

166th ANNUAL REPORT
TOWN
OF
TOWNSHEND

for the year ending June 30, 2024



TOWN of TOWNSHEND

TOWN HALL - P.O. Box 223 - 2006 Vermont Route 30 - Townshend, Vermont 05353
Town Hall Phone 802-365-7300
www.unofficialtownshendvt.net

Population 1,232 Registered Voters: 1,167 Area: 27,200 acres Roads 62,857 miles

TOWN CLERK HOURS: Monday, Tuesday, Wednesday & Friday - 9am - 4pm
2nd & 4th Tuesdays - 9am -6pm & by appointment

TOWN CLERK:	802-365-7300 x1	townclerk@townshendvt.gov
TREASURER & TAX COLLECTOR:	802-365-7300 x3	treasurer@townshendvt.gov
SELECTBOARD ASSISTANT:	802-365-7300 X5	cholt@townshendvt.gov
LISTERS: Tuesday & Friday 9 am - noon	802-365-7300 x4	listers@townshendvt.gov
HIGHWAY DEPARTMENT	802-365-4260	jzumbruski@townshendvt.gov

TOWNSHEND COMPACTOR HOURS: Tuesday & Thursday 2pm - 6pm Saturday 9am - 5pm
TOWNSHEND TRASH BAGS are \$3.50 each & a roll of 5 for \$17.50 and are available at:
TOWNSHEND TOWN HALL - RIVERBEND FARM MARKET - HARMONYVILLE STORE

TOWNSHEND PUBLIC LIBRARY 1971 VERMONT ROUTE 30 802-365-4039
LIBRARY HOURS: Monday 1pm - 5pm, Tuesday, Friday & Saturday 9am - 1pm, Wednesday 1pm - 7pm

FIRST CONSTABLE - Warren Beattie - 802-365-7334 SECOND CONSTABLE - Mike Cutts - 802-365-7393

TOWNSHEND ELEMENTARY SCHOOL	66 COMMON ROAD	802-365-7506
LELAND & GRAY MIDDLE & HIGH SCHOOL	2042 VERMONT ROUTE 30	802-221-2100
TOWNSHEND POST OFFICE	1955 VERMONT ROUTE 30	802-365-7765
TOWNSHEND DAM	3845 VERMONT ROUTE 30 FOR RESERVATIONS	802-365-7703 877-444-6777

MEETINGS at TOWN HALL

SELECTBOARD:	2 th & 4 th Tuesdays	6pm	cholt@townshendvt.gov
PLANNING COMMISSION:	2 nd & 4 th Wednesdays	7pm	plan@townshendvt.gov
CEMETERY COMMISSION:	2 nd Mondays (March - December)	5pm	Charlie Marchant 802-365-7937
ALCOHOLICS ANONYMOUS:	Wednesdays	6pm	Daniel Holt 802-365-7541

OTHER TOWN MEETINGS

FIRE DEPARTMENT (work detail)	at the Fire House	4 th Monday	6pm
FIRE DEPARTMENT (business meeting)	at the Fire House	2 nd Thursday	7pm
LIBRARY TRUSTEES	at the Library	2 nd Wednesday	6:30pm
WEST RIVER MODIFIED UNION EDUCATION DISTRICT	at the L&G Library	3 rd Monday	7pm

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Thank you to **LINDA CARLSEN SPERRY** for sharing her beautiful cover photograph with us!
And Connie Holt for the picture on the inside back cover

**WARNING FOR THE TOWN OF TOWNSHEND
2025 ANNUAL MEETING**

The legal voters of the Town of Townshend are hereby notified and WARNED to meet at Dutton Gymnasium, located at 2030 VT Route 30, on Tuesday, March 4, 2025, at 9:00am, to act upon the following articles, viz:

ARTICLE I: To choose a moderator for the ensuing year.

ARTICLE II: To act upon the July 1, 2023 – June 30, 2024 independent auditor's report.

ARTICLE III: Shall the voters authorize the Treasurer, pursuant to 32 V.S.A. § 4791, to collect current taxes and to add \$1,500.00 for the treasurer's salary.

For informational purposes to be discussed in ARTICLE VII under the General Fund budget.

Town Clerk:	\$42,503.00
Town Treasurer:	\$34,168.00
Selectboard:	
(1) Chair:	\$1,500.00
(4) Members:	\$4,800.00
Casual Labor:	\$17.98 per hour (2.5%)

ARTICLE IV: To elect all Town Officials for the ensuing year(s):

Town Clerk:	(1) 1 year term
Town Treasurer:	(1) 1 year term
Selectboard:	(1) 3 year term
Selectboard:	(2) 1 year term
Listers:	(1) 3 year term
Delinquent Tax Collector:	(1) 1 year term
First Constable:	(1) 1 year term
Second Constable:	(1) 1 year term
Cemetery Commissioner:	(1) 5 year term
Library Trustee:	(1) 5 year term
WRMUED Representative	(1) 3 year term

ARTICLE V: To see if the Town will authorize the Selectboard to set a tax rate sufficient to cover all monies raised for municipal entities for the period July 1, 2025 through June 30, 2026, 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, 2025, November 25, 2025, February 25, 2026, and May 26, 2026. Monthly interest will be charged at the rate of one-half percent (.5%) or fraction thereof, Interest of one percent (1.0%) or fraction thereof plus penalties will commence on May 30, 2026?

ARTICLE VII: To see if the Town will vote to appropriate **\$646,435.00** to pay for the running expenses and liabilities of the Town of which **\$278,312.00** to be raised in taxes?

ARTICLE VIII: To see if the Town will vote to appropriate **\$1,039,752.00** to pay for the running expenses and liabilities of maintaining the Town's roads of which **\$834,455.00** to be raised in taxes?

ARTICLE IX: To see if the Town will vote to raise **\$77,850.00**, by taxation, for the running expenses and liabilities of the library.

ARTICLE X: To see if the Town will raise **\$2,100.00**, by taxation, for the Old Cemetery Fund?

ARTICLE XI: To see if the Town will vote to establish a Highway reserve Fund to be used for highway infrastructure projects as well as the purchase, current, and future leasing and repair of highway equipment in accordance with 24 V.S.A. §2804?

ARTICLE XII: To see if the Town will vote to raise, by taxation, and appropriate **\$500,000.00** to the Highway Reserve Fund with the following allocation;

1. \$200,000 to be used towards funding highway infrastructure.
2. \$300,000 to used towards funding current leases (for FY26 only, after which leases will be added as a budgetary line item), as well as future purchases leasing, and repair of highway equipment.

ARTICLE XIII: To see if the Town will vote to move highway surplus funds up to \$75,000.00 into the Highway Reserve Fund?

ARTICLE XIV: To see if the Town will vote to raise **\$20,000.00**, by taxation, to be placed in the Fire Truck Capital Fund toward a future pumper?

ARTICLE XV: To see if the Town will vote to raise **\$10,000.00**, by taxation, to be placed in the Fire Pond Reserve account toward a future fire pond or maintenance of the existing fire ponds?

ARTICLE XVI: To see if the Town will vote to raise **\$22,388.00**, by taxation, for the support of Social Services, as recommended by the Social Services Committee?

ARTICLE XVII: To see if the Town will vote to maintain the current trash collection system with the following modifications: institute an annual charge of \$100.00 for the transfer station "Hang Tag" and to charge \$4.00 per town trash bag.

ARTICLE XVIII: To see if the Town will vote to authorize the Selectboard to acquire land by gift or purchase for municipal forest to promote reforestation water conservation and good forestry practices?

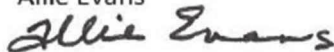
ARTICLE XIX: To see if the Town will vote to set the first Tuesday in March 2026 as the date for the 2026 Town of Townshend Annual Meeting?

ARTICLE XX: To transact any other non-binding business to properly come before said Meeting?

Approved and Dated at Townshend, this 20th day of January 2025.

The Townshend Selectboard;

Allie Evans



Kate Jansak

Catherine Marrow



Sherwood Lake Jr

Nick Suarez



Sullivan, Powers & Co., P.C.

Certified Public Accountants

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Richard J. Brigham, CPA
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VT Lic. #92-000180

October 1, 2024

Selectboard
Town of Townshend, Vermont
P.O. Box 121
Townshend, VT 05353

We have audited the modified cash basis financial statements of the Town of Townshend, Vermont as of and for the year ended June 30, 2024 and have issued our report thereon dated October 1, 2024. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

In planning and performing our audit, we considered the Town of Townshend, Vermont's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Townshend, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Townshend, Vermont's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed as follows, we identified a certain deficiency in internal control that we consider to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency, described in the accompanying Schedule of Deficiencies in Internal Control and Other Recommendations as Item 2024-001, to be a significant deficiency.

We have also noted other matters during our audit as indicated in the accompanying Schedule of Deficiencies in Internal Control and Other Recommendations that are opportunities for strengthening internal control and operating efficiency. We have discussed the recommendations with the staff during the course of fieldwork and some of the recommendations may have already been implemented.

This communication is intended solely for the information and use of management, the Selectboard, and others within the Town of Townshend, Vermont, and is not intended to be, and should not be, used by anyone other than these specified parties. If you would like to discuss any of the recommendations further, please feel free to contact us.

We would like to take this opportunity to thank the staff of the Town of Townshend, Vermont for their assistance and cooperativeness throughout our audit. It has been a pleasure working with you.

Respectfully submitted,

Sullivan, Powers & Co.

SULLIVAN, POWERS & CO.
Certified Public Accountants

TOWN OF TOWNSHEND, VERMONT
SCHEDULE OF DEFICIENCIES IN INTERNAL CONTROL
AND OTHER RECOMMENDATIONS

JUNE 30, 2024

Deficiencies in Internal Control:

Material Weaknesses: None noted.

Significant Deficiencies:

2024-001 TRASH BAG INVENTORY RECONCILIATION

Criteria: Internal controls over the inventory of trash bags should be in place to ensure all cash receipts from bag sales are accounted for.

Condition: The Town does not have an effective system of maintaining and reconciling the inventory of trash bags to the bag sales.

Cause: Unknown.

Effect: The collection of trash bag revenues could be understated.

Recommendation: We recommend the Town set up inventory procedures to accurately account for additions and deletions as well as reconciling the bags on hand to the bag sales on a regular basis.

Treasurer's Response: As of 7/1/2024 the Town has streamlined internal controls: The entire over inventory of trash bags is kept at Town Hall, when River Bend Market or Harmonyville needs bags, they contact either Connie Holt or Ellenka Wilson complete a Pay Order and deliver to stores—a signed receipt is obtained. Reconciling the inventory disbursed is handled by Connie Holt quarterly. Reconciling the non-disbursed inventory is handled by Ellenka Wilson semi-annually.

Other Recommendations:

FRAUD RISK ASSESSMENT The Town has not performed a fraud risk assessment. A fraud risk assessment is important because it identifies the Town's vulnerabilities to fraudulent activities and whether those vulnerabilities could result in material misstatement of the financial statements. The fraud risk assessment would also identify processes, controls, and other procedures used to mitigate the identified fraud risks.

We recommend that the Town perform a fraud risk assessment reduce the possibility of fraudulent activities.

FRAUD POLICY The Town does not have a fraud policy in place. A fraud policy outlines the Town's position on fraudulent activities and dishonest conduct and sets out procedures for employees to report suspected fraud or misconduct to the appropriate personnel within the Town. This policy should further outline the responsibilities of different positions within the Town in regards to reporting and investigating these claims. It should also discuss the actions that will be taken to investigate the claim and the protection that will be afforded to the person making the claim against retaliation from the accused.

We recommend that the Town implement a fraud policy.

DOCUMENTATION OF INTERNAL CONTROL SYSTEM

A solid understanding of internal control is essential. An organization must continually assess their internal control systems to ensure accurate financial reporting and compliance with laws and regulations. As part of this process, management should formally document its control systems. This should provide management with an understanding of the systems related to financial reporting, the documentation of controls over relevant assertions related to all significant accounts, disclosures in the financial statements, anti-fraud programs and controls over selection and application of accounting policies.

We recommend that the Town perform a complete evaluation and documentation of the internal control process. This should break out the internal control process into the following five areas:

1. Control Environment – Sets the tone of an organization and is the foundation for all other components.
2. Risk Assessment – The identification and analysis of relevant risks to achieve its objectives forming a basis for how risks should be managed.
3. Control Activities – The policies and procedures that help ensure management directives are carried out.
4. Information and Communication – The identification, capture and exchange of information in a form and timeframe that enables people to carry out their responsibilities.

