

For a variety of reasons, the Townshend Town Report, as it has been done in the past, was not produced this year.

I have gathered most, if not all, of the *official* information that was available at Town Meeting this year. Some of this was picked up in hard copy, some of it was sent to me electronically.

A variety of methods have been used to try to combine everything in to one report. Some items were scanned using OCR and many documents that were given to me electronically lost proper formatting as I converted them. So, it is not, by any means, a polished document. It also may not be fully searchable.

Here, to the best of my ability, is the complete "Townshend Town Report" for 2016/2017.

November 10, 2016

Town of Townshend, Vermont  
PO Box 223  
2006 VT Rte 30  
Townshend, VT 05353-0223

To the Select Board:

This letter is to follow up on our meeting that took place on November 2, 2016.

Effective November 2, 2016, we have suspended our independent audit of the Town's June 30, 2016 financial statements due to significant concerns over the Town's accounting function. We have reached this decision reluctantly and after substantial deliberation because of the condition of the Town's accounting records. We commenced our audit fieldwork in October 2016. At that time, it was apparent the Town was not ready for the audit.

As discussed during our meeting, our recommendation to the Town is to engage a qualified firm or individual to assist the Town to perform "fresh start" accounting and implement the proper procedures and policies to ensure the accounting function of the Town is in place and is occurring. As the auditors, our firm is not allowed to perform any management or recordkeeping function.

Our firm has recommended a qualified firm for you to speak to. We are also committed to helping the Town going forward to implement best practices to ensure the June 30, 2017 audit can be completed.

Please don't hesitate to call or e-mail with any questions or concerns.

Sincerely,

McSoley McCoy & Co.



Tom Stretton

# PIECIAK & COMPANY, P.C.

Certified Public Accountants and Consultants

Joseph S. Pieciak, Jr., CPA  
Timothy C. Fogg, CPA  
Wendy L. Dubois, CPA  
Travis M. Lawyer, CPA

January 13, 2017

TO WHOM IT MAY CONCERN:

Brattleboro, VT  
10 Park Place  
P.O. Box 797  
Brattleboro, VT 05302  
tel 802.257.1307  
fax 802.257.2115  
www.pieciak.com

We have been engaged by the Town of Townshend, Vermont (the "Town") to perform certain bookkeeping functions with the intention of reconciling the Town's cash accounts, delinquent taxes receivable, deferred tax revenue, payroll, inter-fund transactions and other miscellaneous accounts for the monthly periods from July 2015 through October 2016. This engagement is in response to a request from the Towns' independent auditors who were unable to complete the audit of the Town's financial statements as of and for the year ended June 30, 2016.

We are currently working on that engagement and expect to complete it in the very near future.

Very truly yours,



Pieciak & Company, P.C.

Other offices located in:  
South Hadley, MA

# **WARNING FOR THE TOWN OF TOWNSHEND**

## **2017 ANNUAL MEETING**

The legal voters of the Town of Townshend are hereby notified and WARNED to meet at the Town Hall in Townshend, Vermont, on Tuesday, March 7, 2017 at 9:00 a.m. to act on the following articles, viz:

- ARTICLE I.** To choose a Moderator for the ensuing year:
- ARTICLE II.** To act upon the July 1, 2015 - June 30, 2016 Independent Auditors' and CPA's Reports:
- ARTICLE III.** To see what salaries the Town will vote to pay its various officials for the ensuing year:
- |                                         |                  |
|-----------------------------------------|------------------|
| Town Clerk:                             | \$ 35,415.00/ yr |
| Town Treasurer:                         | \$ 2,342.00/ yr  |
| Select Board: (1) Chair:                | \$ 900.00/ yr    |
| (4) Members:                            | \$ 775.00/ yr    |
| Town Clerk assistants and casual labor: | \$ 14.00/ hr     |
- ARTICLE IV.** To elect all Town Officials for the ensuing year(s):
- |                           |               |
|---------------------------|---------------|
| Town Clerk:               | (1) 1 yr term |
| Town Treasurer:           | (1) 1 yr term |
| Select Board:             | (1) 3 yr term |
|                           | (2) 1 yr term |
| Listers:                  | (1) 3 yr term |
| Property Tax Collector:   | (1) 1 yr term |
| Delinquent Tax Collector: | (1) 1 yr term |
| First Constable:          | (1) 1 yr term |
| Second Constable:         | (1) 1 yr term |
| Town Grand Juror:         | (1) 1 yr term |
| Town Agent:               | (1) 1 yr term |
| Library Trustees:         | (1) 5 yr term |
| Cemetery Commissioner:    | (1) 5 yr term |
- ARTICLE V.** To see if the Town will authorize the Selectmen to set a tax rate sufficient to cover all monies raised for municipal entities for the period July 1, 2017 through June 30, 2018, and to borrow money in anticipation of taxes?
- ARTICLE VI.** To see if the Town will authorize its Property Tax Collector to receive its Real Property Taxes quarterly, August 25, 2017; November 29, 2017; February 23, 2018; and May 25, 2018? Monthly interest will be charged at the rate of one-half percent (1/2%) or fraction thereof; interest of one percent (1%) or fraction thereof plus penalties will commence on June 1, 2016.
- ARTICLE VII.** To see if the Town will vote to appropriate \$ 420,389.00, to pay for the running expenses and liabilities of the Town?
- ARTICLE VIII.** To see if the Town will vote to appropriate \$ 431,867.00, for the running expenses and liabilities of maintaining the Town's roads?
- ARTICLE IX.** To see if the Town will vote to appropriate up to \$ 120,000.00, for the purchase of a Highway Department front end loader?

- ARTICLE X.** To see if the Town will vote to raise \$ 47,400.00, by taxation, for the running expenses and liabilities of the Library?
- ARTICLE XI.** To see if the Town will vote to raise \$ 10,000.00, by taxation, to be placed in the Capital Expenditure Fund Fire Department Reserve toward a future pumper?
- ARTICLE XII.** To see if the Town will vote to raise \$ 1,750.00, by taxation, for the Old Cemetery Fund?
- ARTICLE XIII.** To see if the Town will vote to raise \$ 16,620.00, by taxation, for the support of Social Services, as recommended by the Screening Committee?
- ARTICLE XIV.** To see if the Town will authorize the Board of Selectmen to acquire, by gift or purchase, land for municipal forest, to promote reforestation, water conservation and good forestry practices?
- ARTICLE XV.** To see if the Town will vote to set the first Tuesday in March 2018, as the date for the 2018 Town of Townshend Annual Meeting?
- ARTICLE XVI.** To transact any other non-binding business to properly come before said Meeting?

