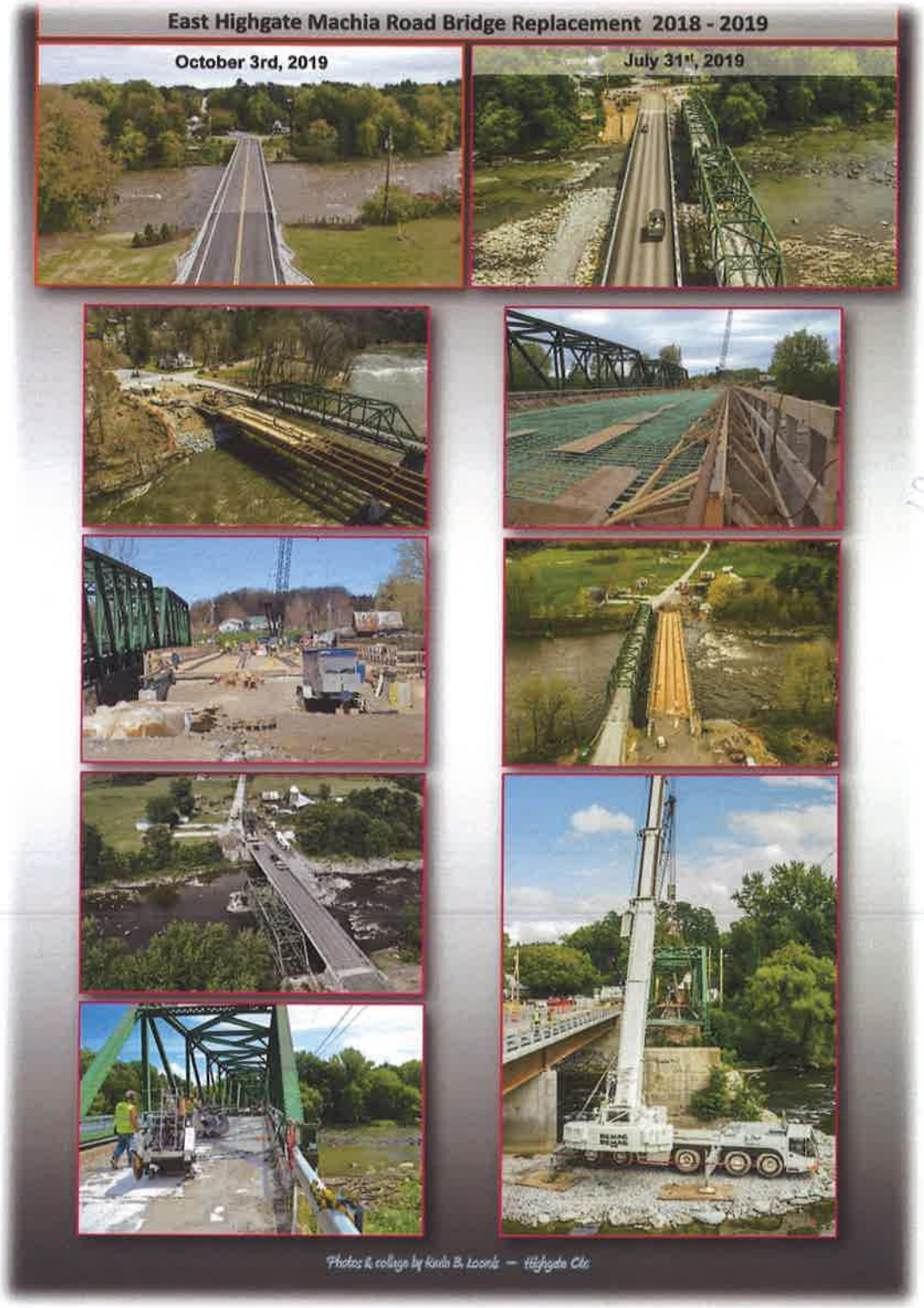


East Highgate Machia Road Bridge Replacement Project - photos by Highgate resident Kevin B. Loomis

TOWN OF HIGHGATE 2019 REPORTS

2019

TOWN REPORT DEDICATION

Richard J. Noel

Richard J. Noel is the first born of nine children, originally brought up in Connecticut. He moved to Vermont in the 1960's and worked on farms in the Highgate/Swanton area and as a parts man for a couple of businesses before purchasing a farm of his own. He and his wife, Maggie, farmed the Noel Dairy Farm on the Gore Road for over thirty years. They have three children, Eric, who passed on 12/18/2018, Sarah and Norbert, as well as six grandchildren. Richard enjoys tinkering in his shop and working on a variety of different projects. He has a great love for old cars/trucks, antique tractors, horses, history and genealogy.

Over the years, Richard has served the Highgate Community in a multitude of ways, and we are so grateful! He has served on the Selectboard, Planning Commission, Village Core Master Plan Committee, North West Regional Planning & Transportation Advisory Committee, Zoning Board of Adjustment, as Town Service Officer, Solid Waste Management Committee, Justice of the Peace, Lister and Grand Juror. Richard was instrumental in keeping the Machia Road Bridge (B25) project moving forward to completion in the fall of 2019. Richard has spent countless hours researching information, equipment, the feasibility of projects and the history of the Town of Highgate.

Richard takes a common-sense approach and has a great passion for improving the community. He always seems to rise to any of the challenges he is presented with and nothing keeps him down, no matter the obstacle he is faced with. His knowledge and wisdom on a plethora of subjects have been greatly appreciated by the Town. Thank you, Richard!

TABLE OF CONTENTS

2020 MEETING SCHEDULE..... 2
JUSTICES OF THE PEACE..... 3
TOWN ELECTED / APPOINTED POSITIONS & TERMS..... 4-5
2019 APPROVED TOWN MEETING MINUTES..... 6-19
2020 TOWN MEETING WARNING..... 20-21
VT PRESIDENTIAL PRIMARY WARNING..... 22
THE SELECTBOARD..... 23
TOWN ADMINISTRATOR..... 24-25
TOWN CLERK..... 26
TOWN TREASURER & DTC..... 27
PUBLIC WORKS DEPARTMENT..... 28
BOARD OF LISTERS..... 29
VOLUNTEER FIRE DEPARTMENT..... 30-31
ZONING ADMINISTRATOR..... 32
DEVELOPMENT REVIEW BOARD..... 33
VILLAGE CORE MASTER PLAN..... 34-36
PARKS & RECREATION COMMISSION..... 37
LIBRARY DIRECTOR..... 38-39
CEMETERY COMMISSIONERS & HISTORICAL SOCIETY..... 40
ANIMAL CONTROL OFFICER & HEALTH OFFICER..... 41
PLANNING COMMISSION..... 42
CAPITAL IMPROVEMENT PLAN..... 43
DELINQUENT TAX REPORT..... 44-45
COMBINING BALANCE SHEET..... 46
SPECIAL REVENUE FUNDS..... 47
GENERAL FUND PROPOSED BUDGET..... 48-57
HIGHWAY FUND PROPOSED BUDGET..... 58-59
TRUSTEE OF TRUST FUNDS..... 60
GREEN MOUNTAIN TRANSIT..... 61
NORTHWEST REGIONAL PLANNING..... 62
NORTHWEST SOLID WASTE DISTRICT..... 63
VERMONT STATE POLICE..... 64-65
DEPARTMENT OF VETERAN AFFAIRS..... 66

TOWN OF HIGHGATE VT
APPROVED MEETING SCHEDULE – 2020

Selectboard – meetings start @ **6:30pm** **(PLEASE NOTE START TIME CHANGE)**
Development Review Board – meetings start @ **6pm**
Planning Commission – meetings start @ **6pm**

MONTH	APPLY BY DATE	SELECTBOARD	DRB	PLANNING
JAN. 2020	SLB – Dec.27 & Jan. 10 DRB – Dec. 23 PC – Jan. 3	Jan. 2 & 16	Jan. 9	Jan. 21
FEB. 2020	SLB – Jan. 31 & Feb. 14 DRB – Jan. 27 PC - Jan. 31	Feb. 6 & 20	Feb. 13	Feb. 18
MAR. 2020	SLB – Feb. 28 & Mar. 13 DRB – Feb. 24 PC – Feb. 28	Mar. 5 & 19	Mar. 12	Mar. 17
APR. 2020	SLB – Mar. 27 & Apr. 10 DRB – Mar. 23 PC – Apr. 3	Apr. 2 & 16	Apr. 9	Apr. 21
MAY 2020	SLB – May 1 & May 15 DRB – Apr. 27 PC – May 1	May 7 & 21	May 14	May 19
JUNE 2020	SLB – May 29 & June 12 DRB – May 22 PC – May 29	June 4 & 18	June 11	June 16
JULY 2020	SLB – July 10 DRB – June 22 PC – July 2	July 16	July 9	July 21
AUG. 2020	SLB – July 31 & Aug. 14 DRB – July 27 PC – July 31	Aug. 6 & 20	Aug. 13	Aug. 18
SEPT. 2020	SLB – Aug. 28 & Sept. 11 DRB – Aug. 24 PC – Aug. 28	Sept. 3 & 17	Sept. 10	Sept. 15
OCT. 2020	SLB – Sept. 25 & Oct. 9 DRB – Sept. 21 PC – Oct. 2	Oct. 1 & 15	Oct. 8	Oct. 20
NOV. 2020	SLB – Oct. 30 & Nov. 13 DRB – Oct. 26 PC – Oct. 30	Nov. 5 & 19	Nov. 12	Nov. 17
DEC. 2020	SLB – Nov. 25 DRB – Nov. 23 PC – Nov. 25	Dec. 3	Dec. 10	Dec. 15
JAN. 2021	SLB - Dec. 31 & Jan. 15 DRB – Dec. 28 PC – Dec. 31	Jan. 7 & 21	Jan. 14	Jan. 19

Phone: 802-868-4697 **Fax: 802-868-3064** **www.highgatevt.org**
Town of Highgate Municipal Offices – located @ 2996 VT Route 78, Highgate Center, VT

Highgate
Justices of the Peace

Effective February 1, 2019 – January 31, 2021

Claude Chevalier
PO Box 35
Highgate Center, VT 05459
802-868-4604

Anne Harper
PO Box 100
Highgate Springs, VT 05460
802-868-3351

Patricia Rainville
4582 Gore Rd.
Highgate Center, VT 05459
802-868-4703

Dennis Nolan
1264 St. Armand Rd.
Highgate Center, VT 05459
802-868-9974

Connie Janes Beyor
PO Box 206
Highgate Center, VT 05459
802-868-3371

John Ferland
3565 Gore Rd.
Highgate Center, VT 05459
802-868-7650

Clarence Miller
PO Box 84
Highgate Center, VT 05459
802-868-4192

TOWN POSITIONS – ELECTED & APPOINTED WITH TERMS

ADMINISTRATIVE OFFICALS

Wendi Dusablon, **Town Clerk**	Term expires March, 2022
Shelley Laroche, **Town Treasurer**	Term expires March, 2022
Kyle Lothian, **Town Moderator**	Term expires March, 2020

APPOINTED OFFICIALS

Philip "Butch" Brosseau, **Tree Warden**	Term expires March, 2020
David Desorcie, **Fire Warden**	Term expires June, 2021
Vonnie Lamotte, **Animal Control Officer**	Term expires March, 2020
Kristy Brow, **Asst. Animal Control Officer**	Term expires March, 2020
Merry Souza, **Health Officer**	Term expires April, 2021
Richard Souza, **Deputy Health Officer**	Term expires March 2020
April St. Francis, **NorthWest Solid Waste Dist. Representative**	Term expires March, 2020
Richard Noel, **NorthWest Regional Planning Comm. Representative**	Term expires March, 2020
Richard Noel, **Transportation Advisory Comm. Representative**	Term expires, March 2020
Shelley Laroche, **Delinquent Tax Collector**	Term expires, March 2020
Vacant, **Constable**	

SELECTBOARD

Bruce Butler, **Member**	Term expires March, 2020
Joshua LaRocque, **Vice-Chair**	Term expires March, 2020
Randall Connelly, **Member**	Term expires March, 2021
Richard Flint, **Member**	Term expires March, 2021
Sharon Bousquet, **Chair**	Term expires March, 2022

BOARD OF LISTERS

Aimee Reynolds, **Lister**	Term expires March, 2022
Peter St. Germain, **Lister**	Term expires March, 2021
Vacant, **Lister**	

CEMETERY COMMISSIONERS

Dennis Nolan, **Commissioner**	Term expires March, 2020
Kevin Spears, **Chair**	Term expires March, 2021
Charles T. Nye, **Commissioner**	Term expires March, 2022
Douglas Nye, **Commissioner**	Term expires March, 2023
Keith Ploof, **Commissioner**	Term expires March, 2024

DEVELOPMENT REVIEW BOARD (appointed)

Richard Trombley, **Chair**	Term expires March, 2020
Timothy Reynolds, **Vice-Chair**	Term expires March, 2020
Courtney Veeder, **Member**	Term expires March, 2021
Michael Kravetz, **Member**	Term expires March, 2022
Woody Rouse, Jr., **Member**	Term expires March, 2022

PLANNING COMMISSION (appointed)

Thomas Conley, **Vice-Chair**	Term expires March, 2020
Richard Noel, **Member**	Term expires March, 2021
Kenneth Thompson, **Member**	Term expires March, 2021
Luc Dupuis, **Chair**	Term expires March, 2022
Bruce Ryan, **Member**	Term expires March, 2022

JUSTICES OF THE PEACE

Claude Chevalier, **Justice**	Term expires February, 2021
John Ferland, **Justice**	Term expires February, 2021
Clarence Miller, **Justice**	Term expires February, 2021
Anne Harper, **Justice**	Term expires February, 2021
Connie Janes Beyor, **Justice**	Term expires February, 2021
Dennis Nolan, **Justice**	Term expires February, 2021
Patricia Rainville, **Justice**	Term expires February, 2021

LIBRARY TRUSTEES

Becky Johnson, **Trustee**	Term expires March, 2020
Rebecca Howrigan, **Chair**	Term expires March, 2021
Amber Machia, **Trustee**	Term expires March, 2022
Virginia Holiman, **Trustee**	Term expires March, 2023
Amy Nolan-Bouchard, **Trustee**	Term expires March, 2024

TRUSTEES OF TRUST FUNDS

Evangeline LaRocque, **Trustee**	Term expires March, 2021
Clarence Miller, **Trustee**	Term expires March, 2022
Vacant, **Trustee**	

RECREATION COMMISSION (appointed)

Ryan Maskell, **Member**	Term expires March, 2020
Ty Choiniere, **Chair**	Term expires March, 2020
Karen Gagne Fortin, **Member**	Term expires March, 2020
Brian Fortin, **Member**	Term expires March, 2021
Brian Spears, **Member**	Term expires March, 2021
Mark Gilbert, **Vice-Chair**	Term expires March, 2021
Vacant, **Member**	

VILLAGE CORE MASTER PLAN COMMITTEE (appointed)

Steve LaFar, **Chair**	Term expires March, 2020
Woody Rouse, **Vice-Chair**	Term expires March, 2020
Alice (Sue) Cota, **Member**	Term expires March, 2020
Clarence Miller, **Member**	Term expires March, 2020
Richard Noel, **Member**	Term expires March, 2020
Evangeline LaRocque, **Member**	Term expires March, 2020
Mary Laroche, **Member**	Term expires March, 2020

ZONING ADMINISTRATOR (appointed)

Samantha Derosia	Term expires March, 2022

PUBLIC MEETINGS CLERK
Wendi Dusablon

TOWN ADMINISTRATOR / PLANNER / GRANT WRITER
Heidi Britch-Valenta

LIBRARY DIRECTOR
Michelle Beaulieu

RECREATION DIRECTOR
Daniel Beauregard

PUBLIC WORKS DEPARTMENT
Philip "Butch" Brosseau, **Director**
Nicholas Scott, **Crew Member**
Luke Choineire, **Crew Member**

ROAD COMMISSIONER
Joshua LaRocque

TOWN OF HIGHGATE

Approved Town Meeting Minutes
March 5, 2019

A. Call to Order

The meeting was called to order at 10:00am by Kyle Lothian, Town Moderator.
Highgate Selectboard Members: Sharon Bousquet; Joshua LaRocque; Randall Connelly; Bruce Butler; Steven LaFar
Highgate School Board Members: Chris Shepard; Lisa Wells; Steve Scott; David Roddy; Richard Flint
Highgate Staff: Heidi Britch-Valenta - Town Administrator; Shelley Laroche - Town Treasurer; Wendi Dusablon - Town Clerk; Kyle Lothian – Moderator

B. Pledge of Allegiance & Moment of Silence

Kyle Lothian asked everyone to stand for the Pledge of Allegiance. This was followed by a moment of silence for our fellow residents we have lost and all those that have sacrificed for us.

C. Miscellaneous Information from the Moderator

- Lunch is available to purchase for $10.00 per person. Thank you to the Highgate Vol. Fire Department for preparing lunch for us today – spaghetti, salad, roll, dessert and a drink! Support HVFD and enjoy a great meal at the same time!
- There will be three questions, per person, per article allowed today, unless amended from the floor.
- If you are NOT a Highgate registered voter, same day voter registration is available at the check in table. Please make sure you are a registered voter prior to any paper ballots being called for. There will NOT be any voter registrations taking place in the middle of a paper ballot vote.
- Please treat each other well today and respect each everyone's opinions.
- Please wait for the microphone before speaking. Also, please state your name for the record. Direct all your questions or comments to the moderator.
- No campaigning of any kind if allowed inside the polling place. This includes any campaign materials or articles of clothing.
- 2018 Town Report Dedication – Sharon Bousquet read aloud from the plaque and presented it to Clarence & Debbie Miller. A copy of the dedication can be seen on page 2 of these minutes.

2018
Town Report Dedication
Clarence & Debbie Miller

Debbie (Bushey) Miller and Clarence "CJ" Miller were raised as part of large families, Debbie in Highgate VT and CJ in Mooers NY. CJ joined the US Army after graduation and was stationed in Germany. He continued to serve afterwards by joining the National Guard. Debbie and CJ met on a blind date back in 1968. They were married on May 9, 1970 and made their home in Highgate. The happy couple purchased their first home on Gore Road and raised their two children, Michelle and Scott within walking distance to school, church and sports. Debbie worked for Union Carbide and then became a stay at home mom to raise their children. She operated her own day care for 10 years then began a new career at Highgate Elementary School. Debbie retired in 2013 after 28 years of service at HES. CJ worked construction and advanced his career at Agway and then Feed Commodities, prior to "retiring" in 1999. He remains busy today working part time at O.C. McCuin and Sons.

Around town and in our community, Debbie & CJ have kept very busy volunteering with no signs of slowing down! CJ has been active with Missisquoi Amateur Hockey, The Vermont Hockey Board, Highgate Little League, and St. Louis Church. Within town government he has served as a Lister, Justice of the Peace, Trustee of Trust Funds, and on the Village Core Master Plan Committee. You will also find him lending a hand at Town Meeting or at the polls for elections. Aside from her many contributions at Highgate Elementary School, Debbie has always been ready and willing to prepare casseroles or desserts for families in our area or for various church dinners. She has worked at the arena snack bar, organized food donations for those in need and arranged the senior holiday meals at HES. Debbie has also been a welcoming and smiling face working at the check-in table at elections.

CONGRATULATIONS

& THANK YOU

The Miller family has grown over the years to include a daughter-in-law, Jenn, a son-in-law, Luke and three grandchildren – Kyle, 20; Isaac, 19; and Olivia, 13. They enjoy spending time with their family, attending various sporting events, going on weekend trips and growing their retirement fund by improving their probability awareness at area casinos!

D. Legislative Updates

Charen Fegard and Lisa Hango were both present. Charen was elected in November and Lisa was recently appointed. Both are residents of Berkshire and represent FRA-5 which includes the towns of Richford, Berkshire, Franklin and Highgate. Motion by Chris Yates, seconded by Scott Martin to give them both permission to speak, as they are not Highgate residents. By voice vote - **PASSED.** Charen gave an update on topics her committee has been working on as well as other topics, including: Farm to School; Farm to Plate; On Farm Slaughter; Salisbury Fish Hatchery; Water Quality Initiatives: Pollinator Protection; Fish & Wildlife; Eco-Services & Regenerative Farming; and Forced School Mergers. She has a newsletter available on the table by the entrance for

folks to pick up and familiarize themselves with these issues. She is available to speak with or contact via email charenfegard@gmail.com, cfegard@leg.state.vt.us, www.charenfegard.com, or on FaceBook CharenforHouse. By phone – 1-802-828-2228 (State House), 1-800-322-5616 (toll free) or 802-848-7303 (home). She is honored and grateful to have the opportunity to serve our district. Lisa Hango also gave an update. Her committee is the General Housing and Military Affairs Committee. She is still getting up to speed on protocols and procedures and thanked Charen and the rest of the delegation for making her feel at home in Montpelier. Her committee deals with issues such as: Alcohol Licensing; Affordable Housing; Landlord and Tenant Rights; Protecting Tenants; Sober Housing; Native American Affairs; VT Veterans Home; Weatherization and more. Lisa is also available to speak with or contact via email lhango@leg.state.vt.us or by phone 1-802-828-2228 (State House) or 1-800-322-5616 (toll free). There are surveys at the front table, and with the permission of the Town Clerk (permission granted by Wendi), please take a few moments to complete one if you wish. Lisa, too, is honored to be serving our district.

The Legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 5, 2019 @ 10am to transact the following business:

E. **Review of Articles**

Article #1 – To elect from the legal voters of said Town the following Officers.

1) One Moderator for the ensuing year:

Motion by Chris Yates, seconded by Scott Martin.

Motion by Chris Yates to nominate Kyle Lothian as School Moderator for the ensuing year. The motion was seconded by Scott Martin. There were no other nominations. Article #1 by voice vote - **PASSED.**

Article #2 – To act upon the report of the School Directors.

Motion by Scott Martin, seconded by Allen Fortin.

Richard Wilkens asked about the school bond proposal and how that works with the unification coming up. Chris Shepard spoke to the issues with the building and grounds. An engineer was hired to do an assessment and provide a breakdown of what our needs are. The board then went through the list and picked out major ADA compliance issues and building issues, as well as addressing the problems with the parking lot. The proposal on Australian ballot today that is being put before the voters is what the board feels needs to be addressed. As far as consolidation, now this is a Highgate issue, we are voting on this as a town. If it passes, it will be the responsibility of our town unless a merger happens. The debt would be transferred to the new district. Phil Ladue expressed concern if other towns in our district do the same, our new district will have a bunch of debt. No other school in our district is proposing a bond vote this year, at this point. Samantha Laroche wanted to make sure people were clear that once we consolidate, if we are all smart, no other town will want another town's debt. She believes Swanton and Franklin are not going to want to pay for our debt. Chris Shepard stated that is not entirely correct. Articles of Agreement have been put together stating it will be shared. Lynn Calderwood noted if we don't pass the bond this time and the merger happens, we do not have a chance to do this again. She is not for raising taxes, but if we merge we won't have another opportunity to get the repairs done. If the bond fails, and a merger happens on schedule it would be a vote from all

towns voting on work at our school. She feels approving it today would be wise before we unify. Our town can decide what we want done to our own building. Maurice Parah feels this discussion is too late if it's already on the ballot. Bond votes, by statute, have to be voted on by Australian ballot. An info session was held last night in the library. Chris Shepard reiterated that as of now, we have Articles of Agreement that any debt would transfer to the new district. The pending lawsuit will determine more. Claude Chevalier asked how many quotes were received on the roof and parking lot issues to come up with the figures in the bond. Chris answered that no quotes were received. Due to a short timeline, the engineer's numbers were used. They aimed high because they won't be able to ask for more later on. Claude fears if contractors know how much money is available the bidding process could come in with high numbers. Chris feels that through the nature of competition, the bids will be kept down. Article #2 by voice vote – **PASSED.**

Article #3 – Shall the voters of the Highgate School District approve the transfer of approximately one-quarter (.25) acre of land, known as the Nadeau Property, for a sum of $1.00 to an independent board of trustees comprised of three (3) Highgate community members, with the purchase being completed by June 30, 2019?