5. Monitoring – The process that assesses the quality of internal control performance over time.

INCOMPLETE ACCOUNTING SYSTEM Each fund is a separate accounting entity and should employ a general ledger to summarize operating activity during the year and record corresponding increases or decreases in the individual asset and liability account balances. The general ledger is a primary control device in any double entry accounting system. If properly and regularly maintained, the account balances will facilitate prompt and complete financial reporting at the end of any operating period. The individual accounts, particularly the asset and liability accounts, will provide control for reconciliation with other data from internal or external sources. The Delinquent Tax Collector accounts are currently not under general ledger control.

We recommend that the Town maintain these accounts in their general ledger separately and implement reconciliation procedures for all key accounts on a regular basis.

PROCUREMENT POLICY The Town's procurement policy has not been updated to comply with the Uniform Guidance.

We recommend that the Town update its procurement policy to be in compliance with the Uniform Guidance.

UNIFORM GUIDANCE POLICIES Sections of the Uniform Guidance require non-federal entities that receive federal awards to have certain written policies and procedures or standards of conduct. Examples of these requirements are listed below:

- Conflict of Interest Policy
- Financial Management Policy
- Payment - Cash Management - Drawdowns and Reimbursement Requests Policies
- Uniform Guidance Procurement Policy
- Compensation Policy
- Relocation Costs of Employees Policies
- Travel Cost Policy

We recommend that all policies be reviewed and amended to include the requirements outlined in the Uniform Guidance.

INVESTMENT AND BANKING POLICY The Town does not have a formal investment and banking policy. This policy is extremely important in establishing and maintaining cash management in accordance with Selectboard directives. This policy should include general guidance for the Treasurer in the areas of bank selection, types of investments and policies for minimizing the risk of losses.

We recommend that the Selectboard and the Treasurer work together to establish guidelines for the Treasurer in the areas of cash management and investing.

CASH RECEIPTS MODULE The Town does not utilize the NEMRC cash receipts module to record cash receipts. When money is collected, the Town uses spreadsheets to summarize the collections and uses general journal entries to record the revenue in the accounting software.

We recommend the Town use the NEMRC cash receipts module to record cash receipts.

DELINQUENT PROPERTY TAX COLLECTIONS The Town does not have a formal tax sale policy. In addition, the delinquent tax list contains many large, old balances dating back several years.

We recommend the Town implement a formal tax sale policy. In addition, we recommend the Town pursue these old balances aggressively and consult with the Town attorney for possible tax sale.

CEMETERY FUND The Cemetery Fund includes revenues received from lot sales of which a portion is for perpetual care where only the interest earnings can be spent and property taxes appropriated for cemetery upkeep.

We recommend that the Town utilize the General Fund for the cemetery expenses and transfer the interest earnings from the permanent fund annually to this fund.

TOWN GRAGE BUDGET The Town includes the budget for the Town garage expenses within their General Fund budget. However, the Town has a separate

Highway Fund which is used for the expenses related to the operation of their Highway department.

We recommend the Town include the budget for the Town garage expenses within their Highway Fund budget to better reflect the estimated costs of the Highway department.

FORMALIZED AGREEMENT WITH TOWNSHEND VOLUNTEER FIRE ASSOCIATION, INC. The Town owns and maintains the fire house and fire vehicles which the Townshend Volunteer Fire Association, Inc operates. As part of their arrangement, the Town covers costs related to the fire house and vehicles and the Association covers costs related to personal gear and equipment. There is no formalized agreement for the relationship.

We recommend that the Town and the Townshend Volunteer Fire Association, Inc. adopt a written agreement related to the use of Town owned property and equipment and guidelines on what costs are the responsibility of each party.

ACCOUNTING AND PROCEDURES MANUAL The Town does not have a complete accounting and procedures manual in place although the Treasurer has started the process. This manual should define duties and responsibilities for current personnel so as to prevent or reduce misunderstandings, errors, inefficient or wasted effort, duplicated or omitted procedures, and other situations that can result in inaccurate or untimely accounting records. It will also help to ensure that all similar transactions or treated consistently, that accounting principles used are proper, and that records are produced in the form desired by management. A good accounting manual should aid in the training of new employees and possibly allow for delegation to other employees.

We recommend that the Town complete this document for all accounting procedures as soon as possible. Each individual should document their duties and how to perform them. The manual should include examples of forms with descriptions of their use. Once developed, only changes in procedures or forms will require changes in the manual.

We believe this time will be more than offset by time saved later in training and supervising accounting personnel. Also, in the process of the comprehensive review of existing accounting procedures for the purpose of developing the manual, management might discover procedures that can be eliminated or improved to make the system more efficient and effective.

We also recommend that the Town make sure that there are no jobs related to accounting and finance that only one person knows how to perform. The procedures manual would also be useful in determining whether this situation exists.

FIRE DEPARTMENT BUDGET Currently, the Town's Fire Department budget includes expenses budgeted for a "worst case scenario" rather than analyzing data from prior years to estimate the upcoming year. This results in significant underspending of the budget each year.

We recommend the Town analyze the data from prior years Fire Department expenses when setting the budget for the upcoming year.

OVERBILLING OF PROPERTY TAXES The Town overbilled its property taxes by setting the tax rate higher than was approved at Town Meeting. The incorrect tax rate was caused by including a failed article amendment for \$10,000 while calculating the rate.

We recommend the Town review the tax rate calculation to be sure the rate is calculated based on the year's Voter approved expenditures.

BUDGETING FOR THE REMITTANCE OF SOLAR CREDITS The Town has a group net metering agreement with Soveren Solar, Inc. in which the Town receives solar credits from the generation of Soveren Solar, Inc.'s solar infrastructure. As part of the agreement the Town remits 90% of the savings to Soveren Solar, Inc. The Town currently budgets for the electricity costs paid to Green Mountain Power, however, does not budget for the monthly remittance of the savings to Soveren Solar, Inc.

We recommend the Town budget for the monthly remittance payments to Soveren Solar, Inc.

Elected Town Offices			Appointed Town Offices	
			One Year Terms	
Town Moderator	David Liebow	1 year term to March 2025		
Town Clerk	Ellenka Wilson	1 year term to March 2025	Position:	Appointee:
Town Treasurer	Elaine Hill	1 year term to March 2025	911 Coordinator	Anita Bean
Select Board	Nicolas Suarez	1 year term to March 2025	911 Coordinator	Helen Holt
	Kate Jansak Alley	1 year term to March 2025	911 Fire Liaison	Brian Schmidt
	Sherwood Lake	3 year term to March 2025	Animal Control	Constables
	Katie Marrow	3 year term to March 2026	Board of Adjustments	Planning Commission
	Allie Evans	3 year term to March 2027	Cell Tower	Craig Hunt
Listers	Helen Holt	3 year term to March 2025	DV Fiber	Bob DeSiervo
	Eugene Kuch	3 year term to March 2026	DV Fiber	Andy Snelling
	Mike Bills	3 year term to March 2027	Emergency Management Coord.	Sherwood Lake
Delinquent Tax Collector	Becky Reilly	1 year term to March 2025	Energy Coordinator	Craig Hunt
First Constable	Warren Beattie	1 year term to March 2025	Fence Viewer	Ellenka Wilson
Second Constable	Mike Cutts	1 year term to March 2025	Fence Viewer	Kristina Wright
			Fire Warden	Roger Brown
Library Trustees	Jean McIntire	5 year term to March 2025	Flood Plain Administrator	Joe Winrich
	Marilee Attley	5 year term to March 2026	Health Officer	Select Board Chair
	Katherine DeGrenier	5 year term to March 2027	Howard Legacy	Barbara Bedortha
	Elizabeth Brown	5 year term to March 2028	Howard Legacy	Margaret Bills
	Judy Slowik	5 year term to March 2029	Howard Legacy	Eileen Fahey
			Inspector of Shingles	Rob Wright
Cemetery Commission	Paula Newton	5 year term to March 2025	Inspector of Wood & Timber	Rob Wright
	Scott Nystrom	5 year term to March 2026	Keeper of the Common	
	Charles Marchant	5 year term to March 2027	Local Aid Coordinator	Ellenka Wilson
	Carly Sanderson	5 year term to March 2028	Pound Keeper	Select Board
	Bruce Bills	5 year term to March 2029	Recreation Committee	Ellenka Wilson
			Recreation Committee	Kristina Wright
Justice of the Peace	Elizabeth Brown	2 year term to January 31, 2027	Rescue Inc Liaison	Kathy Hege
	Allie Evans	2 year term to January 31, 2027	Senior Solutions	Kathy Greve
	Kathy Greve	2 year term to January 31, 2027	Social Services Screening	Kathy Greve
	Barbara Guerrero	2 year term to January 31, 2027	Social Services Screening	Kris Grotz-Kuch
	Connie Holt	2 year term to January 31, 2027	Social Services Screening	Barbara Guerrero
	Katie Marrow	2 year term to January 31, 2027	Town Forest Fire Warden	Roger Brown
	Ellenka Wilson	2 year term to January 31, 2027	Town Grand Juror	Margaret Bills
			Tree Warden	Bob DeSiervo
Planning Commission	John Evans	5 year term to March 2025	Tree Warden	Rob Wright
(appointed)	Andrew Snelling	5 year term to March 2026	Valley Cares	Eric Scott
	Liza Swenn Martin	5 year term to March 2027	Weigher of Coal	Nicholas Reynolds
	Doug Ballentine	5 year term to March 2028	Weigher of Coal	Rob Wilson
	Bob DeSiervo	5 year term to March 2029	Windham Regional Commission	Andy Snelling
	Rick Matschke	5 year term to March 2029	Windham Waste Management	Irv Stowell

SELECTBOARD ANNUAL REPORT

This year, the Selectboard has taken a close look at all aspects of town operations to support transparency and responsible management. Costs continue to rise everywhere, and the Board with their assistant, Connie Holt, have been diligent in seeking opportunities to contain costs. At the same time, the Board has kept an eye towards planning for the future to minimize the impacts of unforeseen expenses, something we have had to contend with this past year.

As recommended by the chair, members of the Board began looking into various budget categories far in advance of the usual November 1st start to budget season which helped members get up to speed and engage in budget planning early on. The Selectboard spent November and December hearing from departments and coming up with plans to meet the needs of the town in budget committees. These committees were open to the public and residents were encouraged to attend meetings and participate in the budget process. The budget presented today reflects the collaboration and compromise between departments, Board members, and members of the public and we look forward to discussing and answering questions about the budget and proposed special articles at town meeting.

The Selectboard has worked closely with Highway Foreman, Jeremy Zumburski, to develop plans for depreciation and maintenance of highway equipment as well as the maintenance and repair of town infrastructure. If we can plan for these major expenses over time, we can better contain the costs of maintaining town highways and not be set back by breakdowns or repairs of aged equipment, bridges, and culverts. Additionally, alongside the Grants Coordinator, we engaged with the Planning Commission as well as our PACIF insurance to get a better understanding of our Town Hall and garage to keep track of regular maintenance needs, any compliance or safety standards and future building repairs.

The Board was happy to see several projects come to fruition this year. The historic Stone Arch Bridge project was completed this past Fall, a culmination of years of cooperation between the Townshend Historical Society, the Selectboard, our highway department, Standing Stone, LLC, VT State Historic Preservation, the National Parks Service, and town residents. A beautiful, new, and accessible gazebo was installed on the town common last summer to replace the decaying gazebo torn down after nearly 40 years. The Gazebo Committee grew into a Commons Committee which will oversee the needs and upkeep of the common going forward. The town also began the process of updating its hazard mitigation plan with significant public input through surveys and public meetings, which will make the town eligible for FEMA grants to harden our infrastructure against natural hazards like ice and flooding.

We saw an uptick in participation of members of the public via zoom and in person at our regularly warned Selectboard meetings. Resident input is an important and essential part of this process and we were happy to have our community active and participating.