**Dated at Townshend, this 24th day of January 2017.**

**TOWNSHEND SELECT BOARD**

Kathleen Hege

Will Bissonnette

Irvin Stowell

Robert Wright

Kyle LaPointe

<b>GENERAL FUND</b>	<b>FY 2017</b>	<b>FY 2018</b>
<b><u>REVENUE</u></b>		
Tax Interest	11,000	11,000
Intergovernmental	75,656	74,046
Other	37,000	39,000
<b>Total:</b>	<b>(123,656)</b>	<b>(124,046)</b>

**EXPENSES**

**Selectboard**

Selectboard Salaries	4,000	4,000
Admin Assist	33,475	34,312
Admin Assist Benefits	2,207	14,909
Dues	4,900	5,138
Legal	5,000	5,000
Insurance	3,000	3,400
Misc.	5,200	5,200
<b>Total:</b>	<b>58,032</b>	<b>72,209</b>

**Delinquent Tax Collector**

<b>Total:</b>	<b>3,250</b>	<b>3,250</b>
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**Listers**

Listers Wages	22,500	23,000
Listers Office Expense	5,500	7,000
<b>Total:</b>	<b>28,000</b>	<b>30,000</b>

**Finance Office**

Finance Office Expenses	8,300	8,300
Bookkeeping Wages	17,200	17,630
Auditing	16,100	12,000
Treasurer	2,285	2,342
Tax Collector	5,000	5,000
Bank Fees	0	2,000
Misc.	1,965	2,000
<b>Total:</b>	<b>50,850</b>	<b>49,272</b>

**Town Clerk**

Town Clerk Salary	34,550	35,415
Town Clerk Benefits	13,407	14,057
Clerical Wages	4,120	4,225
Office Expenses	2,530	2,830
Elections	2,200	650
Board of Civil Authority	75	75
<b>Total:</b>	<b>56,882</b>	<b>58,429</b>

**Planning Commission**

<b>Total:</b>	<b>4,400</b>	<b>4,400</b>
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**Municipal Town Hall**

Supplies	11,500	9,750
Expenses	11,225	11,125

Repair	20,000	10,000
<b>Total:</b>	<b>42,725</b>	<b>30,875</b>
<b>Public Safety</b>		
RESCUE	34,250	34,250
Constables	900	900
Law Enforcement	20,000	20,000
Emergency Management	1,000	1,000
Forest Fire	3,500	3,500
Poundkeeper	500	300
<b>Total:</b>	<b>60,150</b>	<b>59,950</b>
<b>Fire Department</b>		
Fire House Dues	18,600	19,000
New Equipment	10,000	5,000
Expenses	18,835	17,250
Vehicle Expense	11,900	15,000
<b>Total:</b>	<b>58,825</b>	<b>56,250</b>
<b>Municipal &amp; Public Works</b>		
Electricity	4,000	10,300
Town Common	3,400	2,750
Taft Meadows	500	500
Recreation	300	300
Misc.	500	500
<b>Total:</b>	<b>8,700</b>	<b>14,350</b>
<b>Highway Garage</b>		
Insurance	4,000	4,000
Maintenance	5,000	5,000
Expenses	6,300	5,800
<b>Total:</b>	<b>15,300</b>	<b>14,800</b>
<b>Waste Management</b>		
Attendant Wages	12,000	12,300
WSWMD Assessment	16,000	14,225
Recycling	0	16,000
Tipping Fees	22,000	15,000
Expenses	1,175	925
<b>Total:</b>	<b>51,425</b>	<b>58,450</b>
<b>Employer Expense</b>		
FICA	12,000	12,000
Unemployment	400	400
Workers Comp	2,000	2,000
<b>Total:</b>	<b>14,400</b>	<b>14,400</b>
<b>Other Expenses</b>		
Bond Principal	40,000	40,000
Bond Interest	25,000	25,000
Windham County Tax	11,250	12,500
Memorial Day Expense	300	300
<b>Total:</b>	<b>76,550</b>	<b>77,800</b>

<b>TOTAL GENERAL FUND:</b>	<b>529,489</b>	<b>544,435</b>
<b>Less: (REVENUES)</b>	<b>(123,656)</b>	<b>(124,046)</b>
<b>Plus: VARIANCE</b>	<b>35,560</b>	

<b>GENERAL FUND:</b>		
<b>TAXES TO BE RAISED</b>	<b>441,393</b>	<b>420,389</b>

<b>HIGHWAY FUND</b>	<b>FY2017</b>	<b>FY2018</b>
<b><u>REVENUE</u></b>		
State Highway Aid	109,000	109,000
Misc. Revenues	4,000	3,000
<b>Total Revenues</b>	<b>(113,000)</b>	<b>(112,000)</b>

**EXPENSES**

**General Maintenance & Direct Expenses**

Wages	140,000	148,000
Materials & Supplies	120,000	110,000
Hired Services	8,000	7,500
Retreatment	80,000	100,000
Gravel Crushing	50,000	25,000
Fogline Painting	2,775	0
Special Projects	103,000	0
<b>Total:</b>	<b>503,775</b>	<b>390,500</b>

**Ancillary Expenses**

Liability Insurance	3,500	3,700
Uniforms	3,000	3,500
Misc.	450	400
<b>Total:</b>	<b>6,950</b>	<b>7,600</b>

**Employer Expenses**

FICA	11,500	11,500
Unemployment	1,250	1,250
Workers Comp	10,000	12,000
Employee Benefits	21,900	22,952
<b>Total:</b>	<b>44,650</b>	<b>47,702</b>

<b>TOTAL HIGHWAY FUND</b>	<b>555,375</b>	<b>445,802</b>
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<b>Less: (REVENUES)</b>	<b>(134,734)</b>	<b>(112,000)</b>
<b>Plus: VARIANCE</b>	<b>307,641</b>	