Motion by Ryan Maskell, seconded by Chris Yates.

Ty Choiniere asked who will decide who the three community members are and who do they answer to once appointed? Chris Shepard clarified the school board will appoint the members and once the Highgate School board is no longer (due to unification), the Selectboard would oversee it. Connie Beyor asked who will actually own the property, the trustees? It does not indicate in the article who we are giving the dollar and .25 acre property to. She assumes it will be the Town of Highgate. Connie also questions it belonging to a board of trustees because who will pay the insurance and taxes on it? Sharon Bousquet and Shelley Laroche confirmed, if an independent board owns it, it will have to be independently insured and taxes will have to be paid on it. Motion by Connie Beyor to amend the article to read: *Shall the voters of the Highgate Town School District approve the transfer of approximately one-quarter (.25) acre of land, known as the Nadeau Property, to the Town of Highgate, for the sum of $1.00 to be overseen by an independent board of trustees comprised of three (3) Highgate community members, with the purchase to be completed by June 30, 2019?* The motion was seconded by Eric Chevalier. Bruce Butler asked about the intent of the board of trustees. The intent is to oversee the property, not for them to be granted the property. By voice vote the original motion as written and presented – **FAILED.** Motion by Ryan Maskell to approve the amendment of the motion as presented. The motion was seconded by Eric Chevalier. Chris Yates asked why we need an independent board to oversee the property, why not just sell it to the Town for the Selectboard to manage as they do all town owned properties? Chris Yates also asked why the Cassidy property is not included in this article. Chris Shepard answered that there is already a memorandum in place to continue to use the Cassidy property as it is being used now. This agreement was signed by the School Board Chair in Highgate as well as the School Board Chair at MVU and the Cassidy family. The Flint family supplies water to the property. That agreement has to stay in place, regardless of whether or not we unify. This document is recorded in the town records. All three parties would have to agree to change it. The Nadeau land was gifted to the school and the school board feels it is more appropriate to put in the hands of a board of trustees. Lynn Calderwood had questions about the purpose of the transfer. The Nadeau property consists of the line of maple trees between M&R Guns & Ammo and Paws For Thought Veterinarian's Office. It also

borders the former Machia property. Because of ACT46 we are wishing to transfer this land now. Kyle Lothian re-read the article as amended: *Shall the voters of the Highgate Town School District approve the transfer of approximately one-quarter (.25) acre of land, known as the Nadeau Property, to the Town of Highgate, for the sum of $1.00 to be overseen by an independent board of trustees comprised of three (3) Highgate community members, with the purchase to be completed by June 30, 2019?* Article #3, as amended, by voice vote – **PASSED.**

Article #4 – To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.
Motion by Henry Rainville, seconded by Ryan Maskell.
Henry Rainville asked what will happen to the school portion of Town Meeting day if consolidation happens? We have a very important organization meeting on Thursday, March 21st @ 7pm @ MVU in the theater. A great deal will be determined at this meeting, including how we vote our school budgets and school board members as a district, from the floor or on the ballot. Later in this meeting there is an article to start Town Meeting earlier. Either way, there won't be any voting on school budgets or school board members at our Town Meeting. There will be informational meetings held, but there are still many details to figure out. Chris Yates inquired about terms for school board members that would end today. What do we need to do to continue our board members terms until a merger? Chris Shepard answered that because the individual school boards will be "going away" at the end of June, current board members whose terms are expiring will have to be extended and appointed for the last three months. If there is a delay in the merger, a separate meeting and vote will be needed. There were no further questions or comments. Article #4 by voice vote – **PASSED.**

Motion by Scott Martin to recess the Town School District Meeting and enter into Town Meeting. The motion was seconded by Eric Chevalier. By voice vote – **PASSED.**

The legal voters of the Town of Highgate, Vermont are hereby notified and warned to meet at the Highgate Elementary School in the Town of Highgate on Tuesday, March 5, 2019 between the hours of 7am, at which time the polls will open, and 7pm, at which time the polls will close, to vote by Australian ballot upon the following articles of business:

Article #1 – To elect the following town officers: **(on Australian ballot)**
1) **A Moderator for the ensuing year;**
2) **One Town Clerk for a term of three (3) years;**
3) **One Town Treasurer for a term of three (3) years;**
4) **One Selectboard Member for a term of two (2) years;**
5) **One Selectboard Member for a term of three (3) years;**
6) **One Lister for the term of one (1) year remaining on a three (3) year term;**
7) **One Lister for the term of two (2) years remaining on a three (3) year term:**
8) **One Lister for the term of three (3) years:**
9) **One Trustee of Trust Funds for the term of three (3) years;**
10) **One Library Trustee for the term of five (5) years:**
11) **One Cemetery Commissioner for the term of five (5) years;**

Motion by Chris Yates, seconded by Sharon Bousquet.
There were no questions or comments. Article #1 by voice vote – **PASSED.**

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 5, 2019 @ 10am to transact the following business:

Article #2 – To receive and act upon the reports of the town officers for the past year.
Motion by Richard Wilkens, seconded by Henry Rainville.
There were no questions or comments. Article #2 by voice vote – **PASSED.**

Article #3 – Shall the voters of the Town of Highgate set the final date of payment for FY2019/2020 property taxes to be Friday, November 1, 2019 with payments to be received in the town office by 4:30pm?
Motion by Scott Martin, seconded by Richard Noel.
Richard Wilkens asked about pre-payments and installment payments. Absolutely – payments can be brought in at any time throughout the year. Sue Cota thanked Shelley for working with residents and getting them on payments plans. Currently the amount of delinquent taxes is just under $100,000.00 and it has not been this low in a very long time. Article #3 by voice vote – **PASSED.**

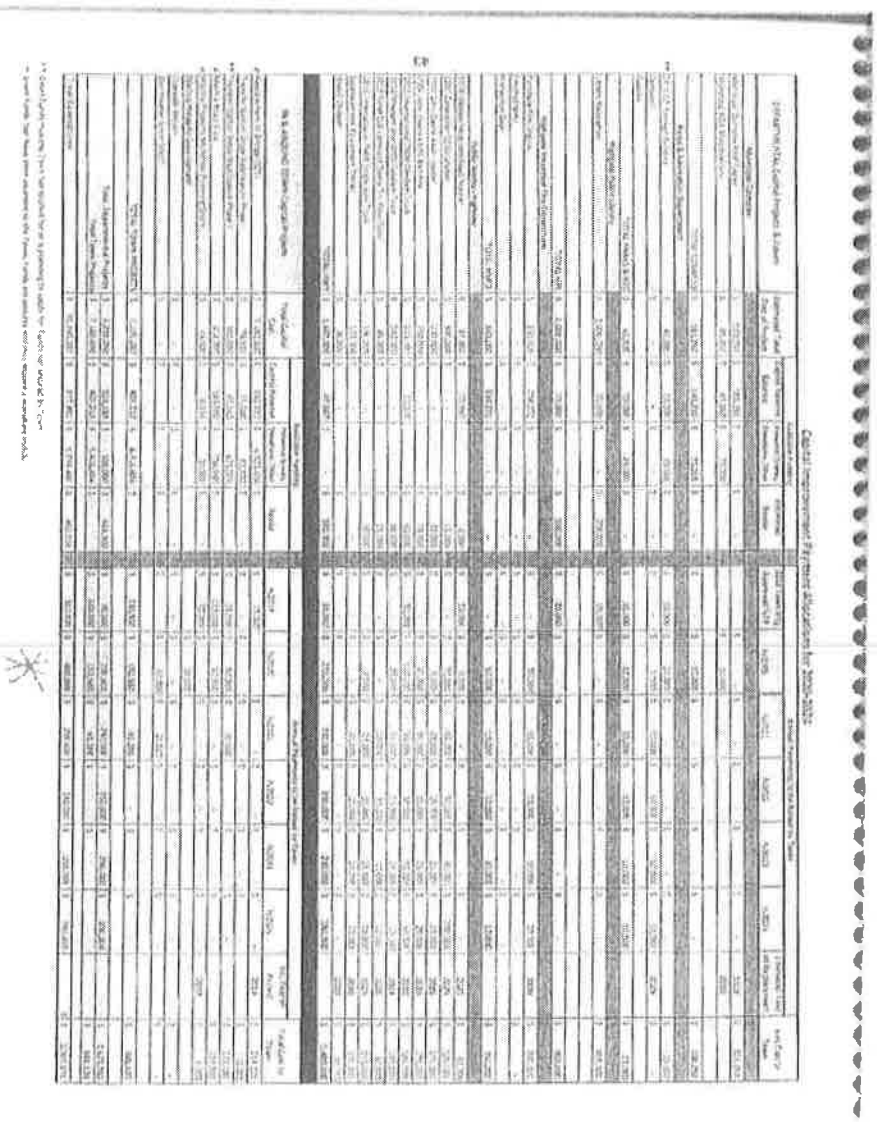
Article #4 – Shall the voters of the Town of Highgate appropriate $7,424 for home health services provided by Franklin County Home Health Agency, Inc.?
Motion by Chris Yates, seconded by Henry Rainville.
Courtney Bates , Community Relations Coordinator from FCHH, was present. She is not a Highgate resident. Motion by Ty Choiniere to give permission for Courtney to speak. The motion was seconded by Scott Martin. By voice vote – **PASSED.** This was a petitioned article and they turned in the required number of signatures (minimum 110) by the due date. They are asking for the same amount as in prior years. She thanked us for our support in the past. In 2018 FCHH assisted 81 Highgate residents with 2,546 home visits. Maurce Parah asked for clarification on what the money goes for and asked where they receive their other funding from. FCHH relies on Medicare, fundraising and town allocations. Mr. Parah also had questions about where the $7,424 from last year went. Heather Cota commented that FCHH did wonderful things for their family member when it was needed. Article #4 by voice vote – **PASSED.**

Article #5 – Shall the voters of the Town of Highgate amend the start time for Town Meeting beginning in March, 2020 to 9:00am?
Motion by Scott Martin, seconded by Brandi Maskell.
Motion by Henry Rainville to postpone this article until next year when we know about ACT46 and how this will all work with the school side of things. The motion was seconded by Connie Beyor. Chris Yates feels this article makes complete sense no matter which way ACT46 goes. Starting earlier would allow to possibly get through the school side of things before lunch, which has been an issue in the past. Lynn Calderwood wants to know how this will affect farmers and their ability to attend town meeting. Mary Roy also noted that a later start time gives more time in the event of bad weather. Shelley Laroche asked for a show of hands of how many farmers were present – there were 4-5 hands raised, some active farmers, some retired farmers, and none wanted to comment about their ability to attend. Article #5 by voice vote to postpone until 2020 was inconclusive. Article #5 by show of hands to postpone until 2020: **YES-54 NO-40.** Article #5 by show of hands – **POSTPONED UNTIL 2020.**

Article #6 – Shall the voters of the Town of Highgate appropriate $450,000 to meet the expenses and liabilities of the Capital Improvement Plan, with an estimated $450,000 to be raised by taxes?

Motion by Chris Yates, seconded by Scott Martin.

Rich Wilkens asked the Selectboard what could be added or taken out and what they considered to be critical in the CIP. This is a large CIP at $450,000.00 which was put together by the Planning Commission and presented to the Selectboard. Sharon read through the CIP grid and what makes up the request for $450,000.00. A large portion is allocated to the Public Works Department, as they have been cut short the last few years. Butch Brosseau, Public Works Director, is here to answer any questions. Each board member spoke individually about the CIP, as requested by the audience.



Josh LaRocque wants people to keep in mind the purchase dates of equipment and that it is spread out over time. Bruce Butler reiterated what Josh said, and asked taxpayers to look closely at the time frame proposed for each equipment purchase. It is laid out

based on the condition of what we have and expected life span. Steve LaFar stated our PWD equipment is aging and we have short changed that department the last several years in the CIP. Randy Connelly added that the CIP is a planned approach and there is really no fluff added to the proposal. Diana O'Hara would like to see Durkee Road paved and wants to know why it hasn't been a priority. The paving budget is not part of the CIP. Claudine Delandes also had comments about paving and budgeting appropriately to pave current dirt roads. Again, these comments are not for this particular article. Chris Yates gave a shout out to HVFD for showing fiscal restraint on purchasing a new truck. They are asking to replace their truck, which is 30+ years old now, with a similar truck just a new model year. Chris would like to see the taxpayers fully fund the truck for them this year, aside from grant money. He feels we owe it to HVFD to give them the full $116,000.00 they need in the CIP instead of $50,000.00. Every year we put it off we are looking at another 7% increase and the wait time once it's ordered is approximately 370 days (one full year). If we vote this through and fully fund what they need, HVFD could have a new truck in 2020. Motion by Chris Yates to amend the CIP up to $516,000.00, changing the HVFD truck line item from $50,000.00 to $116,000.00. The motion was seconded by Ty Choiniere. There was continued discussion on this, brainstorming different ways to take away from other line items and give to HVFD without raising the overall CIP. There were questions on the Machia Road slide repair line item. We do not know the full extent of that project yet. Rebecca Howrigan asked if we need to raise the CIP that much if there is a grant out there we are feeling positive about. Sharon believes this motion is being made in case we don't receive the grant for $50,000.00 from Rural Development. Lisa Wells thanked HVFD and PWD for all they do to keep us safe. She asked what the tax implications are if everything passes as presented. Shelley provided figures for the town side of taxes. On a property assessed at $200,000.00, taxes would go up $72.31 on the town side. At the new figure of $516,000.00 a property assessed at $200,000.00 would go up $105.00 on the town side of taxes. We can't speak to the school side, there is so much going on with ACT46 and the forced merger. Phil Ladue asked if all our PWD trucks are back in service – yes they are, and thankfully no one was injured during the icy weather when the Western Star was damaged. Clarence Miller stressed the need to look at what we need to have vs. what is nice to have. Chief Joe Depatie, HVFD, was present and gave some background on the current truck and NFPA regulations. Fire trucks should be replaced every 20 years. Ours is 30+ and this affects our ISO insurance rating as well. If we are in line with NFPA standards we will get a better rate for insurance. We had our rating this year, and passed – barely – and they asked when we were looking to replace that particular truck. Keith Ploof asked for confirmation if this was an ISO rating or a truck rating – Joe confirmed we have an ISO rating. The truck is testing at full capacity. Ty commented that if this amendment passes, we still need to move forward with the grant funding opportunities. It would mean that the town is reimbursed if the grant does come through. The Selectboard proposed the voters considering to remove $50,000.00 from the grader line and $10,000.00 from the ADA modifications and place that $60,000.00 into the fire truck. This is not a Selectboard decision, it is a voter decision, they are just putting it out there for discussion. Chris Clodgo asked about grant reimbursement and how that works. Josh LaRocque pointed out that any extra funds would need to be reallocated the following year by the voters. Henry pointed out that you can't go backwards on a grant. He questions if we can move forward with the Rural Development grant if we have already purchased a truck. There are two grants in progress, Rural Development and FEMA. Rural Development is our best chance, funds are available and there are fewer applicants. The government shut down slowed everything down. If Rural

Development receives the funding, we have an excellent chance at $50,000.00. Kyle Lothian's opinion is that delivery doesn't happen for at least a year, so if we purchase it, technically we haven't received or paid for anything yet. Mary Roy asked if we could reallocate $60,000.00 in the event the grant doesn't come through. Motion by Ty Choiniere for Heidi Britch-Valenta, Town Administrator / Grant Writer, to speak, as she is not a Highgate resident. The motion was seconded by David Roddy – by voice vote - **PASSED.** Heidi stated that the Rural Development grant was applied for back in October but has been delayed because of the shutdown. A site visit was recently scheduled but was cancelled and is yet to be rescheduled. They are coming to our town to look around and we are in line for funding, so our chances are good that we will receive $50,000.00 towards a new HVFD truck. One criteria is to show that we don't have the funds. So we may put ourselves in a bad spot if we allocate the money ahead of time. One document as part of the process is a demonstration of the need. Highgate has a good case, we have so many other expenses out of our normal operating expenses (example, slide repairs in different areas of town that other towns don't necessary deal with). We will be $16,000.00 short with the grant. Cliff Poirier asked about replacement value. The old truck would be sold or traded and won't have much value, due to the year, not the mileage. Joe Depatie stated we might be able to get $5,000.00 if we found someone who really wanted it. The truck is standard, and no departments are looking for that. Chris Yates commented that last year we were also in line for grant funding and that fell through. There was discussion on if this grant could be used towards our next purchase. The next oldest truck in the HVFD fleet is the Freight Line Tanker, model year 1998, which is also over 20 years old. Heidi replied that the grant is not transferrable to another truck. We can't get funds to put in the CIP and use at a later date – we would have to be willing to purchase a second vehicle or lose the funding. The time frame to use the grant funds is 12 months. Henry Rainville would like to keep the CIP as it was and asked the Selectboard to come up with the $16,000.00 if that is what needs to happen. It was noted that all town equipment is important, but if the grader breaks down, nobody gets hurt and people aren't in danger. If a HVFD truck is down is has a very different effect on our community. Marc Bessette asked if the town has ever looked into used graders. Diana O'Hara asked how many dirt road miles we have in Highgate – this is a question for the next article. Richard Noel feels that looking at a good used grader when the time comes is very doable. He also stated we have been short changing the Public Works Department for years and that can't continue. There was discussion on the Casella fees and how they used to be used just to replace town equipment. It was also noted that if the roads are plowed, the fire trucks can't get there. Motion by Eric Chevalier to move the question on the amendment by Mr. Yates. The motion was seconded by Ryan Maskell – by voice vote - **PASSED.** Kyle re-read the article as amended: *Shall the voters of the Town of Highgate appropriate $516,000.00 to meet the expenses and liabilities of the Capital Improvement Plan, with an estimated $516,000.00 to be raised by taxes?* Kyle reminded everyone if we vote this forward we could lose the grant. Article #6 – as amended by voice vote – **FAILED.** We are now back to the original amount of $450,000.00 and the article as original written – Motion by David Roddy, seconded by Scott Martin. There was further discussion and then a motion by Rebecca Howrigan to add $50,000.00 to the CIP for the Highgate Library & Community Center building relocation effort, and if the Selectoboard agrees, Rebecca would like to take this $50,000.00 from the grader, as mentioned earlier. Sharon noted that this is not a Selectboard decision, this is a voter decision. Rebecca clarified her motion to add $50,000.00 to the CIP for the library building relocation fund and take it from the grader line item, as was earlier suggested. The motion was seconded by George

Greenwood. Rich Wilkins asked Rebecca if the library had been looking for grant funding. Rebecca replied that they are nowhere near close enough in the process to look at grant funding, and that a new library facility is at least five years away. Henry asked why HLCC has not participated in the CIP over the last few years. Rebecca answered the first year they tried and were denied. The next two years they went the route of a warned article on the town meeting warning. This year, the ball got dropped and they did not have near enough signatures on their petition for a warned article by the deadline. Steve LaFar doesn't feel $50,000.00 should be taken from Public Works for HLCC at this time. It was suggested earlier to take it from the grader only because of the importance of upgrading the fire truck as soon as possible. Lynn Calderwood asked if we can leave the budget as is and give the Selectboard verbal permission to juggle things around. Shelley chimed in – no juggling, absolutely not. The funds have to be allocated to specific places by the voters today. Heather Cota said, nothing against the library, but we need a fire truck more right now. Kyle re-read the proposed amendment which has been motioned and seconded. The amendment to add $50,000.00 to HLCC and take it from the grader – by voice vote – **FAILED.** Eric Chevalier had questions about future years and funding the Machia Road slide issue. We are still waiting on engineers for more answers. Last week we had a conference call on this project and at this point the solution includes concrete rods placed under the road to stabilize the entire bank. The erosion problem is a different project. We will wait to see how the spring thaw affects that bank. There is not enough information at this point to come up with an actual cost. Dianne Laroche asked about the former Machia property and what is happening there. $20,000.00 is in this CIP for this year. The Steinhour Café recently came down and Steve LaFar gave a quick update on the next phases of the plan and the continued clean-up effort. Motion by Richard Noel to move the question and vote on the original article. The motion was seconded by Claude Chevalier – by voice vote to move the question and vote on the original article – **PASSED.** Kyle then re-read the article aloud as it was originally presented, as all amendments have been voted on and failed: *Shall the voters of the Town of Highgate appropriate $450,000.00 to meet the expenses and liabilities of the Capital Improvement Plan, with an estimated $450,000.00 to be raised by taxes?* Kyle explained that a yes vote will finish this article and a no vote will continue discussion. Article #6 by voice vote – **PASSED.**

Motion by Chris Yates, seconded by Scott Martin to recess for lunch @ 12:04pm. We will reconvene at 12:45pm.

Kyle Lothian, moderator, called the meeting back to order @ 1:04pm. He recapped what happened with article #6 before we broke for lunch.