Allie Evans Katie Marrow Nick Suarez Sherwood Lake Kate Jansak

Please bring this report to the
Pre-Town Informational Meeting
Town Hall
2006 VT Route 30
Townshend, Vermont 05353
Monday, February 24, 2025 6pm

<u>General Fund Revenue</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>PROPERTY TAXES</u>				
Property Tax - Current	567,890	290,550	389,070	278,312
Property Tax - Delinquent	0	163,890	0	0
Tax Collector Late Intere	500	3,622	750	750
Delinquent Collector Int	7,000	9,623	8,000	8,000
Education Billing Fee	5,712	6,288	6,144	6,849
Use of Fund Balance	0	0	200,000	175,000
PROPERTY TAXES Total	581,102	473,974	603,964	468,911
<u>INTERGOVERNMENTAL REVENUE</u>				
US Dam Tax-Loss Payment	5,656	11,312	5,656	5,656
PILOT VT & USA	29,743	32,417	20,745	28,922
STVT Current Use	74,083	78,653	78,653	78,886
Civil/Local Fines	300	227	300	300
INTERGOVERNMENTAL REVENUE Total	109,782	122,609	105,354	113,764
<u>LICENSES</u>				
Dog License	1,000	1,473	900	1,475
Fish & Game	150	87	150	150
Liquor Licenses	70	185	200	185
Marriage License	40	761	40	750
LICENSES Total	1,260	2,506	1,290	2,560
<u>TOWN CLERK FEES</u>				
Office Fees/OTC	3,000	4,088	3,000	4,000
Recording Fees	12,000	9,544	12,000	10,000
Vehicle Registration	100	84	100	100
TOWN CLERK FEES Total	15,100	13,716	15,100	14,100
<u>GENERAL MISC REVENUE</u>				
Town Interest Earned	3,000	30,047	5,000	15,000
Town Hall/Common Rental	100	790	100	100
Reimbursement	2,000	0	0	0
Misc Revenue	0	1,879	0	0
SOVEREN Land Lease	2,000	2,000	2,000	2,000
Tax Sale FY2023	0	1,403	0	0
Trash Bag Sales	30,000	32,832	30,000	30,000
Transfer In	12,264	0	0	0
GENERAL MISC REVENUE Total	49,364	68,951	37,100	47,100
Grand Total	756,608	681,756	762,808	646,435

General Fund Expenses	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>SELECTBOARD</u>				
Wages-SB	5,200	4,200	6,600	6,700
FICA/Medi-SB	0	0	505	513
SELECTBOARD Total	5,200	4,200	7,105	7,213
<u>SELECTBOARD ASSISTANT</u>				
Wages-Admin	22,062	24,227	22,775	30,000
Bene-Admin-Ins	6,696	6,726	6,996	9,167
Bene-Admin-Eye	85	44	60	50
Bene-Admin-Dental	350	297	350	334
FICA/MEDI-SB Assistant	0	0	3,442	2,295
Bene-Admin-Retire	0	0	0	2,175
SELECTBOARD ASSISTANT Total	29,193	31,294	33,623	44,021
<u>TOWN CLERK OFFICE</u>				
Salary Town Clerk	40,181	42,592	41,467	42,503
FICA/Medi-TC	0	0	3,556	3,634
TC Wages Clerical	6,000	0	5,000	5,000
Bene-TC-Ins	16,100	17,337	18,000	19,500
Bene-TC- Eye	0	0	0	85
Bene-TC-Dental	0	0	0	705
Bene-TC-Retire	2,725	2,875	2,903	3,082
VLCT/PACIF Bond Town Clrk	100	68	0	75
Training/PD - TC	300	0	200	200
Cloud/Disaster Recovery	240	126	0	300
Annual Support/Licenses	2,752	2,020	0	3,000
Equipment TC	500	0	250	250
Repair/Maint-TC	500	0	0	0
Copier Lease 1st Citizens	2,500	2,623	2,500	2,700
Supplies - TC	2,000	1,838	2,000	2,000
COTT - digital records	2,040	1,870	2,040	2,040
TOWN CLERK OFFICE Total	75,938	71,349	77,916	85,074
<u>ELECTIONS</u>				
Wages-Elections	500	578	750	500
FICA/Medi Elections	0	0	57	38
Supplies - Elections	500	205	250	250
ELECTIONS Total	1,000	783	1,057	788
<u>GRANTS COORDINATOR</u>				
FICA/Medi-Grant Coordinat	0	0	0	1,109
Wages-Grant Coordinator	0	1,250	0	14,500
GRANTS COORDINATOR Total	0	1,250	0	15,609
<u>FINANCE OFFICE</u>				
Salary Treasurer	32,301	34,239	33,335	34,168

<u>General Fund Expenses</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
FICA/Medi-Finance Office	0	0	2,750	2,920
Tax Collector-Salaries	5,000	0	5,000	0
Finance Office Asst	0	0	2,500	4,000
Bene-FO-Insurance	2,219	2,326	2,450	2,400
VLCT/PACIF Bond Treasurer	1,000	683	0	1,000
Training - Finance Office	500	138	200	200
Contract-Audit	19,300	19,300	20,000	20,000
Annual Support/Licenses	4,504	2,020	0	3,000
Cloud/Disaster Recovery	240	126	0	300
Technical Support	500	665	500	1,740
Copier Lease/Kyocera	725	408	446	450
Travel-Finance	0	0	300	300
Supplies - FO	600	76	500	500
Copier Maintenance	0	317	288	300
Miscellaneous	0	290	500	0
FINANCE OFFICE Total	66,889	60,588	68,769	71,278
<u>DELINQUENT TAX COLLECTOR</u>				
Wages-Tax Collector	0	5,038	0	0
Del Tax Emplr Exp	1,000	944	1,000	1,000
VLCT/PACIF Bond Delinq	400	273	0	300
Legal Exp-Del Tax	0	6,338	0	0
Cloud/AnSprt/DisasterRec	1,300	126	1,300	1,400
Supplies - Del Tax	500	421	500	500
DELINQUENT TAX COLLECTOR Total	3,200	13,140	2,800	3,200
<u>LISTERS</u>				
Wages-Listers	19,380	16,078	18,750	18,000
FICA/Medi-Listers	0	0	1,435	1,377
Marshall Swift/APEX	530	559	600	590
Legal Exp-Listers	3,000	0	3,000	3,000
CAMA	750	853	850	880
Cloud/Disaster Recovery	240	126	0	1,400
Annual Support/Licenses	4,504	4,040	0	3,600
Copier Lease Kyocera	760	827	760	820
Notices - Listers	0	0	150	110
Dues-Listers	50	0	50	50
Travel/Meetings - Listers	150	264	150	140
Supplies - Listers	360	32	250	230
Map Exp - Listers	4,040	3,258	4,250	4,169
LISTERS Total	33,764	26,036	30,245	34,366
<u>PLANNING BOARD</u>				
Town Plan	0	0	10,000	8,000
PB Technical	400	150	600	500

<u>General Fund Expenses</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
Notices - PB	250	10	250	100
Printing - PB	225	0	225	100
Supplies - PB	125	0	100	0
Map Expense - PB	375	0	375	0
PLANNING BOARD Total	1,375	160	11,550	8,700
HWY Propane	0	823	0	0
<u>BOARD OF CIVIL AUTHORITY</u>				
Supplies - BCA	25	0	25	25
Appeals Exp - BCA	50	0	50	50
BOARD OF CIVIL AUTHORITY Total	75	0	75	75
<u>GENERAL GOVERNMENT</u>				
VLCT/PACIF	0	2,492	0	9,000
Unemployment - Town	1,000	593	1,000	1,000
WC - Town	0	0	0	1,000
CCC Tax	0	0	0	1,000
Legal Exp	5,000	4,213	5,000	5,000
Zoom & R Hege (Domain)	250	227	250	250
Annual Support/Licenses	3,000	2,146	0	4,600
Technical Support	0	0	0	200
VLCT/PACIF Town Hall	10,319	4,779	0	0
Notices -	1,000	60	1,000	500
Town Report Print	2,500	2,051	2,000	2,200
Dues-Windham Regional	3,500	3,280	3,500	3,600
Dues-VLCT	3,000	2,799	3,000	3,000
Travel/Meetings	200	50	50	200
Supplies	3,300	2,156	4,350	3,000
Tax Bill Expense	1,500	1,219	1,000	1,000
Town Meeting Lunch	1,000	364	700	500
Municipal Electric	9,000	0	9,000	0
Soveren Solar	0	6,637	0	7,000
Electric-Streetlights	0	4,564	0	4,600
Insurance VLCT/PACIF	0	0	44,047	0
EUROPA Domain	0	0	2,984	0
Website	0	0	0	4,000
TextMyGov	0	0	0	3,000
EUROPA MSP Platinum	0	0	9,000	0
NEMRC	0	0	6,835	0
Equipment	600	0	500	200
GENERAL GOVERNMENT Total	45,169	37,629	94,216	54,850
<u>WASTE/RECYCLING/COMPACTOR</u>				
Wages-Attendant	13,230	14,004	14,000	14,500
FICA/Medi-Waste/Recycling	0	0	1,125	1,148

<u>General Fund Expenses</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
Wages-Janitor	0	561	700	500
Recycling	19,000	19,255	22,854	20,000
Repair/Maint-Compactor	2,500	0	5,000	10,000
VLCT/PACIF Compactor	200	85	0	0
Dues-WSWMD	8,906	8,906	9,252	9,623
Supplies - Compactor	5,000	11,429	5,000	5,000
Garbage Tipping Fees	29,400	34,662	29,644	35,000
Green-Up Day Expenses	200	0	200	0
WASTE/RECYCLING/COMPACTOR Total	78,436	88,902	87,775	95,771
<u>MUNICIPAL TOWN HALL</u>				
Wages-Repairs/Maintenance	0	0	0	2,500
Wages-Janitorial Town Hal	1,250	574	1,700	1,900
FICA/Medi- Town Hall	0	0	130	145
Contract-Clock	125	0	125	125
Alarm - TH	550	295	600	300
Repair/Maint-TH	5,000	487	7,500	7,500
Lawn Care-TH	0	0	0	250
Phone/Internet-TH	7,500	6,440	7,000	7,000
Fuel Oil-TH	0	0	0	4,200
Electric-TH	0	547	0	550
Town Hall	8,177	3,993	8,000	0
MUNICIPAL TOWN HALL Total	22,602	12,336	25,055	24,470
<u>PUBLIC SAFETY</u>				
VLCT/PACIF Bond Constable	200	137	0	0
VLCT/PACIF Police	600	416	0	900
Supplies-Constable	100	0	200	0
Rescue Inc	38,859	41,342	38,859	39,000
Pound Keeper	350	0	350	400
Public Safety	2,500	0	3,500	3,500
PUBLIC SAFETY Total	42,609	41,895	42,909	43,800
<u>FIRE HOUSE/DEPARTMENT</u>				
VLCT/PACIF Work Comp FD	1,500	1,024	0	0
Repair/Maint-FH	1,500	495	6,500	2,000
VLCT/PACIF Fire Dept	2,000	1,400	0	3,000
Phone/Internet-FH	600	535	600	600
Communications - FH	3,000	0	3,000	3,000
Dues-District Mutual Aid	22,500	22,668	23,000	24,000
Dues-FH	100	0	0	0
Supplies - FH	500	348	500	500
Fuel Oil-FH	0	0	0	3,700
Electric-FH	5,000	233	0	250
Fuel-FH	5,000	3,577	5,000	0

<u>General Fund Expenses</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
Equip-FH	250	0	200	150
New FH Contingency Funds	5,000	1,905	5,000	0
Transf to FD Rsv	0	7,667	0	0
FIRE HOUSE/DEPARTMENT Total	46,950	39,852	43,800	37,200
<u>FIRE VEHICLES</u>				
Repair/Maint-FT	14,000	5,433	14,000	14,000
VLCT/PACIF Fire Truck	4,000	2,901	0	5,500
Supplies - FT	1,000	0	500	500
Equip-FT	1,500	631	500	1,500
Transf to FD Rsv	0	10,435	0	0
FIRE VEHICLES Total	20,500	19,400	15,000	21,500
<u>RECREATION</u>				
Electric-Garage	0	2,448	0	0
RECREATION Total	0	2,448	0	0
Municipal #2 Fuel-FH & Ad	0	561	0	0
<u>TOWN BARN/GARAGE</u>				
Internet/phone COMCAST	1,500	1,601	2,000	2,500
Annual Support/Licenses	1,752	2,020	0	2,000
Repair/Maint-Garage	1,000	2,043	1,000	1,000
VLCT/PACIF Garage	4,500	3,072	0	3,200
Phone Garage 1st Light	600	558	600	600
Supplies - Garage	100	1,584	2,000	2,000
Equipment - Boiler	0	0	400	400
Propane-Garage	0	0	0	5,100
Electric Garage	0	0	0	2,500
HWY Propane	0	0	5,070	0
Garage Fuel	5,070	3,484	0	0
TOWN BARN/GARAGE Total	14,522	14,360	11,070	19,300
<u>MUNICIPAL LAND MANAGEMENT</u>				
Wages Mowing Common	0	0	0	720
Taft Meadows	1,000	0	1,000	500
Tree Management	3,500	0	3,500	3,500
Lawn Care Common	0	0	0	500
Tree Care Common	3,000	2,920	3,000	3,000
Repair/Maintenance Gazebo	0	400	500	500
MUNICIPAL LAND MANAGEMENT Total	7,500	3,320	8,000	8,720
<u>COMMON</u>				
Fountain Care-Common	300	0	300	300
Repair/Maint-Gazebo	0	85	0	0
Supplies - Common	0	0	300	0
Electric-Common	0	190	0	200
COMMON Total	300	275	600	500