<b>HIGHWAY FUND:</b>		
<b>TAXES TO BE RAISED</b>	<b>134,734</b>	<b>333,800</b>



<b>EQUIPMENT FUND</b>	<b>FY2017</b>	<b>FY2018</b>
<b><u>EXPENSES</u></b>		
Direct Equipment Expenses	57,700	52,200
Diesel Fuel	35,000	20,000
Insurance	7,500	7,500
Loan Principal	0	14,000
Loan Interest	720	440
Misc.	4,050	3,925
<b>Total:</b>	<b>104,970</b>	<b>98,065</b>

<b>TOTAL EQUIPMENT FUND</b>	<b>104,970</b>	<b>98,065</b>
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<b><u>Less: (VARIANCE)</u></b>	<b><u>( 18,890)</u></b>	
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<b>EQUIPMENT FUND:</b>		
<b>TAXES TO BE RAISED</b>	<b>86,080</b>	<b>98,065</b>

<b>RESERVE FUNDS</b>	<b>6/30/15</b>	<b>6/30/16</b>
COMMON	5,725.81	5,730.79
SIDEWALK	6,746.56	6,760.12
SEWER	40,495.83	40,640.15
RDAG	77,057.99	77,279.76
MOSLEY	61,516.55	61,640.04
HOWARD MM	12,352.11	12,422.19
HOWARD CD	10,000.00	10,000.00
REAPPRAISSAL	94,837.08	104,859.58
FIRETRUCK	202,089.98	202,701.85

## **SOCIAL SERVICES – 2016-17 REPORT**

**American Red Cross of Vermont and NH Upper Valley Region** provides planning preparedness and emergency disaster relief.

2016 appropriation: \$500      2017 request: \$500      **2017 recommendation: \$500**

**Brattleboro Area Hospice, Inc.** provides non-medical, volunteer-staffed programs for dying and grieving community members. One hundred percent locally-funded, Hospice provides assistance to increase understanding and cope with death and dying.

2016 appropriation: \$300      2017 request: \$300      **2017 recommendation: \$300**

**The Current (operated by the Connecticut River Transit, Inc.)** provides transportation for the elderly, the disabled and children and families who receive Medicaid.

2016 appropriation: \$500      2017 request: \$750      **2017 recommendation: \$500**

**Gathering Place** provides a safe, supportive environment, a full array of services and activities for elders and adults with disabilities.

2016 appropriation: \$400      2017 request: \$400      **2017 recommendation: \$400**

**Green Mountain Retired Senior Volunteer Program (RSVP)** supports and develops programs for seniors who wish to volunteer within the community.

2016 appropriation: \$275      2017 request: \$275      **2017 recommendation: \$275**

**Groundworks Collaborative** is a merger of the Brattleboro Area Drop-In Center and Morningside Shelter, providing emergency food, housing and case management services.

2016 appropriation \$1,200      2017 Request \$1,200      **2017 Recommendation \$1,200**

**Health Care and Rehabilitation Services** provides a range of community-based services, including client advocacy and public education.

2016 appropriation: \$1,100      2017 request: \$1,100      **2017 recommendation: \$1,100**

**Newbrook Fire and Rescue** provides fire protection and rescue service to Townshend residents.

2016 appropriation: \$1,500      2017 request: \$1,500      **2017 recommendation: \$1,500**

**Senior Solutions Southeastern VT** supports aging seniors in Townshend with information and assistance, senior nutrition programs, transportation, case management and care-giver respite.

2016 appropriation: \$750      2017 request: \$750      **2017 recommendation: \$ 750**

**Southern Vermont Community Action, Inc. (SEVCA)** is a community based, non-profit organization providing weatherization, emergency heating repair, tax preparation services, thrift store vouchers and fuel assistance.

2016 appropriation: \$1,500      2017 request: \$1,500      **2017 recommendation: \$1,500**

### **SOCIAL SERVICES - continued**

**Townshend Community Food Shelf**, housed in the Townshend Community Church, provides food to those in need.

2016 appropriation: \$700      2017 request: \$700      **2017 recommendation: \$700**

**Vermont Center For Independent Living** is a statewide non-profit organization dedicated to improving the quality of life for people with disabilities.

2016 appropriation: \$250      2017 request: \$255      **2017 recommendation: \$250**

**Visiting Nurse Association & Hospice of VT and NH** makes homecare visits to Townshend residents.

2016 appropriation: \$2,700      2017 request: \$2,790      **2017 recommendation: \$2,700**

**Windham Child Care Association** provides child care referral, financial assistance, child and adult food programs and educator professional development services.

2016 appropriation: \$0.00      2017 request: \$250      **2017 recommendation: \$250**

**Women's Freedom Center** works to end physical, sexual and emotional violence against the women and children of Windham County.

2016 appropriation: \$1,200      2017 request: \$1,200      **2017 recommendation: \$1,200**

**Youth Services** coordinates the Big Brother/Big Sister program, provides in-home parent education and support and a 24/7 crisis hot-line.

2016 appropriation: \$1,500      2017 request: \$1,500      **2017 recommendation: \$1,500**

<b>2016 appropriations</b>	<b>2017 requests</b>	<b>2017 recommendations</b>
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<b>Totals: \$14,375</b>	<b>\$14,970</b>	<b>\$14,625</b>
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Complete requests from each of these social service agencies are available for review at the Town Clerk's office.

## **TOWN CLERK'S REPORT**

**JANUARY 1, TO DECEMBER 31, 2016**

Although there is no Town Report this year, I felt I still needed to bring a few things to your attention.

The first concern has to do with official positions within the town. All elected and appointed positions require that a variety of duties be performed. Accepting a position and agreeing to serve, whether elected or appointed, is a serious commitment and should not be undertaken lightly. Members of the Select Board, as an example, must attend Select Board Meetings as well as participate in Board of Civil Authority Meetings, Abatement Meetings and Tax Appeal Hearings. Justices of the Peace are not only elected to perform weddings; they also have a significant and indeed vital role to play in the Town's business, particularly in attending those same meetings as well as counting votes at town meetings and elections.

