

# TOWN OF UNDERHILL ANNUAL REPORT

FISCAL YEAR ENDING JUNE 30, 2019



*Please bring this Report to Town Meeting.  
Potluck lunch follows the meeting.*

Richard Becker was born in 1937 in Springfield, NJ and has lived in Underhill since 1972. He and his late wife, Gretchen, raised three children in our wonderful town. Richard embraced Vermont's rural character, taking pride in "living off the land" and spending time in the woods. He heated his home solely by chopping wood from his land until 2019, when his children convinced him that he needed a secondary heat source. Richard worked as an electrician until he retired, and now remains busy with his large vegetable garden, maintaining the homestead, and working on his son's race car at Thunder Road.



Richard served as a medic in the First and Fifth Army Divisions from 1962 through 1964. He is proud to be a veteran and has been a long-time member and previous Commander of American Legion Post 35. He is also a member of the Sons of the American Revolution and a dedicated Mason.

Richard is passionate about supporting veterans. It is very important to him that every veteran feels valued and appreciated for their service, dedication and sacrifice. To that end, he has organized the annual Underhill/Jericho Memorial Day parade for a number of years and encourages all local veterans to consider marching in our annual Town Memorial Day parade as a tribute to US veterans everywhere. In addition, Richard makes sure that the grave of each veteran buried in an Underhill cemetery is marked by a fresh American flag on Memorial Day to recognize their contributions to our country.

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At Nate Sullivan's suggestion, we chose this photo. It is a good one of Gael Boardman on the land in the English Settlement that he loved, in the town he loved, with the American flag he loved, next to one of his antique automobiles he loved. Born in Underhill, he was a Zoning Administrator, a member of the Planning Commission, the Civil Board of Authority, the Underhill Cemetery Association, the Historical Society, a founder of Boy Scout Troop 7 (now Troop 627) and a good neighbor. His love for anything old started early. He was a member of the Vermont Automobile Enthusiasts for over 60 years, owning and driving antique cars too numerous to mention. His collection of antique tractors, stationary engines, license plates, signs, etc. filled his barns. Although a member of the 251 Club for over 50 years, he wished to become a "plus member" by driving to every town in Vermont in an "old car." A close look at the photo shows Gael "almost" smiling!



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**OFFICIAL WARNING**  
**TOWN OF UNDERHILL ~ ANNUAL TOWN MEETING**  
**MARCH 3, 2020**

The legal voters of the Town of Underhill, in the County of Chittenden, State of Vermont, are hereby notified and warned to meet at Browns River Middle School, in Jericho, Vermont on March 3, 2020 at 9 o'clock in the morning to transact the following business (Voting for all Australian ballot articles will be from 7:00 a.m. to 7:00 p.m. at Browns River Middle School):

**Article 1** To elect a Moderator for the ensuing year.

**Article 2** To hear the reports of the Town Officers.

**Article 3** Shall the voters approve total general fund expenditures of \$1,183,102 of which \$912,279 shall be raised by taxes, \$270,823 by non-tax revenues, pursuant to 24 V.S.A. §2664?

**Article 4** Shall the voters approve total highway fund expenditures of \$2,869,196 of which \$1,055,122 shall be raised by taxes, \$1,814,074 by non-tax revenue pursuant to 24 V.S.A. §2664?

**Article 5** To transact any other non-binding business thought proper when met.

**AUSTRALIAN BALLOT QUESTIONS**

**Article 6** To elect all Town Officers and School Directors as required by law.

**Article 7** Shall the voters approve acquisition by the Town of the Tomasi Meadow for conservation and recreation purposes at a cost to the Town of \$20,000 from a reserve fund?

**Article 8** Shall the Town amend Articles III, VII, and VIII of the Unified Land Use & Development Regulations by deleting those provisions that conflicted with or duplicated the amended Road, Driveway and Trail Ordinance approved by the Selectboard on December 18, 2018?

**Article 9** Shall the Town create a reserve fund called the Decommissioning Fund for the purpose (if necessary) of paying to decommission the solar array in the old gravel pit on Beartown Road at the end of the lease term?

**Article 10** Shall the Town allocate the solar array owner's first four annual lease payments (totaling \$13,000) to the Decommissioning Fund?

**Article 11** Shall the Town allocate \$150,000 from the 2019 surplus to the Highway Reserve Fund?

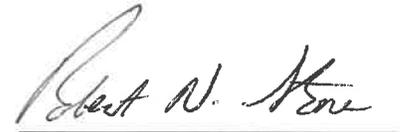
**Article 12** Shall the Town allocate \$55,000 from the 2019 surplus to the General Contingency Fund?

- Article 13** Shall the Town authorize the Selectboard to borrow an amount not to exceed \$70,000 to be financed over a period not to exceed five years to purchase a new pick-up truck?
- Article 14** Shall the Town appropriate \$3,126 in FY 2021 to Our Community Cares Camp to provide a free summer day camp and summer food program for children (ages 5-11) who are eligible for free/reduced lunch in Underhill and to provide an employment development program for youth (ages 14-16)?

**Selectboard Members:**

  
Patricia Sábališ, Chair

  
Daniel Steinbauer

  
Robert Stone

Received for record this 23rd day of January 2020 at Underhill.

ATTEST: San Amor, Town Clerk

**ABSTRACT WARNING**  
**TOWN OF UNDERHILL ~ ANNUAL TOWN MEETING**  
**MARCH 5, 2019**

The legal voters of the Town of Underhill, in the County of Chittenden, State of Vermont, are hereby notified and warned to meet at Browns River Middle School, in Jericho, Vermont on March 5, 2019 at 9 o'clock in the morning to transact the following business (Voting for all Australian ballot articles will be from 7:00 a.m. to 7:00 p.m. at Browns River Middle School):

- Article 1** To elect a Moderator for the ensuing year.
- Article 2** To hear the reports of the Town Officers.
- Article 3** **Amended** - Shall the voters approve total general fund expenditures of \$1,222,801 of which \$879,826 shall be raised by taxes, \$342,975 by non-tax revenues, pursuant to 24 V.S.A. §2664? **AMENDED and APPROVED BY VOTERS as total general fund expenditures of \$1,132,801 and non-tax revenue of \$252,975.**
- Article 4** **Voted** to approve total highway fund expenditures of \$1,444,912 of which \$980,512 shall be raised by taxes, \$464,400 by non-tax revenues, pursuant to 24 V.S.A. §2664?
- Article 5** To transact any other non-binding business thought proper when met.

**AUSTRALIAN BALLOT QUESTIONS**

- Article 6** To elect all Town Officers and School Directors as required by law.  
Selectboard 3 years – Robert “Bob” Stone **423**  
Selectboard 2 years – Dan Dstienbauer **446**  
Treasurer – Sherri Morin **497**  
Library Trustee – Carolyn Greene **447**  
Park District Trustee – David Williamson **470**  
MMMU Director – Beth Racine **434**
- Article 7** Shall the town assign from the 2018/19 surplus \$100,000 to the Highway Reserve Fund, \$30,000 to the Building Reserve Fund and \$50,000 to reduce taxes? **YES 463 NO 55**
- Article 8** Shall the voters approve the transfer of \$20,000 from the Generator Reserve Fund to the Building Reserve-Garage Fund? **YES 438 NO 75**
- Article 9** Shall the voters approve the transfer of \$10,000 from the Town Hall Roof Reserve Fund to the Building Reserve Fund? **YES 454 NO 62**
- Article 10** Shall the voters authorize a loan in the amount not to exceed \$250,000 to be financed over a period not to exceed 20 years for the construction of the Corbett Road bridge? **YES 357 NO 148**

- Article 11** Shall the voters authorize a loan in the amount not to exceed \$500,000 to be financed over a period not to exceed 20 years for the reconstruction of Town gravel roadbeds (1.5 miles of roadbed replacement on Poker Hill Road and Irish Settlement Road)?  
**YES 383 NO 125**
- Article 12** Shall the voters exempt the property of the Underhill Jericho Fire Department from taxation for municipal and school purposes for a period of 5 years pursuant to 32 V.S.A. §3840?  
**YES 402 NO 106**
- Article 13** Shall the town vote to give the Selectboard general authority to enter into Tax Stabilization Contracts with owners, lessees, bailees, or operators of agricultural or forest property, open space land, and alternative-energy generating plants, pursuant to 24 V.S.A. §2741(b)(1)? **YES 339 NO 155**
- Article 14** Shall the voters authorize the expenditure of \$1,000 for the Jericho Farmer's Market?  
**YES 400 NO 109**

# TOWN OFFICERS

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## Elected Town Officers

<u>Position</u>	<u>Name</u>	<u>Term</u>	<u>Expires</u>
Moderator	Dan Manz	1 year	March, 2020
Selectboard	Patricia Sabalis	3 years	March, 2020
	Dan Steinbauer	3 years	March, 2021
	Bob Stone	3 years	March, 2022
Town Clerk	Sherri Morin	3 years	March, 2020
Town Treasurer	Sherri Morin	3 years	March, 2022
Justices of the Peace	Linda Almy (D)	2 years	Nov., 2020
	James Beebe Woodard (D)	2 years	Nov., 2020
	Vacant (R)	2 years	Nov., 2020
	John Connell (I)	2 years	Nov., 2020
	Bill Frank (D)	2 years	Nov., 2020
	Peter Geiss (I)	2 years	Nov., 2020
	Dan Steinbauer (D)	2 years	Nov., 2020
	Joseph O'Brien (D)	2 years	Nov., 2020
	Patricia Sabalis (D)	2 years	Nov., 2020
Mount Mansfield Modified Union School Directors	Kevin Campbell	3 years	March, 2020
	Eric Gildemeister	3 years	March, 2021
	Beth Racine	3 years	March, 2022
Jericho Underhill Library Trustees	Connell Gallagher	4 years	March, 2020
	Kristie Kapusta	4 years	March, 2021
	Carolyn Greene	4 years	March, 2022
	Barbara Yerrick	4 years	March, 2023
Jericho Underhill Park District	Suzanne Graham	3 years	March, 2020
	James Massingham	3 years	March, 2021
	Dave Williamson	3 years	March, 2022
Board of Civil Authority	Town Clerk		
	Selectboard		
	Justices of the Peace		
Board of Abatement	Town Clerk		
	Selectboard		
	Assessor		
	Justices of the Peace		

# TOWN OFFICIALS

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<u>Position</u>	<u>Name</u>	<u>Term</u>	<u>Expires</u>
Development Review Board	Karen McKnight	3 years	March, 2020
	Mark Green	3 years	March, 2020
	Stacey Turkos	3 years	March, 2020
	Daniel Lee	3 years	March, 2021
	Charles Van Winkle	3 years	March, 2021
	Matthew Chapek	3 years	March, 2022
	Penny Miller	3 years	March, 2022
	Shanie Bartlett, Alt	1 year	March, 2020
	Will Towle, Alt.	1 year	March, 2020
	Mark Hamlin, Alt.	1 year	March, 2020
Planning Commission	John Drew	4 years	March, 2020
	Val Stori	4 years	March, 2020
	Patrick Lamphere	4 years	March, 2021
	Lea Van Winkle	4 years	March, 2021
	Sandy Wilmot	4 years	March, 2022
	Brian Tijan	4 years	March, 2022
	David Edson	4 years	March, 2023
	Kail Romanoff	4 years	March, 2023
	Vacant	4 years	March, 2023
Conservation Commission	Daphne Tanis	4 years	March, 2020
	Daniel Steinbauer	4 years	March, 2020
	Karen McKnight	4 years	March, 2021
	Patrick Lamphere	4 years	March, 2021
	Nancy McRae	4 years	March, 2022
	Betsy Chapek	4 years	March, 2022
	Peter Hiskes	4 years	March, 2022
	Amy Golodetz	4 years	March, 2023
	Laurie Graham	4 years	March, 2023
Energy Committee	Dwight DeCoster	3 years	March, 2020
	Nicole Bourassa	3 years	March, 2020
	Michael Oman	3 years	March, 2020
	Peter Bennett	3 years	March, 2021
	Steve Webster	3 years	March, 2021
	Ruth Machell Julianelle	3 years	March, 2022
	Vacant	3 years	March, 2022
Highway Department	Nate Sullivan, Foreman Jed Abair, Scott Kilpeck And Dwayne Norway		

# TOWN OFFICIALS

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<u>Position</u>	<u>Name</u>	<u>Term</u>	<u>Expires</u>
Recreation Committee	Emilie Soisson	3 years	March, 2020
	Lynne Kemp	3 years	March, 2020
	Isabel Gamm	3 years	March, 2021
	Seth Friedman	3 years	March, 2021
	Anton Kelsey	3 years	March, 2021
	Melanie Poley	3 years	March, 2022
	Dean Haller	3 years	March, 2022
	Vacant – youth position	2 years	March, 2020
	Vacant – youth position	2 years	March, 2021
Highways Infrastructure And Equipment Committee	Nate Sullivan	1 year	March, 2020
	Mike Weisel	1 year	March, 2020
	Andy Rowe	1 year	March, 2020
	Mike Morin	1 year	March, 2020
	Clark Elliott	1 year	March, 2020
	Kurt Johnson	1 year	March, 2020
	Rich Heh	1 year	March, 2020
	Zoning Administrator	Andrew Strniste	3 years
Animal Control Officer	Jennifer Silpe-Katz	1 year	March, 2020
Fire Warden	Parker Ripley	5 years	July, 2020
Assistant Fire Warden	Nate Goldman		
Health Officer	Patrick Lamphere	3 years	May, 2022
Deputy Health Officer	Deb Moore	3 years	May, 2020
Tree Warden	Don Tobi	1 year	March, 2020
Town Administrator	Brian Bigelow		
Planning Director	Andrew Strniste		
Finance Officer	Jennifer Silpe-Katz		
Emergency Management Director	Selectboard Chair		
Assessor	Kermit Blaisdell		
Assessing Clerk	Amanda Bosley		
Assistant Clerk/Treasurer	Nancy Bradford		

## **DATES TO REMEMBER**

**Town Meeting ~ 1st Tuesday in March  
Dog Licenses ~ due by April 1<sup>st</sup>**

**Property Taxes ~ 8/15, 11/15, 2/15 & 5/15**

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### **SELECTBOARD**

1<sup>st</sup> Tuesday at 4:00 p.m.  
3<sup>rd</sup> Thursday after the 1st Tuesday  
at 6:00 p.m.

### **DEVELOPMENT REVIEW BOARD**

1<sup>st</sup> and 3<sup>rd</sup> Monday at 6:30 p.m.

### **PLANNING COMMISSION**

2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 6:00 p.m.

### **CONSERVATION COMMISSION**

2<sup>nd</sup> Monday at 6:30 p.m.

### **ENERGY COMMITTEE**

2<sup>nd</sup> Wednesday at 6:30 p.m.

### **RECREATION COMMITTEE**

3<sup>rd</sup> Thursday at 6:00 p.m.

### **MOUNT MANSFIELD MODIFIED**

#### **UNION SCHOOL DISTRICT**

1<sup>st</sup> and 3<sup>rd</sup> Monday at 6:30 p.m.

### **DEBORAH RAWSON MEMORIAL**

#### **LIBRARY BOARD**

3<sup>rd</sup> Thursday at 7:00 p.m. at the Library

### **HIGHWAYS INFRASTRUCTURE & EQUIPMENT COMMITTEE**

3<sup>rd</sup> Monday at 5:00 p.m.