<u>General Fund Expenses</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>APPROPRATIONS</u>				
Social Srvs Appropriation	20,866	20,866	21,243	0
Stone Arch Bridge (THS)	154,542	154,542	50,000	0
Appropriation	0	0	50,000	0
APPROPRATIONS Total	175,408	175,408	121,243	0
<u>Other Expenses</u>				
FICA - Town	11,053	13,628	0	0
<u>OTHER EXPENSES</u>				
Contract-BCTV	1,200	1,200	1,500	1,500
Windham County Tax	16,750	20,461	21,000	21,000
Memorial Day Expense	300	0	500	100
Miscellaneous Expense	1,675	2,950	2,000	2,800
Other Expenses Total	30,978	38,239	25,000	25,400
<u>LONG TERM DEBT</u>				
Principal Paid-Long Term	40,000	40,000	40,000	40,000
Interest Paid: Notes	15,000	11,404	15,000	6,900
LONG TERM DEBT Total	55,000	51,404	55,000	46,900
Total General Fund Expenses	756,608	735,651	762,808	648,735
Less: Revenue				-368,123
Total to be Raised in Taxes for General Fund				280,612



One of Townshend Town Hall's Painted Curtains
By William Stuart 1922

<u>Highway Revenue</u>	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>TAXES RAISED: HIGHWAY</u>				
Taxes Raised: Highway	610,214	610,214	782,956	834,455
TAXES RAISED: HIGHWAY Total	610,214	610,214	782,956	834,455
<u>STATE HIGHWAY REVENUE</u>				
STVT HW State Aid	110,000	123,356	120,000	123,335
STATE HIGHWAY REVENUE Total	110,000	123,356	120,000	123,335
<u>OTHER HIGHWAY REVENUE</u>				
FEMA 072921 Flood Reimb.	0	11,443	0	0
FEMA July 2023	0	175,588	0	0
Plow: Other Towns	3,000	4,350	5,000	4,500
SOV ERAF Reimbursement	0	8,158	0	0
Grants & Aid	0	0	0	17,750
VTRANS BB Roads Grant	0	0	0	9,712
Insurance Reimb	0	5,111	13,596	0
Insurance Reimbursement	0	6,920	0	0
FY26 Paving/Culvert Grant	0	0	0	50,000
Scrap Metal Revenue	0	3,665	0	0
OTHER HIGHWAY REVENUE Total	3,000	215,235	18,596	81,962
Total Highway Revenue	723,214	948,805	921,552	1,039,752
Voter Equipment Appropriation			200,000	

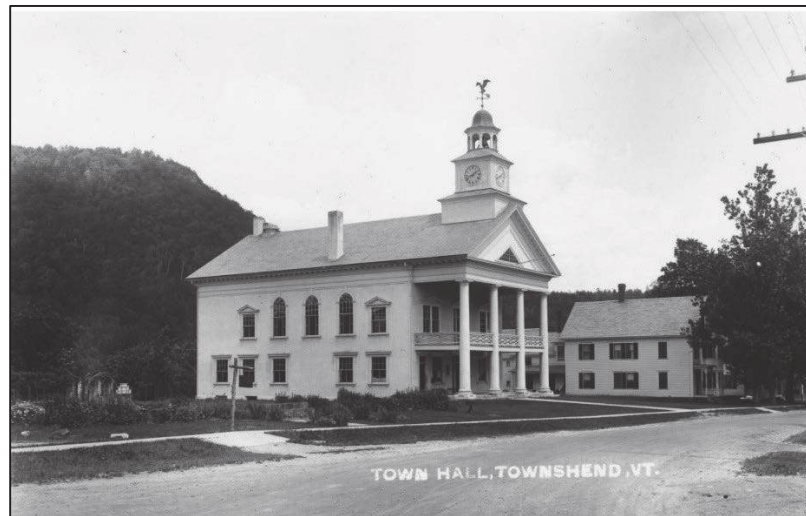


Election Night 2024 Square Dance at Town Hall

Highway Expenses	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>EMPLOYEE EXPENSE: HIGHWAY</u>				
Wages - GM	212,000	223,446	240,422	246,433
SB Asst to Hwy	0	0	0	6,000
FICA/Medi-HW	13,144	0	13,000	15,459
Bene-Hwy Ins	43,950	69,505	60,000	60,333
Bene-Hwy Eye	320	203	320	330
Bene-Hwy Dental	2,600	1,326	2,600	2,766
CCC Tax	0	0	0	1,100
Bene-Hwy Retirement	14,310	15,084	14,000	15,435
Unemployment - Highway	1,230	0	1,000	1,300
VLCT/PACIF Work Comp Hwy	11,500	8,636	0	15,000
Uniforms Highway	4,900	5,537	5,300	5,500
VLCT/PACIF Highway	4,000	3,731	0	11,900
Travel Reimbursement	0	1,349	0	1,000
Misc Personal Exp - Hwy	800	1,525	2,000	1,750
EMPLOYEE EXPENSE: HIGHWAY Total	308,754	330,343	338,642	384,306
<u>OTHER HWY EXPENSES</u>				
Hired Services - GM	6,500	12,047	6,500	6,500
Misc Scrap Metal [Tools]	0	2,510	0	0
Road Signs - GM	500	396	1,000	1,000
MRGP State Fee	2,000	1,350	2,000	2,000
Materials & Supplies - GM	137,000	129,037	177,000	187,500
OTHER HWY EXPENSES Total	146,000	145,339	186,500	197,000
<u>CONTRACTS/GRANT SERVICES</u>				
Contract - Retreatment	100,000	114,773	125,000	150,000
FEMA 071023 Flood	0	325,252	0	0
CONTRACTS/GRANT SERVICES Total	100,000	440,025	125,000	150,000
<u>GRAVEL CRUSHING</u>				
Gravel Crushing	40,000	40,004	60,000	60,000
GRAVEL CRUSHING Total	40,000	40,004	60,000	60,000
<u>SPECIAL PROJECTS</u>				
All Special Projects	17,000	14,403	57,750	60,000
SPECIAL PROJECTS Total	17,000	14,403	57,750	60,000
<u>OUTSIDE REPAIRS</u>				
Outside Repairs	0	0	0	20,000
OUTSIDE REPAIRS Total	0	0	0	20,000
<u>TK#4 Western Star 2020</u>				
Ins/Registration	50	50	50	0
Supplies/Parts	5,000	8,326	10,500	11,350
Outside Repairs	0	1,286	0	0
TK#4 Western Star 2020 Total	5,050	9,662	10,550	11,350
<u>BACKHOE: 2008 JD 410</u>				

	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>Highway Expenses</u>				
Supplies/ Parts: Backhoe	5,000	11,269	0	0
BACKHOE: 2008 JD 410 Total	5,000	11,269	0	0
<u>TK#3 2015 INTERNATIONAL</u>				
Ins/Reg: Tk#03	50	0	50	0
Supplies/Parts: TK#03	5,000	12,430	8,250	8,950
Outside Repairs: TK#03	0	1,274	0	0
TK#3 2015 INTERNATIONAL Total	5,050	13,704	8,300	8,950
<u>Western Star 2022 TK5</u>				
Ins/Reg TK#5	50	50	50	0
TK#5 Supplies Parts	4,000	7,296	9,150	9,880
Miscellaneous	0	215	0	0
Western Star 2022 TK5 Total	4,050	7,562	9,200	9,880
<u>TK1: 2012 Freightliner</u>				
Supplies/Parts: TK1	1,000	12,050	8,250	8,950
TK1: 2012 Freightliner Total	1,000	12,050	8,250	8,950
<u>TK#2 2018 Dodge</u>				
Ins/Registration Dodge	50	0	50	0
Supplies/Parts: TK#2 Dodg	3,500	28,465	5,600	6,000
Out. Repairs: Tk#2 Dodge	0	6,051	0	0
TK#2 2018 Dodge Total	3,550	34,516	5,650	6,000
<u>MISC EQ: YORKRAKE/SAWS/ET</u>				
Supplies/Parts: Misc EQ	1,000	1,886	2,000	2,000
Misc Equip Purchased	0	4,222	0	0
MISC EQ: YORKRAKE/SAWS/ET Total	1,000	6,108	2,000	2,000
<u>Tractor: Kubota</u>				
Supplies/Parts Kubota	500	1,475	750	750
Tractor: Kubota Total	500	1,475	750	750
<u>Grader 672G JD</u>				
Supplies/Parts: JD Grader	0	0	8,000	6,000
Grader 672G JD Total	0	0	8,000	6,000
<u>Grader: JD 772-OLD</u>				
Outside Repairs: JD Grade	0	1,122	0	0
Supplies/Parts: JD Grader	6,000	22,648	0	0
Grader: JD 772-OLD Total	6,000	23,770	0	0
<u>Loader 524</u>				
Supplies/Parts: Loader 52	1,500	6,163	10,000	6,000
Outside Repairs	0	1,226	0	0
Loader 524 Total	1,500	7,389	10,000	6,000
<u>All Highway Supplies</u>				
Supplies/Parts	0	0	0	5,500
Diesel	0	0	0	50,000
Unleaded Gas	0	0	0	1,000
ALL HIGHWAY SUPPLIES Total	0	0	0	56,500
<u>OTHER EQUIPMENT EXPENSE</u>				

	Budget FY - 2024	Actual FY- 2024	Budget FY - 2025	Proposed FY- 2026
<u>Highway Expenses</u>				
Rental Mower	0	0	0	22,000
VLCT/PACIF Equipment	0	0	0	9,200
Excavator Rental	0	0	0	18,500
OTHER EQUIPMENT EXPENSE Total	0	0	0	49,700
<u>OTHER EQUIP EXPENSE</u>				
Rental Mower Pete's Eq.	0	0	8,000	0
Liq Chloride Machine Exp	0	0	1,000	0
Supplies/Parts: AQ	4,500	13,133	5,000	0
Diesel: AQ	50,000	45,066	50,000	0
Unleaded Gas: AQ	500	639	1,000	0
VLCT/PACIF Equipment	0	4,503	0	0
Supplies/Parts: Backhoe	0	0	2,200	0
OTHER EQUIP EXPENSE Total	55,000	63,341	67,200	0
<u>830 DEBT SERVICES</u>				
Equ. Principal Payments	0	0	23,760	0
830 DEBT SERVICES Total	0	0	23,760	0
Equipment Purchased	0	21,440	0	0
John Deere Backhoe Lease	0	5,900	0	0
Interest PD-EQ Financing	0	440	0	0
Equ. Principal Payments	23,760	22,000	0	0
Sub Total	23,760	49,780	0	0
Total Highway Expenses	723,214	1,210,737	921,552	1,037,386
Less: Highway Revenue				-205,297
Total to be Raised in Taxes for Highway Fund				832,089



CD and RESERVE FUNDS

FUND	As of 6/30/2023	As of 6/30/24	GL Account #
Cemetery Interest Retained CD	\$71,087.00	\$73,737.00	550
Cemetery Perpetual Care CD	\$117,173.00	\$120,169.00	550
Fire Dept CD	\$299,277.00	\$347,330.00	350
Grace Cottage Sewer CD	\$42,593.00	\$43,220.00	370
Reappraisal CD	\$133,710.00	\$166,005.00	325
Common Reserve Fund	\$5,761.00	\$5,586.00	440
Fire Pond Reserve Fund	\$1,715.00	\$17,244.00	350
Fog Line Painting Reserve Fund	\$2,775.00	\$2,775.00	200
Mosley Reserve Fund [802 CU]	\$62,847.00	\$32,658.00	430
Planning Commission Reserve Fund	\$6,619.00	\$6,619.00	452
RDAG Reserve Fund [802 CU]	\$69,447.00	\$70,939.00	420
Restoration Reserve Fund	\$49,686.00	\$53,152.00	600
Sidewalk Reserve Fund [802 CU]	\$6,851.00	\$6,921.00	365
Stone Arch Bridge Reserve Fund	\$239,585.00	\$135,043.00	450
ARPA Funds	\$186,823.88	\$0.00	650
State Reappraisal Payment			
FY 23	\$8,764.00		
FY24		\$8,696.00	
State Equalization Payment			
FY 23	\$1,032.00	\$1,023.00	
FY24			
Combined Total:	\$1,305,745.88	\$1,091,117.00	

VT Bond Bank (Garage)	\$1,022,422.00
Principal paid \$520,000	-\$520,000.00
Interest paid \$232,836	-\$232,836.00
	\$269,586.00
Balance Owing VT Bond Bank	
Principal \$220,000	
Interest \$49,586	
Backhoe 320P	\$32,464.32
[\$108,095.68]	
Grader 672G	\$91,037.37
[\$399,600]	

2025 HOWARD LEGACY FUND ANNUAL REPORT

Aurelius Chapin Howard, born 1812, lived much of his life in Townshend. He made a fortune in Michigan land, and in his Last Will and Testament, he bequeathed to the Town the sum of \$10,000.00 (an enormous sum in that period). The interest from this fund was directed to be used to assist the poor of the Town. Mr. Howard died on January 9, 1881, and at a Town Meeting, held on December 5, 1881, the Town voted to accept the legacy and elected three Trustees to administer it. The fund continues to this day with Eileen Fahey, Barbara Bedortha, and Margaret Bills serving as the current Trustees.