Those of you who run for these positions, or agree to be appointed, **MUST** realize that they are jobs requiring time and effort which are essential for the smooth conduct of the Town's business. I realize there is little to no thanks for what you do, but if you agree to run or accept appointment, you must also agree to assume your fair share of the obligations and responsibilities. It really puts a strain on other members of boards to carry the load if you fail to come to the meetings and perform your duties.

The second matter to bring to your attention is that the State has implemented an online voter registration process called My Voter Page. By using the My Voter Page, a registered voter can:

Check registration status;

View information on upcoming elections;

Access voter specific elections information, including directions to a polling place and polling hours;

View a sample ballot;

Request and track an absentee ballot;

and much more.

I encourage voters to log into their My Voter Page to learn more. Registered Voters can log in at: <http://mvp.sec.state.vt.us> Online registration can be found at: <http://olvr.sec.state.vt.us>

On another note regarding voter registration, as of January 1, 2017 the DMV began implementing Automatic Voter Registration. The change made to the law by this bill is simple: When a person gets a new license, renews a license, or files an address change at the DMV, the information submitted is transmitted to the Secretary of State's Office, Elections Division, and then to the individual towns for voter registration purposes. That means a person is automatically registered as a voter, even if they don't meet the qualifications, unless they check a box on the form that says they "opt-out". (Previously the person had to check a box to say they did want the information used for voter registration, now they have to check the box to say they do not; it has shifted from an "opt-in" system, to an "opt-out.") It is important to make sure that if you do not want to become a registered voter, are not eligible to become one, or if there are no changes on your current license, you need to check the "opt-out" box.

I started my report above by noting that there is no Town Report this year. The reason for this is that we were unable to find enough people to take on the responsibility to prepare it. It has traditionally been the Auditors job but last year we voted to eliminate that office, and no one stepped up to take over that role. Please keep in mind that this is YOUR town. Efforts put into improving it make it better for everyone - whether in elected, appointed or volunteer positions - but sadly, too often people simply want to criticize the efforts of others, which is discouraging to say the least. If you cannot find a way to help make our town continue to work, at least please don't denigrate those who try.

Again, I have to say thanks to my assistants Kathy Hege, Dick Jackson and Kurt Tietz for their help and assistance in the day to day running of my office, and, of course, thanks again to all the residents of the town for believing in me and giving me the opportunity to serve as Town Clerk.

*Anita Bean, Town Clerk*

<b>TOWN OF TOWNSHEND</b>	
<b>P.O. BOX 223 - 2006 VT ROUTE 30 - TOWNSHEND, VT 05353</b>	
<a href="http://WWW.TOWNSHENDVT.NET">WWW.TOWNSHENDVT.NET</a>	
<b>911 FOR EMERGENCIES</b>	
<b>Population: 1,232</b>	<b>Registered Voters 972</b>
<b>Elevation : 574 Feet</b>	<b>Area: 27,200 Acres</b>
<b>Roads: 63 Miles</b>	
<b>First Constable</b>	221-0467
<b>Highway Dept.</b>	365-4260
<b>Second Constable</b>	365-7334
<b>Library</b>	365-4039
<b>Townshend Dam Picnic/Swimming</b>	365-7703
<b>For Reservations</b>	877-444-6777
<b>L&amp;G Union HS</b>	365-7355
<b>Elementary School</b>	365-7506
<b>Town Hall</b>	365-7300
<b>TOWN CLERK HOURS</b>	
Monday, Tuesday, Wednesday, Friday - 9:00 A.M. to 4:00 P.M., Saturday by Appointment, Closed Thursday	
<b>COMPACTOR</b>	
Wednesday - 9:00 A.M. to 6:00 P.M.	
Saturday - 9:00 A.M. to 4:30 P.M.	
<b>MEETINGS</b>	
<b>CEMETERY COMMISSION</b>	<b>ELEMENTARY SCHOOL</b>
3rd Monday - 5:00 P.M. at Town Hall	2nd Monday of each month 7:00 P.M. at the Elementary School
<b>FIRE DEPARTMENT</b>	<b>SELECT BOARD</b>
4th Monday - 7:00 P.M. Work Detail	2nd & 4th Tuesday - 6:00 P.M. at Town Hall
2nd Thursday - 7:00 P.M. Business Meeting at Fire Station	
<b>PLANNING COMMISSION</b>	<b>LIBRARY TRUSTEES</b>
2nd & 4th Wednesday 7:15 P.M. at Town Hall	2nd Wednesday - 6:00 P.M. at the Library
<b>AUDITORS</b>	<b>LIBRARY HOURS</b>
Meet monthly at Town Hall at their discretion	Monday - 1:00 P.M. to 5:00 P.M.
<b>LELAND &amp; GRAY</b>	Tuesday - 9:00 A.M. to 1:00 P.M.
2nd Tuesday of each month at 7:00 P.M. in the Leland & Gray Library	Wednesday - 1:00 P.M. to 7:00 P.M.
<b>LISTER HOURS</b>	Friday - 9:00 A.M. to 1:00 P.M.
Tuesday & Friday - 8:30 A.M. - 12:00 P.M.	Saturday - 9:00 A.M. to 1:00 P.M.
<b>TOWN Informational Meeting</b> Monday, February 27, 2017 at 6:00 P.M.	
<i>Please bring this Report to Town Meeting, March 7, 2017 at 9:00 A.M.</i>	

## LAND TRANSACTIONS – JANUARY 1 – DECEMBER 31, 2016

### Total Transfer                      Primary Residents

#### Returns Filed

<b>2015 - 53</b>	<b>9</b>
<b>2016 - 76</b>	<b>24</b>

## WELCOME TO TOWNSHEND (NEW PROPERTY OWNERS)

Allison Dercoli	Matthew Donaldson
Thomas & Cynthia Rahmlow	Catherin Lumenello
William & Amber Ahearn	Brian & Judy Harrigan
Keith Lyman & Cynthia Matthew	Tansy Robertshaw
Joshua & Jessica Laughman	Thomas Kavet & Beatrice Birch
Devan Lucier	Jason Holden
Robert & Laura Corbet	Christopher & Constance Wocell
Heather Hopkins	Gregory Kanetis

### ORDINANCES

Health Ordinance  
Human Bit by Animal  
Solid Waste Disposal  
No overnight parking  
Wireless Telecommunication  
Facilities (Cell Towers)  
Parking

### SPEED LIMIT ORDINANCES

Grafton Road (Revised)  
Unpaved Town Roads  
Local Enforcement on State  
Highway Speed Limit  
Riverdale Road (Revised)  
Amendment to Local Enforcement  
of Speed Limits on a State Highway

## LIQUOR/TOBACCO LICENSES

Harmonyville Store	River Bend Farm Market
Windham Hill Inn	Lawrence's Smoke Shop & Country Store
West Townshend Country Store	

## SEPTIC APPLICATIONS

Septic Applications must be obtained by the property owner from the State of Vermont when installing or replacing a septic system and/or replacing a tank.