### **FINANCE OFFICER**

Jennifer Silpe-Katz  
jsilpe-katz@underhillvt.gov  
Call for an appointment  
899-4434 x102

### **TOWN OF UNDERHILL**

www.underhillvt.gov  
12 Pleasant Valley Rd  
PO Box 120  
Underhill, VT 05489  
Phone: (802)-899-4434  
Fax: (802)-899-2137

### **TOWN ADMINISTRATOR**

Brian Bigelow  
bbigelow@underhillvt.gov  
Monday – Friday 8:00 a.m. – 4:00 p.m.  
899-4434 x100

### **TOWN CLERK AND TREASURER**

Sherri Morin  
smorin@underhillvt.gov  
Monday – Friday 8:00 a.m. – 4:00 p.m.  
899-4434 x101

### **ASSESSOR**

Kermit Blaisdell, Assessor  
kblaisdell@underhillvt.gov  
Monday 10:00 a.m. – 4:00 p.m.  
899-4434 x103

### **Amanda Bosley, Assessing Clerk**

Monday – Friday 8:00 a.m. – 3:00 p.m.  
abosley@underhillvt.gov  
899-4434 x104

### **PLANNING AND ZONING**

Andrew Strniste  
astrniste@underhillvt.gov  
Monday – Friday 8:00 a.m. – 4:00 p.m.  
899-4434 x106

### **HIGHWAY DEPARTMENT**

899-9959

TOWN OF UNDERHILL - FY2021 BUDGET

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19	Proposed Budget	Change Inc/(Dec)	% Change
<b>REVENUES</b>								
<b>PROPERTY TAXES</b>								
1	General Tax Revenue	913,048	908,621	879,826	439,913	912,279	32,453	3.7%
3	Highway Tax Revenue	1,129,605	1,129,608	980,512	490,256	1,055,122	74,610	7.6%
4	Sidewalk Tax Revenue	5,433	1,812	-	-	-	-	0.0%
5	<b>Total Municipal Property Taxes</b>	<b>2,048,085</b>	<b>2,040,041</b>	<b>1,860,338</b>	<b>930,169</b>	<b>1,967,401</b>	<b>107,063</b>	<b>5.8%</b>
<b>OTHER PROPERTY TAXES</b>								
7	Local Agreement Tax Revenue	105,000	84,869	90,000	45,000	80,000	(10,000)	-11.1%
8	<b>Total Property Taxes</b>	<b>2,153,085</b>	<b>2,124,910</b>	<b>1,950,338</b>	<b>975,169</b>	<b>2,047,401</b>	<b>97,063</b>	<b>5.0%</b>
<b>FINES</b>								
10	Delinq Tax Interest	3,000	4,320	4,000	1,790	4,000	-	0.0%
11	Late Homestead Penalty, Fees, Retainage	-	1,587	3,000	7,879	3,000	-	0.0%
12	Delinq Tax Penalty	10,000	17,057	15,000	9,613	15,000	-	0.0%
13	<b>Total Fines</b>	<b>13,000</b>	<b>22,963</b>	<b>22,000</b>	<b>19,282</b>	<b>22,000</b>	<b>-</b>	<b>0.0%</b>
<b>LICENSES &amp; PERMITS</b>								
15	Dog Licenses	4,000	3,454	4,000	126	4,000	-	0.0%
16	Zoning Permits	22,850	27,983	27,000	14,849	27,000	-	0.0%
17	Judiciary Fines & Fees	3,000	5,994	3,000	3,157	3,000	-	0.0%
18	Tax Research	3,000	4,835	4,000	1,570	4,000	-	0.0%
19	Miscellaneous Lic/Permits	1,160	1,736	1,500	1,316	1,500	-	0.0%
20	<b>Total Licenses and Permits</b>	<b>34,010</b>	<b>44,002</b>	<b>39,500</b>	<b>21,018</b>	<b>39,500</b>	<b>-</b>	<b>0.0%</b>
<b>INTERGOVERNMENTAL</b>								
22	State Aid to Highways	102,000	101,997	102,000	-	102,000	-	0.0%
23	Payment in lieu of Taxes	20,000	27,883	25,000	31,998	30,000	5,000	20.0%
24	State Current Use	55,000	59,032	59,000	60,995	59,000	-	0.0%
25	Highway, Sidewalk & Structures Grants	401,393	1,605	318,893	2,741	524,000	205,108	64.3%
26	Reappraisal & Equalization Revenue	13,900	11,555	13,900	-	13,900	-	0.0%
27	Clean Water Block Grant	-	-	16,952	16,952	-	(16,952)	-100.0%
28	HW Misc Income	-	1,569	-	-	5,000	-	-
29	<b>Total Intergovernmental</b>	<b>592,293</b>	<b>203,641</b>	<b>535,745</b>	<b>112,686</b>	<b>733,900</b>	<b>193,156</b>	<b>37.0%</b>
<b>CHARGES FOR SERVICES</b>								
31	Copies	2,500	2,245	2,500	1,503	2,500	-	0.0%
32	Recording Fees	20,000	19,004	23,000	17,412	23,000	-	0.0%
33	<b>Total Charges for Services</b>	<b>22,500</b>	<b>21,249</b>	<b>25,500</b>	<b>18,915</b>	<b>25,500</b>	<b>-</b>	<b>0.0%</b>
<b>MISCELLANEOUS REVENUE</b>								
35	Savings Interest	1,000	4,630	2,000	10,090	10,000	8,000	400.0%
36	Rent - Post Office	9,403	9,555	9,403	5,574	9,403	-	0.0%
37	Miscellaneous Income	4,467	2,006	4,000	284	7,250	3,250	81.3%
38	22.5% of 1% Muni Retained	-	-	10,000	-	10,000	-	0.0%
39	Bond Interest Refunding	7,960	7,960	6,000	8,181	4,000	(2,000)	-33.3%
40	<b>Total Miscellaneous Revenue</b>	<b>22,830</b>	<b>24,152</b>	<b>31,403</b>	<b>24,129</b>	<b>40,653</b>	<b>9,250</b>	<b>29.5%</b>
<b>Other Revenue</b>								
42	Bank Loans	-	-	-	-	820,000	820,000	0.0%
43	TH Building reserve	-	-	-	-	42,000	42,000	0.0%
44	Sidewalk Reserve	30,000	-	43,507	-	33,074	(10,433)	-24.0%
45	Lister Education Reserve	1,500	-	1,100	-	1,800	700	63.6%
46	Records Restoration Reserve	2,370	2,600	2,370	6,436	2,370	-	0.0%
47	HRA Reserve	-	-	15,000	7,800	8,000	(7,000)	-46.7%
48	Conservation Reserve	250	393	250	-	-	(250)	-100.0%
49	Highway Reserve	-	-	-	-	280,000	280,000	0.0%
50	<b>Total Other Revenue</b>	<b>34,120</b>	<b>2,993</b>	<b>62,227</b>	<b>14,236</b>	<b>1,187,244</b>	<b>1,125,017</b>	<b>1807.9%</b>
<b>Use of Surplus</b>								
52	Use of Surplus	-	-	-	-	50,000	50,000	0.0%
53	<b>TOTAL OTHER SOURCES OF REVENUE</b>	<b>718,753</b>	<b>319,000</b>	<b>716,375</b>	<b>210,266</b>	<b>2,098,797</b>	<b>1,377,423</b>	<b>193.0%</b>
54	<b>TOTAL REVENUE</b>	<b>2,871,838</b>	<b>2,443,910</b>	<b>2,666,713</b>	<b>1,185,435</b>	<b>4,146,198</b>	<b>1,474,486</b>	<b>55.5%</b>

**TOWN OF UNDERHILL - FY2021 BUDGET**

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19	Proposed Budget	Change Inc/(Dec)	% Change
55	<b>EXPENDITURES</b>							
56	<b>SELECTBOARD</b>							
57	Selectboard Stipends	1,500	-	4,500	3,000	4,500	-	0.0%
58	Payroll Taxes/Employee HRA Payments	3,115	7,449	22,394	3,217	8,000	(14,394)	-64.3%
59	Post Employment Benefits	2,700	2,448	2,819	1,306	2,400	(419)	-14.9%
60	Training/Prof Fees	600	4,310	600	180	300	(300)	-50.0%
61	Legal Fees	20,000	23,707	20,000	6,629	20,000	-	0.0%
62	VLCT Dues	4,514	4,514	4,639	5,028	4,639	-	0.0%
63	Human Resources Services	-	-	3,000		3,000	-	0.0%
64	Tree Warden	-	-	3,000		3,000	-	0.0%
65	Other Expenses	14,100	7,840	10,000	5,196	10,000	-	0.0%
66	<b>Total Selectboard</b>	<b>46,529</b>	<b>50,268</b>	<b>70,952</b>	<b>24,556</b>	<b>55,839</b>	<b>(15,113)</b>	<b>-21.3%</b>
67	<b>ELECTIONS</b>							
68	Salaries	3,000	1,714	1,200		2,500	1,300	108.3%
69	Printing & Binding	8,500	4,748	4,500		5,000	500	11.1%
70	Outside Labor & Prof Fees	1,050	650	1,300		1,300	-	0.0%
71	Supplies (post,sup,tech exp)	1,375	850	1,000		1,000	-	0.0%
72	<b>Total Elections</b>	<b>13,925</b>	<b>7,962</b>	<b>8,000</b>	<b>-</b>	<b>9,800</b>	<b>1,800</b>	<b>22.5%</b>
73	<b>ADMINISTRATION</b>							
74	Salaries	47,790	51,203	51,000	25,481	52,020	1,020	2.0%
75	Salaries - Insurance Opt Out	9,263	9,263	9,263	9,842	9,263	(0)	0.0%
76	Payroll Taxes & Benefits	11,296	13,007	12,120	7,859	12,480	360	3.0%
77	Training & Development	200	154	200		200	-	0.0%
78	Professional Fees	300	-	0		0	-	0.0%
79	Travel	700	559	700	266	700	-	0.0%
80	<b>Total Administration</b>	<b>69,550</b>	<b>74,186</b>	<b>73,283</b>	<b>43,448</b>	<b>74,663</b>	<b>1,379</b>	<b>1.9%</b>
81	<b>TOWN CLERK/TREASURER</b>							
82	Salaries - Town Clerk/Treasurer	66,028	67,528	67,349	33,649	68,696	1,347	2.0%
83	Salaries - Insurance Opt Out	6,593	6,593	6,593	3,296	6,593	-	0.0%
84	Salaries - other	6,377	10,885	7,040	3,078	7,180	140	2.0%
85	Payroll Taxes & Benefits	13,418	13,796	14,115	6,574	14,562	447	3.2%
86	Training & Development	430	355	430		430	-	0.0%
87	Professional & Technical Services	8,370	11,768	8,400	55	8,400	-	0.0%
88	Land Record Restoration	100	-	0	4,595	0	-	0.0%
89	Travel	1,200	722	1,200	312	1,200	-	0.0%
90	<b>Total Town Clerk/Treasurer</b>	<b>102,516</b>	<b>111,647</b>	<b>105,127</b>	<b>51,560</b>	<b>107,061</b>	<b>1,934</b>	<b>1.8%</b>
91	<b>FINANCE</b>							
92	Salaries	66,232	41,227	35,000	13,815	36,400	1,400	4.0%
93	Salaries: Health Benefit Adjustment	2,687	827	-		-	-	0.0%
94	Payroll Taxes & Benefits	22,775	7,731	5,688	276	6,006	318	5.6%
95	Training & Development	400	1,188	300	261	300	-	0.0%
96	Professional & Technical Services	13,000	14,750	16,000	13,000	14,750	(1,250)	-7.8%
97	Travel (other= bank,Tech,supplies)	500	304	250	592	250	-	0.0%
98	<b>Total Finance</b>	<b>105,595</b>	<b>66,027</b>	<b>57,238</b>	<b>27,943</b>	<b>57,706</b>	<b>468</b>	<b>0.8%</b>
99	<b>ASSESSING</b>							
100	Salaries - Listers	2,019	-	0		0	-	0.0%
101	Salaries - Insurance Opt Out - Listers	-	-	0		0	-	0.0%
102	Salaries - Assessing Clerk	27,573	26,645	28,124	13,712	28,686	562	2.0%
103	Salaries - Insurance Opt Out - Assessing Clerk	9,263	9,263	9,263	4,632	9,263	-	0.0%
104	Payroll Taxes & Benefits	8,135	7,663	8,295	3,856	8,524	229	2.8%
105	Training & Development	1,550	1,021	1,500	634	1,800	300	20.0%
106	Professional & Technical Services	20,455	24,000	25,310	14,000	25,310	-	0.0%
107	Travel	1,200	183	1,200	296	1,200	-	0.0%
108	<b>Total Assessing</b>	<b>70,195</b>	<b>68,775</b>	<b>73,692</b>	<b>37,129</b>	<b>74,783</b>	<b>1,091</b>	<b>1.5%</b>

TOWN OF UNDERHILL - FY2021 BUDGET

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19 Actual	Proposed Budget	Change Inc/(Dec)	% Change
109	<b>BUILDING AND PLANT</b>							
110	Custodial Services	7,800	4,100	4,800	2,125	4,800	-	0.0%
111	Parks & Landscaping	5,040	4,219	6,500	4,857	6,500	-	0.0%
112	Building Maintenance	10,000	8,877	10,000	2,394	37,000	27,000	270.0%
113	Postage Meter/Copy Lease	5,000	2,506	4,500	1,213	4,500	-	0.0%
114	Property & Casualty Insurance	20,280	18,729	19,480	4,370	19,480	-	0.0%
115	Telephone	4,320	4,116	4,200	1,784	4,200	-	0.0%
116	Postage	4,000	2,529	3,000	1,092	3,000	-	0.0%
117	Technical Expenditures	16,089	16,509	30,000	27,777	21,000	(9,000)	-30.0%
118	Janitorial Supplies	700	436	1,000	206	1,000	-	0.0%
119	Kitchen Supplies	1,000	366	800	295	800	-	0.0%
120	Office Supplies	10,500	6,319	10,500	2,058	10,500	-	0.0%
121	Electricity	3,600	3,219	3,600	1,612	3,240	(360)	-10.0%
122	Street Lights	2,200	1,955	2,200	1,755	2,420	220	10.0%
123	Heating Fuel	3,000	3,433	3,000	1,149	3,000	-	0.0%
124	<b>Total Building &amp; Plant</b>	<b>93,529</b>	<b>77,313</b>	<b>103,580</b>	<b>52,686</b>	<b>121,440</b>	<b>17,860</b>	<b>17.2%</b>
125	<b>POST OFFICE</b>							
126	Maintenance & Repair	1,500	2,216	1,500	200	1,500	-	0.0%
127	Supplies	500	184	500	75	500	-	0.0%
128	<b>Total Post Office</b>	<b>2,000</b>	<b>2,400</b>	<b>2,000</b>	<b>275</b>	<b>2,000</b>	<b>-</b>	<b>0.0%</b>
129	<b>SCHOOL HOUSE</b>							
130	Maintenance/Repair/Supplies	5,600	9,920	2,500	1,436	2,500	-	0.0%
131	Electric	260	348	260	154	260	-	0.0%
132	Heating Fuel	40	-	40	31	40	-	0.0%
133	<b>Total School House (sp proj=1080)</b>	<b>5,900</b>	<b>10,268</b>	<b>2,800</b>	<b>1,621</b>	<b>2,800</b>	<b>-</b>	<b>0.0%</b>
134	<b>TOTAL GENERAL GOVERNMENT</b>	<b>509,738</b>	<b>468,845</b>	<b>496,672</b>	<b>239,218</b>	<b>506,091</b>	<b>9,420</b>	<b>1.9%</b>
135	<b>PUBLIC SAFETY</b>							
136	<b>ANIMAL CONTROL OFFICER</b>							
137	Salaries	1,496	1,496	2,000	628	2,000	-	0.0%
138	Telephone Allowance	300	275	300	125	300	-	0.0%
139	Payroll Taxes & Benefits	304	285	175	58	175	-	0.0%
140	Vet, Kennel, Impound Expenditures	700	25	700	30	700	-	0.0%
141	Supplies	300	156	300	216	300	-	0.0%
142	Travel	100	34	100		100	-	0.0%
143	<b>Total Animal Control Officer</b>	<b>3,200</b>	<b>2,271</b>	<b>3,575</b>	<b>1,057</b>	<b>3,575</b>	<b>-</b>	<b>0.0%</b>
144	<b>PURCHASED SERVICES</b>							
145	Chittenden County Sheriff	16,800	17,460	16,800	6,554	34,000	17,200	102.4%
146	Dispatch Service	-	-	0	-	0	-	0.0%
147	<b>Total Purchased Services</b>	<b>16,800</b>	<b>17,460</b>	<b>16,800</b>	<b>6,554</b>	<b>34,000</b>	<b>17,200</b>	<b>102.4%</b>
148	<b>SAFETY APPROPRIATIONS</b>							
149	Essex Rescue	11,745	11,745	11,745	5,873	11,745	-	0.0%
150	Underhill Jericho Fire Department	214,074	214,074	230,000	115,000	244,777	14,777	6.4%
151	CUSI	5,589	5,589	5,599	2,800	5,737	138	2.5%
152	<b>Total Safety Appropriations</b>	<b>231,408</b>	<b>231,408</b>	<b>247,344</b>	<b>123,672</b>	<b>262,259</b>	<b>14,915</b>	<b>6.0%</b>
153	<b>HEALTH</b>							
154	Public Health Officer	1,197	1	1,200	11	200	(1,000)	-83.3%
155	Well Monitoring	7,870	9,451	7,915	4,934	8,330	415	5.2%
156	Visiting Nurse Association	7,580	7,580	7,800	3,900	7,580	(220)	-2.8%
157	<b>Total Health</b>	<b>16,647</b>	<b>17,032</b>	<b>16,915</b>	<b>8,845</b>	<b>16,110</b>	<b>(805)</b>	<b>-4.8%</b>
158	<b>TOTAL PUBLIC SAFETY</b>	<b>268,055</b>	<b>268,171</b>	<b>284,634</b>	<b>140,128</b>	<b>315,944</b>	<b>31,310</b>	<b>11.0%</b>
159	<b>RECREATION</b>							
160	Salaries	4,043	-	-	-	-	-	0.0%
161	Payroll Taxes & Benefits (workers comp)	574	230	-	-	-	-	0.0%
162	Grounds/Pond Maintenance	4,000	437	2,000		12,000	10,000	500.0%
163	Supplies	2,020	9,864	2,000	2,130	2,000	-	0.0%
164	<b>Total Recreation</b>	<b>10,636</b>	<b>10,531</b>	<b>4,000</b>	<b>2,130</b>	<b>14,000</b>	<b>10,000</b>	<b>250.0%</b>