Financial Statement

Fund Balance:

Principal Balance of the CD (not to be disbursed)	\$10,000.00
Balance of Money Market Fund	\$9,104.95
Interest Balance of CD & Money Market Fund (for period 7/1/23 – 6/30/24)	\$11.22

Sub-Total: \$19,116.17

Money Market Disbursements:

No Disbursements: \$0.00

Total Fund Balance: \$19,116.17



Vera Palmer's 1st Birthday Party at Town Hall

Library Fund	Budget FY2024	Actual FY2024	Voted FY2025	Proposed FY2026
<u>Library Revenue</u>				
Library Town Appropriatio	59,609	59,609	76,473	77,850
Library Fund Drive	0	11,258	0	0
Library Donations	0	239	0	0
Reimbursements/petty cash	0	308	0	0
Book of Month Club	0	1,000	0	0
Book Sale	0	95	0	0
Library Interest Revenue	0	1,037	0	0
Library Revenue Total	59,609	73,546	76,473	77,850
<u>Library Fund Expenses</u>				
<u>Library Payroll</u>				
Wages-Librarian	32,350	42,704	46,970	46,425
Wages-Asst Librarians	9,300	8,844	10,000	10,000
Wages- Library Custodian	1,600	1,092	1,900	1,900
VLCT/PACIF Library	1,500	852	0	2,000
Library FICA Tax	2,675	4,027	3,700	3,700
CCC Tax	0	0	0	100
Retirement Library	2,184	2,904	2,378	3,000
Library Payroll Expenses Total	49,609	60,423	64,948	67,125
<u>Library Operations</u>				
Website	200	168	225	225
Telephone	800	743	800	800
Travel/Meetings	400	497	600	600
Supplies	1,000	952	1,300	1,300
Postage	1,000	735	1,000	1,200
Equipment	400	69	800	800
Maintenance	2,800	3,709	3,000	2,000
Snow Removal	1,400	1,470	2,000	2,000
Oil	2,000	1,793	1,800	1,800
Library Operations Total	10,000	10,137	11,525	10,725
<u>Library Trustee</u>				
Bequest Expenses	15,000	1,483	4,000	4,000
Professional	450	508	500	700
Performance	450	554	450	1,000
Technology	1,200	341	1,200	1,500
Audio Visual	1,800	1,326	1,800	1,800
Newsletter	250	208	300	300
Subscription	700	455	1,000	1,000
Supplies	1,500	1,212	1,500	1,500
Programs	2,000	1,573	2,500	2,500
Fundraisers	1,500	1,039	1,500	1,500
Books	10,000	4,786	10,000	10,000
Book of Month Club	0	940	0	0
Trustees EE Gifts	500	550	750	1,000
Trustees Misc	200	960	200	200
Library Trustee Expenses Total	35,550	15,934	25,700	27,000
Total Library Expenditures	95,159	86,493	102,173	104,850

<u>Cemetery Fund</u>	Budget FY2024	Actual FY2024	Voted FY2025	Proposed FY2026
<u>Cemetery Fund Revenue</u>				
Old Cem General Fund Rev.	0	20	0	0
Old Cem Town Approp Rev.	2,100	2,100	2,100	2,100
Cem Interest-to be D Rev	0	2,743	0	0
PUB Perp Care CD Int Post	0	1,846	0	0
Oakwood Ann Care Rev.	0	580	0	0
Oakwood Perp Care Rev.	0	100	0	0
Oakwood Gen. Revenue	0	525	0	0
Oakwood Lot Sales Rev.	0	445	0	0
Oakwood Fees Revenue	0	280	0	0
Oakwood-GC Field Use Rev	0	800	0	0
Round Hill Ann Care Rev.	0	40	0	0
Cemetery Revenue Total	2,100	9,478	2,100	2,100
<u>Cemetery Fund Expenses</u>				
<u>Old Back Cemetery</u>				
Old Back Cemetery Labor E	0	1,279	0	0
Old Cem FICA Tax Exp.	0	102	0	0
Old Back Cem Use of Equip	0	138	0	0
Old Back Cem Mileage Reim	0	288	0	0
Old Cemetery Expense	0	61	0	0
Old Back Cemetery Total	0	1,868	0	0
<u>Oakwood Cemetery</u>				
Oakwood Wages Exp.	0	3,086	0	0
Oakwood FICA Tax Exp.	0	236	0	0
Oakwood Use of Equip Exp.	0	106	0	0
VLCT/PACIF Oakwood	0	82	0	0
Oakwood Supplies Exp.	0	405	0	0
Oakwood Postage Exp.	0	13	0	0
Oakwood Deed Fees Exp.	0	60	0	0
Oakwood Electricity Exp.	0	86	0	0
Oakwood Water Elect Exp.	0	106	0	0
Oakwood Cemetery Total	0	4,180	0	0
<u>Round Hill Cemetery</u>				
Round Hill Wages Exp.	0	395	0	0
Round Hill FICA Tax Exp.	0	26	0	0
Rnd Hill Use of Equip Exp	0	108	0	0
Round Hill Supplies Exp.	0	13	0	0
Round Hill Cemetery Total	0	542	0	0
<u>Maple Grove Cemetery</u>				
Maple Grove Wages Exp.	0	247	0	0
Maple Grove FICA Tax Exp.	0	19	0	0
Maple Grove Supplies Exp.	0	17	0	0
Maple Grove Cemetery Total	0	282	0	0
Grand Total Cemetery Fund Expenses	0	6,872	0	0

FISCAL YEAR 2024 SALARIES & WAGES**Cemetery**

Charlie Marchant	\$1,802
Douglas Ballantine	\$60
Michael Cutts	\$2,074
Bradfordd Cutts	\$782
Delano Schmidt	\$289

Delinquent Tax Collector

Becky Reilly	\$12,338
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Finance Office

Anita Bean	\$4,288
Elaine Hill	\$34,989

Highway Department

Steve Frisk	\$11,703
Jeremy Zumbruski	\$64,846
Billy Roberts	\$58,383
Leonard Reynolds	\$50,838
Zach Clark	\$37,737

Library

Christine Chandler	\$5,959
Elizabeth Etman	\$1,509
Karen LaRue	\$43,014
Pamela Russo	\$2,159

Listers

Mike Bills	\$5,619
Helen Holt	\$9,554
Gene Kuch	\$905

Selectboard

Sherwood Lake	\$1,200
Connie Holt	\$24,210
Robert Swiger	\$1,000
Katie Marrow	\$1,000
Robert Wright	\$1,000

Town Hall

Anita Bean	\$578
Christine Chandler	\$531
Kurt Tietz	\$3,868
Ellenka Wilson	\$42,592

Town Hall/Garage Janitor

Anita Bean	\$43
Eddie Benoit	\$561

Transfer Station

Eddie Benoit	\$13,668
Wayne Allen	\$200
Laura Richardson	\$68
Craig Hunt	\$68

Townshend Social Services – Fiscal Year 2026

(Disaster relief, blood) American Red Cross of Vermont and NH Upper Valley Region

2025 appropriation: \$500.	2026 request: \$500.	2026 recommendation: \$500.
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(End of life) Brattleboro Area Hospice, Inc.

Non-medical, volunteer-staffed programs for the dying and grieving.

2025 appropriation: \$300.	2026 request: \$300.	2026 recommendation: \$300.
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(Job creation) Brattleboro Development Credit Corporation (SoVEDS) Regional economic development, including job creation and higher wages.

2025 appropriation: \$3,693.	2026 request: \$3,873.	2026 recommendation: \$3,873.
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(Food, schools) Food Connects Farm-to-school locally harvested food.

New request	2026 request: \$500.	2026 recommendation: \$500.
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(Senior support) The Gathering Place Safe, supportive environment with a full array of services and activities for elderly and adults with disabilities

2025 appropriation: \$500.	2026 request: \$500.	2026 recommendation: \$500.
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(Health care) Grace Cottage Family Health & Hospital

2025 appropriation: \$1000.	2026 request: \$1000.	2026 recommendation: \$1,000.
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(Senior volunteer opportunities) Green Mountain Retired Senior Volunteer Program (RSVP) Supports and develops programs for seniors who wish to volunteer within the community.

2025 appropriation: \$275.	2026 request: \$275.	2026 recommendation: \$275.
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(Environment) Green Up Vermont Sponsors yearly area clean-up of litter, etc.

2025 appropriation: \$100.	2026 request: \$100.	2026 recommendation: \$100.
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(Shelter & food) Groundworks Collaborative Brattleboro Area Drop-In Center and Morningside Shelter, now merged, provide emergency food, housing and case management services.

2025 appropriation: \$1200.	2026 request: \$1,200.	2026 recommendation: \$1,200.
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(Mental health) Health Care and Rehabilitation Services (HCRS) A broad range of community mental health services.

2025 appropriation: \$1,100.	2026 request: \$1,100.	2026 recommendation: \$1,100.
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(Substance abuse) Interaction Formerly known as *Youth Services*, provides clinical programs and restorative justice to youth in Windham County.

2025 appropriation: \$1,540.	2026 request: \$1,540.	2026 recommendation: \$1,540.
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(Transportation) MOOver (Connecticut River Transit, Inc.) Transportation for the elderly, disabled, and children and families who receive Medicaid.

2025 appropriation: \$750.	2026 request: \$750.	2026 recommendation: \$750.
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(Food, home delivery) Neighborhood Connections (replaces *Everyone Eats*) provides meals to at least 23 Townshend residents.

New request	2026 request: \$1,500.	2026 recommendation: \$1,500.
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(Senior support) Senior Solutions Southeastern VT Assists residents with nutrition programs, transportation, case management and caregiver respite.

2025 appropriation: \$800.	2026 request: \$950.	2026 recommendation: \$950.
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(Community support) Southeastern Vermont Community Action, Inc. (SEVCA) Weatherization, emergency heating repair, tax preparation services, thrift store vouchers and fuel assistance.

2025 appropriation: \$1,500.

2026 request: \$1500.

2026 recommendation: \$1,500.

(Food) Townshend Community Food Shelf For individuals and families facing food insecurity. (Last year's contribution was via *Project Feed the Thousands*).

2025 appropriation: \$700.

2026 request: \$700.

2026 recommendation: \$700.

(Family support) Vermont Family Network Provides expert information, support consultants and referral services for children, youth and families, particularly with special health needs or disabilities.

2025 appropriation: \$250.

2026 request: \$250.

2026 recommendation: \$250.

(Local news) Vermont Independent Media/*The Commons* Windham County's Independent non-profit newspaper.

2025 appropriation: \$1,000.

2026 request: \$1,000.

2026 recommendation: \$1,000.

(Health care) Visiting Nurse Association & Hospice of VT and NH, Dartmouth Health Home nursing, hospice and rehabilitation services.

2025 appropriation: \$2,700.

2026 request: \$2,700.