Article #7 – Shall the voters of the Town of Highgate appropriate $751,344 to meet the expenses and liabilities of the Highgway Fund, with an estimated $600,644 to be raised by taxes?
Motion by Chris Yates, seconded by Ty Choiniere.
Maurice Parah asked if the estimate given on our taxes included this article – Yes. Henry Rainville questioned how much of the highway budget is for paving and maintenance - $256,000.00. We also have last year's paving list to complete as well. Diana O'Hara asked how many miles of dirt road are in Highgate – approximately 30 miles. Claudine Deslandes wonders why we can't do one mile per year until it is all caught up. It was noted we have to also maintain what we already have. To pave one mile of road is approximately $100,000.00, and even more for a complete transition from dirt to paved. Diana expressed frustration with the dust on her road and other

roads being paved before hers (Durkee Road). Ryan Maskell reiterated that $100,000.00 per mile is just to resurface, not start from scratch. Ty Choiniere asked if there are any current requests for the town to take over any roads in town. Sharon replied we currently have one that was rejected because it did not meet the specs and that Boone Drive has been added to the towns list of roads, but no others are pending at the moment. Ty recommends not taking over any new roads because we have all we can do to maintain what we have. Richard Noel spoke to the costs associated with paving roads that are currently dirt. Chris Yates commented that our lane miles on our plow routes are the highest town around. This is not an easy problem to fix. He also commented on sand / salt mixture vs. using straight salt on paved roads. Chris spoke to the advantages of running straight salt on our paved roads. These include, less overtime, no clean up, shoulders won't deteriorate by holding water and there is some debate on if it improves water quality as well. Chris sees advantages to both our paved and dirt roads by not putting so much salt in our sand that we use on dirt roads. Sharon commented that we did increase our stone and gravel budget considerably this year. Claude Chevalier asked for a page reference in the town report – pages 58-59. Henry Rainville would like to see time and money spent taking the shoulders off the roads in places where they are high. Often times the pavement is compromised in these areas. In his opinion, if we maintain the shoulders it will cost less to maintain that same section of road. Josh LaRocque agrees that has been neglected. This summer after the Mill Hill project, the shoulders and tree trimming are on the agenda. Michael Kravetz asked if the town has ever considered using brine instead of straight salt. No, but that is something to look into. Keith Ploof asked about sidewalk maintenance. That has been a collaboration between Parks & Rec. and Public Works. Keith pointed out that a portion of the sidewalk on Lamkin Street is often underwater. The town will have to get back with the contractor and engineers on that issue. Mary Roy asked about drainage work on Frontage Road and if that is shown in the budget. There is a grant for that project on the north end of Frontage Road. Chris Clodgo asked if the budget number is to keep up with what we have or actually make repairs. The answer is both, per Josh LaRocque. Money was added to the stone budget to improve situations in many areas, as well as funds for culverts. Philip (Butch) Brosseau, Public Works Director, spoke that he has been a town employee for over 15 years and has seen very extreme weather in more recent years. The weather is really beating on us, with personnel and on our equipment. Ty asked about our recent job posting for part time drivers at $16.00 per hour. He doesn't think this is enough to recruit and retain help. Josh would not be opposed to raising that figure to help the crew out. Marc Bessette asked how much more was allocated to gravel vs. last year and still questions if it is enough. Diana O'Hara stated the gravel on her road ends up in the ditch or on the lawn. Josh clarified we have been adding more fines in with it to hold better and not roll as much. Richard Flint said 20 years ago we didn't have feed trucks / corn trucks / manure trucks and other large equipment running our roads every day. He is a farmer too but said these large trucks and equipment are a big part of the problem. They don't cover their loads either. He loves farming and farmers, but that is where a lot of the problem is. He knows they don't want to hear it, but it's the truth. Patty Rainville agreed, there are a lot of large trucks on the road, but farmers also put a lot back into the community. Patty asked for a round of applause to show our gratitude for the Public Works Department and all they do for us! Chris Yates asked if there was any talk about looking at our Class III inventory of roads that have very few houses and turning them into Class IV roads. Richard Flint doesn't think that is a good idea. We have plenty of dirt roads that the milk trucks need to travel down, and doing something like that would be wrong. HVFD also needs to get down these roads when necessary. Chris feels the PWD time could be

better spent elsewhere. Phil Ladue asked about weight limits on roads and why they aren't enforced. We do have weight limits on our roads and on the bridge in East Highgate. During the spring, a permit can be purchased to run extra weight on the roads. Enforcement would be through FCSO, whom we have a contract with. Motion by Ty Choiniere to amend article #7 to add $7,000.00 for temporary help and to add $15,000.00 for stone and gravel = a total increase of $22,000.00 to the Highgway Fund. The motion was seconded by Ryan Maskell. Ryan asked how much overtime is being put in. Last year OT was $18,000.00+. Sharon stated there are factors, such as weather that we just can't plan for. Accidents also do happen, like hitting the building. Our crew is tired, they need rest and we need to take care of them. We have reached out to other towns to see if "sharing" temporary help is an option, neighbor helping neighbor. We have used one temporary employee over the winter who also works temporary for the Town of Franklin. Henry Rainville proposed looking at hiring drivers based on seasonal needs and sharing resources with other companies who may have greater demand during the summer months when we don't. Richard Noel added that you have to have a CDL "B" and be able to pass a physical and drug screening. Phil Ladue feels people just don't want to work and would rather have a hand out. Joyce LaFar added that some businesses pay for people to get their CDL as incentive. Kyle Lothian, moderator, recapped the article and where we are at. Currently we are voting on the amendment to add $22,000.00 ($7,000.00 in temporary help and $15,000.00 in stone / gravel) amending article #7 to read: *Shall the voters of the Town of Highgate appropriate $773,344.00 to meet the expenses and liabilities of the Highway Fund, with an estimated $622,644.00 to be raised by taxes?* The amendment to article #7 – by voice vote – **PASSED.** Motion by Chris Yates to move the article. The motion was seconded by Connie Beyor – by voice vote motion to move the article – **PASSED.** Kyle re-read the article as amended (above) at the new amounts of $773,344.00 with $622,644.00 to be raised by taxes. Article #7 as amended by voice vote – **PASSED.**

Article #8 – Shall the voters of the Town of Highgate appropriate $1,009,801 to meet the expenses and liabilities of the General Fund, with an estimated $405,479 to be raised by taxes?

Motion by Chris Yates, seconded by Ryan Maskell.

The general fund budget can be found on page 48 of the town report. Ryan Maskell asked about the cell tower revenue – it increases 2% each year. Chris Yates asked if there was anywhere we could make up the difference or add $66,000.00 to know we are covered in case the grant for the HVFD truck falls through. The HVFD budget is shown on page 53. Chris asked where funds could be placed to know we could move forward with the HVFD truck purchase, regardless. Sharon stated it was within the authority of the voters to propose an amendment and add a line item. It was noted that we don't want to screw up any grant opportunity. Claude Chevalier asked about column totals in the town report and how they work together to come up with the requested amount. Shelley Laroche, treasurer, said the auditors will have a field day with her if money is put into general supplies and is spent on a fire truck. If a motion is made to amend it, she would like to see that added to the fire truck line item. Ryan asked if it will throw up any red flags with regard to the grant. There was discussion on wording it as to not include "to purchase". Maurice Parah wonders why we are discussing this again, it was already talked about at length in the CIP. HVFD has a budget within the general fund. Mary Roy asked Heidi if we were to do anything with the HVFD budget will that work against us with the grant. Heidi can't answer it as simply as that. To get the grant that is on the table right now, it looks favorable. To set aside money in the CIP it would work against the case she is making that we have a need for the funds. Right now we

are discussing the general fund and Heidi doesn't know if it will set off any red flags but it would set precedence. We also need to consider if it would require another town vote to move the funds when it is time to purchase a truck. Bruce Butler suggests if we are not successful with the HVFD grant, then we call a special town meeting to move or vote new funds to cover that circumstance. Henry Rainville noted that if it comes to that point, the Selectboard has the authority to borrow money if it comes down to a need. An emergency vehicle would fall into that category and the Selectboard has that authority. Sharon feels that isn't correct, but Shelley commented that for an emergency vehicle that they do have the authority. Some present disagreed with that. Henry asked, are we a rich town, poor town or middle of the road town? He feels we are somewhere in the middle and that putting all this money aside makes us look like a rich town and the line is being drawn too far to one side. Sharon wants everyone to be involved with school budgets as well. Richard Flint wants to move on, stating we have been "beating this dead horse all day" (referring to discussion on the HVFD truck). Melanie Thompson reminded everyone that the costs goes up 7% per year (average) the longer we put this HVFD truck purchase off. The time frame and wait time will also be extended. Ty asked about the HVFD auxiliary fund and how much is in that account and what the plans are for that money. Joe Depatie, HVFD Chief, prepared to answer when a point of order was called. The HVFD auxiliary account is not part of the general fund budget and the question was not allowed. Brian Rowell commented that tariffs are already in place and it will be a year before we could get the truck anyway, so the cost would likely go down before we are ready to purchase. Motion by Richard Noel to move the question. The motion was seconded by David Roddy – by voice vote – **PASSED.** Kyle re-read the article as were ready to vote. He noted that the amounts have not changed and article #8 remains as presented $1,009,801.00 with $405,479 to be raised by taxes. Article #8 by voice vote – **PASSED.**

Article #9 – To transact any other business legally authorized to be transacted, considered proper and necessary when met.
Motion by Henry Rainville, seconded by Richard Noel.
Sharon wanted to recognize a few people. Liza Comiskey with HVFD has been recognized by NFPA as a National Rising Star for 2019 for her outstanding work with fire and life safety education. This is a great honor for our department and our community, as well as the Comiskey family. We are very proud of you, Liza. Please visit the HVFD table here today. Free smoke detectors are available. Also, Steve LaFar is ending his term on the Selectboard. We thank him for his two years of service and would be happy to have him back any time. Evangeline LaRocque wanted to take a few moments while she had a captive audience. She gave some history on the former Machia property, now owned by the Town of Highgate and recalled how beautiful the property was years ago. It has suffered from years of neglect and is slated for possible demolition. She finds this very disturbing and feels it should have a similar effect on the people of Highgate. She is asking for Highgaters to wake up and not let this happen. There were no other comments or questions. Kyle re-read the article aloud. Article #9 by voice vote – **PASSED.**

Motion by Henry Rainville to adjourn Town Meeting 2019 @ 2:00pm. The motion was seconded by Claude Chevalier – by voice vote – **PASSED.**

Respectfully submitted by:

Wendi Dusablon

Wendi Dusablon, Highgate Town Clerk

Minutes approved by:

Sharon Bousquet, Selectboard Chair

Chris Shepard, School Board Chair

Kyle Lothian, Town & School Moderator

2020 Town Meeting Warning ~ Highgate Vermont

The legal voters of the Town of Highgate, Vermont, are hereby notified and warned to meet at the Highgate Elementary School in the Town of Highgate on Tuesday, March 3, 2020 between the hours of seven o'clock in the forenoon (7:00 A.M.), at which time the polls will open, and seven o'clock in the evening (7:00 P.M.), at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE #1: To elect the following town officers:

1) A Moderator for the ensuing year;
2) One Selectboard Member for the term of two (2) years;
3) One Selectboard Member for the term of three (3) years;
4) One Lister for the term of three (3) years;
5) One Trustee of Trust Funds for the term of three (3) years;
6) One Library Trustee for the term of five (5) years;
7) One Cemetery Commissioner for the term of five (5) years;

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 3, 2020 at 10:00 a.m. to transact the following business:

ARTICLE #2: To receive and act on the reports of the town officers for the past year.

ARTICLE #3: Shall the voters of the Town of Highgate set the final date of payment for FY2020/2021 property taxes to be **Friday, October 30, 2020** with payments to be received in the town office by 4:30pm?

ARTICLE #4: Shall the voters of the Town of Highgate appropriate **$7,424** for home health services provided by Franklin County Home Health Agency, Inc.?

ARTICLE #5: Shall the voters of the Town of Highgate amend the start time for Town Meeting beginning in March 2021 to **9:00am**?

ARTICLE #6: Shall the voters of the Town of Highgate authorize the adoption of a Tax Stabilization Plan?

ARTICLE #7: Shall the voters of the Town of Highgate authorize the elimination of the office(s) of Trustee of Trust Funds, with future tasks to be absorbed by the office of the Town Treasurer or as directed by the Selectboard?

ARTICLE #8: Shall the voters of the Town of Highgate authorize a one-time, four-year term for the office of Town Clerk in 2022 in an effort to stagger the terms of the Town Clerk and the Town Treasurer?

ARTICLE #9: Shall the voters of the Town of Highgate strongly support the completion of the Lamoille Valley Rail Trail and urge the Governor and Legislature to jointly develop a plan that will ensure the Lamoille Valley Rail Trail is completed by 2025?

ARTICLE #10: Shall the voters of the Town of Highgate appropriate **$375,000** to meet the expenses and liabilities of the **Capital Improvement Plan**, with an estimated **$375,000** to be raised by taxes?

ARTICLE #11: Shall the voters of the Town of Highgate appropriate **$817,129** to meet the expenses and liabilities of the **Highway Fund**, with an estimated **$665,879** to be raised by taxes?

ARTICLE #12: Shall the voters of the Town of Highgate appropriate **$1,051,862** to meet the expenses and liabilities of the **General Fund,** with an estimated **$449,804** to be raised by taxes?

ARTICLE #13: To transact any other business legally authorized to be transacted, considered proper and necessary when met.

Dated at Highgate Center, Vermont this **16th day of January, 2020**

Wendi Dusablon

Attest: Wendi Dusablon, Town Clerk

Sharon Bousquet

Sharon Bousquet, Selectboard Chair

Joshua LaRocque, Selectboard Vice-Chair

Randall Connelly, Selectboard Member

Bruce Butler

Bruce Butler, Selectboard Member

Richard Flint

Richard Flint, Selectboard Member

WARNING — VERMONT PRESIDENTIAL PRIMARY — MARCH 3, 2020

A statewide Presidential Primary will be held on TUESDAY, MARCH 3, 2020 to vote for candidates for the following offices:

PRESIDENT OF THE UNITED STATES

The polls will open at 7:00 a.m. and will close at 7:00 p.m. The polling place(s) is/are located at:

Highgate Elementary School
219 Gore Road
Highgate Center

Town (or City) Clerk

VERMONT NOTICE TO VOTERS AND VERMONT VOTER RIGHTS

EARLY or ABSENTEE BALLOTS: You can request early/absentee ballots at any time during the election year. The latest a ballot can be requested in HIGHGATE (Town) is 4:30pm Monday, March 2, 2020 (date and time office closes prior to election)

You or a family member can request early ballots in person, in writing, by telephone, or on your My Voter Page at mvp.sec.state.vt.us. An authorized person can request ballots for you in person or in writing.

CHECKLIST: posted at town clerk's office by Sunday, February 2, 2020. If your name is not on it, then you must register to vote.
SAMPLE BALLOTS POSTED: Wednesday, February 12, 2020.

REGISTER TO VOTE: There is no deadline to register to vote. You will be able to register to vote on the day of the election. **Please register early** by visiting the town clerk's office or going online to olvr.sec.state.vt.us.

Methods of voting early/absentee in the 45 days before the election (ballots available by January 17, 2020):

1. Vote in the town clerk's office prior to the election.
2. Voter may take the ballots out of the clerk's office and return in the same manner as if the ballots were received by mail.
3. Have ballot mailed to you and return it to clerk's office before Election Day or to the polling place before 7 p.m. on Election Day.
4. If you are in the military, live overseas, or are ill or disabled you may receive your ballot electronically and utilize our accessible online ballot marking tool, but you must print your ballot and return it by mail.
5. If you are ill or disabled, you may ask the town clerk, on or before the deadline to request an absentee ballot, to have two justices of the peace bring a ballot to you at your home on any day preceding the day of the election (once ballots are prepared) or the day of election.

Identification Required for First Time Registrants by Mail: If you are registering individually for the first time by mail or online, you must provide a copy of identification along with your registration: current valid photo I.D., or a utility bill, bank statement, government check, paycheck, or other government document showing your name and current address. If you do not provide I.D. or other documentation with your registration and do not have it when you come to the polls, you will be offered a provisional ballot.

CASTING A PROVISIONAL BALLOT: If you accept the offer to vote a provisional ballot, you must complete a sworn affidavit on the provisional ballot envelope swearing that you are qualified to vote in Vermont and in the polling place where you are, and that you submitted an application to register to vote before the deadline. You will be given a card explaining how you can find out if your ballot was counted one week after the election by calling the Vermont Secretary of State's Office at 1-800-439-8683.

If your name was dropped from the checklist in error or has not been added even though you submitted an application: Explain the situation to your town clerk or presiding officer and ask that your name be added to the checklist. The town clerk or presiding officer will investigate the situation and then either have you complete a registration form and then add your name to the checklist or explain why you cannot be added.

If the town clerk or presiding officer and BCA members present cannot determine that you are entitled to be added to the checklist on Election Day, you may appeal to a superior court judge, who will give you a decision on Election Day OR you may vote a provisional ballot.

Any voter who wants assistance for any reason may bring the person of their choice into the voting booth to help or may ask for assistance from two election officials.

Voters who cannot get from the car into the polling place may have a ballot brought to a car outside the polls by two election officials.

Any U. S. citizen and resident of a Vermont town or city who submitted an application to register to vote on or before election day is entitled to vote regardless of race or physical ability.

THE LAW PROHIBITS THE FOLLOWING--DO NOT:

- Vote more than once per election, either in the same town or in different towns.
- Mislead the board of civil authority about your own or another person's eligibility to vote.
- Socialize in a manner that will disturb other voters.
- Offer a bribe, threaten, or intimidate a person to vote for a candidate.
- Hinder or interfere with the progress of a voter going into or out of a polling place. Vermont law provides that a person cannot campaign within a polling place but does NOT specify any number of feet that campaigners need to be away from the polls outside. The presiding officer will set reasonable rules for where campaigners can stand.

The Election Officials at the polling place are here to serve you.

If you have any questions, or need assistance while voting, ask your town clerk or any election official for help.

If you do not understand something, or you believe a mistake has been made that has not been corrected, or you have a question that cannot be answered to your satisfaction at the polling place:

Call the Elections Division, Office of the Secretary of State
1-800-439-VOTE (439-8683)
(Accessible by TDD)

If you believe that any of your voting rights have been violated, you may call the Elections Division at 800-439-8683 or (802) 828-2363. You may also file an Administrative Complaint with the Secretary of State's Office, 128 State Street, Montpelier, VT 05633-1101.

If you believe you have witnessed efforts to commit any kind of fraud or corruption in the voting process, you may report this to your local United States Attorney's Office, the County State's Attorney or the Vermont Attorney General.

If you have witnessed actual or attempted acts of discrimination or intimidation in the voting process, you may report this to the Civil Rights Division of the United States Department of Justice at (800) 253-3931.

VOTING PROCESS--INSTRUCTIONS FOR VOTERS

- Go to the entrance checklist table, give your name, and if asked, your street address to the election official in a loud voice.
- Wait until your name is repeated and checked off by the official.
- If you want to use the **accessible voting system** tell the entrance checklist official at this time. An election official will take you to the accessible ballot marking device, enter a security code, and then leave you to mark and print your ballot privately. More details about our new accessible ballot marking device are available on our website at http://www.sec.state.vt.us. Click on Elections>Voters>Accessibility.
- You must ask for a major party ballot (Democratic or Republican). This is required by Vermont law for the Presidential Primary. (17 V.S.A. §2704.)
- Take the ballot from the election official and enter a voting booth. Once inside the voting booth, mark your ballot for each race.
- To vote for a candidate, fill in the oval to the right of the name of the candidate. **Do not vote for more candidates than the "Vote for not more than #" for each office. If you vote for more than the "Vote for not more than #," your vote will not count for that race.**
- WRITE-IN candidate(s). To vote for someone whose name is not printed on the ballot, use the blank "write-in" line on the ballot and either write in the name or paste on a sticker, then fill in the oval.
- **If you make a mistake or change your mind, DO NOT try to erase. Return your ballot and ASK an election official for a new ballot.** If you make a mistake again, you may ask for another ballot. Each voter may have up to 3 ballots.
- To cast your voted ballot: either insert your voted ballot into the tabulator machine, or in a hand count town, insert it into the ballot box.
- Go to the exit checklist table, if any, and state your name. Wait until your name is repeated and checked off by the official.
- Leave the voting area immediately by passing outside the guardrail. All voters who are in line at the polling place at 7p.m. will be permitted to vote. No voter can enter the polling place to vote after 7p.m.

SELECTBOARD REPORT - 2019

Friends & Neighbors:

Another year has come and gone, and the Town of Highgate was very busy in 2019.

1) The Bridge 25 project (Machia Road Bridge / East Highgate) is complete. Thank you to A.L. St. Onge for a beautiful and safe addition to our roads.
2) The roof at the Municipal Complex was replaced at the perfect time. There was rafter damage in the front right valley that was properly repaired for longer life. Insulation work was added to the second floor and attic areas in order to keep ice damming from occurring in the roof valleys.
3) The ADA (Americans with Disabilities Act) modifications at the Municipal Building were also completed in 2019. This makes the Town of Highgate compliant with the law and allows better access to services for our residents.
4) Bollards were installed at the Public Works Department to protect our building and equipment.
5) The Mill Hill Road project was completed in June with major drainage updates and stabilization. Thank you to Goodhue Excavating for their great work on this project.
6) A new fire truck was ordered and paid for, with a delivery date in 2021.

The Selectboard meets on the first and third Thursdays of the month @ 6:30pm (new start time for 2020), with the exceptions of July and December. Our meeting schedule as well as minutes, agendas, and video recordings are all available on the town's website www.highgatevt.org. We encourage all our residents to be involved and please contact a member of your Selectboard should you have any questions, comments or concerns. You can also contact the Town Offices @ 868-4697.

There are many more projects in the works. We would like to thank all our town employees, committee and board members and volunteers. We could not do it without you!

Respectfully submitted,
The Highgate Selectboard

Sharon Bousquet, Chair	sbousquet@highgatevt.org
Joshua LaRocque, Vice-Chair	jlarocque@highgatevt.org
Randall Connelly	rconnelly@highgatevt.org
Bruce Butler	bbutler@highgatevt.org
Richard Flint	rflint@highgatevt.org

TOWN ADMINISTRATOR'S REPORT FOR 2019

GRANT FUNDING- A full summary of 2019 grants is included in this report. You will see some grants that were on the list last year because many projects can take between 3 to 5 years to complete.

B-25 BRIDGE PROJECT- The bridge is substantially complete but there will be a final inspection of landscaping and groundwork at the site in the spring and one final payment. We were relieved to have it in place for the October flood event when water was up to the bridge deck. Each completed infrastructure project leaves us in a better position to emerge from a dramatic storm with minimal damage.

MACHIA ROAD BANK SLIDE STABILIZATION- The preliminary design is complete and estimates for the repair of the bank slide on Machia Road far exceed our original application estimates at $1,319,098. We will be applying for further funding to complete this project.

NORTHERN FOREST CANOE TRAIL- The NFCT applied for a water quality grant and worked with the PWD to fix the perpetual washout at the culvert on the Mill Hill Rd Canoe Portage Route.

GRANT FUNDING-2019 -Grants made it possible to complete culvert upgrades and drainage projects on Mill Hill Rd, Frontage Road, Hanna Road. In 2020 -Grants will fund paving on Gore from Cassidy to northern end of Tarte, and culvert upgrades and ditching on Rollo Road. We will also have applications for funding to upgrade the culvert on Rice Hill Rd and another spot on Rollo Rd.

FEMA- HMG TRANSFER STATION STABILIZATION- We have completed Phase I Design for stormwater damage to the banks and have submitted our application for Phase II- final design and construction based on the estimates of $2,871,892. This $717,973 match is a heavy burden and the Selectboard will be pursuing creative options to manage this issue including collaborating with Casella.

FIRE DEPARTMENT GRANTS- We were awarded the $50,000 Rural Development Equipment Grant toward the purchase of the new Fire Truck. This has been ordered and should be here by early 2021.

MUNICIPAL COMPLEX CONSTRUCTION- We have completed all construction at the building including replacing the roof, installing insulation, ADA changes to the entrances, bathrooms and doorways, repairing water damage in the PWD office, fixing a crack/depression in the PWD garage concrete floor and installing bollards at bay entry. The building looks great and we are ready for the next 50 years. We received funding from VCDP, PACIF Equipment, and Efficiency VT totaling $105,500 to help make this happen.

MACHIA PROPERTY DEV-a.k.a. Village Core Master Plan (VCMP) The Committee has been working hard this year to manage several planning projects including a community celebration in August, a wastewater and water assessment, and an historical assessment of the property. See their report for more details.

PLANNING COMMISSION- The PC has worked hard and covered a lot of topics this year. See their report for important planning information.

WHO TO CALL- Highgate has switched from the FC Sheriff to the St. Albans Police Department for part-time coverage and switched from Amcare to MVR. If you need assistance from either agency- call 911 (let them know if it is urgent or not) and they will direct you to the best agency to assist based on time and type of call. You can also report suspicious (non-emergency) activity to 844-848-8477.

Please report illegal dumping or burning by calling 802-828-1257 or by going to the Agency of Natural Resources (ANR) Anonymous Compliant Site https://dec.vermont.gov/enforcement/reporting..