TOWN OF UNDERHILL - FY2021 BUDGET

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19	Proposed Budget	Change Inc/(Dec)	% Change
165	<b>PLANNING &amp; ZONING</b>				-		-	
166	Salaries	50,975	53,622	56,100	28,035	57,222	1,122	2.0%
167	Salaries: Ins Opt Out	-	-	-	-	-	-	0.0%
168	Payroll Taxes & Benefits	27,939	25,098	23,323	11,351	26,510	3,187	13.7%
169	Training & Development	1,031	391	1,031	60	1,031	-	0.0%
170	Legal and Professional Fees	7,250	11,498	8,000	4,976	13,000	5,000	62.5%
171	Mapping	2,000	-	2,000	-	2,000	-	0.0%
172	Advertising/Printing	3,500	3,252	3,500	989	3,500	-	0.0%
173	CC Regional Planning Dues	4,469	4,469	4,471	4,471	4,471	-	0.0%
174	Supplies, Postage, Tech Expenditures	1,750	241	1,750	460	1,750	-	0.0%
175	Travel	550	-	550	-	550	-	0.0%
176	<b>Total Planning &amp; Zoning</b>	<b>99,464</b>	<b>98,571</b>	<b>100,725</b>	<b>50,341</b>	<b>110,034</b>	<b>9,309</b>	<b>9.2%</b>
177	<b>CULTURAL SERVICES</b>							
178	Underhill Jericho Library	104,880	104,880	110,831	55,416	111,900	1,070	1.0%
179	<b>Total Cultural Services</b>	<b>104,880</b>	<b>104,880</b>	<b>110,831</b>	<b>55,416</b>	<b>111,900</b>	<b>1,070</b>	<b>1.0%</b>
180	<b>GENERAL SELECT BOARD APPROPRIATIONS</b>							
181	Local Agreement	105,000	84,771	90,000	79,971	80,000	(10,000)	-11.1%
182	Energy Committee	500	-	500	-	4,000	3,500	700.0%
183	Cemetery Fund	2,800	3,800	2,500	1,250	2,500	-	0.0%
184	Memorial Day	350	353	350	-	350	-	0.0%
185	VACD & FPF	200	200	200	50	200	-	0.0%
186	GMT Bus Route	14,420	14,420	14,997	14,997	15,597	600	4.0%
187	Conservation	500	518	500	-	3,500	3,000	600.0%
188	Mount Mansfield Community Television	-	-	1,250	625	1,250	-	0.0%
189	<b>Total General Appropriations</b>	<b>123,770</b>	<b>104,062</b>	<b>110,297</b>	<b>96,893</b>	<b>107,397</b>	<b>(2,900)</b>	<b>-2.6%</b>
190	<b>REGIONAL SERVICE APPROPRIATIONS</b>							
191	Winooski Nat'l Resources	500	500	500	250	500	-	0.0%
192	Jericho Underhill Park	17,218	17,218	17,218	8,609	21,058	3,840	22.3%
193	Chittenden County Tax	19,000	17,589	20,000	17,535	17,577	(2,423)	-12.1%
194	<b>Total Regional Service Appropriations</b>	<b>36,718</b>	<b>35,307</b>	<b>37,718</b>	<b>26,394</b>	<b>39,135</b>	<b>1,417</b>	<b>3.8%</b>
195	<b>SOCIAL SERVICE APPROPRIATIONS</b>							
196	Steps to End Violence	675	675	675	338	700	25	3.7%
197	Child Care Resources & VT Assoc for Blind	200	200	200	50	200	-	0.0%
198	COTS	500	500	500	250	500	-	0.0%
199	Local Food Shelf	600	600	600	300	600	-	0.0%
200	American Red Cross	1,000	1,000	1,000	500	1,000	-	0.0%
201	Mills River Farmers market	-	-	-	500	1,000	1,000	0.0%
202	Howard Mental Health	900	900	900	450	900	-	0.0%
203	Senior Citizens	1,250	1,250	1,250	625	1,250	-	0.0%
204	CVA On Aging	1,000	1,000	1,000	500	1,250	250	25.0%
205	VCIL	200	200	200	100	200	-	0.0%
206	<b>Total Social Service Appropriations</b>	<b>6,325</b>	<b>6,325</b>	<b>6,325</b>	<b>3,613</b>	<b>7,600</b>	<b>1,275</b>	<b>20.2%</b>
207	<b>NOTES AND BONDS</b>							
208	Construction Bond - Principal	35,000	35,000	35,000	35,000	35,000	-	0.0%
209	Construction Bond - Interest	4,921	4,921	3,000	1,972	1,000	(2,000)	-66.7%
210	Short Term Note - Principal	-	-	-	-	-	-	0.0%
211	Short Term Note - Interest	-	-	-	-	-	-	0.0%
212	<b>Total Bond Redemption</b>	<b>39,921</b>	<b>39,921</b>	<b>38,000</b>	<b>36,972</b>	<b>36,000</b>	<b>(2,000)</b>	<b>-5.3%</b>
213	<b>CAPITAL EXPENDITURES</b>							
214	School House Restoration	-	32,223	-	-	-	-	0.0%
215	Town Hall	-	-	33,000	25,216	15,000	(18,000)	-54.5%
216	<b>TOTAL CAPITAL PURCHASES</b>	<b>-</b>	<b>32,223</b>	<b>33,000</b>	<b>25,216</b>	<b>15,000</b>	<b>(18,000)</b>	<b>-54.5%</b>
217	<b>TOTAL GENERAL EXPENDITURES</b>	<b>1,199,508</b>	<b>1,168,836</b>	<b>1,222,201</b>	<b>676,320</b>	<b>1,263,102</b>	<b>40,900</b>	<b>3.3%</b>

TOWN OF UNDERHILL - FY2021 BUDGET

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19	Proposed Budget	Change Inc/(Dec)	% Change
218	<b>HIGHWAY</b>							
219	<b>SALARY AND BENEFITS</b>							
220	Salaries	217,840	209,766	224,225	100,907	228,482	4,257	1.9%
221	Salaries - Part Time	11,238	11,510	11,000	6,134	11,000	-	0.0%
222	Salaries - Insurance Opt Out	9,263	-	0		9,263	9,263	0.0%
223	Payroll Taxes & Benefits	100,675	112,586	90,108	48,140	74,521	(15,587)	-17.3%
224	Training	200	30	200		200	-	0.0%
225	<b>Total Salary and Benefits</b>	<b>339,215</b>	<b>333,892</b>	<b>325,533</b>	<b>155,181</b>	<b>323,466</b>	<b>(2,067)</b>	<b>-0.6%</b>
226	<b>CONTRACTORS AND OUTSIDE LABOR</b>							
227	Tree & Brush Removal	7,500	23,450	15,000	13,400	24,000	9,000	60.0%
228	Culvert Maintenance	5,000	3,690	3,000	990	4,000	1,000	33.3%
229	Contractors & Outside Labor	10,000	21,210	10,000	35,445	30,000	20,000	200.0%
230	Contractors - Misc	16,200	15,040	10,000	13,028	28,000	18,000	180.0%
231	Professional/Technical Services	2,000	2,000	30,000	14,375	42,000	12,000	40.0%
232	<b>Total Contractors Services (prior year CO)</b>	<b>40,700</b>	<b>65,390</b>	<b>68,000</b>	<b>77,238</b>	<b>128,000</b>	<b>60,000</b>	<b>88.2%</b>
233	<b>OTHER PURCHASED SERVICES</b>							
234	Building & Grounds Maintenance	9,800	9,707	20,000	2,219	13,000	(7,000)	-35.0%
235	Heavy Equipment Maintenance	15,000	14,921	15,000	1,719	15,000	-	0.0%
236	Dump Truck Maintenance	50,000	48,699	45,000	9,535	50,000	5,000	11.1%
237	Small Equipment Maintenance	3,000	2,281	3,000	782	3,000	-	0.0%
238	Vehicle Maintenance	2,500	2,153	3,000	5,815	500	(2,500)	-83.3%
239	Equip and Vehicle Rental	2,000	104	2,000	955	2,000	-	0.0%
240	Insurance-Vehicle,Property,Casualty	12,923	11,934	13,591	2,784	14,500	909	6.7%
241	Telephone	2,700	1,888	2,600	1,029	2,000	(600)	-23.1%
242	<b>Total Other Purchased Services</b>	<b>97,923</b>	<b>91,687</b>	<b>104,191</b>	<b>24,839</b>	<b>100,000</b>	<b>(4,191)</b>	<b>-4.0%</b>
243	<b>GENERAL SUPPLIES</b>							
244	Shed/Office Supplies	4,000	8,172	4,500	2,481	6,000	1,500	33.3%
245	Small Tools	2,000	2,298	2,000	2,568	2,000	-	0.0%
246	Small Equipment	1,000	-	1,000		1,000	-	0.0%
247	<b>Total General Supplies</b>	<b>7,000</b>	<b>10,470</b>	<b>7,500</b>	<b>5,048</b>	<b>9,000</b>	<b>1,500</b>	<b>20.0%</b>
248	<b>ENERGY</b>							
249	Heating Fuel	6,000	6,091	6,500	988	6,500	-	0.0%
250	Gas/Oil/Fuel	50,000	58,727	55,000	23,117	45,000	(10,000)	-18.2%
251	<b>Total Energy</b>	<b>56,000</b>	<b>64,818</b>	<b>61,500</b>	<b>24,105</b>	<b>51,500</b>	<b>(10,000)</b>	<b>-16.3%</b>
252	<b>ROAD MATERIALS</b>							
253	Gravel	65,000	66,527	65,000	53,467	70,000	5,000	7.7%
254	Chloride	14,000	20,946	17,000	20,030	20,000	3,000	17.6%
255	Salt	43,000	55,131	48,000	18,902	50,000	2,000	4.2%
256	Sand	75,000	72,572	75,000	74,039	80,000	5,000	6.7%
257	Stone	15,000	20,547	15,000	6,938	15,000	-	0.0%
258	<b>Total Road Materials</b>	<b>212,000</b>	<b>235,723</b>	<b>220,000</b>	<b>173,375</b>	<b>235,000</b>	<b>15,000</b>	<b>6.8%</b>
259	<b>OTHER EXPENSES</b>							
260	Roadside Maintenance	18,000	19,205	18,000	13,021	19,000	1,000	5.6%
261	Sidewalk Maintenance	2,500	2,975	4,000	1,190	3,000	(1,000)	-25.0%
262	Travel & Hauling	250	218	250	61	50,250	50,000	20000.0%
263	Electricity	4,000	4,426	3,600	1,778	3,600	-	0.0%
264	Bridges Culverts Guardrails	25,000	26,145	25,000	12,798	25,000	-	0.0%
265	Traffic Control Materials	16,400	18,049	21,782	12,011	16,000	(5,782)	-26.5%
266	Pavement Repair & Retreatment	133,000	122,347	120,000	119,429	385,400	265,400	221.2%
267	<b>Total Other Expenses</b>	<b>199,150</b>	<b>193,365</b>	<b>192,632</b>	<b>160,288</b>	<b>502,250</b>	<b>309,618</b>	<b>160.7%</b>

**TOWN OF UNDERHILL - FY2021 BUDGET**

Line	Category	FY 2019		FY 2020		FY 2021		
		Budget	Actual	Budget	Thru 12/31/19 Actual	Proposed Budget	Change Inc/(Dec)	% Change
268	<b>NOTES</b>							
269	Highway Equipment - Principal	86,980	86,980	86,980	55,980	54,980	(32,000)	-36.8%
270	Highway Equipment - Interest	6,136	6,070	6,746	1,959	2,000	(4,746)	-70.4%
271	<b>Total Notes</b>	<b>93,116</b>	<b>93,050</b>	<b>93,726</b>	<b>57,939</b>	<b>56,980</b>	<b>(36,746)</b>	<b>-39.2%</b>
272	<b>CAPITAL EXPENDITURES</b>							
273	Building Improvement	-	-	-	-	25,000	25,000	0.0%
274	Vehicles & Equipment	-	32,200	-	-	70,000	70,000	0.0%
275	Infrastructure - Sidewalk	354,325	2,495	351,830	15,385	352,000	170	0.0%
276	Infrastructure - Roads	269,000	103,386	20,000	1,250	1,016,000	996,000	4980.0%
277	<b>TOTAL CAPITAL PURCHASES</b>	<b>623,325</b>	<b>138,081</b>	<b>371,830</b>	<b>16,635</b>	<b>1,463,000</b>	<b>1,091,170</b>	<b>293.5%</b>
278	<b>TOTAL HIGHWAY EXPENDITURES</b>	<b>1,668,430</b>	<b>1,226,476</b>	<b>1,444,912</b>	<b>694,648</b>	<b>2,869,196</b>	<b>1,424,285</b>	<b>98.6%</b>
279	<b>TOTAL EXPENDITURES</b>	<b>2,867,938</b>	<b>2,395,312</b>	<b>2,667,113</b>	<b>1,370,968</b>	<b>4,132,298</b>	<b>1,465,185</b>	<b>54.9%</b>

The firm of A.M.Peisch & Company, LLP was engaged to audit the financial statements of the Town of Underhill for the fiscal year ended June 30, 2019.