2026 recommendation: \$2,700.

(Animal welfare) Windham County Humane Society Veterinary care including exams, vaccines, nail care, microchips and spay/neutering surgeries.

2025 appropriation: \$500.

2026 request: \$500.

2026 recommendation: \$500.

(Early childhood) Winston Prouty Center for Child & Family Development Services for preschool children with special needs.

2025 appropriation: \$250.

2026 request: \$250.

2026 recommendation: \$250.

(Women & children) Women's Freedom Center Mission is to end physical, sexual and emotional violence against the women and children of Windham County.

2025 appropriation: \$1,200.

2026 request: 1,200.

2026 recommendation: \$1,200

Funded 2024: \$20,866

Funded 2025: \$21,243

2026 Recommendation: \$22,338



Photo by Craig Hunt

HIGHWAY ANNUAL REPORT

This year has been a productive and challenging year in the Highway department. In the spring we experienced major equipment failure that led to the difficult process of acquiring a new backhoe and grader through a leasing program. While that set our work back in the spring, we were able to accomplish a lot during the summer and fall. We finalized our FEMA application and received over \$200,000 in road repair reimbursement * We executed 2 VTrans grants, worth just over \$51,000, for road ditching on Brookline Rd and State Forest Rd * We completed the West Townshend Stone Arch Bridge preservation project * We continue our re-paving by paving a portion of Rte 35. Despite ever escalating costs, we continue to maintain and upgrade roads while maximizing revenue for grants.

For fiscal year 2025 we have two VTrans grants: \$50,000 reimbursable grant to continue paving Rte 35. We have also obtained a \$200,000 reimbursable VTrans grant to repair Bridge 43 on West Hill Road. The bridge work will be completed by September 2027.

Maintaining and replacing equipment is an on-going project in the Highway department. Below is the equipment replacement schedule. The next truck that needs to be replaced is the 1-ton dump truck. In other areas we are facing escalating costs in roadside mower rentals. Other towns have moved to buy their own roadside mower to increase the use in the season. We hope that our highway Reserve Fund article, and funding the reserve article, will pass so that we can begin to plan for the equipment needed to maintain the roads.

In fiscal year 2025 we acquired two pieces of major equipment:

1. 2024 John Deere Backhoe (\$158,500) leased to own for five years.
2. 2024 John Deere Grader (\$399,600) leased to own over five years.

EQUIPMENT		Lifespan	Replacement Year	Estimated Replacement Cost
1993 Bandit Wood Chipper.	Model 150	20 yrs	FY27	\$75,000
Trk#1-2 012 Freightliner SD114	6 wheel dump	10yrs		
Trk#3 - 2015 International 7600.	6 wheel dump	10 yrs	FY27	\$350,000
2018 John Deere 624KII Loader		15 yrs	FY33	\$275,000
2018 Kubota B2601 Tractor		20 yrs	FY38	\$40,000
Trk #2 - 2018 RAM 5500	One Ton Truck	7 yrs	FY27	\$130,000
Trk #4 - 2020 Western Star	10 wheel dump	10 yrs	FY30	\$350,000
Trk #5 - 2022 Western Star	6 wheel dump	10 yrs	FY32	\$225,000
2024 Kaufman Trailer (\$20,000)		20yrs		

GRANT COORDINATOR ANNUAL REPORT

The Grants Coordinator Position was created in early 2024 as a way for the town to aggressively research, apply for, attain and manage grants for various town and highway projects. There are thousands of grant opportunities out there, many existing within our own state. Many doors were opened in this process, which has allowed us an opportunity to dive deeper into town projects and making plans to move forward while also protecting and expanding our budget.

Highway Foreman, Jeremy Zumbruski, and I attended VTrans training courses for highway grants specifically covering ditching, culverts and road erosion standards. These “Best Management Practices” are required by the state and their implementation is incentivized and supported by VTrans grants. We successfully executed a \$50,000 VTrans paving grant for paving a portion of Rt 35, a \$21,000 ditching grant for culvert work on State Forest Rd and another \$31,000 ditching grant for work on Back Windham Rd. For the upcoming fiscal year, we have been approved for another \$50,000 paving grant to continue paving Rt35, a \$200,000 infrastructure grant to replace Bridge 43 on West Hill Rd, a ditching grant for \$17,750 and a road inventory grant for \$9,712. We are actively taking advantage of every road-focused funding opportunity available and are already feeling the benefits within the highway budget.

I have attended many hours of training and seminars for town specific funding opportunities as well. A \$20,000 Economic Recovery grant was obtained from the State of VT, part of which funds the Grants Coordinator position for 6 months. Additionally, we were awarded a \$12,946 VT State Preservation Grant for the repair of our Town Halls slate roof. I worked closely with the Planning Commission who provided essential information about our historic Town Hall and its structural integrity for the application. This project will begin in early Spring.

More town projects and ideas have come to light throughout the year, and I am working hard to capture as much of this funding as possible.

Thank you for this opportunity!

Katie Marrow

FIRE DEPARTMENT ANNUAL REPORT

The department has responded to the usual number of calls this past year. The bulk of the responses continue to be in just a few categories. Those are: motor vehicle, DHART landings, and brush/trees related incidents. These types of calls amount to over 40% of the total responses for the department. Other types of calls that the department responds to are chimney fires, alarms of various types, mutual aid to other towns, request for assistance, flooded basements, and various storm related incidents. As you can see, most of the calls have little to do with actual fires. This means our members must have a variety of trainings and equipment. The department has purchased new equipment to help with motor vehicle and brush/forest related events. In our trainings, we have spent some time with the new equipment.

The Fire Department continues monthly cooperative training with the West River Training Group (WRTG). With these training sessions, we get to practice with our neighboring fire departments. This also gives us the opportunity to be up to date with current operating procedures. We also continue to participate in the state fire pond program. Our most recent addition to this program is a new pond on Jordan Hill Road. Thanks go out to the Carluccio family for helping make this pond possible.

Like most volunteer groups, we could use some new members. Anyone interested in joining, please contact Chief Glen Beattie. Time involvement is responding to calls, attending a work and business meetings once a month. There is also the WRTG monthly meeting and in-house trainings once a month.

Townshend Planning Commission Annual Report

The Planning Commission has been working on updating the Town Plan. This important document is prepared every eight (8) years to present an overview of the Town and lays out the Town's goals and objectives for the future. The Plan includes sections on economic development, housing, land use, transportation, energy, infrastructure, and environmental health. Towns are not required to have a Town Plan, but it is needed to receive most grants and in fact, is a requirement to apply for many. The Commission has been working with the Windham Regional Commission (WRC) on this update, as the WRC is familiar with the numerous State of Vermont requirements.

At the March 5, 2024, Town Meeting residents approved the Planning Commission Article for \$50,000 to be put in a reserve account for, "prompt compliance with the Americans with Disabilities Act for building accessibility, and an ADA compliant bathroom". Right after this money became available, on July 1, 2024, the Commission requested the architect the Town had been working with on the Town Hall & Opera House renovations, to provide specifications and drawings for an RFP, to have the work completed ASAP. The work will commence after the acceptance of bids from potential contractors, with the work scheduled to be done this Spring.

The Planning Commission provided the Select Board (SB) detailed information on emergency backup generator specifications and contractors, for the Town Garage. A standby generator for the garage would help to ensure this critical Town operation is available when needed. The Planning Commission and Select Board coordinated on a grant for the generator (and Town Hall), but which we unfortunately did not receive.

The Planning Commission helped the SB with a grant application for repairing the Town Hall slate roof and has worked with the SB to monitor and respond to several Act 250 applications affecting Townshend.

The Planning Commission meets on the second and fourth Wednesday of each month at 7:00 p.m. The meetings are open to the public and participation is welcomed.

John Evans, Chair
Liza Swenn Martin

Bob DeSiervo, Vice Chair
Doug Ballantine

Andy Snelling, Clerk
Rick Matschke



One of Town Hall's Historic Painted Curtains

As referenced in Christine Hadsel's *Suspended Worlds: Historic Theater Scenery of Northern New England*

TOWN TREASURER & TAX COLLECTOR REPORT
Fiscal Year 2024 (7/1/2023-6/30/2024)

Townshend had another successful audit with Sullivan & Powers. Minimal corrections and adjustments were identified. Per Sullivan & Powers, FY2024 ended with a surplus in the General Fund of \$175,681 and a deficit of \$79,504 in the Highway & Equipment Fund. With each new budget year, the Selectboard determines how best to appropriate any surplus/deficit funding. The FY2024 audit booklet from Sullivan & Powers is available in the Town Clerk's office for your perusal.

The Finance Office continues making bank deposits of quarterly tax collecting and miscellaneous revenue income, as well as managing the towns five M&T CD's: Fire Dept Municipal CD, Reappraisal CD, Grace Cottage Municipal CD, Cemetery Perpetual Care CD, and Cemetery Interest Retained CD.

The yearly administration processes with the Library Trustees and Cemetery Commission continues to go well. Town of Townshend is responsible for handling payroll, account payable, and CD maintenance. Treasurer works closely with Sherwood Lake, Glenn Beattie and Brian Schmidt in handling Fire Dept & Fire Pond Grants. I work with Road Foreman, Jeremy Zumbruski, to administer the State of Vermont Grants & Aid programs for the Highway Dept. Concerning FEMA, I've been working with Jeremy and Connie Holt with closing out the July 23, 2023 and December 18, 2023 disasters.

Since the Tax Collector position continues to be a **part-time position** within the town, Anita and I continue processing tax payments, answering questions and emails from the taxpayers, as well as from mortgage companies.

PLEASE REMEMBER TO INCLUDE YOUR TAX PAYMENT COUPON WHEN MAKING A PAYMENT. If your property taxes are escrowed with a mortgage company or bank, it is your responsibility to make sure they receive a copy of the current tax bill. Town of Townshend only sends a copy to companies that make the request. When paying taxes, Townshend accepts cash (exact amount), check or money order.

DELINQUENT TAXES are handled by Becky Reilly, 264 Kearley Drive, Townshend VT 05353
(802) 282-3827 nystrombecky@yahoo.com.

NOTE: It is very important that every Vermont resident file their **Homestead Declaration by April 15th**. Not doing so results in the state assessing a penalty as well as the Town of Townshend imposing a penalty for late homestead declaration filings.

Treasurer: Elaine Hill, P O Box 223, Townshend VT 05353 (802)365-7300, ext. 103
treasurer@townshendvt.gov

DELINQUENT TAX COLLECTOR 2023-2024 REPORT

After receiving the warrant in June of 2024 for \$194,152.53, the total delinquent taxes owed to the Town of Townshend was \$223,832.84. Prior to receiving the warrant, the total due was \$36,282, a record low. A tax sale was not needed in 2024. I am currently in the process of starting a tax sale for 2025.

The tax sale that I am working on right now consists of eleven properties and over \$40,000 in delinquent taxes. The tax sale date has not been scheduled yet but will likely be in late spring 2025. 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. I currently have three properties that account for nearly \$22,500 in delinquent taxes which the select board has advised me to hold off on pursuing to avoid up front legal fees. The remaining dollars on my list are under monthly payment arrangements with me to pay their balances off within 12 months. I recently attended a webinar on Delinquent Tax Collection for the state of Vermont and various law changes, none affecting how Delinquent tax collection in Townshend is performed.