These projects are planned at public meetings and all residents are invited to participate. You can go to the website highgatevt.org for minutes, studies and a link to the Selectboard Meeting Videos. Please let me know if you would like to get email notifications of special events/meetings.

Heidi Britch-Valenta-Town Administrator/Grant Administrator/ Planner
868-4922 or hbvalenta@highgatevt.org

2019 TOTAL GRANT LIST
ANNUAL REPORT

	A	B	C	D	E	F	G	H	I
1	**name of funding source**	**grant amount**	**Project total amount**	**CASH MATCH**	**IN-KIND MATCH**	**MATCH %**	**PROJECT NAME**	**LOCATION**	**PROJECT STATUS**
2	AOT-CAPITAL FUNDS PROGRAM	$4,923,404.00	$5,182,530.00	$ 259,126.50	$ -	5%	MACHIA RD BRIDGE	EAST HIGHGATE BRIDGE @ INTERSECTION W RT 78	SUBSTANTIALLY COMPLETE
3	AOT-MUNICIPAL ASSISTANCE STORMWATER GRANT	$734,800.00	$1,319,098.00	$584,298	$ -	20%	MACHIA RD RIVER BANK SLIDE	MACHIA RD NEAR MOREY RD INTERSECTION	applying for more funding which would reduce the match to $263,819
4	BETTER ROADS GRANT	$34,367.00	$42,960.00	$0	$ 8,953.00	20%	MILL HILL DRAINAGE, CULVERTS, RD RESHAPING	FROM TOP TO BOTTOM OF MILL HILL	COMPLETED
5	BETTER ROADS GRANT	$41,003.42	$51,254.00		$ 10,250.00	20%	ROLLO RD CULVERT AND DITCHING	NEAR FORTIN FARM	APPLICATION PENDING
6	AOT CLASS II FUNDS	$75,000.00	$84,962	$0	$ 46,000.00	20%	FRONTAGE RD DITCHING, UNDERROAD DRAINAGE	NEAR 4 CORNERS	SUBSTANTIALLY COMPLETE, FINAL PAVING IN SPRING
7	AOT CLASS II FUNDS	$160,226.78	$200,283	$40,056		20%	GORE RD PAVING	FROM CASSIDY TO UPPER TARTE	SUMMER 2020
8	NRPC GRANT IN AID-STORMWATER	$11,300.00	$14,125	$0	$ 2,825.00	20%	HANNA RD DITCHING/ CULVERTS	CULVERTS AND DITCHING	COMPLETE
9	NRPC GRANT IN AID-STORMWATER	$14,760.00	$18,450		$ 3,690.00	20%	ROLLO RD DITCHING/ CULVERTS	NEAR INTERSECTION WITH PARTLOW RD	SUMMER 2020
10	AOT STRUCTURES GRANT	$151,085.70	$167,873	$0	$ 16,787.30	10%	FRONTAGE RD BOX CULVERT	AT YOUNGMAN BROOK NEAR GUN CLUB	COMPLETE
11	LAKE CHAMPLAIN BASIN PROGRAM	$20,000.00	$20,000	NORTHERN FOREST CANOE TRAIL APPLIED	$ 3,846.00		REPAIR PORTAGE ROUTE AROUND DAM	MILL HILL RD	COMPLETE
12	FEMA-HAZ MIT FUND-ADMIN GRANT	$945.00	$945	$0	$ -		ADMIN GRANT FOR HAZ MIT GRANT	TRANSFER STATION SLIDE	PROJECT IN PROGRESS
13	FEMA -HAZ MIT FUND-PLANNING & DESIGN	$47,250.00	$63,000.00	$ 15,750.00	$ -	25%	PHASE I DESIGN- transfer station stabilization planning and design	TRANSFER STATION PROPERTY-SEVERAL SITES	**COMPLETE**
14	FEMA-HAZ MIT FUND-CONSTRUCTION PH 2	$2,153,919.00	$2,871,892.00	$717,973		25%	TRANSER STATION STORMWATER DESIGN & BANK STABILIZATION PLAN	TRANSFER STATION PROPERTY-SEVERAL SITES	APPLICATION PENDING/ TOWN PURSUING CREATIVE OPTIONS
15	VCDP ADA CONSTRUCTION MODIFICATIONS GRANT	$92,734.00	$120,550	$ 20,616.00	$ 7,200.00	25%	ADA CONSTRUCTION MUNICIPAL COMPLEX	OFFICE AND PARKING LOT ADA IMPROVEMENTS	COMPLETE
16	VCDP MPG	$20,000.00	$26,130	$6,000	$ -	33% OVER 8K	VILLAGE CORE MASTER PLAN	FEASIBILITY STUDY/ PUBLIC INPUT	COMPLETE
17	VCDP PLANNING GRANT	$45,000.00	$60,000	$15,000	$ 4,356.00	25%	FEASIBILITY/ECONOMIC STUDY OF WATER/SEWER EXTENSION TO AIRPORT	FROM MVU TO AIRPORT AREA	PROJECT IN PROGRESS
18	VT RURAL FIRE PROTECTION TASK FORCE	$5,000.00	$6,250	$1,250	$ 1,250	20	HANNA RD DRY HYDRANT	AIROLDI POND/NEAR CHILDS RD	COMPLETE
19	PACIF	$5,000	$10,000	$5,000	$ -	50%	SECURITY CAMERA SYSTEM FOR MUNIPAL COMPLEX	MUNI COMPLEX	COMPLETE
20	PACIF	$5,000	$16,500	$11,500			BOLLARDS AT PWD GARAGE	MUNI COMPLEX	COMPLETE
21	RURAL DEVELOPMENT EQUIPMENT	$50,000	$350,000	$234,000	CIP match	85%	FIRE TRUCK	FIRE DEPT	IN PROGRESS
22	EVSE GRANT ELEC VEHICLE SUPPLY	$17,495	$19,439	STATE COVERED MATCH	$ 1,944.00	10%	ELECTRIC VEHICLE CHARGING STATION FOR PARK AND RIDE	PARK AND RIDE RT 78	APPLICATION PENDING
23	**TOTAL**	**$8,608,289.90**		**$1,660,069.50**	**$ 107,101.30**				
24	*** shaded rows are pending**								

Town Clerk's Report

2019 In Review

DOGS

We license a lot of dogs in Highgate - 897 in 2019 to be exact! License your dog(s) in 2020 by April 1st to avoid extra fees and possible fines.

Our annual rabies clinic for dogs and cats will be Saturday, March 21, 2020 from 10am - noon at the fire station.

Thank you to our ACO, Asst. ACO and Health Officer for all their hard work!

vital records

Births - 37 16 male 21 female

Deaths - 26

Marriages - 17

Burial Permits - 17

The new Vital Records Bill went into effect 7/1/2019. An application and identification are now part of the process for birth and death records. The new database gives us access to birth and death records, statewide.

LAND RECORDS 2019

# of documents	1,136
# of pages	3,419
# of mylars	31
# of transfers	170

We are currently working in Vol. #190 and have a full 20 years of records digitized. In 2019 we saw an increase in recording fees, mandated by the State of VT, effective on July 1st.

WE ARE ALWAYS LOOKING FOR AND WELCOME VOLUNTEERS! WANT TO WORK AT THE POLLS OR SERVE ON A TOWN BOARD OR COMMITTEE? CONTACT ME – 868-5002 OR WDUSABLON@HIGHGATEVT.ORG OR STOP BY!

VOTING + ELECTIONS

2/20/19 FNWSU Floor Meeting @ MVU
3/05/19 Town Meeting Day - 280 voters @ polls
3/21/19 FNWSU Floor Meeting @ MVU
4/30/19 MVSD Special Vote - 104 voters @ polls
6/11/19 MVSD Budget Vote - 170 voters @ polls

2019 was a year of change! We merged as a school district (ACT46) and then voted from the floor on 3/21/19 to now vote everything for our new district - Missisquoi Valley School District - via Australian Ballot. Voter registration continues to grow! In 2019 we registered 148 new voters and our checklist currently stands at 2,250.

Thank you to all Highgate residents for another great year. We saw a lot of changes across the board and we survived a lot of construction at the Municipal Building. I am grateful for the opportunity you have given me to serve as your Town Clerk. It's hard to believe 9 years have passed ALREADY.

Respectfully,
Wendi Dusablon, Town Clerk

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Town Treasurer Report

Sullivan and Powers conducted the 2019 external audit in August. The Fixed Assets are all accounted for within the NEMRC software and depreciation is now being tracked. This means we are now in compliance with Governmental Accounting Standards Board (GASB). That was a very long and tedious project and I am happy it is complete! Going forward all new infrastructure, land, buildings, vehicles, and capital improvements will be added to the inventory list within NEMRC. Having this up to date will help the PWD track replacement years and the Planning Commission plan accordingly for future CIP budgets. Overall, I am pleased with the audit, Sullivan and Powers are extremely thorough and easy to work with. However, we will be placing the audit services out to bid this year. There are several grants that require audit services to be placed out to bid every 3 years. They will have an equal opportunity to put in a bid when the time comes. If anyone would like to see the full audit report, it is available in my office.

Each department of the town worked very hard on their proposed budget this year, the Selectboard needed to make very few changes! This is always a challenge as nobody wants to pay more taxes, yet increased operating costs are inevitable with inflation. The unforeseen situations requiring immediate attention that keep popping up around town are no help either. The difference between the 2019-20 approved budget and 2020-21 proposed budget is a total of $1067.00 (this amount does include the FCHH article for $7424.00). If the proposed budget passes as is, the tax breakdown is below. Please keep in mind this is all calculated on the current Grand List figure, and that amount will change on April 1st, 2020, so this is not set in stone, but is a very close estimate. I will go over all the "big" changes in budget at the informational meeting on February 20th, but if you have further questions please feel free to call or stop by my office anytime.

TOTAL MUNICIPAL TAX

	Current	Proposed	Difference
Assessment	**0.3710**	**0.3713**	**0.0003**
100,000	371.03	371.30	**$0.26**
150,000	556.55	556.94	**$0.40**
200,000	742.06	742.59	**$0.53**
250,000	927.58	928.24	**$0.66**
300,000	1113.09	1113.89	**$0.79**
350,000	1298.61	1299.54	**$0.93**
450,000	1669.64	1670.83	**$1.19**

Delinquent Tax Collector Report

Each year more residents have been taking advantage of making tax payments towards their next bill. The ability to prepay in smaller amounts has really helped keep taxpayers off the delinquent list who otherwise may struggle to pay the bill in whole and on time. This method is easier on their wallet and household budget. I continue to encourage people to come see me, whether they are on the delinquent tax list and need to set up a plan or would simply like to make smaller more frequent payments to avoid delinquency. Whatever the scenario is, there's a solution that works for you & the Town.

You can find the "As of December 31st, 2019" delinquent report on page 51. I feel strongly that this report should be dated "As of November 2nd" in order to reflect the actual beginning delinquent balances in the Annual Town Report. December 31st made sense when the Town operated on a calendar year, this report showed the year end totals. The 12/31 date is no longer significant. This could be a change I make in the 2020 Town Report. The delinquent taxes as of November 2nd, 2019 were at $296,088.63 – with all prior year balances equaling only $36,936.57 of that. The outstanding delinquent taxes as of January 15th, 2020 are $156,500.06 ($139,588.57 collected since November 2nd).

There is a tax sale currently in progress for all properties that owe taxes beyond the 2019 tax year and has not set up a payment plan. The properties are notated on the Delinquent Tax Report. In June 2020, I will begin another tax sale for the properties that are delinquent for 2019 tax year and do not have a payment plan in place...please contact me to make payment arrangements! slaroche@highgatevt.org or 868-4697 x204

Thank you,
Shelley Laroche,
Town Treasurer and Delinquent Tax Collector

Public Works Department Report

HIGHGATE PUBLIC WORKS seeks to provide essential services to our citizens in a prompt courteous, safe, efficient, and cost-effective manner. The Highgate Public Works Department, through its dedicated employees, Butch Brosseau, Nick Scott, and Luke Choiniere, strive to plan, design, build, maintain, and operate town infrastructure in a manner that respects the environment and ability of government to adequately preserve these assets for succeeding generations. Our mission is to provide and maintain the public services necessary for the safety, continued growth, and improvement of quality of life for the citizens of Highgate.

In 2019, The Town of Highgate was awarded four road improvement grants totaling $271,752.70. These funds gave PWD the ability to complete drainage and ditching improvements to the Hanna Road, and complete road base replacement and drainage improvements on the Frontage Road (in the area of Gazebo Woods). In conjunction with Goodhue Excavating we were also able to complete a large drainage project on Mill Hill Road which included multiple culvert replacements, stone lined ditching, a catch basin replacement, and reshaping of the roadbed. The last of the grant projects for the year was the replacement of an undersized and failing steel culvert on the Frontage Road which was replaced with a large concrete box culvert. This job was also completed by Goodhue Excavating.

All the projects required a 10% in-kind match which means it is met with the PWD contribution of labor and equipment, not money. These grants are greatly beneficial to the Town, as they allow us to keep up with ongoing Town infrastructure projects at a fraction of the project cost to the taxpayers and minimal impact on our operating budget.

Several other projects took place throughout the year. The PWD worked with the Highgate Volunteer Fire Department to install a dry hydrant on the Hanna Road in Airoldi's pond. In collaboration with the Northern Forest Canoe Trail, we improved the portage trail from the damn and installed a new 48" culvert on the trail. We also assisted with the site work portion of the new communication tower.

FY1819 paving was held off until July when we paved in FY1920 Combining the 2 years of our paving budget allowed us to complete the entire Mill Hill Road, Gore Road (from Route 78 to the Cassidy Farm), Carter Hill (from Hemp Road to Route 7), and Frontage Road (from the gun club to Virginia Lane).
A paving grant in the amount of $160,190.78 was awarded to the Town and will be applied to the Gore Road. The Town was also awarded $55,763 in road improvement grants which will be used for ditching and drainage improvements on the Rollo Road. Both grant projects will take place in the upcoming season.

Town officials continue to work with state agencies to maximize opportunities with training, funding, and efficiency upgrades, while ensuring compliance with the changing requirements. The challenges of an aging culvert inventory, water quality issue's, erosion concerns, road inventory/classification, audits, accessibility, and safety requirements are all potentially mitigated by remaining closely associated with other state and federal agencies. There are many programs out there for our town to obtain funding from outside sources such as Better Back Roads, AOT Class Highway Aid, VTrans Bike and Pedestrian Program, and we are fortunate to have staff that dedicate much time to obtaining grant money for our department to utilize. The Highgate Public Works Department wishes to extend our gratitude to the Residents of Highgate for your continued support making Highgate a great place to experience. Please feel free to contact us with any questions or concerns.

Thank you,
The Highgate Public Works Department

Board of Listers Report

The Common Level of Appraisal (CLA) lowered even more this year from 106.27 to 102.89, a very good sign that properties in Highgate continue to sell for higher values than in past years.

2019 Total Parcels	2,078
Taxable Parcels	1,706
Taxable Homesteads	1,030

105 building permits were filed in 2019. All building permits **require** a site visit. Site visits consist of taking measurements of the new construction, verifying the measurements to the permit, and taking a photo for the property owner's file. Property owners are only required to be present for site visits when entering the home is needed. We ask that you notify our department when the construction from your permit is complete. This helps us with scheduling site visits.

A written letter to the lister department is required when a building structure is removed from your property and you are requesting the value be removed from your property card. The letter should give a clear description and size of the removed structure.

Current Use is processed through the state and we are given very limited information about your application. The best way to obtain information about this program is through the state website www.tax.vermont.gov. If you are looking for information on your application the best contact would be the Current Use Program (phone number is listed on the application) or your forester.

16 new 911 addresses and 3 new roads were updated in the Vermont Enhanced 9-1-1 system for Highgate in 2019. As 911 Coordinators we work closely with the Vermont Enhanced 9-1-1 Board to make sure all Highgate addresses are updated and correct so service providers can locate calls quickly.

All properties in Highgate can be viewed on our towns GIS website at http://www.axisgis.com/highgatevt/. System updates are completed once a year through CAI Technologies. Our office updates tax bills once a year and property cards as changes occur. As always, if you notice any discrepancies when viewing this site please bring them to our attention so we can make the correct adjustments.

We look forward to working with everyone in 2020. Feel free to contact us with any questions or concerns. Our contact information is 868-4697 x208 or email us at areynolds@highgatevt.org . Our scheduled hours are Thursday and Friday 8:30 – 4:30 or by appointment.

Aimee Reynolds & Peter St. Germain

HIGHGATE VOLUNTEER FIRE DEPARTMENT
Established in 1962

In 2019 we responded to 84 calls, with the breakdown as follows: 4 structure fires; 9 mutual aid; 2 brush fires; 2 carbon monoxide/gas leaks; 5 alarm activations; 25 motor vehicle accidents; 2 vehicle fires; 11 medical assists; 2 nuisance burn; 4 illegal burns; 4 good intent; 6 trees in roadway; 1 pole/lines down; 2 suspicious odor; 1 appliance fire; 1 wood chipper fire; 1 search and rescue; 1 ATV accident; 1 hay bale fire; 1 electrical fire.

Please be aware that even if you have a burn permit and are only burning clean wood/brush, we may still be called to put it out. Why? Because your legal burn has now turned into a nuisance burn. The smoke from your fire might not bother you, but it could be a real bother or a serious health threat to your neighbors, especially if they have any respiratory illnesses. In Vermont it is also illegal to burn: plastic, garbage, paper, cardboard, tires or other rubber products, treated, painted, or finished wood and tarpaper or asphalt shingles. If you have any questions about nuisance burns, please contact Barry Domina of the Northwest Solid Waste District at bdomina@nwswd.org /524-5986 or Highgate's Fire Warden, David Desorcie at 868-2777 or 868-4409.

The Department has always taken pride in maintaining an active presence in the community. In 2019, we hosted our annual Fire Prevention Open House, the Town Meeting Day lunch as well as provided an information table during Town Meeting. The Department was represented in the Maple Festival Parade, Franklin Memorial Day Parade, and the June Dairy Days Parade. We continued our tradition of hosting the Annual Memorial Day BBQ, Parade and Auction. The Department along with support from Swanton Fire provided emergency coverage for the Franklin County Field Days. Many of our local children were treated to fire station and truck tours throughout the year. Ghouls and goblins were seen on Halloween Night visiting the station. We took part once again in the UVM Children's Hospital's Operation Firecuffs toy campaign. Thank you to everyone who participated. Finally, we wrapped up the year hosting our Annual Santa Day with smiles galore from all the boys and girls.

The HVFD Auxiliary has changed its name to the HVFD Support Team. The name change reflects how the team supports the department in many ways. Activities such as providing assistance during our community events, helping to promote educational outreach, as well as providing food and supplies during large emergency calls. The HVFD Support Team is open to any community member who wishes to join us. We welcome you to share your time and talents when you can.

This year the Department was able to acquire the remaining funds to purchase a new pumper to replace our 1988 Frontline pumper. The purchase of this essential piece of equipment would not have been possible without the continued support of the townspeople as well as a grant applied for and appropriated by the selectboard. We are expecting the delivery of our new pumper in the early part of 2021. If interested in learning more about our new pumper, feel free to contact me.

Our meetings are held on Monday evenings at the fire station. We are always looking for new members! If you are interested, please stop by the station or contact one of our officers.

On behalf of the members of the Highgate Volunteer Fire Department, I would like to take this opportunity to thank the taxpayers and the Selectboard for their continued support during this past year. We wouldn't be able to do all that we do without such a supportive community.

Respectfully submitted,
Joe Depatie, Chief

Highgate Fire Department Contact Information
Department Office - 868-7722
Fire Chief - Joe Depatie 868-5093 / **Asst. Chief** - Gary Greenough 582-2774
Captain- Ralph Comiskey 782-1501 / **Lieutenant** - Matt Depatie 782-3351
Lieutenant - James Manning 881-1632 / **Support Team** - Christine Depatie 868-5093
Outreach & Education Information: Liza L. Comiskey highgatefirevt@gmail.com

Zoning Administrator Report 2019

I first want to say thank you to the town of Highgate for welcoming me as the Zoning Administrator in March of 2019. I am excited to have this part-time job so close to home that allows me to spend much of my time at home with my son, Evan. I am very grateful for that. Thank you to everyone who has answered my many questions I have had about Zoning. I have learned a lot and I continue to learn every day. This year was a year of new experience for me, and I am confident that I will become a more and more knowledgeable Zoning Administrator for the Town of Highgate.

Permit Update:
This year 105 permits were issued, which is a slight decrease from last year. 16 of these were for houses/mobile homes/manufactured homes. The rest were for conversions, additions/upgrades, garages, sheds, driveways, storage units, decks, porches, and pools.

Things To Remember When Planning A Project:
Always check all of your bases before beginning any project. First, check in with me to see if you need a permit from the town. Then, contact Jeff McMahon at 802-477-2241 or jeff.mcmahon@vermont.gov to see if there are any state permits that you will need.

Shoreline Permits:
If your property is on the water, always contact the Agency of Natural Resources before starting any project. The Essex Office phone number is: 802-879-5656.

Development Regulations:
The Town of Highgate's Development Regulations can be found on our website: https://www.highgatevt.org/ Click on "Public Records and Documents" then go to "Documents and Reports." Scroll down to "DEVELOPMENT REGULATIONS – MARCH 2015."
Permit Applications and the Fee Schedule can also be found on the town website.

Demolition:
The Vermont Department of Health requires that projects be inspected for asbestos and lead prior to the renovation/demolition of any project. Please call 802-863-7220 and they will walk you through the process.

Farm Structures:
Questions on whether or not your project classifies as a farm structure? Contact Kaitlin Hayes from the Agency of Agriculture at 802-622-412 or Kaitlin.hayes@vermont.gov.

Respectfully,
Samantha Derosia
Zoning Administrator
868-4697 ext. 209
zoning@highgatevt.org

Development Review Board (DRB) Report 2019

First, I want to say thank you to Scott Martin, who was a DRB member for 4 and a half years and resigned in July 2019. I also want to extend a big welcome to our newest DRB members: Michael Kravetz, who joined the board in April 2019; and Courtney Veeder, who joined in November 2019. Thank you for making our DRB board an even stronger one! And thank you to *everyone* on the DRB for your dedication and commitment. You are all most appreciated!

About the DRB:

The Development Review Board is responsible for reviewing applications that can not be done by the Zoning Administrator. Subdivisions, Boundary Line Adjustments, and anything that needs Conditional Use or Site Plan Review goes to the DRB. You can find the Land Use chart on pages 10-11 in the Development Regulations. The DRB meets once a month. The meetings are always the second Thursday of the month at 6:00pm. The public is welcome to attend.

This year, the DRB reviewed the following applications:

Minor Subdivisions (1-3 lots): 3

Major Subdivisions (4-9 lots): 2

Boundary Line Adjustments: 4

Conditional use/Site Plan: 3

Conditional Use/Site Plan Amendments: 3

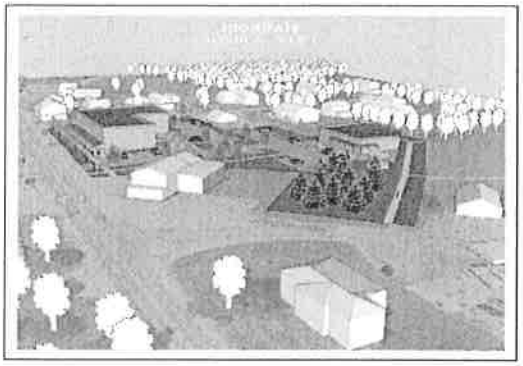
This report was written by ZA Samantha Derosia on behalf of our 5 DRB members:

Richard Trombley, Chair
Tim Reynolds, Vice Chair
Woodbury Rouse, Jr.
Michael Kravetz
Courtney Veeder

Town of Highgate

VILLAGE CORE MASTER PLAN NEWS

How can the Machia Estate be vital to Highgate's future?