Copies of the audit report are on file at the Town Office and can be obtained on the Town Website at [www.underhillvt.gov](http://www.underhillvt.gov).

A complete picture of the town's financial condition and results of operations can only be obtained by reading the whole audit report and the accompanying footnotes and schedules.

Taxable Grand List - Estimate for FY2020	\$3,935,000	\$39,350 = \$0.01 on the Tax Rate
Total Municipal Taxes	\$1,967,401	Municipal tax bill for a \$250,000 property = \$1,250.00
Tax Rate per \$100 value	\$0.5000	Local Agreement (.0203) for a \$250,000 property = \$50.75
		Tax Bill exclusive of Education Tax (.5203) for a \$250,000 property = \$1,300.75

## FISCAL YEAR 2021 BUDGET REVIEW

### **Summary:**

Total budgeted expenditures presented for voter approval for FY21 are projected to be \$4,132,298 (L279) (*L listings reference the FY 2021 Budget lines*), up by \$1,465,185 (54.9%) from \$2,667,713 in the FY20 budget approved during the 2019 Town Meeting. This is almost solely due to infrastructure improvements and funded mostly by non-tax revenue sources. Total tax revenue required to meet the proposed budget for FY21 is \$2,047,401 (L5), only a 4.2% increase over FY20 when the Town experienced a 10.4% decrease. When factoring in Town Contracts **the net result to taxpayers is a \$.0234 or 4.7%, increase in the municipal tax rate.**

The big news for FY 2021 is the scale of proposed highway infrastructure improvements and repairs. The majority of these projects are being completed by utilizing grants, reserves, surplus from prior years and non-tax revenue, as well as loans approved in prior years and deferred. Without the proposed and planned income, the projects will not be completed. Budgeted expenses for Town departments and day-to-day town operations are stable and represent frugal and conservative management and oversight.

The property tax rate is not affected by the breath and scope of capital projects and increase in highway related projects for FY21. These capital projects are completed on a planned schedule that takes advantage of our Capital Improvement Program (CIP). The Town manages the use of surplus funds when possible to maintain a stable tax rate. The Town's audited surplus at the end of FY19 is approximately \$209,000. It is proposed through Articles 11 and 12 that the Town utilize the surplus by moving \$150,000 for highway reserves and \$55,000 earmarked for general contingency reserve.

Mostly due to delays in design and construction of highway projects some of the non-tax revenue originally approved in the FY20 budget is deferred and reflected in the FY21 budget. The Town Hall will receive some needed building improvements and repairs (L112) that will be paid for out of building reserve funds (L43). While the large infrastructure projects are slated to be completed during FY21, the first loan payment (expense) won't occur until FY22. Thus the Town will pay off the loan for the Town Garage and Town Hall Addition before it incurs the expense of the infrastructure loans. As a result, the \$50,000 approved at the 2019 Town Meeting in March 2019 was not utilized in FY20 and has been incorporated into the FY21 budget (L52).

There are several noteworthy changes related to expenses. Additional funds of \$17,200 (L145) are budgeted for sheriff presence in Underhill to effectively double the coverage hours. This increases the municipal tax rate by less than half a penny (.004). Additionally, there are one-time proposed increases in expenses for the Conservation Commission (L187), Energy Committee (L182), and Recreation Committee (L164).

**Salaries & Benefits:**

For budgetary purposes, a 2.0% increase in salaries and wages has been allocated for the FY21 budget. Unfortunately, the State of Vermont eliminated the cost-saving health plan offered in calendar year 2019 in which resulted in higher than expected increases in the equivalent BCBS plan. The Town switched to MVP effective 1/1/2020 to help offset some of that increase.

**Highway Expenses:**

Due to delays and timing there is a significant increase in road projects in FY21 driving the need for additional outside labor to complete projects. The Town road crew and contractors will complete projects during the short construction season to minimize the number of road closure days. The cost to use contractors to deliver 50% of sand and gravel materials is \$50,000 (L262). The Pavement Repair and Retreatment (L266) and Infrastructure – Roads (L276) total \$1,401,400, and is where the most significant increases in highway expenses occur.

**Special Projects:**

The sidewalk project is expected to begin construction this summer with completion in FY21. It's scheduled to go out for bid this spring. The cost will be approximately \$350,000 of which approximately \$290,000 is available from the grant and \$33,000 from reserve funds.

**Debt Expenditures:** Total debt payments are reduced in FY21 because there are no new debt payments proposed. If voters approve of the loan for the vehicle purchase, the payments for that loan will not occur until FY22.

Although this has been my first year as Finance Officer, I have been a resident for 20 years, served as Animal Control Officer for 19 years and served on various volunteer committees. I am proud to be part of the team that keeps Underhill physically and financially healthy and solvent. It is my home - and its future is mine too. Thank you.

Submitted by Jennifer Silpe-Katz, Finance Officer

**Town of Underhill**  
**Capital Budget and Capital Improvement Program\***  
**FY 2020 - FY 2025**

<u>Description</u>	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
<b>Project Expenditures</b>						
<b>Highway Department Vehicles</b>						
2015 Cat Loader						
2000 Cat Grader						
1997 Cat Excavator						
2018 Int'l Dump Truck						
2015 Int'l Dump Truck						
2013 Int'l Dump Truck				185,000		
2011 Int'l Dump Truck			175,000			
2008 Int'l Dump Truck						
2008 Ford Pickup		70,000				
2011 Dump Truck Body						
<b>Total Highway Vehicles</b>	-	<b>70,000</b>	<b>175,000</b>	<b>185,000</b>	-	-
<b>Major Infrastructure Projects</b>						
<b>Major Reconstruction</b>						
<b>Gravel Roads</b>						
Irish Settlement Road		250,000		100,000		
Poker Hill Road		250,000				
English Settlement Road		75,000	125,000			125,000
<b>Paved Roads</b>						
River Road widen / bike lanes (UPWP/Design/Const)	50,000					850,000
Meadow Lane, Sugar Hill, River Road	87,000					
<b>Town Hall Parking Lot</b>						
Green Street & Krug Road		12,000				
Peasant Valley 443 to Cambridge line		25,000				
North Underhill Station / Park St		320,000				
Pleasant Valley (248-375), Bear town,Sand Hill			190,000			
Pleasant Valley (248-375), Bear town,Sand Hill				270,000		
Stevensville road					130,000	
Range road						115,000
<b>Bridge / Major Culvert Replacement/Repair</b>						
Pleasant Valley Road - Bridge #8		180,000				
Corbett Road (Design/Const)	25,000	250,000				
North Underhill Station (Design/Const)		12,000	75,000			
Pleasant Valley Road - Bridge #7 (Design/Const)			25,000	715,000		
Mountain Road (Design/Const)	10,000	12,000			330,000	
Town Hall Bio Retention project	20,000					
Sidewalk Project- Flats (includes Land ROW)	27,000	325,000				
<b>Total Major Infrastructure Improvements</b>	<b>219,000</b>	<b>1,711,000</b>	<b>415,000</b>	<b>1,085,000</b>	<b>460,000</b>	<b>1,090,000</b>
<b>TOTAL HIGHWAY PLANNED EXPENDITURES</b>	<b>219,000</b>	<b>1,781,000</b>	<b>590,000</b>	<b>1,270,000</b>	<b>460,000</b>	<b>1,090,000</b>
<b>Land &amp; Building</b>						
<b>Public Buildings/General</b>						
Town Hall - Great Room Renovations (TBD)		30,000				
Garage Ceiling Insulation, Town Shed		25,000				
<b>Equipment</b>						
<b>TOTAL GENERAL REQUESTS</b>	-	<b>55,000</b>	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>219,000</b>	<b>1,836,000</b>	<b>590,000</b>	<b>1,270,000</b>	<b>460,000</b>	<b>1,090,000</b>
<b>Project Revenues</b>						
Use of Highway Reserves		288,000	180,000	125,000	90,000	110,000
Debt - Bank Financing Loans		820,000	175,000	185,000		
Grant - Flats Sidewalk Project	24,000	290,000				
Grant - Mountain Road Bridge design	10,000	12,000				
Grant - PVR Bridge #7 Bridge design (pending)			22,000			
Anticipated Construction Grants (Pending FY21 and beyond)	56,000	175,000		755,000	175,000	775,000
<b>TOTAL REVENUES</b>	<b>90,000</b>	<b>1,585,000</b>	<b>377,000</b>	<b>1,065,000</b>	<b>265,000</b>	<b>885,000</b>
<b>General Taxes Towards Capital Projects</b>						
Annual Bank Loan Equipment Expenditures	93,000	59,000	87,000	91,000	91,000	91,000
Annual Bank Loan Infrastructure Expenditures	38,000	36,000	52,000	52,000	52,000	52,000
Remaining Highway Reserve Funds (Includes \$50K annual add)	546,000	328,000	198,000	123,000	83,000	23,000

**TOWN OF UNDERHILL, VERMONT**

**BALANCE SHEET  
GOVERNMENTAL FUND**

	<b>As of 6/30/2019</b>	<b>As of 6/30/2018</b>	<b>As of 6/30/2017</b>
	<b>General</b>	<b>General</b>	<b>General</b>
	<b>Fund</b>	<b>Fund</b>	<b>Fund</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 1,310,864	\$ 1,180,002	\$ 918,112
Receivables:			
Delinquent taxes	39,423	34,540	38,781
Delinquent tax interest	1,059	1,100	1,430
Delinquent tax penalties	2,074	2,445	3,060
Grants receivable	51,325	26,073	700
Prepaid expenses	14,535	23,297	68,992
Inventory	31,336	31,426	23,878
Other current assets	800	2,950	9,457
Total assets	<u>\$ 1,451,416</u>	<u>\$ 1,301,833</u>	<u>\$ 1,064,410</u>
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 179,226	\$ 127,180	\$ 51,082
Accrued wages	9,522	9,773	9,875
Cash held in trust	-	1,672	522
Unearned grant revenue	<u>3,036</u>	<u>3,000</u>	<u>3,000</u>
Total liabilities	<u>191,784</u>	<u>141,625</u>	<u>64,479</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue- Property taxes	<u>32,411</u>	<u>21,719</u>	<u>25,586</u>
<b>FUND EQUITY</b>			
Nonspendable			
Inventory	31,336	31,426	23,878
Prepaid expenses	14,535	23,297	68,992
Restricted			
Listers education	3,265	3,265	3,265
Matching grant	15,000	15,000	15,000
Reappraisal	64,758	53,203	40,368
Restoration reserve	3,908	7,409	8,102
Committed			
Schoolhouse reserve	-	14,172	521
Conservation	2,783	2,390	2,046
Contingency	22,741	22,741	22,741
General capital reserve	50,000	10,000	10,000
Building reserve	-	10,000	10,000
HRA	28,181	28,181	28,181
Highway-Capital reserve	140,000	40,000	80,000
Highway-Infrastructure reserve	50,800	50,800	24,000
Highway-Generator reserve	-	20,000	20,000
Highway-Next year expenditures	139,000	21,482	101,135
Highway-Contingency reserve	21,499	21,499	21,499
Highway-Truck bed reserve	-	30,000	-
Highway- Garage reserve (incl. generator res.)	30,000	10,000	-
Recreation	1,451	1,451	1,451
FY 21 Expenditures	50,000		
Assigned			
Grants	-	2,500	-
Sidewalk reserve	33,074	33,074	29,855
Highway	0	128,146	1,743
Morgan donation	5,000	5,000	5,000
Unassigned	<u>519,890</u>	<u>553,453</u>	<u>456,568</u>
Total fund balance	<u>1,227,221</u>	<u>1,138,489</u>	<u>974,345</u>
Total liabilities, deferred inflows of resources and fund balance	<u>\$ 1,451,416</u>	<u>\$ 1,301,833</u>	<u>\$ 1,064,410</u>

**STATEMENT OF TAXES RAISED**

July 1, 2018 – June 30, 2019

Real Value 408,706,500

Exceptions:

*Veterans Exemptions -	640,000
Current Use -	11,721,100
UJ Fire Department -	916,000
*Tax Stabilization -	4,751,000

**Municipal Grand List 3,906,784.00**

**Tax Rates**

<b>Year</b>	<b>Grand List</b>	<b>Residential</b>	<b>Non-Residential</b>	<b>Local Agreement (included in tax rate)</b>
2015	3,749,689.00	1.9701	2.0387	0.0279
2016	3,798,069.00	2.0106	2.0425	0.0281
2017	3,820,917.00	2.0147	2.0713	0.0277
2018	3,852,175.00	2.0472	2.1351	0.022
2019	3,906,784.00	2.0098	2.1203	0.0205

\*Local Agreement is made up of Veterans Exemptions and Tax Stabilization contracts

**ASSESSMENT OF TOWN OWNED PROPERTIES 2019**

<b>CODE</b>	<b>PROPERTY</b>	<b>VALUE</b>
BE097X	Beartown Rd – Gravel Pit – 11.18 Acres	\$170,700
FU012X	Land- Fuller Rd - .33 Acres	\$23,000
FU054X	Best Land – Fuller Rd – 17.0 Acres	\$127,300
MT002X	Casey’s Hill – 8.05 Acres	\$159,800
NR057X	Old Dump Site – 18.0 Acres	\$142,700
NR077X	**New Garage/Salt Shed – 60 Acres	\$1,092,300
NR141X	Land – New Rd – 10.19 Acres	\$122,100
PA004X	Park – Underhill Flats – 0.20 Acres	\$38,300
PV002X	Park – Underhill Center – 0.30 Acres	\$27,200
PV011X	Edwin Moore Park – 1.75 Acres	\$117,400
PV012X	**Town Hall Building – 0.98 Acres	\$1,144,400
PV032X	**Old Schoolhouse No. 5 – 0.83 Acres	\$425,900
RV249X	Sand Hill Cemetery – 0.75 Acres	\$28,300
RV286X	**Post Office Building – 0.50 Acres	\$238,700
ST010X	Town Pond – 2.0 Acres	\$132,900
VT539X	Land – 3.10 Acres	\$15,400
	<b>Grand Total</b>	<b>\$4,006,400</b>

\*\*Guaranteed Replacement Cost for buildings

## LONG-TERM LIABILITIES

Long-term liabilities as of June 30, 2019 consist of the following:

Vermont Municipal Bond Bank – building improvements, variable interest rate (4.344% - 5.644%), maturing December 1, 2020, principal payments of \$35,000 due annually, with interest payments due semiannually beginning December 1, 2000.	\$ 70,000
Community Bank NA – 2015 International dump truck note, interest 2.5%, maturing September 30, 2019, principal payments of \$32,000 plus interest annually beginning September 20, 2015.	\$ 32,000
Community Bank NA – 2015 Caterpillar loader loan, interest 2.6%, maturing November 24, 2020, principal payments of \$23,980, plus interest, due annually beginning November 24, 2016.	\$ 47,960
Community Bank NA – 2018 International dump truck note, interest 2.15%, maturing February 1, 2022, principal payments of \$31,000 plus interest due annually beginning February 1, 2018.	<u>\$ 93,000</u>
Total long-term debt	\$ 242,960
Accrued compensated absences	\$ 42,249
Accrued post-employment benefits	\$ 12,663
Net pension liability	<u>\$ 282,308</u>
Total long-term liabilities	<u>\$ 583,180</u>

## MATURITIES FOR BONDS AND NOTES PAYABLE

Maturities for long-term debt are as follows:

	Principal	Interest	Savings	Totals
2020	121,980	7,007	(8,181)	120,806
2021	89,980	2,945	(2,439)	90,486
2022	31,000	667	-	31,667
Thereafter	-	-	-	-
Totals	<u>\$ 242,960</u>	<u>\$ 10,619</u>	<u>\$ (10,620)</u>	<u>\$ 242,959</u>