I do my best to work with everyone as much as I can while sticking 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

	<u>7/1/2023</u>	<u>Collected</u>	<u>Adjusted</u>	<u>6/30/2024</u>
2010-2011	1,752.76			1752.76
2011-2012	2,003.48			2003.48
2012-2013	1,963.04			1963.04
2013-2014	1,516.23			1516.23
2014-2015	1,574.80			1574.80
2015-2016	1,441.65			1441.65
2016-2017	1,478.65			1354.96
2017-2018	1,399.78			1368.54
2018-2019	2,082.93			1468.66
2019-2020	2,694.07	\$645.48		2048.59
2020-2021	5,249.09	\$3,032.14		2216.95
2021-2022	14,029.58	\$10,365.56	1446.49	2217.53
2022-2023	107,713.78	\$96,555.02	982.62	10,176.14
2023-2024*	<u>194,152.53</u>	<u>\$53,146.82</u>		<u>141,005.71</u>
	339,052.37			172,109.04
*Warrant		5/31/2024	<u>\$194,152.53</u>	

Amounts from 2022-2023 Annual Report



Laurie & Scott Nystrom's Wedding at Town Hall
New Year's Eve, 1979

2023-2024 Delinquent Tax Report (Tax Only)

<u>2023- 2024</u>	<u>2022- 2023</u>	<u>Previous Years</u>	<u>2023-2024</u>	<u>2022-2023</u>	<u>Previous Years</u>
\$2,822.04	21.54		\$176.44	\$172.58	
\$641.96			\$695.10		
\$758.88			\$1,812.69		
\$2,692.79			\$673.84	\$164.76	
\$128.08			\$476.16	\$94.29	
\$737.62	\$537.99	\$332.50	17772.98		
\$66.96			\$110.54		
\$544.18			\$121.17	115.4	
\$116.92	160.1		\$2,371.22		
\$291.23	\$338.91		\$208.32	\$203.77	\$570.17
\$505.91	\$95.12	\$132.33			\$449.19
\$310.35			\$1,960.91		
\$3,223.25			\$31.88	\$21.83	
\$748.25					\$295.26
\$2,663.50	\$2,605.24		\$4,655.66		
\$282.72	\$107.79		\$252.96	\$280.69	\$60.60
\$849.21			\$1,446.54		
\$225.33			\$278.47		
\$843.90			\$10.78		
\$3,382.48			\$1,490.56		
\$2,108.70			\$123.29		
\$1,763.80				212.08	272.46
\$252.96	\$247.43	\$2,466.68	\$2,183.09	789.01	
\$1,307.30	\$1,278.71	\$16,674.30	\$191.31	187.13	0.76
\$2,285.25			\$114.24		
\$681.97			\$690.34		
\$351.68			\$65.90	48.34	198.37
			\$3,507.41	3,430.69	
			\$116,956.61	\$313.96	\$556.85
			1,451.92 *		
			\$190,417.55	\$11,405.82	\$22,009.47

TOTAL = \$223,832.84

= *Collected in full before
report
printed*
 * = *Adjusted after 6/30/24*

Cemetery Commission Annual Report

Besides the usual mowing, maintenance, and flags, the Commission was asked to consider a space for green burials. Since we have been looking to expand the cemetery for some time, the Commission approved an area for green burials. This area will be in the lot adjacent to the existing Oakwood Cemetery to the north of the fence. The expanded area will have two sections. One section on the west end of the lot will be for green burials. The second section on the east side will have traditional caskets and vaulted graves. To start the project, the site is scheduled to be surveyed and the brush has been removed on the south, west, and north sides of the lot.

We thank Brad Cutts and his family for the continued maintenance of Oakwood and Maple Grove Cemeteries. Without the volunteer help of Phil Boyle and Kate Spencer, it is possible Round Hill and Fisher Cemetery would not have been mowed. We thank them for their help. We thank Delano Schmidt for his work in Acton and Wiswell Cemeteries as well as Connie Holt and Helen Holt for their work in Wiswell.

The Commission needs help in maintaining the 13 cemeteries under control of the Commission. We are happy to have volunteers, but we also have funds for payment. We also pay for the use of equipment. Another proposal is to have an adoption system where someone would adopt a particular cemetery to take care of during the season. See any member of the commission if you are interested.-

The subject of flags has been brought to the Commission. Flags are purchased by the town for veterans and placed on graves prior to Memorial Day. The holders for the flags are the responsibility of the family. Some veterans' organizations provide a free holder. We have some holders available for purchase. See the Commission Agent if you would like one. Now that we participate in the program, "Wreaths Across America", the flags are not removed until the wreaths are placed in December. We thank Scott Dorman for his promoting the wreath program. If you want to sponsor a wreath, please contact Scott.

Commissioners:

Chairman – Scott Nystrom

Secretary & Agent – Charles Marchant

Vice-Chair – Bruce Bills

Members – Paula Diamonstone & Carley Sanderson



1992 Pre Town Meeting
Peter Kelleher, Cynthia Davis and James Monteneri

Townshend Historical Society Annual Report

The Townshend Historical Society wants to extend a gigantic thanks to the people of Townshend for their financial support and their encouragement to complete the restoration of the West Townshend Stone Arch Bridge. The bridge is now ready to take on the next 100 years because of your support, some very generous donors, a federal matching grant, and the professionalism and talent of Standing Stone's masons.

The Board also wants to express publicly their gratitude for the determination and hard work of Lee Petty. Lee has put in innumerable hours, over the past five years, corresponding with various agencies to make her way through the red tape of grant applications, proposals, deadlines, and follow ups. Even after she left the Board and moved to Newfane, she continued her dedication to the project until the job was completely done.

We would like to invite all of Townshend's residents to become members of the Townshend Historical Society. You can speak to any member of the Board to get information about joining or go to our website: Townshendvt.org. The site is full of wonderful history and pictures of Townshend. You can join the society, make a donation, or buy items online.

The Townshend Historical Society Board of Trustees:

Charlie Marchant – President	Robert DuGrenier – Vice-President
Helen Holt – Treasurer	Katie Marrow – Secretary
Heidi Clawson - Board Member	Eileen Fahey – Board Member
Lonny Winrich – Board Member	



West Townshend Stone Arch Bridge
(photo by Standing Stone, LLC)

Librarian's report - Town Report 2025

Well, we started 2024 energized from our strategic planning work and jumped right in reacting to the comments that we'd heard. So eager in fact to try to address community comments and wishes that the written plan is still being drafted. I created the word cloud below from the responses. The words are randomly placed. The more often a word was used the larger the font size representing it. Driven by the data, we offered 86 programs during the year attended by over 700 people. That doesn't include the weekly playgroups facilitated by VT Early Ed. Services or the Townshend Pumpkin Festival where we gave away 108 doughnuts on a string and more than 100 solar eclipse glasses. Our meeting room use also increased with families and adults using it as neutral place to meet with professionals, or to work and study. The library trustees' support was instrumental in enabling me to offer such a wide range of programs throughout the year. They pitched in, sharing more than just their time and comments, especially for the first ever Townshend Holiday Festival and the Library's Festival of Trees. The hard work of other staff members and volunteers was also crucial to such a successful year.

Even as the role of libraries changes, we still strive to provide a stellar standard fare of books, magazines, movies, and other things for you to borrow. We offer approximately 14,500 items in fact. Among them parks and museum passes, and our "Library of Things" game camera, sewing machine, celestial binoculars, games, snowshoes, and more. This doesn't include the digital resources and downloadable ebooks and audiobooks that you can borrow. We're currently focusing on expanding what works and tweaking what hasn't; coming up with some new ideas to support the community and its members the best way that we can.

Respectfully submitted,
Karen LaRue



LIBRARY BOARD OF TRUSTEES ANNUAL REPORT

Keeping the Townshend Public Library running is the work of many hands. There is the Librarian, Karen LaRue, who plans programs, selects books and materials, and oversees daily operations as well as being a force in the community events. There are assistants, Christine Chandler, Beth Etman, and Pam Russo, who crew the front desk and do all those extra jobs that make programs possible. There are the volunteers, Jean Danilow and Kate Harris, who keep the place in order and the gardens in shape. There are the Trustees, Kathy DuGrenier, Judy Slowik, Elizabeth Brown, Marilee Attley, and Jean McIntire, who set policies, watch over funding, and generally help out as needed. And there are the community members who share their expertise to create programs like Dungeons & Dragons or viewing the night sky. It is a group effort and we are grateful for every single one of them.

Over the past few years, the library has been working to find out how to best serve our town. Through a series of individual and group interviews we tried to determine what kind of community people would like to live in and how the library could help make it happen. Many good things have already resulted from those interviews, such as the establishment of the Townshend News, and the development of many new programs like Trivia Nights and the Festival of Trees.

Also, in response to those interviews, we are looking into ways to expand the physical space in the library. We have done some groundwork, including getting architectural advice and looking at grant funds to expand our reading room. We are also working on ways to heat and cool the library more efficiently. We will keep you posted. If you are a regular patron of the library, you may already know about many of these developments. If you aren't, I urge you to stop by and see what a vital, vibrant place the library is. I hope we see you soon.

The library is open Mondays 1-5pm, Tuesdays 9-1pm, Wednesdays 1-7pm, Fridays 9am-1pm, and Saturdays 9-1pm. The telephone number is 802-365-4039.

Marilee Attley

TOWNSHEND LISTERS REPORT

Except for being busier than ever not too much has changed in the Townshend Listers office-

We continue to take classes to keep up with the changes mandated by the state and learn the best ways to fulfill our duties-

We want to thank all the Townshend property owners who continue to be so gracious and helpful throughout the year and we're always grateful to the owners of the Bald Mountain and Camperama campsites for their ongoing assistance. Please remember to file your Homestead Declaration (HS-122) every year and give us a holler if you have any questions. Our scheduled hours are Tuesday and Friday mornings and that's the best time to reach us by phone, but we always keep an eye on our email so that's often the quickest way to hear back from us.

Townshend Listers
Mike Bills
802-365-7300 ext4

Helen Holt

Gene Kuch
Listers@TownshendVT.gov

TOWN CLERK'S REPORT

Once again, I thank you all for giving me the opportunity to serve as your Town Clerk. I love that I never know who will walk through my door and where the day will take me. It is wonderful to learn new things about Townshend and share what I remember about growing up here. Kurt Tietz & Anita Bean continue to deserve my never-ending gratitude for their support, perspective and humor, especially Kurt's fun signs out front!

Primary and General Election ballots were tallied by our new Tabulator, and while it is great to have residents hand count, it was amazing to close the polls and have the results instantaneously! This also enabled Townshend to host an election night potluck and square dance, that was featured on VPR and picked up by NPR, while I didn't get a chance to attend, it was wonderful to have the community gathered together.

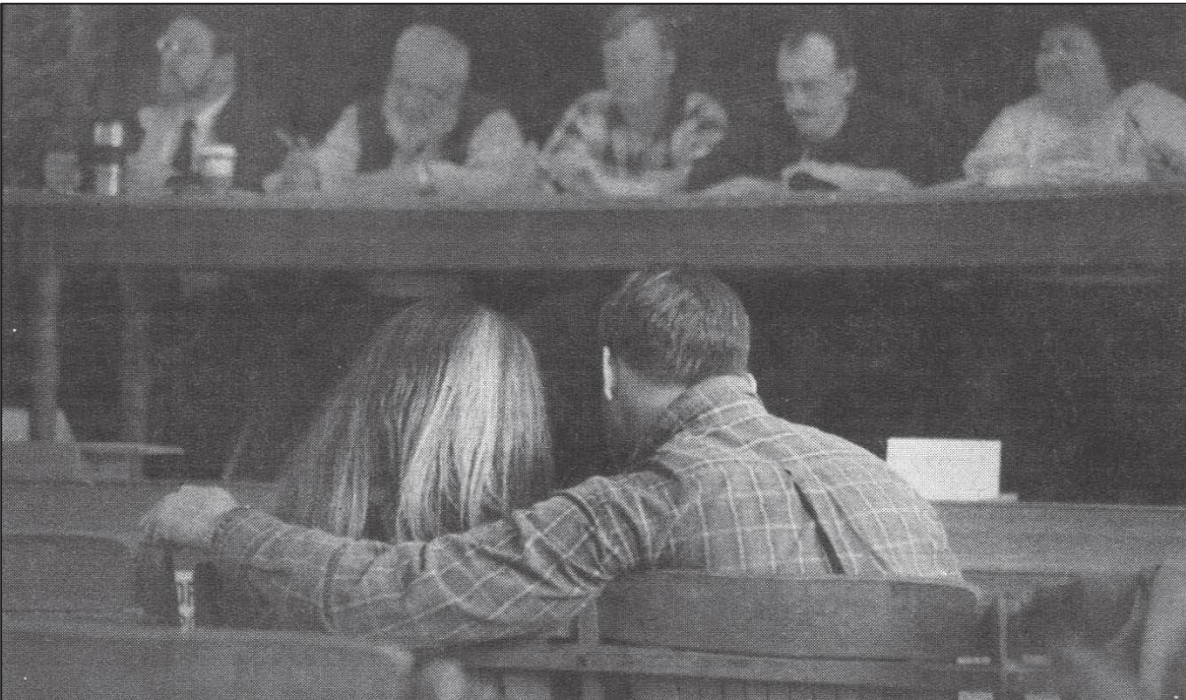
Townshend News, our bimonthly newsletter has been a wonderful way to highlight our town, we welcome submissions and ideas! A generous resident has started compiling information for our Welcome Packet, if you have a business or a skill you would like to advertise or an idea you would like included, please reach out.