## ANIMAL LICENSING

All dogs 6 months or older must be licensed on or before April 1st. An up-to-date Certificate of Vaccination for Rabies is required for licensing. If you are moving or your dog has died, please contact the Town Clerk's office.

**Licensing Fees:** \$9.00 spayed/neutered \$13.00 not spayed/neutered.

**Late Fees:** \$2.00 spayed/neutered - \$4.00 not spayed/neutered

The annual **PET VACCINATION CLINIC** will be held March 25, 2017 at the Newbrook Fire House from 10:00 a.m. until 1:00 p.m. Fees have increased and they are as follows: Rabies \$15.00, Distemper \$25.00, Rabies and Distemper \$35.00

## PERMIT TO KINDLE: BURN BRUSH ONLY

Fire Permits for burning must be obtained from the Town Clerk's office.

Individuals must notify Keene Mutual Aid prior to burning at 603-352-1291.

This Permit does not relieve you from any liability related to damage caused by the fire.

Permits can also be obtained from Roger Brown, Fire Warden.

**REMINDER:** Burning household trash, treated/painted wood and construction materials is against the law.

Townshend Residents - **RESOURCE CENTER - TOWN OFFICE**

Information:	past & present for public review
Certified copies:	birth, marriage, death - \$10.00
Meetings:	times, minutes, posted and warned
Compactor:	rules & regulations, tokens and sticker
Licenses:	civil marriage, animal, VT Fish & Game
Auto:	renewals and State forms
Permits:	driveway access & outside burning



Property: location, taxes, appraisal, owners name, 911, etc.

Hours: Monday, Tuesday, Wednesday & Friday

9:00 A.M. to 4:00 P.M.

CLOSED – Thursdays and Saturdays

**NOTE: IF YOU CHANGE YOUR ADDRESS FOR ANY REASON, PLEASE BE SURE TO NOTIFY THE TOWN CLERK'S OFFICE SO THAT NOTICES/PUBLICATIONS/TAX BILLS CAN GET TO YOU IN A TIMELY MANNER**

**Town Clerk Fees processed as of July 1, 2015 to June 30, 2016**

		<b>Fiscal 2014/2015</b>	<b>Fiscal 2015/2016</b>
Recording/Filing		\$ 9,185.00	\$ 12,305.00
Title Searching w/copies		\$ 2,295.85	\$ 2,448.65
Certified Copies (vital records)		\$ 3,790.00	\$ 3,360.00
Burial Transits		\$ 175.00	\$ 145.00
DMV		\$ 291.00	\$ 196.00
Vermont Fish & Wildlife	Town	\$ 222.50	\$ 184.50
	State	\$ 4,710.50	\$ 3,731.50
Posting Land		\$ 60.00	\$ 35.00
Marriage/Civil Unions	Town	\$ 70.00	\$ 80.00
	State	\$ 245.00	\$ 280.00
Animal Licenses	Town	\$ 1,208.00	\$ 1,143.00
	State	\$ 896.00	\$ 1,124.00
Miscellaneous		\$ 169.00	\$ 186.00
Green Mountain Passes		\$ 4.00	\$ 6.00
Town Hall Rental		\$ 1,721.00	\$ 1,798.00
Trash Bags			\$ 10,595.50
Liquor/Tobacco Licenses		\$ 440.00	\$ 510.00
Total:		\$ 25,482.85	\$ 38,128.15

## 2016-17 Town of Townshend Officer Appointments

Position:	Term:	2015-16:	2016-17
911 Coordinator	2017	Carole Melis	Carole Melis
		Charmayne Shirks	Charmayne Shirks
911 Fire Dept. Liaison	2017	Brian Schmidt	Brian Schmidt
Cell Tower	2017	Craig Hunt	Craig Hunt
Senior Solutions	2017		
Emer. Mgmt Coordinator	2017	Kyle LaPointe	Sherwood Lake
Energy Coordinator	2017	Craig Hunt	Craig Hunt
FEMA Administrator (Flood)	2017	Select Board	Irvin Stowell
Fence Viewer	2017		
	2017	Amon DeWitt	Amon DeWitt
	2017	Craig Hunt	Craig Hunt
Flood Plain Administrator	2017		
Health Officer	2018	Tim Shafer	Tim Shafer
Deputy Health Officer	2017		
Howard Legacy	2017	Carole Melis	Carole Melis
	2017	Ernest Redfield	Ernest Redfield
	2017	Ellen Fuller	Ellen Fuller
Inspector of Shingles	2017	Robert Wright	Robert Wright
Inspector of Wood & Timber	2017	Robert Wright	Robert Wright
Planning Commission	2018	Stanley Holt	Stanley Holt
	2019	Robert DeSiervo	Robert DeSiervo
	2020	John Evans	John Evans
	2017	Sue LeCours	Sue LeCours
	2017	Art Monette	Art Monette
Animal Control Officer(s)	2017	Constables	Constables
Pound Keeper	2017	Select Board	Select Board