Village Core Visioning

The Town of Highgate purchased the Machia Estate in 2017 because it provides an opportunity for the Town to create its own Village Center and revitalize our community. In fact, the Town has been looking at creating a vibrant Village Core for some time by looking more strategically at how to connect the Village destinations of the school, ice rink, park, library, municipal building, and retail areas. Initial steps already taken include: walkability assessment, a visit by a national Walkability and Transit expert, Mark Fenton, sidewalk creations, creation of a Park 'n Ride, and a look into the future of the library. The Machia Estate will be another key destination.

What is the plan for the property?

1. Understand the contamination,
2. Find out what residents want on the property,
3. Find out if there is wastewater and water capacity for the desired use,
4. Develop it, sell it, or a combination of both.

What's been done?	What were the costs?	Cost to Town
2017	Purchased the property	$250,000
2017	Brownfield Program Grant for Phase I & Phase II Env. Studies	$0
2017	MPGrant **$11,571**-Library Feasibility Study to Relocate to Property	$1,768
2018	MPGrant **$25,095** for Development Feasibility Study	$5,698
2019	Brownfield Program Grant **$12,313** to remove Stinehour Café	$2,463
2019	Selectboard contribution of $2000 toward property 'clean-up'	$2,000
2019	Ben & Jerry's CAT Grant of **$1500** for Comm. Celebration	$0
2019	ANR Wastewater & Water Planning Advance **$30,000**-Evaluation	$0
2019	MPGrant **$12,845** Application-Pre-Engineering Support/Project Mgmt.	$0
Total Costs to Town after initial purchase:		$11,929

What still needs to happen?

- Brownfield Historical Assessment of the building
- Wastewater and Water Capacity will need to match the development proposal
- Decide on a final development strategy
- Recruit a developer that fits with the Town's vision/Identify funding opportunities
- Seek voter approval for the plan

Will I Have a Say in What Happens?

YES

Many people have already given their input at public meetings, workshops and the community celebration. There will be more opportunities to weigh in on the vision. Surveys are still available to give us your thoughts.

The more community-generated ideas we have, the more successful our Village Core will be!

How Can I Be Involved?

Our meetings are open to the public. We will be presenting at Town Meeting day and we hope to see you there.

Questions? Contact Heidi Britch-Valenta at 868-4922 or hbvalenta@highgatevt.org

How much will this cost?

It depends what the Town decides to do. The majority of people who filled out a survey thought the Library should be relocated to the site and the balance of the property would be for a commercial enterprises. This would offset the cost to the town and create a taxable entity.

Recent bike tour with Governor Scott stopping at the property.

How can we afford to invest in this property?

If the Town didn't purchase this property, it might have always remained a blighted property. It was an important opportunity to revitalize our community. With that said, the Committee has been very cautious about spending money so far but they do know that it takes effort and investment to keep a community vital. Cultivating commercial and industrial investment in our community offsets the tax rate for residential properties and is essential to keeping tax rates low and keeping homes affordable. Additionally, private developers often don't have access to the same opportunities and grants that Towns do. For example, The Brownfield Program through NRPC to help pay for Environmental Assessments and the Agency of Natural Resources is funding a wastewater and water evaluation of the property to understand what it can support. All of this work makes the property more valuable as a commercial property.

VILLAGE CORE MASTER PLAN COMMITTEE

JANUARY 2020

The members of the Highgate Village Core Committee are shocked by the sudden and tragic loss of community member, David Roddy. A loss of such magnitude is so difficult to fathom but he leaves behind a path for all of us to easily follow.

Georgette Roddy and family are in our thoughts every step of the way. The Great Lord has taken Dave, but he leaves behind the gift of how to volunteer. We must take up from where Dave left off and continue to help others as Dave did so well.

Your loss leaves our hearts empty, but Dave, you were an integral part of the life and vitality of Highgate. We must follow your path. Guide us in our decision making for the good of the people of Highgate.

Peace be yours and Rest in Peace.

The Village Core Master Plan Committee

Sue Cota, Steve Lafar, Mary Laroche, Evangeline Larocque, Richard Noel, Clarence Miller and Woody Rouse.

Highgate Parks and Recreation

The Highgate Recreation Commission, formerly the Highgate Parks and Recreation Committee was formed in July of 2014 and is ran through the Town of Highgate. The Highgate Recreation Commission focuses on programs, parks and services to help meet the needs of all community members. The Highgate Recreation Commission meets the first and third Monday of every month and the meeting notices can be found on the town website (www.highgatevt.org).

We believe communities are brought together by parks, programs and the people involved in them. Therefore, the mission of the Highgate Recreation Commission is to promote parks, recreation and program opportunities for people of all ages to gather, celebrate and engage in activities, that encourage health, well-being, and community!

The Highgate Recreation Commission continues to grow and improve their programs:

The 2019 Cornhole League had 20 teams take part!

The 2019 Fall Soccer Program saw over 65 kids participate (PreK – 4th Grade)

The 2019/2020 Basketball Program had over 25 players register (1st – 4th Grade)

The Pelkey Archery Class held at the arena was one student away from reaching max capacity!

The Highgate Recreation Commission also continues to run the Highgate Sports Arena. The ice is utilized by the Missisquoi Amateur Hockey Association, the MVU Boys and Girls Varsity teams, the Milton High School Boys Varsity team, Milton Youth Hockey Association and the Saint Albans Skating Association. In addition, the Highgate Recreation Commission offers Public Skating every Sunday from 2:30-4:15pm with an average of 96 skaters each week. Adult Coed Pickup Hockey and Stick and Puck are also offered at various dates and times during the season. The ice is also used by the Highgate Elementary School, Sheldon Elementary and MVU for gym class and field trips.

Multiple new programs were started this past year to help engage with more community members. These programs included street hockey, pickleball, rollerblading, deck the homes competition and an Easter egg hunt. The Highgate Recreation Commission is looking to add a few programs this coming year, including a spring cornhole league. Program calendar can be found at highgatevt.myrec.com!

Please contact the Highgate Recreation Commission if you have ideas for other programs that you would like to see offered. The commission is always looking for members and volunteers. If you are interested in becoming involved with the Highgate Recreation Commission, please contact one of the members below or the Highgate Town Office for more information.

The Highgate Recreation Commission would like to thank all volunteers and coaches that helped make our programs successful this year.

Thank you,

Dan Beauregard, Parks and Recreation Director
Ty Choiniere, Chair
Mark Gilbert, Vice Chair
Karen Gagne Fortin, Secretary

Ryan Maskell, Director
Brian Spears, Director
Brian Fortin, Director

Highgate Library and Community Center

2019 was a good year! As we look back on our statistics of library usage for 2019 we are pleased to see a resurgence in visits, circulation, and program attendance this year. Libraries are and will always be about books, but like libraries all across the country, we are evolving to meet the needs and demands of our community. We strive to share resources and knowledge with our partner libraries throughout Franklin County and the state.. By working together we are able to provide all of our patrons with more books, programs, and services. If you have program or material suggestions, please let us know. We value your thoughts and opinions.

In 2019 the following items were borrowed by HLCC patrons:

- 3,729 Books
- 22 Audio Books
- 531 E-books
- 91 Inter-library loans
- 159 DVDs
- 27 Learning Backpacks
- 68 Attraction Passes
- 54 sets of Snowshoes

Additionally, the library provided over180 programs to the community! These included both weekly programs and one time larger events. Some of our children's programs included Messy Mondays, Tunes on Tuesdays, Wednesday and Saturday Story Hours, Build-It After-school, 2 Paint Parties with Kim Spears, Winter Fairy Gardens, Leprechaun Trap Building, What Do You Bugs with Mr. K, Mother's Day Painted Flower Pots, Costume Building events for the Memorial Day Parade, Frog Pond with Mr. K, Gardening Club, SAIL Camp, Campfire Stories, Southern Vermont Natural History Museum Wildlife Program, Summer Reading Program, Lego Club, a visit from Dickens the Clown, and many more.

Our adult problems included a knit and crochet group, recipe club, book talks, gardening and composting workshops, introduction to Tarot card reading, introduction to Reiki, and a spiritual and esoteric discussion group,

We were also active out in the community. We participated in the Memorial Day Parade, Highgate Community Celebration (Children's games and activities), Franklin County Field Days Story-times and book give-aways, The Vermont Fairytale Festival, Project Linus Blanket-making events for hospitalized children (3 events), story-times at daycares, visits to the elementary school, and hosted a Harvest Festival and a county-wide trustee training.

And last of all - our culminating event that brought approximately 500 people through our doors over 2 evenings: Who-ville in Highgate. Over 5400 people

visited our little library in 2019, and that doesn't include the people we served at community events.

If you enter this information into the American Library Association's Library Use Value Calculator the total value of what the library provides to the community is a respectable $96659.00. The calculator does not place a dollar value on community outreach or participation in community events or the ski program. http://www.ala.org/advocacy/library-value-calculator

HLCC Services You May Not be Aware Of:

- **Book deliveries are available** to homebound residents and local daycare providers in Highgate.
- **Snowshoes are available**. All you need is a library card
- **E-books:** If you have an e-reader and would like access to the HPL's E-book collection, stop in and see us and we will set you up to search titles on our database.
- **Free Online Genealogy Database:** *HeritageQuest* is an invaluable online genealogy database that you can access at the library or from home. Records include census data, family records, local histories, and more.
- **Audio Books & DVD Movies:** We have large selection to choose from.
- **Library Passes:** With your library card you can check out a pass for discounted or free access to Echo, Shelburne Museum, Shelburne Farms, Maritime Museum, Vermont State Parks, St. Albans City Pool, Vermont Historic Sites, Birds of Vermont Museum and the Vermont Historical Museum.
- **Over 500 FREE online, self-paced, continuing education** courses through Universal Class and the Vermont Department of Libraries is available to you! All you need is your library card and access to a computer with internet connection.
- **Free access to computers and WIFI**.
- **Highgate Family Ski Program** provides discounted ski and waterpark tickets at Jay Peak. Please visit highgatefamilyski.webs.com for more information.

We are working closely with the VCMP Committee as we look towards the future of the library in Highgate. So much of what we are able to provide our community is thanks to the cooperation and assistance from other town departments, the select board, library trustees, local businesses, patrons, volunteers, and taxpayer support. Thank you for all you do!

Sincerely, Michelle Hope, Library Director

2019 Cemetery Commissioners Report

The Town of Highgate Cemetery Commissioners continue to ensure the proper care and maintenance of our town cemeteries. We wish to remind those that decorate grave sites, in any town cemetery, with flowers, small articles, mulch, etc. that these small items can become a hazard to those who maintain the cemeteries. They can be buried in the grass and injure the workers or damage the equipment used to mow and trim. We ask that these items be removed so our cemeteries can be the safe and restful environment they are meant to be. Please keep in mind, if you plant or place items around a grave site, you are responsible to maintain and remove all of these items. We appreciate your cooperation and we thank the Highgate taxpayers for their continued support.

Respectfully submitted,

Highgate Cemetery Commissioners
Kevin Spears, Charles Nye, Dennis Nolan, Keith Ploof, Doug Nye

2019 Highgate Historical Society Report

The Highgate Historical Society Museum is open on the 1st and 3rd Sundays of the months May through October during the hours of 10:00am – 2:00pm. The regularly scheduled meetings are held on the 3rd Wednesday of the same months at 7:00pm. If you are interested in becoming a member of the Highgate Historical Society or would just like to learn more about it, please come and attend a meeting with us.

A few annual fundraisers we hold are a lawn sale held in May, and a food sale in September. A big Thank You goes to all the volunteers who helped, and to the people that gave a donation. We also hold a Christmas dinner at the Abbey Restaurant annually for the members of the Historical Society.

Our collection of memorabilia continues to grow – stop by soon to enjoy all the museum has to offer!

For further information please contact:

Denis Nolan, President (802) 868-9974
Charles Nye, Curator (802) 868-4619

2019 Animal Control Officer Report

For the year 2019 there were 897 dogs licensed in our town. It is the law in Vermont to vaccinate your dogs against rabies and license them with the town where you live. In addition, 3 dogs and 2 cats were rehomed this past year. I continue to enjoy serving as your ACO and thank Kristy Brow for her assistance as it is needed. Highgate residents can reach me at 868-4585 or 782-3974.

Thank you,
Vonnie Lamotte, Highgate ACO

2019 Town Health Officer Report

This has been a challenging and time consuming year as we responded to several properties for complaints concerning illegal burning, solid waste issues and violation of camping ordinances. We inspected rental properties and worked with the tenants and landlords to get them into compliance.
This summers heat required numerous responses and rechecks for the Algae Blooms primarily near Shipyard and Rock River. Once the area has been determined that cyanobacteria is present it our responsibility to close the area to swimming and pets as it is extremely hazardous. This year many of the posted signs were removed. We are asking that everyone please respect that the affected areas must stay posted until the health dangers are over.

I would like to thank the members of the Select board, Heidi Valenta, Samantha Derosia and Wendi Dusablon, for all their assistance. Wendi Dusablon continually fields all the numerous requests and complaints, as well as providing important posting of notices and warnings. Vonnie Lamotte, Animal Control who continues respond to to the needs of our community members and last but not least my partner in life and Deputy Health Officer, Dick who has been there with tremendous support and assistance.

Respectfully,

Merry Souza
Highgate Town Health Officer
merrysouza@comcast.net
802-782-2090

PLANNING COMMISSION REPORT FOR YEAR 2019

The Highgate Planning Commission has had busy year planning for the multitude of Town needs. Primary topics included economic development and updates to the Capital Budget.

In January, it was decided to not hold a Town open house in February, instead opted for maybe a summer event.

In February we interviewed candidates for the town Zoning Administrator position and made our recommendation to the SB on 2/21/19. At this time Discussions started on the future of economic development in the town including the town core (Machia property) and the possibility of future expansion at the Highgate Airport and other unknown projects. Over the next few months we had discussions with various town board and community members and Taylor Newton (NRPC) about the possibility of having an Economic Development "Board/Council". It was eventually decided to have the PC take on some of the responsibilities until such time we feel we can't handle the workload.

In May we started the discussion of creating a "Tax Stabilization Policy" with the hope it would stimulate the local economy by encouraging development. Over the next few months we looked at other VT town's policies, the pros and cons and after a few revisions, a plan was forwarded to the SB in September for their review and approval, than eventually it will need voter approval.

In June we discussed some possible By-Law reviews with the DRB and community members and the effects of the possible airport expansion on development and what may be needed to be updated.

In August we began updating the town's "Hazard Mitigation Plan" that need to be renewed by Feb 2020 and after two weather related PC meetings were canceled, on Jan 2nd, 2020 it was forwarded to the SB.

In September, Dominic Cloud "St Albans City manager" gave a presentation here on the history of St Albans City's recent economic redevelopment, were they were a few years ago and now and the steps the city took to get to where they are now. His thoughts are that what work for them may not all work for others, but there are different ways to do it and believes that if the towns wants improvements in the core areas, they must be willing to have some control and financial investment in a project, that a developer will not do a project that will benefit the town unless they see the town is willing to have some risk in the project too.

Our focus this year for the Capital Improvement Plan (CIP) was to see what was on the various Town Departments & committees needs for the next five years and beyond. After a couple years of being underfunded to fund other town projects, last year the Public Works Dept. budget was increased to fund needed equipment purchases which greatly increased the CIP budget for CY 2020. This year with the help of the SB, we worked with the town departments to fund what they needed (unfortunately some less) to decrease the CIP budget from last year.

We meet on the third Tuesday of the month, at 6:00pm and the public is encouraged to attend.

Thank you to the dedicated members of the Board –Tom Conley Jr. (Vice Chair), Bruce Ryan, Richard Noel and Ken Thompson.

Thank you,

Luc Dupuis (Chair)

Capital Improvement Payment Allocations for 2020-2024

DEPARTMENTAL Capital Projects & Assets	Estimated Total Cost of Project	Available Funding: Capital Reserve Balance	Available Funding: Potential Grants, Donations, Other	Available Funding: Estimated Resale	Annual Payments to be Raised by Taxes: FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	Estimated Year of Replacement	Net Cost to Town
Municipal Complex												
Flooring	$ 25,000	$ -	$ -	$ -	$ -	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ -	2025	$ 25,000
												$ -
TOTAL COMPLEX	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ -**		**$ 25,000**
Parks & Recreation Department												
24' X 32' Storage Building	$ 40,000	$ 30,000	$ -	$ -			$ -	$ -	$ -	$ -		$ 40,000
Zamboni	$ 120,000	$ 2,500	$ -	$ -	$ 5,000	$ 5,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	2029	$ 120,000
Indoor Turf	$ 75,000	$ -	$ -	$ -	$ 15,000	$ 15,000	$ 15,000				2022	$ 75,000
Gazebo		$ 260										$ -
												$ -
TOTAL PARKS & REC	**$ 235,000**	**$ 32,760**	**$ -**	**$ -**	**$ 20,000**	**$ 20,000**	**$ 25,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**		**$ 235,000**
Highgate Public Library												
Library Relocation	$ 1,000,000	$ 75,000	$ -	$ 200,000	$ 25,000	$ -	$ -	$ -	$ -	$ -		$ 800,000
												$ -
TOTAL HPL	**$ 1,000,000**	**$ 75,000**	**$ -**	**$ 200,000**	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		**$ 800,000**
Highgate Volunteer Fire Department												
~ Purchase Fire Engine 1	$ 340,855	$ 301,272	$ 50,000	$ -								$ 290,855
Purchase Fire Engine 2	$ 350,000	$ -	$ -	$ -	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000		$ 350,000
												$ -
TOTAL HVFD	**$ 690,855**	**$ 301,272**	**$ 50,000**	**$ -**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**		**$ 640,855**
Public Works - Highway												
1974 Massey Ferguson Road Mower	$ 67,000	$ 32,667		$ 2,000	$ 20,000	$ -	$ -	$ -	$ -	$ -	2020	$ 65,000
1991 Caterpillar 120G Grader	$ 300,000	$ 50,000		$ 15,000	$ 30,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 10,000	2024	$ 285,000
2001 John Deere 444H Loader	$ 200,000	$ 5,000		$ 20,000	$ 25,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	2026	$ 180,000
2004 John Deere 410G Backhoe	$ 200,000	$ 25,000		$ 25,000	$ 10,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 10,000	2025	$ 175,000
2010 International 7600 Tandem Truck	$ 200,000	$ 120,000		$ 50,000	$ 60,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	2020	$ 150,000
2014 Western Star 4900 Tandem Truck	$ 240,000	$ 25,000		$ 50,000	$ 25,000	$ 25,000	$ 25,000	$ 50,000	$ 20,000	$ 20,000	2024	$ 190,000
2015 FordF550 Compact Dump Trk Plow/Sand	$ 75,000	$ -		$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 15,000	$ 15,000	$ 5,000	2025	$ 65,000
2016 International 7400 Single Axle Truck	$ 200,000	$ 5,000		$ 50,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	2026	$ 150,000
Excavator and Equipment Trailer	$ 175,000	$ -		$ -	$ -	$ -	$ 20,000	$ 20,000	$ 20,000	$ 20,000	2030	$ 175,000
Side Arm for Mower	$ 40,000	$ -		$ -	$ -	$ -			$ -	$ -	2021	$ 40,000
												$ -
TOTAL HWY	**$ 1,697,000**	**$ 262,667**	**$ -**	**$ 222,000**	**$ 205,000**	**$ 190,000**	**$ 210,000**	**$ 240,000**	**$ 210,000**	**$ 140,000**		**$ 1,475,000**

IN & AROUND TOWN Capital Projects	Total Capital Cost	Available Funding: Capital Reserve	Available Funding: Potential Grants, Donations, Other	Available Funding: Resale	Annual Payments to be Raised by Taxes: FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	est. Year of Project	Total Cost to Town
Replacement of Bridge (B25)	$ 4,375,000	$ 260,000	$ 4,156,250	$ -	$ -		$ -	$ -	$ -	$ -		$ 218,361
Transfer Station Slope Stabilization Phase I	$ 63,000	$ 15,000	$ 47,250	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ 15,750
** Transfer Station Slope Stabilization Phase II	$ 2,871,892	$ 92,062	$ 2,153,919		$ 50,000				$ -	$ -		$ 717,973
~* Machia Road Slide	$ 1,319,098	$ 233,500	$ 734,800	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ -		$ 584,298
Village Core Master Plan	$ -	$ 22,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Stormwater Grant Match	$ -	$ 32,500	$ -		$ -							$ -
Sidewalk Project	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
												$ -
												$ -
TOTAL TOWN PROJECTS	**$ 8,628,990**	**$ 655,062**	**$ 7,092,219**	**$ -**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		**$ 1,536,771**
												$ -
Total Departmental Projects	**$ 3,647,855**	**$ 671,699**	**$ 50,000**	**$ 422,000**	**$ 275,000**	**$ 240,000**	**$ 265,000**	**$ 280,000**	**$ 250,000**	**$ 175,000**		**$ 3,175,855**
Total Town Projects	**$ 8,628,990**	**$ 655,062**	**$ 7,092,219**	**$ -**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**			**$ 1,536,771**
Total Expenditures	**$ 12,276,845**	**$ 1,326,761**	**$ 7,142,219**	**$ 422,000**	**$ 375,000**	**$ 240,000**	**$ 265,000**	**$ 280,000**	**$ 250,000**	**$ 175,000**	0	**$ 4,712,626**

** Grant Funds that the Town has applied for or is planning to apply for. Funds not secured by Town

~ Grant Funds that have been awarded to the Town. Funds are secured and may require a monetary match.