I was honored to be asked by the Secretary of State to join the Town Clerk Advisory Committee for the coming year. The committee covers relevant issues, including elections, records schedules, land records, notaries public, our Vermont Election Management System and any issues that come up in the legislature. I am happy to bring any topics that y'all might have to the committee.

I wish you all a coming year filled with many moments (both big & small) of peace and joy! Take good care and good care of one another!

In gratitude,

Ellenka Wilson



My parents, Miki Wasung, longtime Town Treasurer & Howard Lott, longtime Auditor & Lister at Town Meeting 2004

TOWN CLERK NOTES

Fiscal Year July 1, 2023 - June 30, 2024

MONIES HANDLED BY THE TOWN CLERK'S OFFICE

Recording & Filing	\$12,230	Marriage & Civil Licenses	Town	\$120
Copies	\$ 1,687.85		State	\$520
Certified Copies	\$1680	Dog Licenses	Town	\$968
Title Search Hours	\$ 194		State	\$862
Burial Transits	\$55	Vermont Fish & Wildlife	Town	\$90
DMV Registrations	\$87		State	\$1,700
Liquor Licenses	\$185	Road Permits		\$315
Trash Bags	\$3,608.50	Green Mountain Passes & Land Posting		\$ 61

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.

FEES:	\$11 for spayed or neutered dogs	\$15 for unspayed or unneutered dogs
LATE FEES:	\$2 for spayed or neutered dogs	\$4 for unspayed or unneutered dogs

FIRE PERMITS for burning must be obtained from the Town Clerk's Office or from Rodger Brown, our Fire Warden unless there is snow covering the ground. Individuals must notify Keene Mutual Aide prior to burning at 603-352-1291. This permit does not relieve you from any liability related to damage caused by the fire. Permits are to BURN BRUSH ONLY and remember that burning household trash, treated/painted wood and construction materials is against the law.

GREEN MOUNTAIN PASSPORTS are available to Vermont residents, 65 years or older or totally disabled or injured serving in the armed forces or residents of Vermont Veterans Home in Bennington. The passport holder is eligible statewide for reduced prices on goods or services of Vermont's private businesses and for free admission to state parks, museums, and fully state sponsored events.

TOWNSHEND RESIDENTS TOWN OFFICE RESOURCE CENTER

Information:	past & present land records for public review
Certified copies:	birth, marriage & death certificates \$10
Meetings:	times, minutes, posted & warned
Compactor:	rules & regulations & automobile tag
Licenses:	civil marriage, animal & Vermont Fish & Wildlife
Auto:	registration renewals (must be within 2 months of expiration) & forms
Permits:	outside burning & driveway access
Property:	location, taxes, appraisal, deeds, etc.

BIRTHS

NAME of CHILD	DATE	NAME of MOTHER	NAME of FATHER	RESIDENCE
Laughman, Leah Kelcey	January 18 th	Laughman, Jessica	Laughman, Joshua	Townshend
Langsdorf, Amaia Rose	January 19 th	Langsdorf, Lija	Langsdorf, Austin	Townshend
Vaine, Dexter Neile	February 19 th	Garland, Mikayla	Vaine, David	Townshend
Nystrom, Leo Arthur	February 29 th	Nystrom, Carly	Nystrom, Corey	Townshend
Donaldson, Fay Baylah Ann	July 11 th	Schuldenfrei, Sarah	Donaldson, Matthew	West Townshend
Bumps, Sawyer James	July 14 th	Johnson, Olivia	Bumps, Tucker	Townshend
Sidney, Elizabeth Rose	October 4 th	Riley, Miranda	Sidney, Scott	West Townshend
Genovese, Delilah Maria	October 19 th	Genovese, Brenda	Genovese, Nicholas	Townshend
Cerrone, Kairus Fredrik	October 31 st	Cerrone, Kristina		West Townshend
Carey, Oona Flynn	November 3 rd	Carey, Alicia	Carey, Jake	Townshend
Patno, Jameis Floyd	December 5 th	Brown, Catherine	Patno, Taylor	Townshend

MARRIAGES

SPOUSE	RESIDENCE	SPOUSE	RESIDENCE	DATE	PLACE
Dickson, Anna	Burbank, Ohio	Purdy, Craig	Burbank, Ohio	March 31 st	Jamaica
Maken, Jason	West Townshend	Nilges, Yachne	Bellows Falls	April 28 th	Brookline
Lloyd-Aubry, Tristan	Oldwick, New Jersey	Rosen, Lily	Oldwick, New Jersey	June 14 th	Townshend
Brown, Stephanie	Townshend	Jackson, Jared	Townshend	June 22 nd	Grafton
Grosdonia, Briana	West Townshend	Myrland, Jr., Robert	West Townshend	August 31 st	West Townshend
Callaghan, Cassandra	Melrose, Massachusetts	Barranco, Alexander	Melrose, Massachusetts	October 26 th	Windham
Pawle, George	Wenham, Massachusetts	Jackson, Deborah	Salem, Massachusetts	November 2 nd	West Townshend
Finney, Lucia	Philadelphia, Pennsylvania	Holt, Charlotte	Philadelphia, Pennsylvania	December 28 th	Townshend

DEATHS

NAME	AGE	DATE	RESIDENCE
Priggen, Michael	79	January 6 th	Windham
Ewens, Jean	63	January 19 th	Brattleboro
Staats., Jr., William	93	January 31 st	South Newfane
Taylor, Richard	72	February 5 th	Newfane
Zavattero, Jr., Arthur	85	February 10 th	Wardsboro Center
Smith, Jr., Luke	75	February 19 th	Landing, New York
Hazelton, Donald	93	March 8 th	Dummerston
Crocker, Joanna	95	March 21 st	Westminster West
Adams, Homer	78	March 23 rd	Townshend
Ginter, Peter	63	April 16 th	Townshend
Prentice, III, Oliver	69	April 18 th	Townshend
Bischof, Rosalie	75	April 28 th	South Londonderry
Krasovskaia, Nelli	84	May 2 nd	Boston, Massachusetts
Einermann, David	78	May 22 nd	Brattleboro
Prouty, Donald	95	June 18 th	West Townshend
Acampora, Judith	84	June 28 th	Townshend
Wadsworth, John	80	July 14 th	Stratton
Hart, Claire	89	July 16 th	Townshend
Capen, Jr., James	82	July 18 th	Brattleboro
Rackenberg, Nina	99	September 6 th	Bellows Falls
Semrau, Sr., Robert	98	October 24 th	Townshend
Johnson, Sidney	87	October 24 th	Newfane
Vaughan, John	94	October 30 th	Townshend
Weldon, Constance	91	November 7 th	Townshend
Rowley, Jr., Rollin	92	November 12 th	Townshend
Dompier, Harold	89	December 2 nd	Brattleboro
Hilton, Barry	84	December 4 th	Bellows Falls



The new Townshend Town Hall was dedicated on August 15, 1912 at Old Home Day

Official Results
2024 ANNUAL MEETING

The legal voters of the Town of Townshend are hereby notified and WARNED to meet at Dutton Gym, located at 2030 VT Route 30, on Tuesday, March 5, 2024, at 9:00 am, to act on the following articles, viz:

ARTICLE I: To choose a moderator for the ensuing year. **David Liebow**

ARTICLE II: To act upon the July 1, 2022 to June 30, 2023 independent auditor's report. **Yes**

ARTICLE III: To see what salaries the Town will vote to pay its various officials for the ensuing year.

Town Clerk and Town Treasurer: The clerk and treasurer are paid from the General Fund and not by fees that are collected. The budget represents the salaries for these offices. Please reference ARTICLE VII of the Town Warning and the Budget in the Town Report.

Selectboard:

(1) Chair	\$1,500.00
(4) Members:	\$5,200.00

Town Clerk Assistant(s) & Casual Labor:	\$17.55
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ARTICLE IV: To elect all Town Officials for ensuing year(s):

Town Clerk:	(1) 1 year term
Town Treasurer:	(1) 1 year term
Selectboard:	(1) 3 year term
Selectboard:	(2) 1 year term
Listers:	(1) 3 year term
Delinquent Tax Collector:	(1) 1 year term
First Constable:	(1) 1 year term
Second Constable:	(1) 1 year term
West River Modified Union Education Union:	(1) 5 year term
Cemetery Commissioner:	(1) 5 year term
Library Trustee:	(1) 5 year term

ARTICLE V: To see if the Town will authorize the Selectboard to set a tax rate sufficient to cover all monies raised for municipal entities for the period of July 1, 2024 through June 30, 2025, and to borrow money in anticipation of taxes? **Yes**

ARTICLE VI: To see if the Town will authorize its Property Tax Collector to receive its Real Property Taxes quarterly, August 23, 2024, November 22, 2024, February 21, 2025, and May 23, 2025. Monthly interest will be charged at the rate of one-half percent (.5%) or fraction thereof, interest of one percent (1%) or fraction thereof plus penalties will commence on May 30, 2025? **Yes**

ARTICLE VII: To see if the Town will vote to appropriate \$441,565 to pay for the running expenses and liabilities of the Town of which \$267,827 to be raised in taxes? **Yes**

ARTICLE VIII: To see if the Town will vote to appropriate \$921,552 to pay for the running expenses and liabilities of maintaining the Town's roads of which \$782,956 to be raised in taxes? **Yes**

ARTICLE IX: To see if the Town will vote to raise \$63,473, by taxation, for the running expenses and liabilities of the library? **Yes**

ARTICLE X: To see if the Town will vote to raise \$13,000, by taxation, to increase the librarian's hours by 8 hours per week? **Yes**

ARTICLE XI: To see if the Town will raise \$2,100, by taxation, for the Old Cemetery Fund? **Yes**

ARTICLE XII: To see if the Town will vote to raise \$21,243 by taxation, for the support of Social Services, as recommended by the Social Services Committee? **Yes**

ARTICLE XIII: To see if the Town will vote to raise \$200,000, by taxation, to be held in a reserve account for the purchase of new highway department equipment? **Yes**

ARTICLE XIV: To see if the Town will vote to raise \$50,000, by taxation, to be held in a reserve account for the repair/renovation of Town Hall. This includes: prompt compliance with the Americans with Disabilities Act for building accessibility, and an ADA compliant bathroom? **Yes**

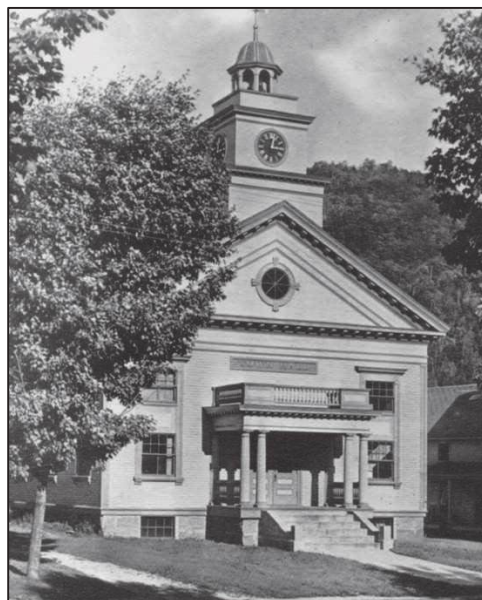
ARTICLE XV: To see if the Town will vote to raise \$50,000, by taxation, to be held in a reserve account for the restoration of the stone arch bridge on Back Windham Road? **Yes**

ARTICLE XVI: To see if the Town will vote to decide what the format for Town Meeting will be in the future? **No Vote**

ARTICLE XVII: To see if the Town will vote to authorize the Selectboard to acquire land by gift or purchase for municipal forest to promote reforestation water conservation and good forestry practices? **Yes**

ARTICLE XVIII: To transact any other non-binding business to properly come before said Meeting? **Yes**

ARTICLE XIX: To see if the Town will vote to set the first Tuesday in March 2025, as the date for the 2025 Town of Townshend Annual Meeting? **Yes**



The Townshend Town Hall shown with Mrs. Dutton's 1917 gift of a new cupola, in memory of her husband

Notes



Jim & Paula Newton's wedding at Town Hall September 9, 2000



Townshend Town Hall
P O Box 223
Townshend, VT 05353

Presorted Standard
U. S. Postage
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Townshend, VT
05353
Permit No. 1

Please bring this report to
the **Annual Town Meeting**
Dutton Gym
2030 VT Route 30
Townshend, VT 05353
Tuesday, March 4, 2025 9am