPER TO BE BROUGHT BEFORE THE MEETING.

Tom McCarney had questions about the Village Manger position. Mr. McCarney asked if we had a contract for another person to become the Village Manager separate from the Town Manager. Trustee Beal stated that Village Trustees have signed a contract for a part-time Village Manager. Trustee Beal explained that the current Village Manager Jay Marcotte has advised the Trustees that he has accepted another position in Massachusetts. Village Manager Marcotte's last day will be June 28, 2013. Trustee Beal stated that Village Manger Marcotte recommended Colin Bright for the upcoming open Village Manager's position. Trustee Beal scheduled a special meeting to discuss the situation. There were two agenda items; one to accept the resignation of Village Manager Marcotte and the other to discuss the possibility to fulfill the obligation of having a Village Manager. Trustee Beal explained that the Board did engage with Vermont League of Cities & Towns and asked them if they had any candidates that would be available for this part-time position and if they had any guidance for the Board for this transition. Trustee Beal stated there were several special meetings to discuss future management and that the minutes of these meetings are available. The discussion included what potential candidates they may have, what should be done regarding management as far as filling the position, and setting up meetings regarding potential candidates. The Trustees went into negotiations with Colin Bright. He accepted the offer and the contract was signed on June 3, 2013. Mr. McCarney stated it's not the candidate he is against. Mr. McCarney is concerned about the transparency. Mr. McCarney asked if the Town Manager was considered for this position so we could go back to a one Manager system like we have had for the past 50-years. Trustee Beal stated the current Town Manager has a fulltime position. Trustee Beal stated that they considered the extra work load needed for this year due to merger. Trustee Beal stated that moving forward there will be a Manager search in the fall of 2013 with the intention to have one Municipal Manager starting July 1, 2014. Mr. McCarney questions the validity of the process that has taken place in hiring a new Village Manager. Mr. McCarney stated the Village has a charter

that was passed by the Village Voters and approved by the Legislature. At this time Mr. McCarney read the charter in regards to the hiring of a Village Manager. Mr. McCarney questions the timing of hiring Colin Bright. Mr. McCarney believes that Colin Bright should not hold the position of Village Manager for at least one year due to him just coming off the Board of Trustees. Trustee Beal stated that Attorney Paul Giuliani was called on this matter. The advice to the Board from Mr. Giuliani was that the position of Village Manager was to be filled quickly and appropriately. Trustee Beal stated that Mr. Giuliani's opinion was the process did conform to the law and the interpretation is that the intention of the charter isn't so that someone can appoint one of their own indefinitely. Trustee Beal is confident that Board has followed through accordingly with the process with hiring Colin Bright as Village Manager.

Mr. Popowski asked about how and when the contract was signed. Mr. Popowski asked about the negotiations and if they took place in an executive session. Trustee Beal confirmed that the negotiations were in executive session. Mr. Popowski asked if after the executive session did the Trustees come out of executive session and go into a warned meeting to vote to enter into a contract with Mr. Bright. Trustee Beal stated that they did. Mr. Popowski stated that he has no problem with the process and thinks a wise choice was made.

Trustee Beal expressed his appreciation for Zoning Administrator Michele Braun for her invaluable service in regards to the Tropical Irene flooding in Northfield. She has been a leader within the State of Vermont with her efforts and abilities. Those present gave her a round of applause.

Motion to adjourn made by Priscilla Hatch and seconded by Susan Popowski.

Meeting adjourned at 7:40 p.m.

Respectfully submitted by:

Kim Pedley
Village Clerk

Richard L. Cleveland
Village Moderator

**VILLAGE OF NORTHFIELD, VERMONT
SPECIAL VILLAGE MEETING
Tuesday, November 26, 2013**

The legal voters of Northfield, Vermont are hereby warned to meet in the Community Room located in the Brown Public Library (93 South Main Street) on Tuesday, November 26, 2013, at 7:00 o'clock in the evening to hear and act upon the following articles:

Article 1. Shall the Village of Northfield vote in accordance with Section 2924 of Chapter 79, Title 30, Vermont Statutes Annotated to authorize its Board of Trustees to enter into a Power Sales Agreement with Vermont Public Power Supply Authority, for the purchase of electric energy and capacity from solar facilities to be located in Massachusetts to commence approximately January 1, 2015 through approximately December 31, 2039, with options to extend approximately through December 31, 2049, said Power Sales Agreements to be on such terms as the Board of Trustees shall approve, provided that the obligations of the Village under any Power Sales Agreements shall be payable solely from the revenues and money of the electric department?

Article 2. To conduct any other non-binding business that may properly come before the meeting.