TOWN OF HIGHGATE

FY 2019-2020 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	2019	2018	2017	2016	TOTAL DUE
DAVID & LINDA	ALLEN	MONUMENT ROAD	2472.06				$ 2,472.06
AMIE	BAKER	VIRGINIA LANE	410.28				$ 410.28
JOSEPH & PENNY	BARNEY	MACHIA ROAD	3021.45				$ 3,021.45
DANIELLE	BENNETT	PINE HAVEN DRIVE	860.33				$ 860.33
MICHAEL	BENOURE	SPOONER ROAD	786.08				$ 786.08
ISAAC & LISA	BEYOR	HIGHGATE ROAD	1333.86				$ 1,333.86
* ERNEST & AMY	BOUCHARD	ST ARMAND ROAD	4444.75				$ 4,444.75
CHESTER	BRAY	LUKE STREET	1549.13				$ 1,549.13
# HOWARD	CHANDLER	VIRGINIA LANE	278.35	238.18	253.61		$ 770.14
JESSICA	COMMO	GAGNE ROAD	936.02				$ 936.02
ANDREW	CONLEY	FRONTAGE ROAD	967.21				$ 967.21
ESTATE OF ARLENE	DEROSIA	FORTIN ROAD	3708.90				$ 3,708.90
LINDA	DRAVIS	SUNSET DRIVE	2451.32				$ 2,451.32
YAN	DUMONT	RAMP ROAD	48.26				$ 48.26
* KATHY	ELWOOD	PLATT ROAD	680.36				$ 680.36
# DAVID	FOSGATE	ROUTE 7	515.04				$ 515.04
* ALEX & KATHLEEN	GAGNE	RICE HILL ROAD	5281.11				$ 5,281.11
MARTHA	GRAHAM	LAMKIN STREET	142.02				$ 142.02
MARTHA & ROBERT	GRAHAM	LAMKIN STREET	1653.92				$ 1,653.92
# JOSEPH & CRYSTAL	GREENIA	RHEAUME ROAD	2515.41	520.72			$ 3,036.13
JOSEPH	GREENIA	LAMKIN STREET	1971.77				$ 1,971.77
# MELANIE	GREENIA	LAMKIN STREET	401.84	369.39			$ 771.23
# MELANIE (ROMAINE)	GREENIA	LAMKIN STREET	1169.55	719.76			$ 1,889.31
JENNIFER	GROSS	VIRGINIA LANE	419.88				$ 419.88
* MICHAEL & CARMEN	GUTILLA	CHARLES CIRCLE	3540.11	3759.05	1431.52		$ 8,730.68
# PAUL & CYNTHIA	GUYETTE	ROLLO ROAD	3645.06	30.13			$ 3,675.19
* STEPHEN	HANCE	LAMKIN STREET	2539.84	450.11			$ 2,989.95
* ROGER & SUSAN	HAUGHEY	RANDOLPH ROAD	1926.95				$ 1,926.95
NICOLE	HEMINGWAY	CARTER HILL ROAD				7473.07	$ 7,473.07
AUGUSTINA	HEROD	JEDWARE CIRCILE	35.52				$ 35.52
HIDEAWAY PARADISE ESTA	H.O.A.	JEDWARE TANGLEWO	1654.79				$ 1,654.79
* LYNFORD & DORE	HOAGUE	CAMPAGNA ROAD	1820.27				$ 1,820.27
* WANITA	HUGHES	ARTHUR DRIVE	264.43				$ 264.43
* BECKY	JOHNSON	BALLARD ROAD	1742.67				$ 1,742.67
STEVEN	KENZ	ROLLO ROAD	298.05				$ 298.05
PETER	KIRBY	ROUTE 78	274.97				$ 274.97
KATELYNN	KIROUAC	ROUTE 78	1907.97				$ 1,907.97
TERRY & SHARON	KOONS	CARTER HILL ROAD	1888.13				$ 1,888.13
* ASHLEY	LAFLAM	PINE HAVEN DRIVE	675.47				$ 675.47
* EDWARD	LAMBERT	BEVERLY DRIVE	791.83				$ 791.83
* SARA	LAVIGNE	CARTER HILL ROAD	1057.02				$ 1,057.02
# CHRISTOPHER & MELISSA	LESPERANCE	ARTHUR DRIVE	984.32	987.89	1041.68	60.00	$ 3,073.89
* ESTATE OF BONNY	LOCKE	LAMKIN STREET	1310.81	232.42			$ 1,543.23
NORMAN & CONNIE	LOISELLE	JEDWARE	2540.63				$ 2,540.63
COREY	MACHIA	COOK ROAD	3037.92				$ 3,037.92
ALLAN & THERESA	MANY	ROUTE 78	1823.51				$ 1,823.51
* ESTATE OF JANICE	MARTIN	DECKER ROAD	1859.05	666.43			$ 2,525.48
BRIAN & DEBRA	MCMAHON	CARTER HILL ROAD	1079.26				$ 1,079.26

TOWN OF HIGHGATE

FY 2019-2020 DELINQUENT TAX REPORT

	FIRST NAME	LAST NAME	ADDRESS	2019	2018	2017	2016	TOTAL DUE
*	MYRON & CHRISTIE	MESSECK	OLD SCHOOLHOUSE	3349.19	1232.54			$ 4,581.73
	SCOTT	MORGAN	LAMKIN STREET	1313.14				$ 1,313.14
	SCOTT	MORGAN	LAMKIN STREET	1012.12				$ 1,012.12
*	JILL	MULHERON	OAK HAVEN ROAD	4651.55				$ 4,651.55
	ANTHONY & KIM	NICHOLS	HIGHGATE ROAD	3066.74				$ 3,066.74
#	HEATHER	OLDS	OLDS DRIVE	1424.76	1455.54	436.16		$ 3,316.46
*	FAYE	PELICAN	CARTER HILL ROAD	5540.84	21.73			$ 5,562.57
	FAYE & ERIC	PELICAN	OLDS DRIVE	1815.83				$ 1,815.83
*	ANGELA	PFEIFFER	COUNTRY CLUB ROAD	2502.08				$ 2,502.08
	WAYNE (EUGENE & SHIRLE'	PLOOF	HIGHGATE ROAD	1494.75				$ 1,494.75
	WAYNE	PLOOF	HIGHGATE ROAD	594.79				$ 594.79
*	RHODA	REYNOLDS	LYNN LOU DRIVE	934.42	81.86			$ 1,016.28
*	WENDELL	ROBERTS	ROBERTS LANE	435.63				$ 435.63
*	WENDELL & DEBORAH	ROBERTS	ROBERTS LANE	1183.70	502.02			$ 1,685.72
	JONATHAN	ROBINSON	BROSSEAU ROAD	2982.75				$ 2,982.75
#	JUSTIN	ROBTOY	PAULS COURT	620.01	284.29			$ 904.30
	TROY	ROCHELEAU	CADIEUX LANE	961.18				$ 961.18
	ALAN	RUSSELL	CARMEN BROOK ROA	1309.11				$ 1,309.11
	WILLIAM	SCARPINATO	CARMEN BROOK ROA	2030.63				$ 2,030.63
	ROSALIE	SEVERY	CARTER HILL ROAD	1260.01				$ 1,260.01
#	MARJORIE	SHAW	PLATT ROAD	1342.43	1355.86			$ 2,698.29
	EDWIN	SMITH	SPOONER ROAD	2949.61				$ 2,949.61
	WILMINGTON SAVINGS FU	SOCIETY BANK	ROUTE 78	4816.20				$ 4,816.20
	1615 TARTE RD LLC	STANISLAS	TARTE ROAD	3904.42				$ 3,904.42
	STANISLAS SAND PIT	STANISLAS	FRONTAGE ROAD	6254.89				$ 6,254.89
#	ANDREW	SWEET	GORE ROAD	1173.67	1188.99			$ 2,362.66
	BOBBIE-JO	PROVOST	ROUTE 78	668.89				$ 668.89
*	CHRISTOPHER	TARDY	LUKE STREET	113.68	28.37			$ 142.05
	PAUL	TURNER	CARTER HILL ROAD	841.32				$ 841.32
			TOTALS BY YEAR:	**135265.82**	**14125.28**	**3162.97**	**7533.07**	**$ 160,087.14**

12/31/2019 **TOTAL OUTSTANDING DELINQUENCIES: $ 160,087.14**

*	**PAYMENT PLAN IN PLACE**
#	**TAX SALE IN PROGRESS**

To set up a payment plan please contact Shelley Laroche via email - slaroche@highgatevt.org or phone (802) 868-4697 x 204

JEDWARE PROPERTY ROUTE 78			TOTAL	PRINCIPAL
RENEWABLE RESOURCES	#0012078169	893 ROUTE 78	209104.16	65687.78
RENEWABLE RESOURCES	#0012078165	893 ROUTE 78	20407.97	14673.27
JEDCO INC	#0018078173	893 ROUTE 78	12065.65	8076.75
		Subtotal:	**241577.78**	**88437.80**

Combined Total: 401,664.92

Exhibit D

TOWN OF HIGHGATE, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

	General Fund	Highway Fund	Capital Fund	Non-Major Governmental Funds	Total
Revenues:					
Property Taxes	$ 747,699	$ 560,364	$ 0	$ 0	$ 1,308,063
Penalties and Interest on Delinquent Taxes	24,692	0	0	0	24,692
Payments in Lieu of Taxes	397,787	0	0	0	397,787
Intergovernmental	68,195	174,742	80,858	16,597	340,392
Charges for Services	282,122	0	0	0	282,122
Permits, Licenses and Fees	53,118	1,345	0	14,825	69,288
Fines and Forfeits	3,468	0	0	0	3,468
Investment Income	3,525	0	2,867	28	6,420
Donations	16,433	0	0	5,270	21,703
Other	141	625	0	0	766
Total Revenues	1,597,180	737,076	83,725	36,720	2,454,701
Expenditures:					
General Government	475,860	0	124,438	33,826	634,124
Public Safety	233,370	0	201	0	233,571
Highways and Streets	0	501,264	22,759	0	524,023
Culture and Recreation	267,952	0	0	0	267,952
Cemetery	7,950	0	0	0	7,950
Solid Waste	5,479	0	0	0	5,479
Capital Outlay:					
General Government	19,215	0	62,206	0	81,421
Highways and Streets	0	5,878	93,003	0	98,881
Culture and Recreation	39,623	0	0	171,194	210,817
Debt Service:					
Principal	74,010	0	0	0	74,010
Interest	16,397	0	0	0	16,397
Total Expenditures	1,139,856	507,142	302,607	205,020	2,154,625
Excess/(Deficiency) of Revenues Over Expenditures	457,324	229,934	(218,882)	(168,300)	300,076
Other Financing Sources/(Uses):					
Proceeds from Sale of Property	5,000	0	0	0	5,000
Proceeds from Long-term Debt	35,993	0	0	0	35,993
Insurance Proceeds	2,413	0	0	21,804	24,217
Transfers In	107,590	0	303,500	0	411,090
Transfers Out	(303,500)	0	0	(107,590)	(411,090)
Total Other Financing Sources/(Uses)	(152,504)	0	303,500	(85,786)	65,210
Net Change in Fund Balances	304,820	229,934	84,618	(254,086)	365,286
Fund Balances - July 1, 2018	311,317	207,503	807,079	628,823	1,954,722
Fund Balances - June 30, 2019	$ 616,137	$ 437,437	$ 891,697	$ 374,737	$ 2,320,008

TOWN OF HIGHGATE, VERMONT
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
NON-MAJOR SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

	Reappraisal Fund	Preservation Fund	Computerization Fund	Sports Arena Facility Fund	Total
Revenues:					
Intergovernmental	$ 16,597	$ 0	$ 0	$ 0	$ 16,597
Permits, Licenses and Fees	0	5,771	9,054	0	14,825
Total Revenues	16,597	5,771	9,054	0	31,422
Expenditures:					
General Government	0	29,976	3,850	0	33,826
Total Expenditures	0	29,976	3,850	0	33,826
Excess/(Deficiency) of Revenues Over Expenditures	16,597	(24,205)	5,204	0	(2,404)
Other Financing Sources/(Uses):					
Transfers Out	0	0	0	(107,590)	(107,590)
Total Other Financing Sources/(Uses)	0	0	0	(107,590)	(107,590)
Net Change in Fund Balances	16,597	(24,205)	5,204	(107,590)	(109,994)
Fund Balances - July 1, 2018	180,662	42,389	18,750	107,590	349,391
Fund Balances - June 30, 2019	$ 197,259	$ 18,184	$ 23,954	$ 0	$ 239,397

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

GENERAL FUND REVENUE	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
PROPERTY TAXES						
Current Property Taxes	1346977.00	752913.11	1485547.00	1413124.09	1490683.00	5136.00
Property Tax Adjustment	5000.00	0.00	5000.00	30688.78	0.00	-5000.00
HS-122 Penalties	0.00	1021.73	0.00	0.00	0.00	0.00
Delinq Prop Tax - Interest	14500.00	8860.85	15000.00	13390.85	15000.00	0.00
Delinq Prop Tax - Penalty	18000.00	15831.19	18000.00	19343.57	18000.00	0.00
Tax Sale Exp Recovered	0.00	4545.16	0.00	1101.04	0.00	0.00
EDU Billing Fee Retained	10000.00	10456.83	10000.00	10997.02	10000.00	0.00
	1394477.00	**793628.87**	**1533547.00**	**1488645.35**	**1533683.00**	**136.00**
INTERGOVERNMENTAL						
Swanton Village	330000.00	380064.74	370000.00	373590.12	370000.00	0.00
Current Use	45000.00	65576.00	45000.00	51045.00	45000.00	0.00
PILOT	10000.00	17721.88	15000.00	18383.40	15000.00	0.00
Fish & Wildlife	1600.00	1776.00	1600.00	0.00	1600.00	0.00
	386600.00	**465138.62**	**431600.00**	**443018.52**	**431600.00**	**0.00**
OTHER REVENUES						
GF Interest Income	1200.00	3524.53	2400.00	4039.85	2000.00	-400.00
Waugh Farm Lease	1000.00	0.00	1000.00	2000.00	1000.00	0.00
Cell Tower Lease	16390.00	16384.50	16882.00	8434.73	17388.00	506.00
TO Casella Host Fees	60000.00	65625.78	60000.00	31911.34	60000.00	0.00
Other Income	0.00	0.00	300.00	470.46	300.00	0.00
Town Land Sales	0.00	5000.00	0.00	0.00	0.00	0.00
Village Core Celebration	0.00	0.00	0.00	2331.00	0.00	0.00
VLCT Equip Grant	0.00	2418.50	0.00	0.00	0.00	0.00
Park and Ride Grant	0.00	0.00	0.00	17293.00	0.00	0.00
	78590.00	**92953.31**	**80582.00**	**66480.38**	**80688.00**	**106.00**
CLERK FEES						
TO Recording Fees	14000.00	15055.00	15000.00	9071.00	15000.00	0.00
TO Research Fees	600.00	687.00	600.00	650.00	800.00	200.00
TO Photocopies	5500.00	6551.20	6000.00	2934.15	6000.00	0.00
TO Beverage Licenses	625.00	395.00	395.00	70.00	395.00	0.00
TO Marriage Licenses	150.00	220.00	150.00	80.00	150.00	0.00
School Election Expense	0.00	1692.74	0.00	0.00	0.00	0.00
TO Green Mtn Passports	0.00	34.00	0.00	12.00	0.00	0.00
TO Land Postings	100.00	115.00	50.00	120.00	100.00	50.00
Salavage Yard Certificate	25.00	25.00	25.00	0.00	25.00	0.00
	21000.00	**24774.94**	**22220.00**	**12937.15**	**22470.00**	**250.00**
PUBLIC SAFETY						
TO Civil Fines	4000.00	3467.68	3000.00	5294.61	5000.00	2000.00
TO Animal Licenses - New	750.00	1489.00	800.00	258.00	800.00	0.00
TO Animal Licenses -Renew	7500.00	8148.00	7500.00	374.00	8000.00	500.00
TO Animal Licenses - Fine	0.00	0.00	0.00	90.00	0.00	0.00
	12250.00	**13104.68**	**11300.00**	**6016.61**	**13800.00**	**2500.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

GENERAL FUND REVENUE	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
DEVELOPMENT FEES						
TO Zoning Permit	6500.00	10177.80	7500.00	3142.20	8000.00	500.00
TO Letter of Compliance	500.00	900.00	740.00	505.00	700.00	-40.00
TO Subdivision Application	800.00	1850.00	800.00	1055.00	1000.00	200.00
TO Conditional Use Review	800.00	280.00	800.00	0.00	150.00	-650.00
TO Site Plan Review	500.00	0.00	280.00	0.00	150.00	-130.00
TO Boundry Line Adjustment	500.00	870.00	500.00	570.00	500.00	0.00
	9600.00	**14077.80**	**10620.00**	**5272.20**	**10500.00**	**-120.00**
TOTAL GENERAL FUND REVENUE	**1902517.00**	**1403678.22**	**2089869.00**	**2022370.21**	**2092741.00**	**2872.00**

GENERAL FUND EXPENDITURES	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
SELECTBOARD						
Selectboard Stipend	5250.00	5250.00	5250.00	5250.00	5250.00	0.00
SB SS & Medicare	402.00	401.63	402.00	401.63	402.00	0.00
SB Professional Development	300.00	0.00	300.00	0.00	0.00	-300.00
SB Professional Services	250.00	429.50	500.00	0.00	500.00	0.00
SB Travel Expenses	100.00	0.00	100.00	0.00	0.00	-100.00
	6302.00	**6081.13**	**6552.00**	**5651.63**	**6152.00**	**-400.00**
TOWN ADMINISTRATION						
Town Administrator	46800.00	46836.00	48672.00	25272.00	49159.00	487.00
Public Meetings Clerk	10000.00	10000.12	10000.00	5192.37	10000.00	0.00
Zoning Administrator	14000.00	10396.00	14000.00	6620.00	14568.00	568.00
Grant Administrator	13041.00	13050.61	13563.00	7042.27	13698.00	135.00
TA Group Insurance	9000.00	9000.00	9000.00	4875.00	9000.00	0.00
TA SS & Medicare	6414.00	5519.80	6597.00	3133.57	6688.00	91.00
TA Retirement Contribution	3480.00	3069.06	3615.00	1656.04	3672.00	57.00
TA Professional Development	300.00	60.00	300.00	130.68	300.00	0.00
TA Travel Expenses	1000.00	266.74	500.00	79.46	250.00	-250.00
	104035.00	**98198.33**	**106247.00**	**54001.39**	**107335.00**	**1088.00**
TOWN CLERK						
Town Clerk Salary	44426.00	44459.86	46203.00	23989.90	47127.00	924.00
TC Group Insurance	9000.00	8436.68	9000.00	4496.20	9000.00	0.00
TC SS & Medicare	3399.00	3374.07	3535.00	1832.55	3605.00	70.00
TC Retirement Contribution	1833.00	2274.26	1964.00	1240.24	2121.00	157.00
TC Professional Dues	0.00	27.50	0.00	27.50	30.00	30.00
TO Election Expenses	4500.00	3779.81	3000.00	37.00	4500.00	1500.00
TC Professional Development	300.00	0.00	300.00	0.00	200.00	-100.00
TC Travel Expenses	300.00	266.55	200.00	93.20	200.00	0.00
	63758.00	**62618.73**	**64202.00**	**31716.59**	**66783.00**	**2581.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

GENERAL FUND EXPENDITURES	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
LISTERS						
Lister Salaries	33440.00	21117.17	30210.00	11295.77	43563.00	13353.00
LS SS & Medicare	2560.00	1615.43	2311.00	864.13	3333.00	1022.00
LS Professional Dues	50.00	60.00	50.00	0.00	60.00	10.00
LS Professional Development	200.00	140.00	200.00	60.00	200.00	0.00
LS Technical Services	8200.00	7352.39	8000.00	3310.00	8500.00	500.00
LS Travel Expenses	1000.00	368.54	700.00	85.26	500.00	-200.00
	45450.00	**30653.53**	**41471.00**	**15615.16**	**56156.00**	**14685.00**
TOWN TREASURER						
Town Treasurer Salary	44567.00	44601.67	46350.00	24066.45	47277.00	927.00
TT Insurance Buyout	4800.00	4800.12	4800.00	2492.37	4800.00	0.00
TT SS & Medicare	3777.00	3779.16	3913.00	2031.76	3984.00	71.00
TT Retirement Contribution	2036.00	2036.20	2174.00	1385.47	2344.00	170.00
TT Professional Dues	0.00	27.50	0.00	27.50	30.00	30.00
TT Professional Development	500.00	145.00	500.00	0.00	200.00	-300.00
TT Travel Expenses	1100.00	1051.46	1000.00	493.00	1000.00	0.00
	56780.00	**56441.11**	**58737.00**	**30496.55**	**59635.00**	**898.00**
DELINQ. TAX COLLECTOR						
DTC Compensation	18000.00	15514.04	18000.00	5688.74	18000.00	0.00
DTC SS & Medicare	1224.00	1186.84	1377.00	435.19	1377.00	0.00
DTC Retirement	743.00	639.65	765.00	-9.77	810.00	45.00
DTC Professional Develop	0.00	60.00	60.00	0.00	60.00	0.00
	19967.00	**17400.53**	**20202.00**	**6114.16**	**20247.00**	**45.00**
ANIMAL CONTROL OFFICER						
ACO Compensation	5997.00	6000.13	6165.00	3201.12	7165.00	1000.00
ACO SS & Medicare	459.00	458.89	472.00	244.88	548.00	76.00
ACO Professional Develop	60.00	0.00	0.00	0.00	0.00	0.00
Impound Animal Expense	2000.00	841.74	2000.00	0.00	3500.00	1500.00
ACO Travel Expense	300.00	34.46	300.00	0.00	150.00	-150.00
	8816.00	**7335.22**	**8937.00**	**3446.00**	**11363.00**	**2426.00**
HEALTH OFFICER						
Health Officer Stipend	1000.00	1000.00	1000.00	1000.00	4000.00	3000.00
HO SS & Medicare	77.00	76.50	77.00	76.50	306.00	229.00
HO Professional Develop	60.00	0.00	60.00	10.00	60.00	0.00
HO Professional Services	500.00	0.00	500.00	0.00	500.00	0.00
HO Travel Expenses	200.00	0.00	200.00	0.00	200.00	0.00
	1837.00	**1076.50**	**1837.00**	**1086.50**	**5066.00**	**3229.00**
TOWN CONSTABLE						
Town Constable Stipend	1000.00	500.00	1000.00	0.00	0.00	-1000.00
CON SS & Medicare	77.00	38.25	77.00	0.00	0.00	-77.00
CON Professional Develop	60.00	0.00	60.00	0.00	0.00	-60.00
CON Travel Expenses	100.00	0.00	50.00	0.00	0.00	-50.00
	1237.00	**538.25**	**1187.00**	**0.00**	**0.00**	**-1187.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

GENERAL FUND EXPENDITURES	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
PLANNING COMMISSION						
Planning Comm Stipend	1200.00	640.00	1200.00	1260.00	1200.00	0.00
PC SS & Medicare	101.00	48.96	100.00	94.86	100.00	0.00
PC Professional Develop	300.00	0.00	120.00	0.00	0.00	-120.00
	1601.00	**688.96**	**1420.00**	**1354.86**	**1300.00**	**-120.00**
DEVELOP. REVIEW BOARD						
DRB Stipend	1200.00	800.00	1200.00	740.00	1200.00	0.00
DRB SS & Medicare	101.00	61.20	100.00	56.61	100.00	0.00
DRB Professional Develop	300.00	0.00	120.00	0.00	0.00	-120.00
	1601.00	**861.20**	**1420.00**	**796.61**	**1300.00**	**-120.00**
PUBLIC SAFETY & SERVICES						
Ambulatory Services	84590.00	84590.04	86282.00	43140.90	88008.00	1726.00
Ambulatory Dispatch Fee	25525.00	25525.00	25525.00	1600.00	10000.00	-15525.00
Police Patrol Services	62142.00	62141.52	63385.00	36192.00	93200.00	29815.00
Solid Waste Membership	3629.00	3629.00	3635.00	3635.00	3654.00	19.00
	175886.00	**175885.56**	**178827.00**	**84567.90**	**194862.00**	**16035.00**
CULTURAL SERVICES						
Historical Society	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
Memorial Day	1000.00	759.76	1500.00	179.76	1000.00	-500.00
Summer Concert Series	3000.00	3000.00	3000.00	3000.00	3000.00	0.00
Holiday Expense	1000.00	26.75	500.00	0.00	500.00	0.00
Highgate Little League	0.00	0.00	0.00	0.00	1250.00	1250.00
	6000.00	**4786.51**	**6000.00**	**4179.76**	**6750.00**	**750.00**
SOCIAL SERVICES APPROP						
FranklinCountyHomeHealth	7424.00	7424.00	7424.00	7424.00	0.00	-7424.00
VT Council Rural Develop	0.00	0.00	150.00	150.00	150.00	0.00
VT Ctr Independent Living	380.00	380.00	380.00	380.00	380.00	0.00
American Red Cross	950.00	950.00	950.00	950.00	950.00	0.00
FCIDC	950.00	950.00	950.00	950.00	995.00	45.00
CVAA Age Well	0.00	0.00	999.00	999.00	999.00	0.00
NWUSI - Special Invest. Unit	900.00	900.00	900.00	900.00	900.00	0.00
Association for The Blind	500.00	500.00	500.00	500.00	500.00	0.00
VT Adult Learning	300.00	300.00	300.00	300.00	300.00	0.00
Tim's House	0.00	0.00	950.00	950.00	0.00	-950.00
Vermont Green Up	200.00	200.00	200.00	200.00	200.00	0.00
Friends of Lake Champlain	999.00	999.00	999.00	999.00	999.00	0.00
Green Mountain Transit	950.00	950.00	950.00	950.00	950.00	0.00
Lauire's House VAV	0.00	0.00	975.00	975.00	990.00	15.00
CVOEO	0.00	0.00	500.00	500.00	500.00	0.00
VACD - VT Rural Fire Prot	100.00	100.00	100.00	100.00	100.00	0.00
VT Family Network	0.00	0.00	500.00	500.00	500.00	0.00
	13653.00	**13653.00**	**17727.00**	**17727.00**	**9413.00**	**-8314.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