**Town of Underhill  
Wages - Salaries - Stipends**

<u>Wages/Stipends</u>	<u>2021 Budget</u>	<u>2020 Budget</u>	<u>2019 Budget</u>	<u>Date of Hire</u>
<b>Stipends - Annual</b>				
Selectboard Member	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
<b>Salaries - Weekly</b>				
Sherri Morin - Town Clerk/Treasurer	\$ 1,321.07	\$ 1,295.16	\$ 1,269.78	7/1/2003
Brian Bigelow - Town Administrator	\$ 1,000.38	\$ 980.77	\$ 961.54	8/5/2013
Andrew Strinste- Planning/Zoning Administrator	\$ 1,100.42	\$ 1,078.85	\$ 1,057.93	7/5/2016
<b>Wages - Hourly</b>				
Nate Sullivan - Highway Road Foreman	\$ 24.51	\$ 24.03	\$ 23.56	6/17/2002
Scott Kilpeck - Highway Crew	\$ 21.44	\$ 21.02	\$ 20.61	5/12/2010
Dwayne Norway - Highway Crew	\$ 21.44	\$ 21.02	\$ 20.61	12/1/2011
Jed Abair - Highway Crew	\$ 21.44	\$ 21.02	\$ 20.61	12/4/2017
Highway Crew - Temp Help	\$ 19.49	\$ 19.10	\$ 18.73	
Amanda Bosley - Assessing Clerk	\$ 15.76	\$ 15.45	\$ 15.15	5/15/2017
Nancy Bradford - Assistant Town Clerk	\$ 22.00	\$ 22.00	\$ 19.99	3/8/1993
Jennifer Silpe-Katz - Finance Officer	\$ 28.00	\$ 26.00	n/a	1/17/2019
Jennifer Silpe-Katz - Animal Control Officer	\$ 14.96	\$ 14.96	\$ 14.96	3/3/2001
Health Officer	\$ 17.47	\$ 17.47	\$ 17.47	
Board of Civil Authority (Minimum Wage)	\$ 10.96	\$ 10.78	\$ 10.50	
Ballot Clerk/Election Worker (Min Wage)	\$ 10.96	\$ 10.78	\$ 10.50	

## **SELECTBOARD REPORT**

The Town of Underhill Selectboard, staff, and volunteers on commissions, committees, and boards have devoted untold hours to serve the Underhill community. We thank everyone for their work and ask taxpayers to review the reports of Town officers, commissions and committees in this annual report for details about their projects and accomplishments.

### **Finance**

The current municipal property tax rate for fiscal year 2020 (ending June 30, 2020) including Town Contracts is \$0.4969. According to the Town's FY2019 audit, the Town's services and expenses in FY2019 cost \$2,429,285, down from FY2018 costs of \$2,510,892.

### **Budget**

The proposed budget for FY2021 is \$4,132,298.00, an increase in total spending of \$1,465,185.00 over FY2020, primarily due to substantial road projects scheduled in FY2021. The amount raised by taxes will increase by \$97,063.00 (after an offset of \$50,000.00 to reduce taxes as voted last year). The projected municipal tax rate for FY2021 is \$0.5000. With the projected Local Agreement tax of \$0.0203, the total projected tax rate is \$0.5203 (before school tax). This is a 4.7% increase over the FY2020 municipal tax, which for various reasons was noticeably lower than the rates in the previous four years (FY2016 through FY2019). However, it should be noted that the projected FY2021 tax rate is also lower than the tax rates in FY2016 through FY2019.

### **Town Infrastructure**

We cannot say enough about the high-level assistance we have received from the Highway, Infrastructure and Equipment Committee (HIEC) over the past year. The HIEC has worked with engineers to plan and schedule work on highways, bridges and culverts; they've assessed bids to make recommendations; and updated our Capital Improvement Program. The HEIC Report in this Annual Report details their work.

**Major Road Projects** - The Town obtained bids for roadbed reconstruction work on sections of Irish Settlement Road and Poker Hill Road. It has awarded a contract to G.W. Tatro for the project on Irish Settlement and another contract to Dirt Tech for the work on Poker Hill. We expect the work to commence in the late spring of 2020. During the winter, the Town will request bids from contractors to replace the bridge on Corbett Road. The costs of the contractors' work on Irish Settlement, Poker Hill and Corbett Roads will be covered by the loans that the voters approved at the last Town Meeting. Additionally, the Town has awarded a contract to ECI to repair the deck on bridge #8 in Underhill Center this summer.

**Road Repair and Maintenance** – We were relatively fortunate over the past year in that we did not experience major weather-related damage except for the storm on Halloween that caused flooding and damage to the roads. The Underhill-Jericho Fire Department and Underhill Road Crew responded promptly to ensure residents' safety and to restore damaged roads. All in all, the Town spent approximately \$50,000.00 to respond to this emergency. Recently, the federal

government declared this event a Public Assistance Major Disaster. We will apply for Public Assistance grant funding at 75% federal share for eligible emergency work.

The Road Crew was busy last summer and fall ditching and improving drainage on six roads to reduce stormwater-related erosion from paved and unpaved municipal roads, as required by the Municipal Roads General Permit.

Miscellaneous – EcoSolutions installed a retention basin at the southern end of the Town Hall parking lot with a grant from Vermont Department of Environmental Conservation (80/20 match from Town). The retention basin will retain stormwater runoff to reduce phosphorus from reaching the Browns River.

The Town Park in Underhill Flats was more beautiful last summer thanks to Girl Scout Troop 30108. With input from Tree Warden Don Tobi, the Troop established plantings in the fountain, and at the bases of the flagpole and memorial. We thank the leaders and scouts: Sara Ritter, Lauren Ritter, Susan Mathieu, Kristie Salyer, Scarlett Salyer and Nae Ross.

Efficiency Vermont performed an energy audit at the Town Garage with the recommendation that we replace the office lighting. Replacement is in process. We installed a new server and one work station in Town Hall, which will improve security and efficiency. The Underhill Center Post Office has a new floor, thanks to Dan Steinbauer’s research on materials and vendors. The Town installed a power drop in Moore Park to light the skating rink in winter, and to power the musicians at the summer food truck nights.

### **Solar Array**

The Town entered into a 20-year Land Lease Agreement with Underhill GLC Solar, LLC to install a 150 KW solar array in part of the old gravel pit on Beartown Road. The Agreement contains options to extend the lease for three additional terms of five years. Under the Agreement, Underhill GLC Solar will pay annual lease payments to the Town of \$3,250 for the first 10 years and \$3,750 for the remaining term of the Agreement. Underhill GLC Solar will sell net metering credits to the Town at a fixed 10% discount. Underhill GLC Solar will also pay property taxes on the solar array. GLG received the Certificate of Public Good in October. We anticipate construction to begin this spring. We thank the Energy Committee for their years of work on this project.

### **Lease Lands**

As many landowners know, some Underhill taxpayers own property that includes “lease lands.” These unique entities date back to the 1700s when the New York and New Hampshire governors, acting under the authority of the king of England, set aside plots to lease in order to raise money for churches and schools. These perpetual leases conveyed the right to possess, enjoy, and use the land in perpetuity or substantially in perpetuity. In recent years, title attorneys have flagged lease land as a potential defect of title. In late 2017, the Vermont legislature passed a law that provides in part: “On January 1, 2020, fee simple title to perpetual lease lands shall vest in the current lessee of record, free and clear of the interest of a municipal corporation in the perpetual lease lands . . . , unless prior to that date the legislative body of the town votes in the affirmative to retain ownership of some or all of the perpetual lease lands within the town.” Weighing the

equities, the Selectboard determined that it was in the best interest of the Town and in the public good to allow this provision of the law to become effective on January 1, 2020 and vest the fee simple title to lease land to the current lessee of record free, and clear of the Town's interest. A more complete explanation of the Selectboard's decision is attached to the 12/19/19 Selectboard minutes on the website.

### **Speed Check/Surveys**

The Vermont State Police performed speed checks/surveys on River Road, Range Road, Pleasant Valley Road and Poker Hill Road. The survey results are on the Town website. For the most part, the reports show that speeding is a problem on Town roads. As a result, the FY 2021 budget increased funds for the Chittenden County Sheriff for additional speed control. We urge all residents to observe the posted speed limits and set an example for nonresidents.

### **Administration**

In April, lawyers from Stitzel, Page and Fletcher conducted a training session (at no cost to the Town) on the Open Meeting Law and Public Records Requests for the Selectboard members, staff, and commission and committee volunteers. The Selectboard initiated a review Town policies. So far, we have reviewed and revised the Accounting, Auditing and Financial Reporting Policy, Balance Budget Policy, Public Records Policy, Purchasing Policy, Facility Use Policy, and Selectboard Rules of Procedure. We have begun to review and update the Employee Handbook.

### **Town-Wide Reappraisal**

The Selectboard has sought bids from vendors to perform a Town wide reappraisal to become part of the Town's Grand List as of April 2023.

### **Census**

The U.S. Constitution requires a census of all people in the United States every ten years. The census will help determine how the federal government will distribute more than \$675 billion annually to states and localities through more than 65 federal programs during the next ten years. These programs include special education funding, school lunch programs, meals on wheels, fuel assistance, Medicare, housing rehabilitation, community economic development and revitalization block grants, early childhood education, cooperative extension offices, and more. This year, there are options to respond online, on the telephone, or with a traditional, short-form written response. The Census is short, easy to complete, and important for this Town. The census begins in March. Look for the invitation to respond in the mail or at the door. It is critical that *everyone* participate and that all household members be included. Make sure that our community counts!

Respectfully submitted,  
Pat Sabalis, Dan Steinbauer, and Bob Stone

## **TOWN ADMINISTRATOR REPORT**

Fiscal Year 2018-2019 and Calendar Year 2019 are in the books. It was another interesting and productive year in Underhill. The majority of municipal projects of course run over multiple fiscal and calendar years. As usual, the variety of tasks undertaken by the Town's bodies and staff is incredibly diverse. Please take some time to review the enclosed reports. There are rewarding volunteer positions where you can make a difference for Underhill, but having said that, there are currently only two vacancies (one each on the Planning Commission and the Energy Committee). That level of volunteer commitment and enthusiasm is invaluable and is demonstrated even more by individuals regularly contributing without being an appointed member. Please contact me with any questions about volunteer opportunities.

The Underhill Flats/Route 15 Sidewalk Project is in the Final Design. Preliminary Design is complete, which allowed us to complete the required National Environmental Protection Act reviews and receive the clearance for construction. We have also secured all necessary Rights-of-Way and the Letter-of-Intent for the highway access permit needed for construction. Lamoureux & Dickinson will compile the final plan review comments and use them to develop the contract plans and specifications that we will use to advertise the project. The project schedule indicates we will have approved plans, specifications and estimates out for bid in late March, and we will break ground in mid- to late- summer 2020.

Along with the sidewalk project, additional State paving on Route 15 (North of North Underhill Station Road), are the many Town road projects spelled out in the Highway Infrastructure and Equipment Committee Report. With the number of projects scheduled and northern Vermont's short construction season there will again be impacts on local traffic which we will advertise in advance. Stormwater work will be part of all road improvement projects and is the impetus for upcoming projects on Beartown Road and Westman Road.

As always, I couldn't possibly thank all of the individuals who have volunteered their time and talents to the Town of Underhill in this report. The same holds true for the various local organizations, and the local media, including Mount Mansfield Community Television, The Mountain Gazette and Front Porch Forum, which continue to help "get the word out." I hope I've shown my appreciation for their efforts over the year.

Please call or stop by if you have any questions or comments.

Respectfully Submitted,

Brian Bigelow, Town Administrator

[bbigelow@underhillvt.gov](mailto:bbigelow@underhillvt.gov) / 899-4434 x100

## 2019 ASSESSOR'S REPORT

Each year the Assessor's office prepares the Grand List, which is comprised of all assessed values of all properties in town. This year, there were over 40 permits issued, which includes the building of 5 new houses.

### Common Level of Appraisal (CLA)

This is a term used by the Department of Taxes and it affects every Vermont property owner's school tax calculation. The common level of appraisal is an adjustment to listed property values. The state calculates a CLA annually for each town to adjust the listed value of properties to reflect fair market value as nearly as possible. Underhill's 2019 Common Level of Appraisal (CLA) was 98.19

### Coefficient of Dispersion (COD)

This is a measure of the average deviation between the selling prices of recently sold properties from the average town-wide level of appraisal. A COD of 10% or less is considered to reflect a relatively high level of equity across taxpayers' assessments. By State Statute, if a town's COD is greater than 20% the State is required to withhold education, transportation and other funds from the offending town. Historically, Underhill's COD has fallen well within the State requirements, indicating a relatively high level of fairness between property owners. Underhill's 2019 Coefficient of Dispersion (COD) was 8.03

### Homestead Declaration & Property Tax Adjustment (HS-122)

The State of Vermont requires all residents to file a Homestead Declaration and Property Tax adjustment claim. This must be filled out yearly and is due by April 15<sup>th</sup>. Claims are allowed up until October 15<sup>th</sup>, but late filing penalties will apply.

Please feel free to contact us with any questions

Kermit V. Blaisdell  
Assessor  
[kblaisdell@underhillvt.gov](mailto:kblaisdell@underhillvt.gov)  
802-899-4434 Ext. 3

Amanda Bosley  
Assessing Clerk  
[abosley@underhillvt.gov](mailto:abosley@underhillvt.gov)  
802-899-4434 Ext. 4

## ROAD FOREMAN REPORT

Underhill has:

- 4.944 miles of State Highway – VT Route 15 (Jericho Town Line to Westford Town Line).
- 8.750 miles of Class 2 (Park Street, River Road from Jericho Town Line through Underhill Center and Pleasant Valley Road to Cambridge town line).
- 6.54 miles of Class 3 paved roads
- 36.88 miles of Class 3 gravel roads.
- 6.78 miles of Class 4 gravel roads.
- 63.14 total mileage; Underhill receives state aid for 52.17 miles of roads.

Highlights of Highway work completed this past year includes:

- Shimmed River Road from Sand Hill Road to bridge by Wells Corner Market.
- Meadow Lane and Sugar Hill were shimmed and overlaid.
- Center lines and fog lines were installed on Meadow Lane, Sugar Hill, Pleasant Valley Road, River Road, Park Street and Poker Hill Road. The State of Vermont pays for centerlines on Class 2 Town roads at no cost to the Town. The Town is responsible for all fog lines and for the centerlines on Class 3 roads.
- Ditched approximately 19,330 linear feet on the following roads: Poker Hill Road, Maple Ridge, Pleasant Valley, North Underhill Station, Irish Settlement Road and Mountain Road,
- Stone lined ditches greater than a 5% grade with a 7” to 12” stone. The remainder were grass seeded. Ditching and other Best Management Practices for addressing Stormwater concerns will be ongoing.
- Stumped 15,120 linear feet of roadsides along Mountain Road, Poker Hill Road, Maple Ridge and Irish Settlement Road.
- 25 culverts were removed and replaced. Some were upsized as needed.
- Parts of River Road and Pleasant Valley Road were cracksealed. Additional cracksealing will be performed this summer.
- On Mountain Road, trees were cut and banks were cut back for future bridge replacement on Harvey Brook crossing.
- Maple Ridge Road was stumped, ditched and ledge removed. Several culverts were replaced and ditches were grass seeded. The hairpin corner was cut out to allow better sight distances around the corner.
- Irish Settlement Road had guardrails installed. It was also was stumped, banks were cut back and ditched and culverts replaced starting at #270 (Connelly), ending at the bottom of Flynn Hill. The remainder of the work from the bottom of Flynn Hill to #416 (Martin’s sheep farm) will be completed in late spring.

Due to workload, improvements on Upper English Settlement Road didn’t get done this past year. It is on the docket for this year. Please call 899-9959 with questions or concerns, or stop by the Town garage.