Recreation Committee	2017	Kristina Wright	Kristina Wright
	2017		
	2017		
Rescue Inc.	2017	Kathy Hege	Kathy Hege
Social Services Screening	2017		Kathleen Greve
	2017		Cynthia Davis
	2017		
Business Loan Committee	2017		
Town Service Officer	2017	Cynthia Davis	Cynthia Davis
Tree Warden	2017	Bob DeSiervo	Bob DeSiervo
Valley Cares Board	2017	Susan LeCours	Susan LeCours
Visiting Nurse Assoc.	2017		
Weigher of Coal	2017	Joseph Daigneault	Joe Daigneault
	2017	Margaret Bills	Margaret Bills
	2017	Susan Hunt	Susan Hunt
Windham County Sheriff Liaison	2017	Constables	Constables
Windham Regional Com.	2017	Brad Horn	Brad Horn
	2017		
Windham Regional - Traffic	2017	John Evans	John Evans
Windham Solid Waste Mgmt.	2017	Irvin Stowell	Irvin Stowell
	2017	Dale West	Dale West

**VITAL STATISTICS  
DEATHS**

<b><u>NAME</u></b>	<b><u>AGE</u></b>	<b><u>DATE</u></b>	<b><u>RESIDENCE</u></b>
ACQUAVIDA, AUDREY	87	01/01/2016	TOWNSHEND
DEAN, EDNA	92	01/03/2016	TOWNSHEND
CULVER, ROBERT	86	01/10/2016	NEWFANE
DEYO, LYLE	30	01/18/2016	TOWNSHEND
SARGENT, JONATHAN	31	01/27/2016	NEWFANE
LIPSETT, HERBERT	84	02/16/2016	GETTYSBURG, PA
HOPE, GIFFORD	98	02/20/2016	TOWNSHEND
SALVARANI, ROBERT	81	02/16/2016	BRATTLEBORO
DEVENS, MILDRED	80	02/28/2016	TOWNSHEND
AYERS, WILLIAM	80	03/06/2016	WARDSBORO
DENYOU, DALE	63	03/06/2016	TOWNSHEND
ROOT, GREGORY	40	03/11/2016	JAMAICA
SCHOELLHORN, LORRAINE	75	03/18/2016	TOWNSHEND
COTE, REGINA	82	03/20/2016	WESTMINSTER
BROOKS, LAWRENCE	75	04/13/2016	JAMAICA
ADAMS, SANDRA	76	04/17/2016	TOWNSHEND
LEGERE, ANTOINETTE	77	04/21/2016	JAMAICA
LATAILLE, KATHLEEN	84	04/21/2016	JAMAICA
MORRIS, EVELYN	104	04/24/2016	STRATTON
REED, ARLENE	95	04/26/2016	WESTMINSTER
HOLT, STANLEY	84	05/04/2016	TOWNSHEND
NILGES, ASHLYNN	22	05/08/2016	TOWNSHEND
MOORE, TREVOR	30	05/12/2016	BROOKLINE
AMEDEN, DALE	70	05/24/2016	JAMAICA
MARTEL, SIOBHAN	85	06/03/2016	SPRINGFIELD
GREENWOOD, BERNARD	91	06/24/2016	MARLBORO
FRAENZA, JOSEPHINE	98	06/27/2016	TOWNSHEND
SCHMITT, ALICE	95	07/19/2016	RIDGE, NY
JOHNSON, PHYLLIS	94	08/10/2016	TOWNSHEND
NELSON, EDWARD	83	08/13/2016	NEWFANE
WILLIAMS, JUNE	88	08/16/2016	TOWNSHEND
TURNER, JR., HENRY	91	08/28/2016	SOUTH NEWFANE
HOSFORD, VANCE	72	08/30/2016	TOWNSHEND
SMIDUTZ, JOAN	85	09/23/2016	WESTMINSTER
PAQUETTE, MARLIN	56	10/02/2016	EAST DUMMERSTON
MONETTE, ARTHUR	59	10/10/2016	TOWNSHEND
GEORGE, WILLIAM	30	10/12/2016	TOWNSHEND
LAWRENCE, SARAH	79	10/18/2016	TOWNSHEND

WILLIAMS, JEAN	89	10/19/2016	WINHALL
STAIB, DONALD	83	10/23/2016	WARDSBORO
SCOTT, JOYCE	84	10/26/2016	EAST DUMMERSTON
PROUTY, MARJORIE	93	11/01/2016	TOWNSHEND
HICKEY, RICHARD	71	11/05/2016	SOUTH NEWFANE
DESROCHERS, MARTHA	77	11/17/2016	GRAFTON
NOBLE, PATRICIA	75	11/21/2016	ROCKINGHAM
SCHOMMER, WILLIAM	92	11/23/2016	TOWNSHEND
COLEMAN, RALPH	68	11/27/2016	RAWSONVILLE
CLAYTON, MARTHA	87	12/05/2016	TOWNSHEND

#### BIRTHS

<u>NAME OF CHILD</u>	<u>SEX</u>	<u>DATE</u>	<u>NAME OF FATHER</u>	<u>NAME OF MOTHER</u>	<u>RESIDENCE</u>
CHASE, OLIVIA	F	01/19/16	CHASE, TYLER	CHASE, KATE	TOWNSHEND
GOULET, RYLIN	F	02/08/16	GOULET, RYAN	GOULET, MICHELLE	TOWNSHEND
JEFFERS, CHLOE	F	03/31/16	JEFFERS, JR. TIMOTHY	ROYALS, AMANDA	TOWNSHEND
BOYD, RYLAN	M	04/19/16	BOYD, DYLAN	ANNIS, ALYSSA	WEST TOWNSHEND
KEEGAN, LEVI	M	04/22/16	KEEGAN, MICHAEL	BELCHER, CAROLINE	TOWNSHEND
FARRELL, WENDELL	M	04/27/16	FARRELL, BENJAMIN	FELKER, HALEY	TOWNSHEND
AHEARN, MICHAEL	M	05/28/16	AHEARN, WILLIAM	AHEARN, AMBER	TOWNSHEND
POZZI-POTTER, DELPHINIA	F	07/10/16	POTTER, OWEN	POZZI, VIOLA	TOWNSHEND
NILGES, DANIEL	M	07/17/2016	NILGES, KEITH	NILGES, YERANIA	TOWNSHEND
ALBIN, SAWYER	M	11/16/16	ALBIN, JUSTIN	ALBIN, CHANTELE	TOWNSHEND
TADDEI, GAGE	M	11/24/16	TADDEI, DAVIND	TADDEI, KELSEY	TOWNSHEND
FROST, NICO	M	12/08/16	BENKREIRA,NACIIM	FROST, BRITTANY	WEST TOWNSHEND