GENERAL FUND EXPENDITURES	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
TOWN OPERATIONS						
TO Consulting Services	6000.00	2469.50	1000.00	2400.00	500.00	-500.00
TO Professional Audit	18800.00	20200.00	18800.00	12853.00	20200.00	1400.00
TO Legal Services	35000.00	22456.66	35000.00	5359.50	30000.00	-5000.00
TO Technical Services	7000.00	7253.67	8000.00	3892.92	14000.00	6000.00
TO Custodial Services	4000.00	7511.00	7200.00	3816.00	7500.00	300.00
TO Bldgs/Grnds Maintenance	8000.00	13524.19	10000.00	2098.13	10000.00	0.00
TO Equipment Maintenance	1500.00	548.00	1500.00	531.25	1500.00	0.00
TO PACIF Insurance	19994.00	19994.00	22003.00	16613.00	24196.00	2193.00
TO Workers Comp Insurance	1649.00	1649.00	1642.00	0.00	1017.00	-625.00
TO Unemployment Comp	509.00	273.00	364.00	119.00	204.00	-160.00
TO Communications	9000.00	10613.56	10500.00	4887.24	10500.00	0.00
TO Postage	6000.00	5482.70	6000.00	1869.16	6000.00	0.00
TO Advertising	5000.00	5558.79	5500.00	1729.99	5500.00	0.00
TO Printing & Binding	2500.00	1856.24	2500.00	344.00	2500.00	0.00
NRPC Dues	3802.00	3802.00	3913.00	3913.00	4030.00	117.00
VLCT Dues	5118.00	5118.00	5262.00	5262.00	5479.00	217.00
FranklinCountyAssesssment	32000.00	31139.92	33000.00	32923.88	33000.00	0.00
TO General Supplies	9000.00	9429.10	9000.00	3145.50	9000.00	0.00
TO Natural Gas	5000.00	6572.06	6000.00	537.80	6500.00	500.00
TO Electricity	6500.00	5793.83	5000.00	3543.31	9500.00	4500.00
TO Furniture/Equipment	5000.00	1261.11	5000.00	483.79	5000.00	0.00
TO Tax Abatement	13541.00	5214.24	3990.00	5575.85	5600.00	1610.00
TO Bad Debts	28500.00	0.00	0.00	0.00	0.00	0.00
TO Other Expenses	1000.00	685.00	1000.00	88.00	500.00	-500.00
MPG Grant Expense	6000.00	0.00	6000.00	0.00	6000.00	0.00
VLCT Equip Grant	5000.00	4912.00	5000.00	0.00	5000.00	0.00
Park & Ride Grant	0.00	19214.74	0.00	0.00	0.00	0.00
Village Core Celebration	0.00	0.00	0.00	1654.77	0.00	0.00
	245413.00	**212532.31**	**213174.00**	**113641.09**	**223226.00**	**10052.00**
DEPARMENT TRANSFERS						
Fire Dept Tax Revenue	54431.00	54431.00	47520.00	47520.00	50714.00	3194.00
Highway Tax Revenue	560364.00	0.00	622644.00	622644.00	665879.00	43235.00
Cemetery Tax Revenue	8500.00	8500.00	8400.00	8400.00	8500.00	100.00
Parks/Rec Tax Revenue	23931.00	23931.00	17738.00	17738.00	13403.00	-4335.00
Library Tax Revenue	97747.00	97747.00	109498.00	109498.00	109468.00	-30.00
Arena Tax Revenue	11000.00	11000.00	23425.00	23425.00	20676.00	-2749.00
Arena Bond Payment	88858.00	88858.00	82704.00	82704.00	79513.00	-3191.00
CIP Tax Revenue	303500.00	303500.00	450000.00	450000.00	375000.00	-75000.00
	1148331.00	**587967.00**	**1361929.00**	**1361929.00**	**1323153.00**	**-38776.00**
TOTAL GENERAL FUND EXPENDITURES	**1900667.00**	**1276717.87**	**2089869.00**	**1732324.20**	**2092741.00**	**2872.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

FIRE DEPARTMENT & CEMETERY FUNDS	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
FIRE DEPT REVENUE						
Dry Hydrant Grant	0.00	0.00	0.00	4888.00	0.00	0.00
FD Other Income	0.00	141.00	0.00	13056.81	0.00	0.00
Fire Department Donation	0.00	800.00	0.00	0.00	0.00	0.00
FD Tax Revenue	54431.00	54431.00	47520.00	47520.00	50714.00	3194.00
	54431.00	**55372.00**	**47520.00**	**65464.81**	**50714.00**	**3194.00**
FIRE DEPT EXPENDITURES						
FD Workers Compensation	2746.00	1898.00	1898.00	0.00	1714.00	-184.00
Fire Dept Stipend	16750.00	8000.00	10000.00	8000.00	9000.00	-1000.00
FD SS & Medicare	1282.00	612.01	765.00	612.01	689.00	-76.00
FD Professional Development	500.00	541.00	0.00	175.00	500.00	500.00
FD Personal Protective Equip	4000.00	5195.11	4500.00	6017.35	4000.00	-500.00
FD Air Packs & Tanks	3000.00	1686.99	2500.00	168.00	2500.00	0.00
FD Pagers & Radios	0.00	570.00	500.00	285.00	700.00	200.00
FD Hose Maintenance	1000.00	2433.74	1000.00	473.00	1000.00	0.00
FD Poseidon System	700.00	595.00	700.00	595.00	700.00	0.00
FD Fire Extinquishers	1000.00	418.61	500.00	806.90	700.00	200.00
FD Small Equipment Repairs	0.00	1162.65	500.00	51.10	400.00	-100.00
FD 1988 Internat - E1	2500.00	3672.69	2500.00	1475.59	2000.00	-500.00
FD 1998 Freightline -Tank	1200.00	0.00	1500.00	60.00	1500.00	0.00
FD 2005 MFG Rescue Boat	500.00	49.00	500.00	0.00	500.00	0.00
FD 2005 Karavan Trailer	125.00	52.00	125.00	46.65	125.00	0.00
FD 2006 Internat - E2	2000.00	4760.43	2500.00	126.29	2500.00	0.00
FD 2015 Ford F-350	500.00	111.80	500.00	0.00	500.00	0.00
FD Small Engine Repairs	1000.00	958.92	500.00	74.92	500.00	0.00
FD Equipment Rental	0.00	980.00	0.00	125.00	100.00	100.00
FD PACIF Insurance	3678.00	3678.00	4182.00	0.00	4436.00	254.00
FD Dispatching Fees-SAPD	7500.00	7720.00	8000.00	10322.40	11000.00	3000.00
FD Public Relations	0.00	1026.56	200.00	1215.59	1000.00	800.00
FD Annual Dues	450.00	610.00	450.00	288.00	450.00	0.00
FD Maintenance Supplies	500.00	47.77	500.00	0.00	200.00	-300.00
FD Gasoline	500.00	505.01	500.00	253.14	500.00	0.00
FD Diesel	2000.00	1566.72	1200.00	578.64	1200.00	0.00
FD Uniforms	500.00	361.14	500.00	60.50	300.00	-200.00
FD Furniture, Fixtures & Equip	0.00	3074.35	500.00	1590.00	1000.00	500.00
Dry Hydrant	0.00	0.00	0.00	1960.60	0.00	0.00
FD General Supplies	500.00	952.22	500.00	1128.62	1000.00	500.00
	54431.00	**53239.72**	**47520.00**	**36489.30**	**50714.00**	**3194.00**
CEMETERY REVENUE						
C Trust Fund Distribution	0.00	672.50	0.00	0.00	0.00	0.00
Cemetery Tax Revenue	8500.00	8500.00	8400.00	8400.00	8500.00	100.00
	8500.00	**9172.50**	**8400.00**	**8400.00**	**8500.00**	**100.00**
CEMETERY EXPENDITURES						
C Mowing	8000.00	7950.00	8000.00	4000.00	8000.00	0.00
Cemetery Repair	500.00	0.00	400.00	200.00	250.00	-150.00
C Fence Install & Repair	0.00	0.00	0.00	270.97	250.00	250.00
	8500.00	**7950.00**	**8400.00**	**4470.97**	**8500.00**	**100.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

PARKS & REC DEPARTMENT	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
PARKS & REC REVENUE						
PR Tax Revenue	23931.00	23931.00	17738.00	17738.00	13403.00	-4335.00
Basketball Program	900.00	720.00	850.00	800.00	0.00	-850.00
Outdoor Soccer	1500.00	2340.00	1800.00	1323.31	0.00	-1800.00
Indoor Soccer	500.00	0.00	800.00	0.00	0.00	-800.00
PR Other Income	0.00	166.03	0.00	0.00	0.00	0.00
Veteran Memorial Donation	0.00	450.50	0.00	100.00	0.00	0.00
	26831.00	**27607.53**	**23188.00**	**17961.31**	**13403.00**	**-9785.00**
Parks & Recreation						
Parks & Rec Wages	1750.00	1432.00	1800.00	1712.00	1500.00	-300.00
PR SS & Medicare	134.00	109.54	138.00	130.96	115.00	-23.00
PR Unemployment Comp	12.00	0.00	0.00	0.00	88.00	88.00
PR Workers Comp	124.00	124.00	0.00	0.00	0.00	0.00
PR Building/Grounds Maint	7500.00	3489.84	5000.00	697.80	3500.00	-1500.00
PR John Deere GT 235	100.00	0.00	100.00	94.42	100.00	0.00
PR John Deere ZTurn	500.00	0.00	500.00	49.50	150.00	-350.00
PR JD 3033R	7000.00	4799.12	7200.00	3014.33	7200.00	0.00
PR Communications	1500.00	3643.75	2000.00	3295.00	0.00	-2000.00
PR Equipment Maintenance	250.00	68.81	250.00	0.00	250.00	0.00
PR PACIF Insurance	311.00	311.00	0.00	0.00	0.00	0.00
PR Professional Development	250.00	0.00	250.00	0.00	0.00	-250.00
PR Program Expenses	1250.00	280.50	0.00	0.00	0.00	0.00
PR General Supplies	500.00	389.09	500.00	243.22	500.00	0.00
PR Basketball	850.00	319.99	850.00	202.50	0.00	-850.00
LittleLeagueBase/Softball	2000.00	2000.00	2000.00	0.00	0.00	-2000.00
PR Outdoor Soccer	2000.00	1501.00	1800.00	1070.15	0.00	-1800.00
PR Indoor Soccer	800.00	227.00	800.00	0.00	0.00	-800.00
	26831.00	**18695.64**	**23188.00**	**10509.88**	**13403.00**	**-9785.00**

PRESERVATION & COMPUTERIZATION	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
Preservation Fees	3000.00	5771.00	3000.00	8547.00	10000.00	7000.00
Computerization Fees	11000.00	9054.00	10000.00	8573.00	10000.00	0.00
	14000.00	**14825.00**	**13000.00**	**17120.00**	**20000.00**	**7000.00**
Restoration Services	1000.00	0.00	1000.00	350.00	7000.00	6000.00
Vault Supplies	1000.00	930.99	1500.00	932.95	1500.00	0.00
Digitize Maps/Land Record	1000.00	0.00	500.00	0.00	1500.00	1000.00
Xerox - ACS	4500.00	3850.00	4500.00	2450.00	4500.00	0.00
Technology Purchase	5500.00	0.00	5500.00	12230.50	5500.00	0.00
Network & Computer	1000.00	0.00	0.00	0.00	0.00	0.00
	14000.00	**4780.99**	**13000.00**	**15963.45**	**20000.00**	**7000.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

LIBRARY FUND	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
LIBRARY REVENUE						
HPL Parent Child Connection	2000.00	0.00	1000.00	0.00	1000.00	0.00
HPL Summer Programs	1000.00	100.00	500.00	888.00	500.00	0.00
Library Donations	0.00	275.97	0.00	185.75	0.00	0.00
Special Programs	2000.00	710.00	1000.00	896.13	1000.00	0.00
Trust Fund Distrib - HPL	50.00	55.49	50.00	0.00	50.00	0.00
HPL Grant Money	3000.00	200.00	1000.00	2200.00	0.00	-1000.00
Booksale Copy Print	0.00	325.93	300.00	62.00	300.00	0.00
Friends of the Library	4000.00	675.00	4000.00	213.15	500.00	-3500.00
Library Tax Revenue	97747.00	97747.00	109498.00	109498.00	109468.00	-30.00
	109797.00	**100089.39**	**117348.00**	**113943.03**	**112818.00**	**-4530.00**
LIBRARY EXPENDITURES						
Librarian Salary	43264.00	28493.05	41135.00	21358.21	42780.00	1645.00
Support Staff Wages	21000.00	23138.18	23000.00	10808.12	21500.00	-1500.00
Group Insurance	4800.00	6000.00	9000.00	4875.00	9000.00	0.00
HPL SS & Medicare	5284.00	3926.67	4906.00	2430.14	4918.00	12.00
HPL Retirement Contribution	1983.00	1176.26	1748.00	907.74	1925.00	177.00
HPL Memberships & Dues	700.00	356.40	1000.00	475.00	1000.00	0.00
HPL Unemployment Comp	301.00	0.00	260.00	0.00	262.00	2.00
HPL Workers Comp	270.00	270.00	470.00	0.00	526.00	56.00
HPL Professional Development	700.00	180.00	500.00	60.00	200.00	-300.00
HPL Background Checks	50.00	74.00	25.00	25.00	25.00	0.00
HPL Technical Services	900.00	1098.00	900.00	135.00	900.00	0.00
HPL Custodial Services	1820.00	2889.00	2400.00	1484.00	2500.00	100.00
HPL Bldgs/Ground Maintenanc	1500.00	1105.69	4000.00	1008.09	1500.00	-2500.00
HPL PACIF Insurance	3000.00	3000.00	2704.00	2055.00	2982.00	278.00
HPL Communications	1000.00	1880.00	2000.00	1143.51	2100.00	100.00
HPL Postage	625.00	481.26	625.00	116.74	500.00	-125.00
HPL Advertising	200.00	119.96	500.00	0.00	200.00	-300.00
HPL Grant Expenses	2500.00	487.98	2000.00	402.95	0.00	-2000.00
HPL Travel	600.00	920.52	700.00	1161.29	1000.00	300.00
HPL General Supplies	1000.00	1507.96	1000.00	807.24	1200.00	200.00
HPL Parent Child Connection	2000.00	0.00	1000.00	0.00	0.00	-1000.00
HPL Summer Programs	1000.00	744.55	1000.00	875.92	2000.00	1000.00
HPL Teen Programs	0.00	0.00	475.00	0.00	400.00	-75.00
HPL General Programs	1000.00	978.70	1000.00	444.65	1000.00	0.00
HPL Special Programs	6000.00	4475.14	6000.00	4940.61	5000.00	-1000.00
HPL Electricity	1300.00	1276.17	1000.00	554.72	1200.00	200.00
HPL Heating Expense	1300.00	1687.65	1500.00	345.00	1700.00	200.00
HPL Books and Periodicals	5200.00	4813.77	6000.00	2251.88	6000.00	0.00
HPL Furniture Fixtures Equip	500.00	0.00	500.00	516.25	500.00	0.00
	109797.00	**91080.91**	**117348.00**	**59182.06**	**112818.00**	**-4530.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

ARENA FUND	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
ARENA REVENUE						
Ice Rental	110500.00	131886.25	110500.00	29500.00	130000.00	19500.00
Skate Programs	9050.00	15964.00	12000.00	11046.00	12000.00	0.00
Turf Rental	5000.00	7765.00	5000.00	1730.00	5000.00	0.00
Facility Rental	7400.00	7490.00	8400.00	7570.00	10000.00	1600.00
Fall Programs	0.00	570.00	0.00	205.00	1000.00	1000.00
Winter Programs	0.00	0.00	0.00	0.00	700.00	700.00
Spring Programs	0.00	0.00	0.00	0.00	1500.00	1500.00
Summer Programs	0.00	1250.00	2000.00	1728.47	2500.00	500.00
Advertising	12000.00	17625.00	18500.00	700.00	17000.00	-1500.00
Donations	0.00	13504.44	0.00	753.71	50.00	50.00
Insurance Recoveries	0.00	2412.60	0.00	0.00	0.00	0.00
Arena Fund Tax Revenue	11000.00	11026.91	23425.00	23425.00	20676.00	-2749.00
	154950.00	**209494.20**	**179825.00**	**76658.18**	**200426.00**	**20601.00**
ARENA EXPENDITURES						
Facilities Wages	42000.00	43183.70	50000.00	28142.00	50000.00	0.00
AF SS & Medicare	3213.00	3464.01	3825.00	2122.32	3825.00	0.00
AF Unemployment Comp	200.00	100.00	97.00	0.00	110.00	13.00
AF Insurance	9000.00	4465.44	9000.00	4875.00	9000.00	0.00
AF Retirement	1680.00	1275.67	1615.00	1064.74	2092.00	477.00
AF Workers Comp	800.00	800.00	3100.00	0.00	3082.00	-18.00
AF Buildings/Grounds	0.00	0.00	0.00	306.10	5000.00	5000.00
AF Natural Gas	15000.00	12298.85	15000.00	2131.04	15000.00	0.00
AF Propane	1200.00	644.84	1200.00	262.78	1000.00	-200.00
AF Diesel & Gas	200.00	96.42	200.00	0.00	200.00	0.00
AF Electricity	38000.00	35110.12	35000.00	13156.69	35000.00	0.00
AF Communications	5000.00	2731.91	5000.00	1365.41	6500.00	1500.00
AF Zamboni Maintenance	1000.00	1756.85	3500.00	1333.78	3500.00	0.00
AF Upgrades/Improvements	3500.00	17576.18	15000.00	26402.20	25000.00	10000.00
AF Service Contracts	10000.00	9229.95	10000.00	5946.20	10000.00	0.00
AF Advertising	750.00	1505.00	1200.00	5353.00	1500.00	300.00
AF General Supplies	5000.00	6101.67	7500.00	4108.64	7500.00	0.00
Professional Development	0.00	181.08	2000.00	0.00	2000.00	0.00
AF Postage	100.00	90.00	0.00	0.00	0.00	0.00
Summer Programs	0.00	1165.09	2000.00	642.90	2000.00	0.00
Fall Programs	0.00	0.00	0.00	138.75	1500.00	1500.00
Winter Programs	0.00	0.00	0.00	0.00	500.00	500.00
Spring Programs	0.00	0.00	0.00	0.00	1000.00	1000.00
AF PACIF Insurance	11000.00	11000.00	14588.00	14558.00	15117.00	529.00
	147643.00	**152776.78**	**179825.00**	**111909.55**	**200426.00**	**20601.00**

ARENA BOND PAYMENT	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
Arena Bond Debt Payment	85608.00	85608.00	82704.00	82704.00	79513.00	-3191.00

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

CAPITAL IMPROVEMENT PLAN RESERVE FUND	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
CIP REVENUE						
CIP Interest Income	500.00	2866.79	0.00	424.14	2500.00	2500.00
Town Office ADA	0.00	0.00	10000.00	10000.00	0.00	-10000.00
Machia Property	10000.00	39450.33	20000.00	20000.00	0.00	-20000.00
Machia Road Slide	183500.00	199878.38	50000.00	68935.79	50000.00	0.00
Transfer Station Stabilization	25000.00	60029.59	50000.00	50000.00	50000.00	0.00
VCDP Airport Planning	0.00	0.00	0.00	-5469.41	0.00	0.00
Stormwater Grant Match	0.00	0.00	32500.00	32500.00	0.00	-32500.00
Fire Truck 1	0.00	0.00	50000.00	67000.00	25000.00	-25000.00
Highway Tractor RSM	35000.00	35000.00	5000.00	5000.00	20000.00	15000.00
HWY Grader	0.00	0.00	50000.00	50000.00	30000.00	-20000.00
HWY Loader	0.00	0.00	5000.00	5000.00	25000.00	20000.00
HWY Backhoe	0.00	0.00	25000.00	25000.00	10000.00	-15000.00
HWY Truck 1 2010 Internation	0.00	0.00	100000.00	100000.00	60000.00	-40000.00
HWY Truck 2 2014 Western St	0.00	0.00	25000.00	25000.00	25000.00	0.00
HWY Truck 3 Ford F550	0.00	0.00	0.00	0.00	10000.00	10000.00
HWY Truck 4 2016 Internation	0.00	0.00	5000.00	5000.00	25000.00	20000.00
Bridge 25	15000.00	15000.00	0.00	0.00	0.00	0.00
P&R Storage Shed	10000.00	10000.00	20000.00	20000.00	0.00	-20000.00
Library Relocation	25000.00	25000.00	0.00	0.00	25000.00	25000.00
Arena Zamboni	0.00	0.00	2500.00	2500.00	5000.00	2500.00
AF Indoor Turf	0.00	0.00	0.00	0.00	15000.00	15000.00
	304000.00	**387225.09**	**450000.00**	**480890.52**	**377500.00**	**-72500.00**
CIP EXPENDITURES						
Transfer Station Stabalization	25000.00	63326.12	50000.00	480.00	50000.00	0.00
Bridge 25	15000.00	0.00	0.00	0.00	0.00	0.00
TO ADA Modification	0.00	21340.94	10000.00	96968.70	0.00	-10000.00
Town Office Roof	0.00	62205.73	0.00	40629.26	0.00	0.00
Machia Property	10000.00	39771.00	20000.00	0.00	0.00	-20000.00
Machia Road Slide	183500.00	22807.76	50000.00	19077.99	50000.00	0.00
Stormwater Grant Match	0.00	0.00	32500.00	0.00	0.00	-32500.00
VCDP Airport Planning	0.00	0.00	0.00	9251.40	0.00	0.00
Fire Dept Dry Hydrants	0.00	201.20	0.00	0.00	0.00	0.00
FD Fire Truck	0.00	0.00	50000.00	340855.00	25000.00	-25000.00
Hwy Roadside Mower	35000.00	0.00	5000.00	0.00	20000.00	15000.00
Hwy Grader	0.00	0.00	50000.00	0.00	30000.00	-20000.00
Hwy Loader	0.00	0.00	5000.00	0.00	25000.00	20000.00
Hwy Backhoe	0.00	0.00	25000.00	0.00	10000.00	-15000.00
Hwy Tandem Truck 1	0.00	0.00	100000.00	0.00	60000.00	-40000.00
Hwy Tandem Truck 2	0.00	0.00	25000.00	0.00	25000.00	0.00
Hwy Truck 3	0.00	0.00	0.00	0.00	10000.00	10000.00
Hwy Truck 4 single axle	0.00	0.00	5000.00	0.00	25000.00	20000.00
Bridge 25 CIP Expense	0.00	92954.34	0.00	62767.58	0.00	0.00
P&R Storage Shed	10000.00	0.00	20000.00	0.00	0.00	-20000.00
Library Relocation	25000.00	0.00	0.00	0.00	25000.00	25000.00
Arena Zamboni	0.00	0.00	2500.00	0.00	5000.00	2500.00
AF Indoor Turf	0.00	0.00	0.00	240.00	15000.00	15000.00
	303500.00	**302607.09**	**450000.00**	**570269.93**	**375000.00**	**-75000.00**