## **PLANNING COMMISSION REPORT**

2019 has been a busy, productive year for the Underhill Planning Commission. We've lost and added Commission members, submitted a successful grant application, spent many hours rewriting our Town Plan and attended to some varied issues of interest to the town.

One of the Commission's long standing members Carolyn Gregson departed this year. Carolyn has served the Town in many capacities over the years and brought great knowledge, insight, and experience to bear in our deliberations. Her perspective is already missed. Carolyn's expanded free time will be well spent on her growing flock of grandchildren. Thank you for the many, many hours volunteered in service to our town, Carolyn.

We added several new members over the course of the year. Kail Romanoff, Val Stori, Stacey Turkos, and Brian Tijan joined the Commission in 2019. Unfortunately, due to work considerations, Stacey was unable to remain and will be missed. She brought good insight from the DRB process to the table which was helpful. Our new Commissioners bring a variety of education, experience and viewpoint making our discussions lively and interesting.

Vacancies come up from time to time. This is a great opportunity for any resident interested to contribute to our Town's future. The experience will be mainly satisfying, occasionally frustrating, but never boring. You are guaranteed to learn more about our Town from your fellow Commissioners than you now know and perhaps much more about State governance than you want to know. Anyone who is interested should contact Andrew Strniste, Town Planning Director.

Kail Romanoff spearheaded our successful Municipal Planning Grant application to the State of Vermont for funds to perform a housing needs assessment for Underhill. This grant with some funds from the Town will help define how we enable appropriate housing through regulation. You are sure to hear more about this during 2020 as information and opinions are sought from Town residents

Rewriting our Town Plan for a 2020 update has been the bulk of the Commission's work this year. This is an important document for many reasons. One of these is to achieve the "Enhanced Energy Plan" designation from the Chittenden County Regional Planning Commission, which gives our Town the highest possible influence on the siting of any energy projects in Town.

Our Town Plan defines what the residents of Underhill want in our future Town so we can make that vision a reality. This work has required many hours of discussion and debate within the Planning Commission drawing on ideas and opinions from the Conservation Commission, Energy and Recreation Committees. Much remains to be done and 2020 hearings about Town Plan content will be opportunities for public comment. The Commission hopes for the broadest possible public participation in these hearings.

During 2019, the Commission dealt with several other tasks: we disentangled duplicate and overlapping regulations in our Land Use Regulations and Town Road Ordinance. These changes were approved during our 2019 Town Meeting, but required an additional hearing because of a faulty warning and are now implemented. We examined, understood and concurred with the planned siting of a solar array at the Bear Town gravel pit by Green Lantern Group. The Commission grappled with how Town regulation changes could respond to dramatically increased State Park use. We declined to make any changes but suggested the need for a park management plan and discussions between the Selectboard and the State Agency of Natural Resources about the many issues involved.

As of this writing, the Planning Commission meets on Thursday at 6:00 PM on the second and fourth weeks of each month. A meeting notice and agenda are posted on the Town's website and Front Porch Forum before each meeting. Town resident comment and opinion are welcome at these meetings. Please join us.

## CONSERVATION COMMISSION REPORT

The Underhill Conservation Commission consists of a nine member commission. The Commission meets monthly in the Town Hall at 6:30 on the second Monday of the month.

UCC 2019-2020 activities and educational programs included:

**VT Wildlife in a Changing Climate Presentation– March 7, 2019** - Tom Rogers – Agency of Natural Resources, Vermont Fish & Wildlife Department.

**Underhill Town Meeting** – March 2019 - The Conservation Commission created an informational booth for educational use at the Underhill Town Meeting. The booth was staffed by members of the Conservation Commission who were on hand to discuss and answer questions about VT’s invasive plant and insect species and the activities of the commission.

**Crane Brook Conservation District (CBCD) Plan** – April 2019 – CBCD Work Plan was drafted and will be updated periodically.

**Community Service Day** – May 3, 2019 – MMU students teamed up with Conservation Commission members to reseed the grass on in various areas of Moore Park, weed the daylily beds, and cut and remove Knotweed stems growing along Mill Brook.

**Green Up Day** – May 4, 2019 – Green-Up day was a success. Thanks to all the “collecting” volunteers. Contact Brian Bigelow (899-4434) – for information about this year’s Green-Up Day.

**Annual Plant Sale** – June 1, 2019 - The Underhill Conservation Commission raised \$393 through the sale of plants and trees, as well as donations. Many thanks to everyone who contributed and/or purchased plants. Money raised from the plant sale is used to fund educational programs and other activities.

**Invasive Species Volunteer Task Force** – June 6, 2019 - Volunteer Task force was organized and headed up by Steve Webster. 165 volunteer hours were donated to invasive species management and control in 2019.

**Crane Brook Conservation District Work** - June 8, June 23, July 27, August 19, August 31, September 7, October 13, and November 3, 2019 - Conservation Commission members and volunteers from the Town pulled invasive honeysuckle bushes and cut, stacked and removed Japanese Knotweed. In November, the Recreation Committee joined forces with the Conservation Commission and Energy Committee members to clear and rebuild sections of the trails, and install trail markers.

**Conservation Planning in Town Plans presentation** - June 13, 2019 - Jens Hawkins-Hilke, Conservation Planning Biologist, VT Fish & Wildlife Dept., Community Wildlife Program.

**Natural Resources Planning & Mapping for Town Plans: Forest Blocks & Wildlife Corridors presentation** - August 12, 2019 - Jens Hilke, Conservation Planning Biologist, VT Fish & Wildlife Dept., Community Wildlife Program.

**Invasive Species Update to Underhill Selectboard** – October 17, 2019 – Karen McKnight and Steve Webster.

**Winter 2020 Films and Speakers Series:**

- **Last Straw** (Film) - January 28, 2020
- **Living with Beavers** (Presentation) - February 13, 2020 - Chris Bernier / Kim Royar, Wildlife Biologists, VT Fish & Wildlife Dept.
- **Biggest Little Farm** (Film) February 18, 2020.
- **Rivers and Tides** (Film) - March 12, 2020
- **Coyotes in Vermont** (Presentation) – March 24, 2020 – Dr. David Person, VT Fish & Wildlife Dept.

**Emerald Ash Borer & Ash Tree Inventory Project** - The Conservation Commission is available to individual landowners for consultation at the landowner's request.

Thank you to the residents of Underhill, Brian Bigelow, Town Administrator, the Selectboard, the Recreation Committee, and Energy Committee for your support and involvement in the Underhill Conservation Commission's 2019 activities and programs.

**Respectfully submitted,**

Karen McKnight (Chair), Amy Golodetz, (Vice-Chair), Laurie Graham (Secretary), Betsy Chapek, Peter Hiskes, Patrick Lamphere, Nancy McRae, Dan Steinbauer, Daphne Tanis, Steve Webster, Energy Committee Liaison.



BUILDING PERMITS				
Permit #	Property Code	Date Effective	Property Owner/Applicant	Project Description
B-18-15	PH380	7/5/2018	Penfield & Cyr	Construction of an Equipment Shed/Detached Garage & Breezeway
B-18-16	LE099	7/5/2018	Cavanagh	After-the-Fact Construction of a Garden Shed
B-18-18	LR014	7/18/2018	Fuller	Construction of a Single-Family Dwelling
B-18-19	CB017	7/1/2018	Pool World, Inc./Treybal	Construction of an In-Ground Pool and Concrete Apron (Patio Area)
B-18-20	SU046	7/5/2018	Campbell	Construction of a Covered Porch
B-18-21	RB007		Wells	Installation of an Above Ground Pool & Fence
B-18-22	PV139	7/6/2018	Friedman	Construction of a Deck
B-18-23	BU023	7/18/2018	Bourgeois	Construction of an Attached Garage
B-18-24	GR002X	9/13/2018	St. Thomas Church	Construction of an Addition for Better Accessibility
B-18-25	RA005	8/4/2018	Oliver	Moving Barn From 267 River Road (RV267) to Property
B-18-26	AR003	8/4/2018	Cjaza/Kramer	Construction of a Detached Accessory Dwelling with Carport and Deck
B-18-27	PH216	8/3/2018	Poker Hill School	Construction of a Yurt
B-17-21ext	PH497	8/10/2018	Mathieu & Mongeon	Permit Extension of Previously Approved Building Permit: B-17-21
B-18-28	EG009	8/15/2018	Soisson	After-the-Fact Building Permit for a Shed
B-18-29	VT769	8/19/2018	Sminkey	After-the-Fact Building Permit for the Construction of Additional Deck Area
B-18-30	MA004	8/25/2018	Horner	Construction of a Dormer
B-18-31	NU073	9/7/2018	Guymon/Catudal	Construction of a Barn
B-18-32	RU020	12/15/2018	Danaher	After-the-Fact Construction of a Pool Deck & Gazebo
B-18-33	ML117	8/25/2018	Durbrow	Construction of a Garage/Shed
B-18-19A	CB017	8/26/2018	Pool World, Inc./Treybal	Amend Previously Approved Permit to Relocate Pool and Concrete Apron Area
B-18-17A	IS339	8/29/2018	Case	Amend Previously Approved Permit Pertaining to a Single-Family Dwelling, Garage, and Porches
B-18-33A	ML117	9/6/2018	Durbrow	Amend Previously Approved Permit to Relocate Garage/Shed

B-18-34	OR016	9/9/2018	Becker	Construction of a Lean-to on Side of Existing Barn
B-18-35	CD074	10/11/2018	Warner	Construction of a Single-Family Dwelling
B-18-36	KY003	9/16/2018	Staffa	Construction of a Screened Porch, Mudroom, Deck, and Storage Space
B-18-37	IS560	9/20/2018	Clarke	Construction of a Barn
B-18-38	PH208	9/21/2018	Poker Hill School	Construction of Entrance Gates
B-18-39	BT017	9/26/2018	Macone & Drucker	Construction of a Barn
B-18-40	CB075	9/27/2018	Cutting Edge Contracting/Berggren	Construction of an Addition
B-18-41	SU041	10/18/2018	Brillhart	Construction of a Single-Family Dwelling
B-18-42	IS330	10/17/2018	Moore	Construction of a Single-Family Dwelling
B-18-43	PV416	10/18/2018	Prescott	Construction of a Tool Shed
B-18-44	GK028	11/1/2018	Raineault	Construction of a Sugaring House/Shed
B-18-45	IS549	11/15/2018	Hardy	Construction of a Carport
B-18-40A	CB075	11/17/2018	Cutting Edge Contracting/Berggren	Revised Dimensions of Previously Approved Addition
B-18-46	RA015	11/23/2018	Williams	Construction of a Garden Shed/Workshop
B-18-47	MR023	11/24/2018	Roberge	Construction of a Deck and Sunroom
B-18-48	DO012	11/24/2018	Jurasek	After-the-Fact Building Permit for a Covered Entrance
B-18-41A	SU041	11/25/2018	Brillhart	Amendment to Previously Approved Building Permit
B-18-13A	PG048	12/16/2018	Davis/Butler	Modifications to Original Building Permit Proposal
B-18-49	IS334	12/15/2018	Dunphey	Construction of a Single-Family Dwelling with Porches
B-18-50	PH407	12/26/2018	LeBlanc	Enlargement of the Rear Deck and Screening-In the Area Under the Deck
B-18-51	PH505	12/27/2018	Keszey	Construction of a Lean-to on Side of Existing Barn
B-18-17A-2	IS339	12/29/2018	Case	Modifications Made During Construction
B-19-01	ST219	2/10/2019	Howard	Construction of a Deck
B-19-02	WI045	2/24/2019	Kalimeris	Construction of a Barn
B-19-03	SP015	3/14/2019	Grimley	Construction of an Addition
B-18-03A	WC018	3/8/2019	Cota	Construction of a Deck
B-19-04	ST246	6/7/2019	Wheeler	Reconstruction of a Camp
B-19-05	PV270	6/19/2019	Russell	Construction of a Pool, Pavilion and Deck
B-19-06	KY006	5/15/2019	Simpson	Construction of a Garage
B-19-08	RE093	6/14/2019	Kindt	Construction of a Three-Car Garage

B-19-09	PV032X		Woodhill Historical Society	Construction of a Shed
B-19-10	PH407	5/16/2019	LeBlanc	Construction of a Shed
B-19-11	SU050	5/11/2019	Bernier	Construction of a Shed
B-19-12	SH035	5/15/2019	Johnson	Construction of a Deck
B-19-14	IS445	5/17/2019	Callas & Hardy	Construction of a Single-Family Dwelling
B-19-15	RE093	6/9/2019	Kindt	Construction of a Shed Addition
B-18-36A	KY003	6/19/2019	Staffa	Modifications Made During Construction
B-19-16	ST151	6/15/2019	Heath	Construction of an Addition
B-19-17	PH208	6/22/2019	Poker Hill School	Relocation of Shed

CHANGE OF USE/CONVERSION TO LIVING SPACE PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
CL-18-05	ML008	7/21/2018	Northernshire, L3C	Conversion of Administration Building and Women's Dormitory to Single-Family Dwellings
CL-18-06	PV001	7/21/2018	Rade Holdings, LLC	Conversion of a Mixed-Use Building to a Multi-Family Dwelling
CL-18-07	BR011	8/19/2018	McKay	Conversion of a Family to Bedroom
CL-18-08	JB014	8/29/2018	Jewell	After-the-Fact Conversion of Use From Basement Space to a Bedroom
CL-17-08ext	VT483	10/11/2018	Hill	Permit Extension of Previously Approved Conversion of Use Permit: CL-17-08
CL-18-09	VT421	11/25/2018	Manning	Conversion of the Top Floor of a Barn into an Accessory Dwelling
CL-18-10	ML008	12/13/2018	Northernshire, L3C	Conversion of the Modular Building to a Health Clinic Facility
CL-18-11	ML008	12/13/2018	Northernshire, L3C	Conversion of a Portion of the Barn Facility to an Inn
CL-18-12	PH407	12/26/2018	LeBlanc	Conversion of 108 sq. ft. Basement Living Space to a Bathroom
CL-18-01ext	MU021	3/14/2019	Pease & Richardson	Conversion of Accessory Structure Space to an Accessory Dwelling
CL-19-01	MN007		Magoffin	Conversion of Basement Area to an Accessory Dwelling
CL-19-02	IS549	6/22/2019	Hardy	Conversion of Space within a Garage to Living Space

CERTIFICATES OF OCCUPANCY PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
CO-18-07	LE099	7/5/2018	Cavanagh	Construction of an Accessory Dwelling
CO-18-08	ML008	7/21/2018	Northernshire L3C	Conversion of Administration Building and Women's Dormitory to Single-Family Dwellings
CO-18-09	BR011	9/16/2018	McKay	After-the-Fact Conversion of Use From Living Space to a Bedroom
CO-18-10	JB014	9/14/2018	Jewell	After-the-Fact Conversion of Use From Basement Space to a Bedroom
CO-18-11	PH216	9/14/2018	Poker Hill School	Construction of a Yurt
CO-18-12	CW031	12/2/2018	Chamberlin	Construction of a Single-Family Dwelling
CO-18-13	ML008	12/13/2018	Northernshire L3C	Conversion of Modular Building to Health Clinic; Conversion of a Portion of the Barn Facility to Inn/Hostel; Occupancy of the Remainder of the Barn
CO-18-14	PG048	12/16/2018	Davis/Butler	Construction of a Single-Family Dwelling
CO-18-15	ST022	12/16/2018	Dunphey	Conversion of Accessory Structure Space to an Accessory Dwelling
CO-18-16	IS339	12/29/2018	Case	Construction of a Single-Family Dwelling with Attached Garage and Porches
CO-18-17	WC018	12/30/2018	Cota	Construction of an Addition
CO-18-18	PV183	12/30/2018	Lang	Construction of a Single-Family Dwelling with Attached Garage and Porches
CO-19-01	WH023	2/1/2019	Shirlock	Construction of a Single-Family Dwelling
CO-19-02	PV001	2/20/2019	Rade Holdings, LLC	Conversion of Commercial Space to a Dwelling Unit
CO-19-03	VT483	2/24/2019	Hill	Conversion of a Single-Family Dwelling to a Two-Family Dwelling
CO-19-04	ST219	2/10/2019	Howard	Construction of Two Additions