Dated at Northfield, Vermont, this 24th day of October, 2013

BOARD OF TRUSTEES, VILLAGE OF NORTHFIELD:

Approved:

*Dennis Donahue, Chair
K. David Maxwell*

James Wilson

SIGNED:
Kim Pedley
Village Clerk

**VILLAGE OF NORTHFIELD, VERMONT
MINUTES OF THE SPECIAL VILLAGE MEETING
Tuesday, November 26, 2013**

Village Moderator Richard Cleveland called the special meeting to order at 7:00 p.m.

Article 1. Shall the Village of Northfield vote in accordance with Section 2924 of Chapter 79, Title 30, Vermont Statutes Annotated to authorize its Board of Trustees to enter into a Power Sales Agreement with Vermont Public Power Supply Authority [VPPSA], for the purchase of electric energy and capacity from solar facilities to be located in Massachusetts to commence approximately January 1, 2015 through approximately December 31, 2039, with options to extend approximately through December 31, 2049, said Power Sales Agreements to be on such terms as the Board of Trustees shall approve, provided that the obligations of the Village under any Power Sales Agreements shall be payable solely from the revenues and money of the electric department?

Motion to approve Article 1 was made by Trustee Dennis Donahue and seconded by Trustee David Maxwell. Acting Village Manager Stephen Fitzhugh then asked Brian Callnan (VPPSA Director of Power Supply and Transmission) if this power sales agreement would transfer easily from the Village of Northfield to the Town of Northfield when municipal merger takes effect on July 1, 2014. There was no objection to Mr. Callnan, who is not a Northfield Village resident, speaking at this meeting. He stated that although he is not an attorney, he did not believe that there would be a problem since Northfield would remain a VPPSA member community.

The question was called and Article 1 was approved without objection.

Article 2. To conduct any other non-binding business that may properly come before the meeting.

There was no further discussion.

Motion to adjourn was made by Trustee James Wilson and seconded by Trustee Denis Donahue. There was no objection.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,
Kim Pedley
Village Clerk

ELECTED & APPOINTED VILLAGE OFFICERS

ELECTED VILLAGE OFFICERS

		TERM ENDS
Trustees:	K. David Maxwell	2014
	*Kevin T. Beal	2015
	*Dennis Donahue, Chair	2015
	*James R. Wilson	2015
Moderator	Richard Cleveland	2014
Clerk	Kim Pedley	2014
Treasurer	Kim Pedley	2014
Del. Tax Collector	<i>Vacant</i>	2014

* This officeholder will serve on the merged Town Select Board from July 1, 2014 until his term expires on Town Meeting Day 2015.

APPOINTED VILLAGE OFFICERS

VILLAGE MANAGEMENT STAFF

Acting Village Manager	Stephen Fitzhugh
Utility Superintendent	Patrick DeMasi
Finance Director	Laurie A. Baroffio
Zoning Administrator	Michele Braun

JOINT PLANNING COMMISSION

	TERM ENDS
Katherine Beal	2015
Mary Dollenmaier	2015
Arlington Supplee	2016
Bonnie Kirn Donahue	2017
Steven Jeffrey, Chair	2017

JOINT ZONING BOARD OF ADJUSTMENT

	TERM ENDS
Ruth Ruttenberg	2015
Michael Bailey	2016
Tim Donahue III	2017
Leslie Skinner	2018
William S. Smith, Chair	2019

**MUNICIPALITY OF NORTHFIELD, VERMONT
REGULARLY SCHEDULED BOARD MEETINGS**

<p>BOARD OF TOWN SELECTMEN 2nd & 4th Tuesdays* 7:00 P.M. Brown Public Library *Beginning July 1, 2014</p>	
<p>BOARD OF SCHOOL DIRECTORS 1st Mondays 6:30 P.M. Brown Public Library</p>	<p>BROWN PUBLIC LIBRARY TRUSTEES 2nd Tuesdays 4:30 P.M. Brown Public Library</p>
<p>RECREATION COMMITTEE 2nd Mondays 6:00 P.M. Municipal Building</p>	<p>CONSERVATION COMMISSION 2nd Wednesdays 6:30 P.M. Brown Public Library</p>
<p>BOARD OF PLANNING COMMISSIONERS 3rd Mondays 7:00 P.M. Municipal Building</p>	<p>ZONING BOARD OF ADJUSTMENT 4th Thursdays 7:00 P.M. Municipal Building</p>

Trans-Video broadcasts the regular meetings of the Town Select Board live on Cable Channel 7.

All meetings of these boards are open to the public. Meeting times and locations are subject to change during the year.