#### CIVIL MARRIAGES

<u>SPOUSE</u>	<u>RESIDENCE</u>	<u>SPOUSE</u>	<u>RESIDENCE</u>	<u>DATE</u>	<u>PLACE OF MARRIAGE</u>
WINOT, DOUGLAS	TOWNSHEND	WILCOX, ALEXANDRIA	TOWNSHEND	06/11/16	BROOKLINE
BENSON, RICHARD	TOWNSHEND	CRUMPTON, COLLEEN	JAMAICA	06/25/16	WEST TOWNSHEND
SULLIVAN, MICAH	LAS VEGAS	MINTON, MARIELLA	LAS VEGAS	08/13/16	TOWNSHEND
REILLY, DANIEL	TOWNSHEND	NYSTROM, BECKY	TOWNSHEND	08/13/16	GRAFTON
BUSH, CHRISTIAN	TOWNSHEND	LEE, SHALEY	TOWNSHEND	09/17/16	MINTON, MARIELLA
JUDY, CALEB	TOWNSHEND	KIERNAN, PATRICK	TOWNSHEND	12/07/16	BRATTLEBORO
HARTUNG, DAVID	PENNSYLVANIA	GARROW, STEPHANIE	W. TOWNSHEND	12/28/16	NEWFANE

## DELINQUENT TAX COLLECTOR 2015-2016 REPORT

After receiving the warrant in June of 2016 for \$140,879.53, the total in delinquent taxes owed to the Town of Townshend was \$151,254.48. Prior to receiving the warrant, the total due for delinquent taxes was \$27,705.16. I held a tax sale in April 2016 in which one property was auctioned off and has since not been redeemed by its original owner. I am currently in the process of another tax sale.

The tax sale that I am working on right now consists of eleven properties and about \$33,000 in delinquent taxes. The tax sale is scheduled for March 24, 2017 at 10:00 am at the Town Hall. The struggle remains with deceased property owners with delinquent taxes where there is no estate or death certificate on file which are needed to enter the properties into probate court. The remaining dollars on my list are under monthly payment arrangements with me to pay their balances off within 12 months.

I do my best to work with everyone and stick to my policy that I implemented when I began collecting delinquent taxes. I would be happy to serve the Town in this position for another year.

\*Note - All of the figures mentioned above are principal only and do not include interest and penalty.

BECKY REILLY

### 2015-2016 Delinquent Tax Statement

	<u>7/1/2015</u>	<u>Collected</u>	<u>Adjusted</u>	<u>6/30/2016</u>
2004	382.19	382.19		0
2005	2,578.92	2,578.92		0
2006	352.65	352.65		0
2006-2007	2,785.44	2,785.44		0
2007-2008	939.13	939.13		0
2008-2009	821.10	821.10		0
2009-2010	355.68	355.68		0
2010-2011	3,021.46	830.13		2,191.33
2011-2012	5,482.14	3,379.97		2,102.17
2012-2013	3,017.77	886.24		2,131.53
2013-2014	16,033.59	13,958.08	21.18	2,054.33
2014-2015	139,593.24	123,101.23	461.92	16,030.09
<b>2015-2016*</b>	<b>140,879.53</b>	11,837.39	2,297.11	126,745.03
	316,242.84			\$151,254.48
<b>*Warrant:</b>		<b>6/14/2016</b>	<b><u>140,879.53</u></b>	

Amounts from 2014-2015 Annual Report	
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# 2015-2016 Delinquent Tax Report (Tax Only)

<u>2015-2016</u>	<u>2014-2015</u>	<u>Previous Years</u>	<u>2015-2016</u>	<u>2014-2015</u>	<u>Previous Years</u>
			\$3,569.91		
\$966.34			\$779.75	8.52	
\$2,434.77	\$1,517.19		\$64.82	53.10	
\$1,951.81			\$131.59		
	\$216.70	\$56.80	\$51.07		
	\$27.01		\$6,073.00	18.50	
\$224.05	\$157.15		\$4,753.12	2,170.30	
\$656.01			\$2,379.34		
\$481.68			\$80.53	\$87.97	\$162.31
\$125.71					\$46.53
\$4,023.92			\$626.55	\$407.92	
\$4,294.22	\$1,603.83		\$196.75	\$112.11	
\$392.82	\$104.28		\$2,058.23	\$2,531.69	
\$1,922.86			\$82.52		
\$188.55	\$205.96		\$121.77		
\$471.38			\$186.59		
\$27.14			\$2,017.13		
\$518.53					\$389.33
\$2,826.83	\$1,977.68		\$133.56	152.33	\$146.66
\$86.42	\$94.41		\$214.08		
\$79.54			\$43.21	11.8	
\$55.97			\$227.01		
	\$100.84	\$289.36	\$858.63		
\$2,131.05	\$765.61		\$72,795.46	\$607.78	\$152.86
\$233.73	\$255.31	\$536.52	0.00	0.00	0.00
\$323.65					
\$1,264.88	\$27.60		\$128,012.62	\$14,762.50	\$8,479.36
\$66.95					
\$1,207.92	\$1,319.49	\$6,698.99		<b>TOTAL =</b>	<b>\$151,254.48</b>
\$402.68					
\$640.30	\$227.42				
\$2,330.64					
\$237.65					

\*

= Collected in full before  
report printed  
= Abated after 6/30/16



## Townshend Cemetery Commission Annual Report, Nov. 2016

All town owned and maintained cemeteries received the usual annual care. For our purposes this means each cemetery was maintained at least three times. The first check is usually in April to see if there has been any winter damage. Flags are put out in all cemeteries in May. The cleanup for most of the smaller cemeteries is in June/July and then a final check and cleanup is done in the fall when the flags are removed. Of course some cemeteries receive regular mowing, and we thank Wayne Beattie, Russell Petronic, and Domenick Schmidt for their good work.