CO-19-05	CD073	2/28/2019	Warner & Miller	Construction of a Single-Family Dwelling
CO-19-06	VT421	5/19/2019	Manning	Conversion of Accessory Structure Space to an Accessory Dwelling
CO-19-07	CB075	3/22/2019	Cutting Edge Contracting, LLC/Berggren	Construction of an Addition
CO-19-08	KY003	6/19/2019	Staffa	Construction of a Mudroom
CO-19-09	RH011	5/29/2019	Zablainsky	Construction of an Addition

BOUNDARY LINE ADJUSTMENT PERMITS				
Permit #	Property Code	Date Effective	Property Owners	Project Description
BLA-18-01	MC059/MC061	7/21/2018	Isabelle/Geary & Asarian	0.07 Acre Boundary Line Adjustment
BLA-18-02	ML117/ST065	8/4/2018	Thomas C. Durbrow Revocable Trust & Underhill Fam, LLC	0.50 Acre Boundary Line Adjustment

SIGN PERMITS				
DRB Docket	Property Code	Date Effective	Property Owner	Project Description
S-18-01	GR002X	9/21/2018	St. Thomas Church	Fundraising Sign

HOME BUSINESS PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
No Home Business Permits Issued in Fiscal Year 2018-2019				

CERTIFICATES OF COMPLIANCE PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
No Certificates of Compliance Permits Issued in Fiscal Year 2018-2019				

CERTIFICATES OF COMPLIANCE PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
No Certificates of Compliance Permits Issued in Fiscal Year 2018-2019				

TEMPORARY USE/STRUCTURE PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
T-18-02	MT122	10/12/2018	Elvin/Fowler	Placement of Temporary Structure (Tiny House) for Storage Purposes
T-18-03	RV285	10/14/2018	Fullem/Lamphere	Temporary Cultural Event (Food Truck for Month of October)

ZONING PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
Z-18-02	DW032	11/9/2018	Veve d/b/a Ricall, LLC	Construction of a Driveway on Steep Slopes

ENCROACHMENT PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
No Encroachment Permits Issued in Fiscal Year 2018-2019				

FLOODPLAIN DEVELOPMENT PERMITS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
No Floodplain Development Permits Issued in Fiscal Year 2017-2018				

EXEMPTIONS				
Permit #	Property Code	Date Effective	Property Owner	Project Description
BPE-18-02	DA022	9/20/2018	Hale	Construction of a Patio without a Permanent Foundation
BPE-18-03	LE099	9/23/2018	Cavanagh	Construction of a Patio without a Permanent Foundation
BPE-18-04	BV013	10/13/2018	Berg	Placement of a Pre-Built Garden Shed
SE-18-01	GR002X	10/26/2019	St. Thomas Church	Sign Permit Exemption for the Replacement of an Existing Sign
BPE-18-05	VT421	12/14/2018	Manning	Construction of a Handicap Ramp

BPE-19-01	LE005	1/30/2019	Longshore	Construction of an Exempt Woodshed
BPE-19-02	RB007	1/30/2019	Wells	Construction of an Above Ground Pool
BPE-19-03	TR038	1/31/2019	Maynard	Installation of a Residential Generator and Associated Improvements
BPE-19-04	TR053	1/31/2019	Rosacker & Pawlik	Landscaping
BPE-19-05	RV238	1/31/2019	Lang	Replacement Shed
BPE-19-06	BR001	2/1/2019	Jenot	Improvements and Maintenance to Existing Single-Family Dwelling
BPE-19-07	RV221	2/1/2019	Cowan	Landscaping
BPE-19-08	PV015	2/1/2019	Diffenderffer	Improvements and Maintenance
BPE-19-09	EM002	4/24/2019	Wilson	Replace Garage Foundation
BPE-19-10	PH407	5/15/2019	LeBlanc	Construction of an Exempt Woodshed

<b>Subdivision Administrative Amendments</b>				
<b>Permit #</b>	<b>Property Code</b>	<b>Date Effective</b>	<b>Property Owner</b>	<b>Project Description</b>
SA-18-01	CD073	10/11/2018	Warner	Modification of a Building Envelope
SA-19-01	IS445	5/17/2019	Callas & Hardy	Building Envelope Modification
SA-19-02	PV270	6/19/2019	Russell	Building Envelope Modification

<b>SUBDIVISION DECISIONS</b>				
<b>DRB Docket #</b>	<b>Property Code</b>	<b>Date of Decision</b>	<b>Property Owner</b>	<b>Project Description</b>
DRB-18-09	ML081	8/15/2018	Curran	Preliminary & Final Subdivision Review - 2 Lot Subdivision
DRB-18-13	LE059	8/18/2018	Bingham	Sketch Plan - 3 Lot Subdivision
DRB-17-18	BL004	12/20/2018	Hall	Preliminary & Final Subdivision Review - 2 Lot Subdivision
DRB-19-01	PV144	4/1/2019	Seth & Alison Friedman Family Trust	Sketch Plan Review - 2-Lot Subdivision

DRB-18-13	LE059	5/2/2019	Bingham	Preliminary & Final Subdivision Review - 3-Lot Subdivision
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SITE PLAN/CONDITIONAL USE DECISIONS				
DRB Docket #	Property Code	Date of Decision	Property Owner	Project Description
DRB-18-12	GR002X	7/26/2018	St. Thomas Church	Site Plan Review (Construction of an Addition)
DRB-18-14	DW032	10/9/2018	Veve d/b/a Ricall, LLC	Conditional Use Review (Construction on Steep Slopes)
DRB-18-16	ML008	1/15/2019	ReTribе Transformation	Update Conditional Use Approval/Application
DRB-19-03	PV270	5/6/2019	Russell	Conditional Use Review (Impact on Steep Slopes)
DRB-19-04	VT421	6/3/2019	Manning	Conditional Use Review (Dimensional Waiver Request)
DRB-19-05	RA028	6/17/2019	Wells/McLaughlin	Conditional Use Review (Dimensional Waiver Request)

APPEAL/VARIANCE DECISIONS				
DRB Docket	Property Code	Decision Date	Property Owner	Project Description
DRB-18-10	ST219	7/19/2018	Howard	Variance Request to Reduce Setback Requirement
DRB-17-16	PR025	8/6/2018	Duval	Reconsideration of Decision Request
DRB-18-15	ML008	12/10/2018	ReTribе Transformation	Appeal of Zoning Violation
DRB-19-02	PH407	4/16/2019	LeBlanc	Appeal of a Zoning Administrator Decision

## DEVELOPMENT REVIEW BOARD REPORT

The Underhill Development Review Board (DRB) consists of a seven member board with three alternate positions appointed by the Selectboard for terms of three years on staggered renewal dates. It functions in a quasi-judicial capacity for purposes of interpreting and making land use decisions, which go beyond the authority granted to the Zoning Administrator under the Underhill Unified Land Use and Development Regulations. The DRB is an interpretative board which typically reviews cases that involve subdivision of land, variance requests, and conditional uses, and is the appellate board for decisions made by the Zoning Administrator. The quasi-judicial aspect of the board means that we follow specific rules of procedure when considering a case that is brought before the DRB, and our decisions are appealable to the Environmental Division of VT Superior Court. In November 2018, the Selectboard delegated assigned components of the Town's Road Ordinance to the jurisdiction of the DRB. We attempt to maintain a high level of transparency in the evidentiary and decision making process and are guided by the Town Plan when encountering a conflict in the regulations. During 2019, the DRB reviewed fifteen (15) applications, approved eleven (11), denied three (3), and continued one (1).

Many of us choose to live in a rural environment like Underhill for the quality of life, quality of schools, small town atmosphere, and access to the outdoors. The DRB serves as a feedback conduit to the Planning Commission, the town board charged with crafting our development regulations. We often communicate specific issues, situations or concerns encountered during the development review process. Land use and development is sometimes an emotionally charged affair that affects our greatest attribute, the Town. While our board contains a diverse cross section of the Underhill population, we are only as good as the level of participation. We encourage anyone with an interest in the development process, the growth of the Town, or the future of Underhill to become involved with either the DRB or the Planning Commission. The DRB has regular meetings on the first and third Mondays of the month, 6:30 PM at the Town Hall. Meetings are open to the public. Contact Andrew Strniste in the Planning & Zoning Office @ 899-4439 x106, ([astrniste@underhill.gov](mailto:astrniste@underhill.gov)) with questions.

The Development Review Board members are:

Charles "Charlie" Van Winkle, Chair  
Matt Chapek, Secretary  
Karen McKnight  
Daniel Lee  
Will Towle (alternate)

Stacey Turkos, Vice Chair  
Mark Green  
Penny Miller  
Shanie Bartlett (alternate)  
Mark Hamelin (alternate)

<u>Docket #</u>	<u>Property Code</u>	<u>Applicant</u>	<u>Type of Hearing</u>	<u>Detail</u>	<u>Hearing Date</u>	<u>Approved/ Denied</u>
DRB-18-11	GR002X	St. Thomas Church	Conditional Use Review	Construction of an Addition	16-Jul-18	Approved
DRB-18-09	ML081	Curran	Preliminary & Final Subdivision Review	2-Lot Subdivision	16-Jul-18	Approved
DRB-18-13	LE059	Bingham	Sketch Plan Review	3-Lot Subdivision	6-Aug-18	Approved
DRB-17-16	PR025	Duval	Reconsideration Request	Convert Single-Family Dwelling to Multi-Family Dwelling	6-Aug-18	Denied
DRB-18-14	DW032	Victor Veve d/b/a Rical, LLC	Conditional Use Review	Impact on Steep Slopes	17-Sep-18	Approved
DRB-18-15	ML008	ReTribе Transformations	Appeal	Zoning Administrator Decision	29-Oct-18	Denied
DRB-18-16	ML008	ReTribе Transformations	Conditional Use Review	Update Application Regarding Mixed-Use Facility	29-Oct-18	Continued
DRB-17-18	BL004	Hall	Preliminary & Final Subdivision Review	2-Lot Subdivision	19-Nov-19	Approved
DRB-18-16	ML008	ReTribе Transformations	Conditional Use Review	Update Application Regarding Mixed-Use Facility	3-Dec-18	Approved
DRB-19-01	PV144	Seth & Alison Friedman Family Trust	Sketch Plan Review	2-Lot Subdivision	18-Mar-19	Approved
DRB-19-02	PH407	LeBlanc	Appeal	Zoning Administrator Decision	18-Mar-19	Denied
DRB-18-13	LE059	Bingham	Preliminary & Final Subdivision Review	3-Lot Subdivision	1-Apr-19	Approved
DRB-19-03	PV270	Russell	Conditional Use Review	Impact on Steep Slopes	15-Apr-19	Approved
DRB-19-04	VT421	Manning	Conditional Use Review	Dimensional Setback Request	6-May-19	Approved
DRB-19-05	RA028	Wells & McLaughlin	Conditional Use Review	Dimensional Setback Request	3-Jun-19	Approved

## **ENERGY COMMITTEE REPORT**

The Energy Committee was created by the Underhill Selectboard in 2008. The mission of the Energy Committee is:

- To study and make recommendations that reduce energy consumption in Town assets: buildings, equipment, etc.
- To provide public forums that educate Underhill citizens on how to reduce energy consumption in their homes, buildings, motorized equipment, and lifestyles.
- To encourage the community to move to clean sources of low-carbon energy such as solar.
- To assist in analyzing and/or implementing energy projects as designated by Selectboard.
- To help in the development or revision of a town energy plan.

### **Town Energy Plan**

The Committee continued to be involved in modifying the Town Plan to meet Act 174 requirements and submitted its final input for the energy chapter to the Planning Director.

### **Solar Array**

The Energy Committee completed its work on the initial phase of placing a 150 kW solar array on the Beartown gravel pit site. On October 21, the Selectboard signed a 20-year lease agreement with Underhill GLC Solar, LLC (GLC) to proceed with construction, most likely beginning in May 2020.

GLC will own the array and will assume:

1. costs of installing and operating the solar array and all subsequent maintenance,
2. cost of decommissioning the array and removing the panels and support structure,
3. any liabilities pertaining to building and operation of the array.

GLC will pay annual lease and real estate tax payments to the Town and sell electric energy “credits” to the Town to reduce electricity costs for the Town Hall by approximately 10 percent. GLC has the option to renew the agreement for three additional 5-year terms.

### **Button Up program**

The Energy Committee joined Efficiency Vermont’s 2019 Button Up program for a second year to promote weatherization of homes by Underhill residents. Two information forums were held:

- The benefits of weatherization and first steps
- Financing resources for weatherization

Six Underhill residents signed up for the initial walk-through of their homes (out of the maximum 500 allowed by the program in the state).

### **Other Activities**

Investigated possibility of electric vehicle charging stations; this effort continues.

Explored areas of mutual interest with GMP and VEC; e.g., battery programs, grid capacity.

### **Energy Committee Members**

Peter Bennett - Chair, Michael Oman - Vice Chair, Nicole Bourassa, Dwight DeCoster, Ruth Julianelle, Steve Webster. Thanks to long-term, recently-retired member Gerry Adams.

## RECREATION COMMITTEE REPORT

Members: Seth Friedman, Dean Haller, Emilie Soisson, Isabell Gamm, Melanie Poley, Lynne Kemp

Chair: Anton Kelsey

It was an exciting year for the Underhill Recreation Committee. Early in 2019, the committee had an influx of volunteers and membership increased from five members to seven. For the first time in quite a few years, the committee is back up to full voting membership! The committee does have two youth openings for Underhill residents aged 13-17. If you know of a young person who wants to be a part of the Recreation Committee, please contact the Chair, Anton Kelsey, or Brian Bigelow, at the Town Hall.

The committee spent significant time discussing short and long term goals, as well as defining a purpose and vision/mission statements. After much deliberation and discussion, the committee voted to adopt the following:

### **Purpose statement:**

In a world of ever lessening personal interactions we look to foster, develop and build neighborly relationships, interactions and comradery. The purpose of the Underhill Recreation Committee is to preserve, strengthen and build on a long standing history of community in Underhill.

### **Vision:**

To fully utilize our town owned natural resources, simultaneously encouraging citizens of all ages and abilities to embrace these resources.

### **Mission:**

To create community in Underhill through events and recreational opportunities utilizing Town owned property, natural resources and facilities.

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The following actions were completed by the Committee in 2019:

- New kiosk and signage at the town pond;
- Painting and updating of sheds at the town pond;
- Conversion of a shed to a changing room at the town pond;
- Small soccer goals at the town pond;
- Power drop put in at Moore Park;

- Some site work and leveling at Moore Park to improve the ice rink;
- Food truck night events at Moore Park;
- Mowing of Casey's Hill and the field at Crane Brook.

The winter months were exciting with the Moore Park ice rink. Many skaters both young and old frequented the rink. Some improvements to the Moore Park grounds were made that have improved the rink for this winter, and the power drop that was put in allowed for the installation of lights and some night skating. Thanks to any and all folks who helped with the rink, from shoveling, snowblowing, and resurfacing, it all helped to keep the ice in good condition.

The committee spent the spring planning for the opening of the Town Recreation Area on Stevensville Road. Signage was updated and a new kiosk was built. Water tests throughout the summer showed excellent and safe water quality. The conversion of a shed into a changing room was a welcome upgrade by pond users. The Committee welcomed the help of MMUHS students on the high school's annual Day of Service in May. The students painted, cleaned the grounds, created a walking path, and helped to put in a small soccer field.