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

HIGHWAY FUND	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
PUBLIC WORKS REVENUE						
AOT - State Aid	150000.00	151053.74	150000.00	111241.32	150000.00	0.00
VLCT Equip Grant	0.00	7120.90	0.00	0.00	0.00	0.00
PWD Grant Reimbursement	58367.00	16567.35	0.00	3530.42	0.00	0.00
NRPC Grant	0.00	0.00	0.00	13600.00	0.00	0.00
Insurance Recoveries	0.00	0.00	0.00	4773.13	0.00	0.00
PWD Sale of Surplus Equip	0.00	562.10	0.00	709.50	0.00	0.00
Overweight Permits	500.00	665.00	500.00	35.00	650.00	150.00
Driveway Permits	200.00	680.00	200.00	240.00	600.00	400.00
HWY Other Income	0.00	63.32	0.00	0.00	0.00	0.00
PWD Tax Revenue	560364.00	560364.00	622644.00	622644.00	665879.00	43235.00
	769431.00	**737076.41**	**773344.00**	**756773.37**	**817129.00**	**43785.00**
PUBLIC WORKS EXPENDITURES						
PWD Director Salary	58493.00	56212.38	62400.00	28440.00	63648.00	1248.00
PWD Crew Wages	82640.00	73040.47	77771.00	44336.70	79705.00	1934.00
PWD Temp Help Wages	3000.00	2708.00	10000.00	0.00	10000.00	0.00
PWD Crew Overtime	15000.00	19535.21	17000.00	5983.43	19500.00	2500.00
PWD Insurance Buyout	9600.00	9600.24	9600.00	4984.74	9600.00	0.00
PWD Group Health Insurance	9000.00	6750.00	9000.00	4875.00	9000.00	0.00
PWD SS & Medicare	12908.00	12208.63	12988.00	6302.15	13958.00	970.00
PWD Retirement Contribution	6837.00	6557.71	7088.00	3572.45	7761.00	673.00
PWD Professional Dues	0.00	0.00	50.00	0.00	50.00	0.00
PWD Unemployment Comp	520.00	273.00	408.00	0.00	322.00	-86.00
PWD Workers Comp	19573.00	18205.00	15561.00	0.00	14836.00	-725.00
PWD Professional Develop	100.00	135.00	200.00	0.00	250.00	50.00
PWD Roadside Cleanup	0.00	472.00	1000.00	0.00	1000.00	0.00
PWD Sidewalk Service	0.00	700.00	0.00	0.00	0.00	0.00
PWD Engineering Services	1000.00	1598.75	500.00	778.75	500.00	0.00
PWD Building Maintnenance	750.00	2940.56	11000.00	8967.63	1000.00	-10000.00
PWD Welder	0.00	0.00	1000.00	0.00	0.00	-1000.00
PWD Bale Mulcher/Hydrosee	0.00	0.00	500.00	0.00	0.00	-500.00
PWD Other Equip Maintenanc	500.00	1865.38	5000.00	859.75	2000.00	-3000.00
PWD Utility Trailers	200.00	0.00	0.00	0.00	0.00	0.00
PWD 1974 Massey Ferguson	1500.00	4762.71	1500.00	1379.35	1000.00	-500.00
PWD 1991 Grader	3000.00	110.64	3000.00	22505.48	3000.00	0.00
PWD 2001 Loader	4000.00	164.28	2000.00	490.44	4500.00	2500.00
PWD 2004 Backhoe	5000.00	5167.78	6000.00	201.76	2000.00	-4000.00
PWD 2015 Ford F550	1500.00	663.48	1000.00	1608.79	1500.00	500.00
PWD 2016 Int. Tandem	1000.00	4790.95	2000.00	5498.92	2000.00	0.00
PWD 2010 Int. Tandem	3000.00	3679.19	3000.00	797.49	1500.00	-1500.00
PWD 2014 WS Tandem	2000.00	5492.89	2000.00	8998.14	3000.00	1000.00
PWD Plow Maintenance	1500.00	3459.05	1500.00	3568.63	6000.00	4500.00
PWD Equipment Rental	6000.00	11041.63	7000.00	6482.07	10000.00	3000.00
PWD Tree Removal	5000.00	4100.00	6000.00	1800.00	6500.00	500.00
PWD PACIF Insurance	8143.00	9143.00	9278.00	0.00	10199.00	921.00
PWD Communications/Radios	1000.00	930.69	1500.00	325.00	1500.00	0.00
PWD Dues	0.00	1990.00	0.00	0.00	0.00	0.00
PWD Travel	200.00	100.05	200.00	0.00	150.00	-50.00
PWD Uniforms & Runners	5000.00	6343.81	5000.00	3429.76	5500.00	500.00
PWD Shop Supplies	1000.00	2012.18	2000.00	2010.09	2500.00	500.00

STATEMENT OF REVENUES, EXPENDITURES CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY 18-19 TO FY 20-21

HIGHWAY FUND	Budget FY1819	Actual FY1819	Budget FY1920	YTD FY1920	Proposed Budget FY2021	Budget Change
PWD EXPENDITURES CON'T						
PWD Small Tools	1000.00	213.41	1000.00	1016.72	1000.00	0.00
PWD Electricity Sand Shed	250.00	306.75	250.00	56.46	0.00	-250.00
PWD Electricity St.Lights	15000.00	14922.46	15000.00	6896.06	15500.00	500.00
PWD HeatFuel Sand Shed	800.00	4064.49	800.00	426.00	1500.00	700.00
PWD Gasoline	250.00	61.14	250.00	58.03	150.00	-100.00
PWD Diesel	25000.00	28371.46	30000.00	11145.59	32000.00	2000.00
PWD Oil & Grease	300.00	1632.48	2000.00	1826.83	2000.00	0.00
PWD Street Signs	2500.00	1819.63	3000.00	982.24	2500.00	-500.00
PWD Culverts	12000.00	4412.57	8000.00	75.84	8000.00	0.00
PWD Guardrails	2000.00	0.00	2000.00	26.58	2000.00	0.00
PWD Stone/Gravel	65000.00	77140.30	80000.00	27465.70	80000.00	0.00
PWD Paving Material	265000.00	3931.38	275000.00	436560.95	300000.00	25000.00
PWD Calcium Chloride	13000.00	7758.25	15000.00	4289.68	20000.00	5000.00
PWD Winter Salt	30000.00	45982.04	35000.00	32392.91	45000.00	10000.00
PWD Winter Sand	2000.00	0.00	2000.00	0.00	2000.00	0.00
Ditching & Road Maintenance	2000.00	4253.04	3000.00	306.25	4500.00	1500.00
PWD Machinery & Equipment	5000.00	1071.40	1500.00	5629.78	1500.00	0.00
PWD Furniture Fixture Equip	500.00	0.00	500.00	566.57	500.00	0.00
Better Back Roads Grant	0.00	1940.73	0.00	350.00	0.00	0.00
VLCT Equip Grant HWY	500.00	10790.01	5000.00	10000.00	5000.00	0.00
BBR Tarte Rd & Mill Hill	58367.00	19248.09	0.00	0.00	0.00	0.00
Structures Grant	0.00	2468.00	0.00	0.00	0.00	0.00
Frontage Rd Culvert 2019	0.00	0.00	0.00	155710.84	0.00	0.00
	769431.00	**507142.29**	**773344.00**	**863979.55**	**817129.00**	**43785.00**

HIGHGATE TRUST FUNDS

For year ended December 31, 2019

Summary of Trust Funds

Highgate Center Cemetery Assoc.	28,394.00
St. John's Cemetery	12,751.58
East Highgate Cemetery	8,152.02
Sherwood Cemetery	6,969.58
Highgate Public Library	2,300.00
Highgate Historical Society	1,000.00
Total Trust Funds:	**59,567.18**

Trustee Time Deposit

Edward Jones Bond	57,000.00
Peoples Trust Savings	2,444.99
Transferred to Cking, 12-20-19	- 750.00
Total Time Deposit	**58,694.99**

Trustee Operating Account

Beginning Balance 01/01/2019	**201.43**
Deposits	
Edward Jones Bond Interest	495.18
" " " "	1,006.30
Transferred from Savings *	750.00
Total Deposits:	**2,654.34**

*Inadvertently transferred, Returned to Savings

Disbursements:

Highgate Center Cemetery Assoc.	715.56
St. John's Cemetery	321.11
East Highgate Cemetery	205.50
Sherwood Cemetery	175.55
Highgate Public Library	58.55
Highgate Historical Society	25.21
Total Disbursements	**1,501.48**
Ending Balance 12/31/2018	**201.43**

Bequests

St. John's Cemetery

Beginning Balance	**12,651.58**
Stanley Bray	100.00
Ending Balance	**12,751.58**

East Highgate Cemetery

Beginning Balance	**8,252.02**
*Correction	-100.00
Ending Balance	**8,152.02**

*Lee Phelps 2018

In Memory of David Roddy

Dave brought financial knowledge and humor to our work sessions. He was always eager to help in any way possible and will be greatly missed.

The Trust Fund Committee

Respectfully submitted,

Evangeline La Rocque *Evangeline La Rocque*
Clarence Miller *Clarence Miller*

Green Mountain Transit

Town of Highgate FY19 Annual Report

Who We Are

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

Our Services

Elderly/Disabled/Medicaid Individual Service

GMT, in partnership with Champlain Valley Agency on Aging and CIDER, provides ongoing individual medical and non-medical transportation service to those who qualify for Medicaid, Elderly and Disabled funds and/ or both. GMT offers the scheduling and payment of rides provided through volunteer drivers, special shuttle, bus and/or cab service. GMT also provides transportation for critical care such as radiation and dialysis treatments regardless of age or disability. Individual service offers access to:

- **Medical appointments**
- **Meal site programs**
- **Senior Center/Adult Day Care**
- **Substance Abuse Treatment**
- **Prescription and Shopping**
- **Mental Health and Human Services**
- **Radiation and Dialysis Treatment**
- **Physical Therapy**

FY19, Town of Highgate Residents Served by Elderly & Disabled/Medicaid Service

- **1,584 Total Trips Provided**

General Public Transportation Service

GMT provides the Franklin Grand Isle region with traditional public transportation service through deviated fixed route, commuter routes, weekly shopping shuttle and direct regional connections to Chittenden County. These services directly support regional economic development, individual savings and environmental stewardship. Current routes for the region include:

- **St. Albans LINK Express**
- **St. Albans Shuttle**
- **Alburgh-Georgia Commuter**
- **Richford-St. Albans Commuter**
- **Price Chopper Shopping Shuttle**

GMT Volunteer Driver Program

In addition to shuttle vehicles, GMT uses an extensive network of Volunteer Drivers to provide coordinated and caring rides throughout our rural service area. Volunteer Drivers are essential in providing cost effective and community driven services, and are the foundation of our special services. Drivers are reimbursed for the miles they drive and provide services under the management of GMT.

Thank You

Thank you to Highgate taxpayers and officials for your continued financial support of GMT's public transportation service and for your commitment to efficient transportation solutions.

Information

Please feel free to contact Jenn Wood, Public Affairs & Community Relations Manager with questions or to request additional information on GMT services at 802.864.2282 or jwood@RideGMT.com.

101 Queen City Park Road, Burlington, VT 05401 | **T:** 802-864-2282 **F:** 802-864-5564
6088 VT Route 12, Berlin, VT 05602 | **T:** 802-223-7287 **F:** 802-223-6236
375 Lake Road, Suite 5, St. Albans, VT 05478 | **T:** 802-527-2181 **F:** 802-527-5302

NORTHWEST REGIONAL PLANNING COMMISSION

Town Report, 2019 - Highgate

Northwest Regional Planning Commission (NRPC) is a multi-purpose governmental organization created by the municipalities of Franklin and Grand Isle Counties. NRPC implements a variety of projects and programs tailored to local, regional and statewide needs. All municipalities in the region are entitled to equal voting representation by two locally appointed members to the Board of Commissioners.

2019 HIGHGATE TOWN PROJECTS

- Provided planning and zoning technical assistance.
- Updated the locally adopted Emergency Management Plan and the E-911 maps.
- Provided hazard mitigation support to the town for addressing landslide risks at the transfer station.
- Provided technical assistance to the Selectboard and Village Core Steering Committee.
- Provided technical assistance for the redevelopment of the former Young Landfill. Coordinated the completion of an initial environmental assessment (funded by the State of VT), and funded a phase 2 assessment through the NRPC program that will continue in 2020.
- Consulted with local officials, identified projects and provided technical assistance for Municipal Roads Grants-in-Aid construction projects.
- Drafted an application for renewal of Highgate Center's state village center designation.
- Granted an affirmative determination of energy compliance to the enhanced energy plan in the town plan.
- Coordinated the development of final design plans to treat stormwater from the Highgate Elementary School campus and mitigate offsite water quality concerns; a cooperative effort with school staff, funded by an Ecosystem Restoration Grant.
- Participated in the feasibility study to extend water and waste water to the Franklin County Airport and surrounding area.
- Provided grant writing assistance for a Municipal Planning Grant application to provide project coordination for a water/wastewater feasibility study in Highgate Center.
- Created a display of historic photos for the Town.

This year the Commission will assist our member municipalities with Municipal Roads General Permit compliance, water quality project implementation, local energy planning, emergency preparedness, brownfields redevelopment and other needed services. NRPC will implement the new marketing plan for the Missisquoi Valley Rail Trail and grow the Healthy Roots Collaborative - a local food and farm viability program now coordinated by NRPC. The Commission has no regulatory or taxing authority; however, each year we do request a per capita assessment in support of local and regional activities and to provide matching funds for state and federal programs.

Your continued support for local and regional planning is greatly appreciated. NRPC is your resource - please call on us for assistance with planning, zoning, transportation, mapping or other needs.

Highgate Town Regional Commissioners - Richard Noel & Vacant seat

Transportation Advisory Committee - Richard Noel

Clean Water Advisory Committee - Vacant seat

NRPC Projects & Programs

Municipal plan and bylaw updates, technical assistance for local permitting

Brownfields site assessments, clean-ups and redevelopment plans

Transportation planning, coordination, and project development

Bike and pedestrian planning and project management

Emergency preparedness, disaster recovery and resilience

Energy conservation, renewable energy plans and projects

Watershed planning and stormwater project management

Regional plans for growth and development

Geographic Information System maps and data

Downtown and village revitalization and community development

Grant writing and administration

Associated Projects & Programs Managed by NRPC

Healthy Roots Collaborative

Northern Vermont Economic Development District

Missisquoi Valley Rail Trail

Northwest Vermont Regional Foundation, Inc.

Address: *75 Fairfield Street, St. Albans, VT 05478*

Phone: *(802) 524-5958*
Fax: *(802) 527-2948*
Website: *www.nrpcvt.com*

Northwest Vermont Solid Waste Management District
2019 Supervisors' Report

The Northwest Solid Waste District's (NWSWD) mission is to provide for the efficient, economical, and environmentally-sound reduction, reuse, recycling, and finally disposal of solid waste. 2019 was a great year for waste reduction and recycling in the NWSWD - our efforts resulted in the District successfully diverting more waste from the landfill than any year before! Waste diverted was recycled or reused and helped conserve resources and keep toxic materials out of Vermont landfills.

The District increased our programs and services like composting, hazardous waste disposal, and reuse. We also offered more workshops and increased our ability to pass on useful information through channels like farmers' markets, fairs, and the internet. These efforts helped Franklin and Grand Isle Counties reduce the waste they sent to the landfill. We measure our success by looking at the weight of waste that we sent to the landfill and what we were able to divert through reuse and recycling. All of this work shows in the amount of waste we diverted from the landfill this year. Some of this year's highlights include:

- District communities collectively diverted 31% of their waste from the landfill.
- **District operations diverted 1,860 tons of waste from the landfill in 2019! This is an over 7% increase from 2018!!**
- NWSWD facilities recycled over 97 tons of e-waste.
- Staff held seven "Backyard Composting" classes for residents.
- Engaged member communities and businesses through our outreach program that made contact with over 300 businesses in our region.
- Collected almost 40 tons of hazardous material from 1936 households through our Household Hazardous Waste program. That's almost 25% more households served than last year!
- Our Close the Loop compost program experienced incredible growth and we collected 420 tons of food scraps from businesses, institutions, and residents to be turned into compost.

NWSWD by the Numbers

In the NWSWD, five District operated recycling drop-off sites in Georgia, Montgomery, Bakersfield, St. Albans, and North Hero, two member town run sites (Alburgh and Grand Isle), and mandatory curbside recycling by registered waste haulers allows easy access to recycling for all residents. Overall in 2019, through recycling, reuse and composting, District residents were able to divert 31% of waste created from the landfill! After all of this work the average NWSWD resident sent just 3.3 pounds of waste to the landfill per day. The national average is over 4.5 pounds per day. Way to go!

Through our District operated sites and programs, this year we disposed of 875 tons of trash and recycled or diverted 1,860 tons of material including 595 tons of blue-bin recyclables. This sets the diversion rate for District services at 68%.

All District staff members are available through the District office at (802)524-5986 or info@nwswd.org. For more information about the District and our services, how to reduce and recycle your waste, or how to get involved, call District staff at the above number or come visit at 158 Morse Drive in Georgia (we even give tours of our Recycling Center). You can also visit us on the web at www.nwswd.org, find us on Facebook, and sign-up for our e-mail updates. More information can also be found in our newsletter available at your Town Meeting.

NWSWD Board of Supervisors

Telephone: 802-524-5993

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE

FAX: 802-527-1150

St. Albans Field Station
140 Fisher Pond Rd
St. Albans, VT 05478

January 7th 2020

On behalf of the Vermont State Police, St. Albans Barracks, we are providing our 2019 Annual Report. This report will provide you information reference current staffing issues and detail the specialty services provided by the Troopers assigned to the St. Albans Barracks.

Mission Statement

The mission of the Vermont State Police is to individually and collectively serve and protect by providing the highest quality of professional law enforcement services. The mission of the Troopers assigned to the St Albans Barracks is to protect the citizens of Franklin and Grand Isle Counties. We also plan to work with local law enforcement to establish viable *Intelligence Based Policing (IBP)* teams. By unity of effort and criminal intelligence gathering, we will detect, disrupt, degrade and dismantle criminal activity. It is the goal of the St Albans Barracks to achieve this with, and through interagency, community, and private enterprise cooperation. By working together, we can educate, empower and foster trust while simultaneously identifying criminal networks within our communities. We will strive to reduce crime and enforce the laws of our roadways through criminal investigations, as well as, aggressive highway safety enforcement.

Specialty Services Provided by Troopers assigned to the St Albans Barracks

In addition to their field primary responsibilities, many of the troopers assigned to the St Albans Barracks are members of special response teams that provide expert response capabilities in a variety of areas to address critical needs throughout Vermont.

The breakdown of these responses is as follows:

1 Trooper – Drug Recognition Expert (DRE)

3 Troopers – on the Tactical Services Unit (TSU)

1 Trooper – on the Crime Scene Search Team (CSST)

1 Trooper – on the Search and Rescue Team (SAR)

1 Trooper – on the Bomb Squad (EOD)

4 Troopers - on the CLAN lab team

1 Trooper – on the Crisis Negotiation Unit (CNU)

Annual Crime Statistics for the St. Albans Barracks:

Total Cases: 6292

Total Arrests: 542

Total Tickets Issued: 1762

Total Warnings Issued: 4362

Fatal Accidents: 3

Total Burglaries Investigated: 41

Total DUI's: 100

Local Community Report: Highgate

Total Cases: 550

Total Arrests: 43

Total DUI's: 7

Total Accidents – Property Damage: 10

Total Accidents – Injury: 5

Total Vandalisms: 7

Total Alarms: 20

Total Burglaries: 2

Total Tickets: 82

Total Warnings: 247

We will continue to make our communities safer through enforcement, directed patrols, Intelligence Based Policing, outreach and community programs. It is our privilege to serve the citizens of this community.

Respectfully,

Lieutenant Jerry Partin
Station commander

U.S. Department of Veterans Affairs

White River Junction VA Medical Center
215 North Main Street
White River Junction, VT 05009
866-687-8387 (Toll Free)
802-295-9363 (Commercial)

In Reply Refer to: 405/00

December 23rd, 2019

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully;

Becky Rhoads, Au.D.
Associate Medical Center Director

Town Meeting Day Munchies

Tuesday, March 3, 2020

Refreshments will be available to purchase from the

Highgate Volunteer Fire Dept.

Pastries, doughnuts, fruit, and drinks

Please stop by to grab a yummy snack and support the HVFD at the same time!

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NOTICE!

The Town of Highgate's
Forest Fire Warden is:

David Desorcie

David can be reached at:
Home: (802) 868-2777
Work: (802) 868-4409

By state law, if you wish to burn natural wood or debris outdoors, you must obtain a burning permit from the Town Forest Fire Warden. The Town Warden will be able to advise you on local burning regulations and current conditions. Remember, "Only you can prevent forest fires!"

Dog licensing will begin on Thursday, January 2, 2020

It's Time To License Your Dog(s) Again With The Town of Highgate

REMINDER

2020 Dog Licenses are due by Wednesday, April 1st

On or before April 1, 2020
Neutered/Spay $13.00 per dog
Non-Neutered/Spay $17.00 per dog

Fees starting April 2, 2020
Neutered/Spay $22.00 per dog
Non-Neutered/Spay $26.00 per dog

NOTE Dogs that remain unlicensed as of May 1, 2020 will result in municipal fines being issued, per dog. This will be in addition to licensing fees. Please license your dog(s) by April 1st!!! Thank you.

PROOF OF RABIES VACCINATION REQUIRED

Please also let us know if you no longer have your dog(s).

DOG & CAT VACCINATION CLINIC

Saturday, March 21, 2020
10:00am - Noon
Highgate Fire Station

Attending Vet: Paws For Thought 868-4300
Prices: Rabies $15, Distemper $18, Rabies & Distemper $25

DOG LICENSES WILL BE AVAILABLE AT CLINIC—cash or check only at the clinic

DOGS MUST BE ON A SHORT LEASH & CATS MUST BE IN CARRIERS

Questions? Please contact Wendi Dusablon, Town Clerk
802-868-5002 or wdusablon@highgatevt.org