The biggest issues the Commission has had to deal with is money and trees. We have raised the lot, annual care, and endowed care fees this past year. We are also asking for more money in the "Old Cemetery" article in the town warning. Oakwood and Round Hill cemeteries still have money in their "retained interest" accounts, but that may run out in the future. If so, the town may have to take over the full expense of cemetery maintenance. How to avoid that – generate more income. Anyone with ideas or wishes to make a tax deductible donation towards future cemetery care, please let us know.

Regarding trees – over the winter a large tree fell into the Brigham/Bixby (sometimes called Holland) cemetery. As of this writing the tree has only partially been removed. This is due to access issues with the surrounding landowner. Hopefully this issue will be resolved in the near future. The tree issue is complex. Most of the cemeteries in town do not have trees in them. The trees fall from outside the cemetery. The issue then becomes who is responsible for the damage. All gravestones and the other stuff that goes with them (benches, flower pots, etc.) are not owned by the town. Collecting for damage is therefore difficult. In order to help, the Commission has been advised to send a letter to all the abutters informing them trees are a problem. If this is done, it might be possible to collect for some of the damage. In an ideal world the landowner would simply step up and offer to cover the damage costs. So far, in previous incidents over the years, this has not happened.

The Commission wishes to thank the Nancy Tracy family for their generous donations towards the repairs of the Holland/Brigham/Bixby cemetery. They are relatives of the Hollands and the Brighams. The Commission also wants to acknowledge the many contributions to the Cemetery Commission of Anne Tobey a former agent of the Commission. She died November 29<sup>th</sup> and was living in Brattleboro.

Finally the Commission continues to work on official written rights of ways to the land locked cemeteries in town. Until this process is complete, the Commission will continue to use the so-called "traditional" access paths. The question has come up "what about the general public"? Our advice is that to visit a land locked cemetery, the general public should ask the land owner, not the Cemetery Commission.



## Townshend Volunteer Fire Department Annual Report Nov. 2016

This has been an active year for training due to the efforts of Glen Beattie and the coordination with several other local departments to have combined training sessions on specific fire issues. As a result we have had several members regularly attending these meetings and we thank them for their dedication. As a result of some of this training, we hope to have several qualified interior fire fighters.

To accomplish this, we are currently raising money to update the Self Contained Breathing Apparatus (SCBA) equipment that we have. If anyone wishes to contribute to this effort we would appreciate it.

In terms of calls, we are running about the same number of calls as we have had for the past few years. One difference is the significant rise in the number of requests to support the DHART landings at Onyon Field. This support is done in conjunction with the Newbrook Fire Department. We thank Dave and Janice for their contribution towards these efforts. The other increase is with alarm related calls. To those who have built in alarm systems please inform the department as to who is the contact person if the owner or property manager is not on site at the time of the incident

We have been fortunate to have several new members to the department. We welcome additional members. We meet twice a month and have a regular training program. Contact Chief Winot if interested in joining. We also have had two long time members retire from active service. Irv Stowell, formally our Lieutenant, and Phil Trevorow, formally one of our Engineers are still members, but inactive. We thank them for their long and dedicated service.

Some other on-going projects. We are in the process of giving all the water sources in town an identifying number. Once this is done a map similar to the 911 house map will be created. This map will then be shared with our mutual aid departments and Keene Dispatch. At 2 AM being able to find water quickly will be an asset. People in town that have bridges, solar panels, and automatic generators, are being asked to share information about them so we can build a data base on how to deal with them if there is an incident at that property. If you have any of these, please share this information with us.

Of behalf of the Department, thank you for your support in the past year



## 2016 Town Report

For more than ten years it's been my responsibility to submit this report and fill you in on what's been happening at your library for the previous year. Each time I do my best to make it as informative as possible in the space allowed and try to give you a snapshot of the year's accomplishments. This year I wanted to remind you that the library is much more than the statistics and check out numbers that I usually provide; libraries enrich people's lives in many ways.

People use our library for various reasons. Older children can find a quiet place to get some homework done while waiting for an afterschool activity to begin, other students get tutoring help. Younger children and their families enjoy the weekly socializing at playgroups that are offered with our partner Early Educational Services. West River Valley Thrives and the town's Community Hope & Action organization make use of our meeting room in the Library's off hours as the local Happy Homemakers, and American Legion groups have done in the past. Others will tell you it is a great place to work with someone on our public access computers or to spend time waiting to visit a friend at Grace Cottage or for a car being repaired.

I'm very happy to report that the Friends of Townshend Library group is reestablishing itself with Maija Schmidt agreeing to take the lead this year. She and a small group took on the large task of holding a book and bake sale with the proceeds benefiting the Library. The trustees and I are very grateful to them for taking this on. They are also helping to organize an event this winter highlighting the tremendous feats of the Shackleton Expedition that took place over 100 yrs ago.

So yes, 817 people attended programs offered at the Library including our storyhours, summer reading program, book club and knit/crochet nights. There were 7929 items checked out from our collection of over 14200 items among the 5980 visitor that stopped in. That number doesn't include the people checking out our online offerings. This was accomplished with the trustees and other staff as well as our wonderful volunteers, Mary Moberly, Jean Danilow, Pam Russo, & Jen Clary.

Respectfully submitted,

Karen LaRue



This year the Listers Office has again been quite busy, especially with all of the additional responsibilities put on us by the State. The responsibilities of this office are becoming more complex on a regular basis. We are working on upgrading our mapping system to GIS, which most towns already have, and which will soon be mandatory by the VT Tax Dept.. The initial stages to upgrade to GIS will be funded through the VT Agency of Transportation (AOT). Having GIS in our system will enable us to be more efficient and have the ability to update each year to keep our information current. The last maps done (in 2012) are a disaster and we don't even use them because of so many inaccuracies. We still use our old, ragged 1977 maps which we still modify by hand.

We wish to thank so many property owners who have graciously allowed us to view their properties. It has been a pleasure working with you. Of course we again thank the Town Clerk's office as well as both Camperama & Bald Mtn. campgrounds for their continued support.

The public is always welcome in our office. We are happy to answer any question or concerns & receive your input.

Homeowners are reminded to file their Homestead Declaration (HS-122) annually.

Townshend Listers

Dick Lucier  
Mike Bills  
Gene Kuch



PHOTO: ANITA BEAN

02/11/2017