The Moore Park food trucks nights were a great success. One was planned for each month June through September, though rain did get in the way of the July event. These events will continue in 2020, with the hope of holding one in the Flats. Stay tuned!

We hope that residents have enjoyed these improvements to the town recreation program and thanks to all who have volunteered or helped in any way. Feedback is always welcome and can be directed to the Committee Chair, Anton Kelsey.

## **UNDERHILL HIGHWAYS INFRASTRUCTURE AND EQUIPMENT COMMITTEE**

Members: Clarke Elliott, Rick Heh, Kurt Johnson, Andy Rowe, Nate Sullivan, Mike Weisel

The Committee is now into its third year since being established in 2017. Several committee members are civil engineers with significant highway infrastructure expertise. This experience helps guide annual updates to the Capital Improvement Program (CIP). The CIP is a 5 year outlook (with consideration to potential projects up to 10 years) of the Town's capital projects and is intended to guide the Selectboard on project priorities and funding for them in a fashion that maintains a stable tax rate while addressing our Town's infrastructure needs.

With help from the Chittenden County Regional Planning Commission, we've initiated a roadbed engineering study for River Road. We expect preliminary findings this winter with a full assessment by this coming summer. The study also includes an assessment of bicycle safety improvements along River Road and through Pleasant Valley to the Cambridge Town line. In 2019, Meadow Lane, Sugar Hill and the end of River Road were resurfaced. For 2020 the plan is to resurface Pleasant Valley from 443 to the Cambridge line if a \$175,000 State paving grant is awarded. Along with Green Street and the short stretch on Krug Road, the Town Hall parking lot is also scheduled to be resurfaced. We continue to promote crack sealing as a low cost method to extend asphalt life time. The total cost for these projects is estimated to be a little over \$400,000.

Last year the committee recommended the Town pursue a \$750,000 bank loan (approved at the 2019 town meeting) for several major highway projects. This new 20 year loan coincides with the end of a similar size loan the Town took in 2001 for the Town garage and Town Hall extension. For gravel road reconstruction; this amount covers about 7,000 linear feet of roadbed from 196-250 & 562-570 Poker Hill and 569-638 Irish Settlement Road. The bid awards went to GW Tatro for Irish Settlement Road and Dirt Tech for Poker Hill Road. The Town also budgeted \$75,000 in FY20 to rebuild about a 0.25 mile section on Upper English Settlement Road up to Tupper Road this year. Reconstruction involves removing old roadbed from a trench that is 22 feet wide and 2 feet deep, adding new materials including road fabric and improving drainage. Design is nearly complete for a new bridge on Corbett Road. It will go to bid this winter with construction planned for the summer. In addition, the Pleasant Valley Road Bridge #8 (between the Town Hall and Schoolhouse 5) deck repair project has been awarded to Engineers' Construction Inc. for \$180,000. The total cost of these projects comes in at just over \$1 million.

For equipment capital, FY21 includes \$70,000 for purchasing a new heavy duty one ton truck outfitted with a new commercial grade flatbed, plow and sand spreader. There are no new dump trucks or heavy equipment purchases planned for this fiscal year 2021, but we anticipate replacing the 2011 and 2013 International trucks in the next two fiscal years.

Due to rising costs of road materials, as well as the environmental and safety concerns of transporting those long distances, the committee investigated a potential local source of sand and gravel. Based on extensive coring data, there appeared to be an opportunity to expand and resume operation of the Beartown gravel pit. Initial estimates indicated a good 10-year supply with potential for \$100,000 annual savings to the Town. However, there was considerable local opposition and ultimately the idea was abandoned.

We are also assisting the Selectboard to draft a Class 4 Road Policy with completion expected soon.

## **FOREST FIRE WARDEN REPORT**

We have issued 326 burn permits as of Dec. 31<sup>st</sup>.

A permit is required for outdoor burning of brush, weeds and grass. A permit is not required if there is snow on the ground at the site of the fire. The warden may refuse to issue a permit if in his judgment the weather or site conditions create a dangerous situation. A permit in no way relieves the person starting the fire of any responsibility for any damage that might occur. This person may be billed at the state rates for suppression of the fire.

Feel free to call Nate or myself any time for a permit or with any questions or concerns that you may have.

Parker Ripley - 734-7114

Nathan Goldman - 363-3548

Underhill Fire Station (Monday thru Friday, 7:00am to 4:00pm) - 899-4025

### A quick reminder:

The State of Vermont has banned the use of back yard burning barrels. You cannot burn garbage, paper, cardboard, building materials, plastic, asphalt, Styrofoam, or synthetic materials. You can burn natural wood (untreated and unpainted) grass and weeds.

Underhill Forest Fire Warden  
Parker Ripley

## ANIMAL CONTROL OFFICER REPORT

Since 2001, for 19 years, I have had been the Animal Control Officer for the Town of Underhill and it is time for me to transition out and train and assist someone to take the leash and all that it contains into this new decade and beyond. I will argue with anyone who tells me that an Animal Control Officer is a dog catcher; there is a job description for that elsewhere, but it may, most definitely be near the bottom of the responsibility list in Underhill, Vermont. It is my hope that after reading this partial list of duties, someone will contact me and say, “Hey, that is me! I want that job!”

How will I pass on the torch? Most of the time its phone calls and posting lost and found pets, complaints, mostly legitimate, about neighbor’s dogs, barking dogs, occasional wildlife related issues or questions and referrals related to veterinary care and dog registrations. Those are a few of the responsibilities that would be on the job description if I had one. The job is supposed to be ordinance control, but our Animal Control Ordinance pertains only to dogs \*snicker – What would happen if I only responded to dog related and ordinance related calls? You tell me. Below are a few additions I would make to the job description for Animal Control Officer, Town of Underhill:

### **Moose-sitting**

It was a July night just after sunset when a jogger called and said she saw a moose in a weird place and it might be stuck. I half-heartedly laughed and headed down Pleasant Valley with my headlamp and ... camera. I was certain it would be gone when I got there and maybe I would take a few photos of the gorge and swimming hole and head home. Nope. There he was and there he stood, mostly, for nearly 4 days. I sat with him every day, I tried futilely to build steps into the one side where there was some dirt and thought he’d get out, I even tried to reason with him and told him that I thought death was the only other option and that he should take a leap into the remote, locally popular swimming hole below. I didn’t think we could assemble a qualified team and or a game warden to assist since historically I had only been witness to and heard stories of moose being euthanized when found in compromising situations. We did it! It took a team of people, National Guardsmen, Game Wardens, and a few volunteers to ultimately tranquilize and hoist “Stubby” using carabiners, climbing ropes, a giant animal stretcher with ratchet straps, and a truck with a winch, out of the gorge. After Stubby was safely out of the rushing water he was not out of danger. The wardens had to leave and head to Richmond because another moose had been injured so they gave Stubby a shot of the antidote wake-up drug they called “Bam” and told me to wait until he woke up and make sure he went up the hill into the woods, not back into the gorge. I sat in the woods with him for SIX hours before he struggled to his feet and wobbled off like a drunken sailor. As if that story isn’t crazy enough, this part sounds statistically impossible, it happened again in the exact spot, 10 years later. I played a much less significant role the second time and that was totally ok with me. I still wake up at night wondering if Stubby is alive, if he still wanders the woods in Underhill or if he moved to the banks of Champlain, maybe Charlotte, where there are sweeping lawns, the terrain isn’t so steep and the sound of water laps against the shore instead of crashing between the rocks and careening downstream.

### **Running with the Livestock**

Early one morning, before my mandatory coffee, I looked out my window and there were three cows munching on the lawn. I thought it was some kind of joke; but started doing a quick inventory of my neighbors: dogs, cats, pet tarantulas, hamsters, fish, bees, goats, but the nearest cows were down on River Rd. I did what I do best, I ran.... I ran around the yard like a crazy person and scared the giant animals until they started running down my driveway and I ran... following them all the way down South Hill onto Range Road and into the cemetery. Once the animals were safe and sound in the makeshift corral; yes I did see the sign that said “NO DOGS”, then, I made several calls and found the keepers of the cattle.

### **Sheep Wrestling**

Usually a sheep farm is part of our pastoral landscape and we point and smile as we see them from the roadside. The call was for sheep that had gotten loose, a breached fence and probably required a little creative coercion, but I couldn't have predicted what actually happened. I literally wrestled a sheep to save it from entanglement and electrocution. She was completely wrapped in fencing and appeared to be panicking and making it worse. I feared she would break a limb or strangle herself so I ran toward her, tackled her, pinned her down and used my knife to cut away the fence. I'm thankful no passerby witnessed that!

### **Lifeguard - Fawn Drowning in Pond**

It is illegal for dogs to chase deer; there is a statute against it in Vermont, but when a deer jumps a fence and ends up inside the penned yard containing the dogs, the lines of legality blur. Two dogs encircled the small muddy pond where the spotted fawn, trying to escape the jaws of attacking canines found herself. It was mayhem and I just “jumped in.” I grabbed the fawn, which had no idea I was attempting to save her, and while fending off the dogs with one hand I carried the fawn to safety. On my way out of the pond, I sank into the mucky bottom and had to have my daughter and wife, pull me while I held onto this wild bleating animal.

### **Hiking after Dark**

It was a beautiful June evening just before 9PM in Underhill when I received the call from VSP and enlisted the critical assistance of my best friend and duly appointed deputy animal control officer, Seth Friedman, to respond to a call from a frantic man on the mountain beside his injured dog trapped in a cave. We had no idea that when we arrived at the cave just off the Tear Drop Trail, having driven up the CCC Road as far as passable and climbing on foot, that not only was Bodhi, the husky, stuck inside a cave, partially blocked by a rock, he was trapped inside it with the porcupine he had chased in. After a lot of contemplation, and even more risk, we were able to use a come-along to lift the enormous bolder, while Seth used a catch-pole to pull Bodhi to safety. It was like pulling a cork from a bottle and we didn't know if it would work, or if the rock would fall and crush them both. It worked and Bodhi was transported to the emergency vet center where they surgically removed over 300 quills.

### **Veterinary Technician**

In emergency situations I have had to learn basic first aid, perform CPR, and humanely euthanize animals. Though I am not a professional, I have had the next best thing; Mount Mansfield Animal Hospital, Dr. Steven Barningham, Jenn, Elise, Lynn, Renee and Kaitlin have always been on the other end of the telephone or ready to open the door and let me in with whatever I bring them. I could not have saved as many lives or had as many happy endings without them.

## **Drop Everything**

For some reason there have been several dogs that have “appeared” in Underhill. I have assumed that they were actually dumped here and that someone said, “Just leave the dog you don’t want in Underhill, I hear Jennifer will make sure to take care of the dog and find a home for him or her.” It has happened six times that I remember; Bear, Lucy, Brewster, Blondie, Brewer and Mosey. The last story I will tell is that of Mosey; an unforgettable story and an unforgettable dog. I found Mosey barely able to stand on Irish Settlement Road just as school was getting out. He was emaciated and weak and obviously no one came forward and claimed him. With the help of numerous volunteers and generous donations, after several months, we were able to nurse Mosey back into good health. Mosey lived with my family and became a part of it. We knew we couldn’t keep him; we need room in the house for the next dog, cat or whatever this Town throws at us, and were elated when our close friends and neighbors, the Kapusta family, agreed to adopt him.

The list goes on and I feel badly and remiss by having to choose stories to share with you. Each animal that I have had in my car, garage, home, and yes, sometimes my bed, has been remarkable, memorable and is part of me now. Orphaned baby fishers and raccoons, skunks under decks, horses on the lamb in snowstorms, so many dogs, dogs reunited and found after literally being lost for over a month, cats lost forever, but dozens found, fed and either reunited or re-homed. There are also too many sad stories that don’t have happy endings, but each of those has touched me and taught me and many times connected me with amazing generous caring people in our community. I could not have done this job without the volunteer efforts of so many amazing residents, my coworkers, rescue teams and state agencies and organizations, my neighbors and friends. I want to especially thank my family who never complain when I leave at all hours of the day and night, come home with stray and strange animals, help feed and clean up after them and treat each lost or stray animal as if it is ours. I chose this job, not them. Lastly, I want to thank Seth Friedman and my wife, Dayna, who literally hold the leash, while we bath, feed, groom and care for dozens of animals and without whom, I would not be the Animal Control Officer and person I am today.

These stories make me realize why it is so hard to retire from this job and why it is exhausting and time to find someone who will really want this job and feel as passionate about it as I do. Thank you Underhill residents for always sharing my posts, calling me when you see strange out of place, or injured animals, helping me do my job, and for all these reasons and more, reassuring me that Underhill is my home and where I want to stay and grow old. Please contact me directly if you are interested or pass this on to someone who might be.

Thank you Underhill.

Jennifer Silpe-Katz  
Town of Underhill  
Animal Control Officer

## VITAL STATISTICS

### **BIRTHS**

Child	Sex	Parents
Parikh, Norah Rey	F	Andrea and Ravi Parikh
Torrence, Piper Langley Lambert	F	Margaret Lambert and Corbett Torrence
Elkins, Stella Lynne	F	Mckenzie Spear and Derek Elkins
Blum, Jonathan Richard-Wayne	M	Ashley and Evan Blum
Tellstone, Silas James	M	Lisa and Zachary Tellstone
Batstone, Sylvie Leigh	F	Amira and Craig Batstone
Pileggi, Garyson Andrew	M	Jessica and Nicholas Pileggi
Guymon, Avora Jean	F	Karen and Jason Guymon
Holcomb, Colby Ronald	M	Grace and John Holcomb II
Jeul-Vandeth, Charlotte Evelyn	F	Kristen Juel and Drew Vandeth
Tuck, Joshua Sorya	M	Isabel and Alexander Tuck
Poley, Hallie Maria	F	Melanie and Christopher Poley
Case, Leona Elizabeth	F	Michelle and Christopher Case
Yeh, Kathryn Tsongwen	F	Kathryn and Rodney Yeh
Alexander, Theodore George V	M	Amanda Rogers and Theodore George Alexander IV
Hunt, Awasos Clyde	M	Julia and John Hunt
Hasselback, Arlo Torrance	M	Heidi and Luke Hasselbeck
Larson, Aran Evans Mihok	M	Jennifer Mihok and Christopher Larson
Ginter, Theodore Adam	M	Caroline and Kevin Ginter
Sumner, Paisley Anne	F	Alice Ely and Amos Sumner Jr.
Lang, Henry Michael	M	Stacie and Michael Lang
Petry, Jolene Valentine	F	Brittany Southwick and Michael Petry
Wolford, Grace Sophia	F	Jennifer and Adam Wolford
Stevens, Carter Wayne	M	Michelle Stevens
Pigeon, Leah Marie	F	Lindsay and Justin Pigeon
Traverse, Silas Bennett	M	Amy and Neil Traverse

### **DEATHS**

Name	Age	Place of Death
Selby Orry	84	Underhill
Carol Butler	62	Underhill
Leonard Pallotta	88	Colchester
Clarence Diffenderffer	86	Underhill
Lewis Morris	68	Underhill
Carl Menard	68	Burlington
Gael Boardman	81	Underhill
Robert Sheridan	84	Burlington
Melvin Litchfield	80	Underhill
Charlotte Holden	93	Underhill

## CIVIL MARRIAGES

Cody Lassiter &  
Jayla Smith  
April 10, 2019

Annalise Shelmandine &  
Frederik Van Eck  
April 27, 2019

Carolyn Crotty &  
Kevin Japp  
May 18, 2019

Jamie Brillhart &  
Benjamin Coddington  
June 2, 2019

Eben Pratt &  
Kathleen Swanson  
June 9, 2019

Marguerite Ladd &  
Roger Earle II  
June 29, 2019

Susan Bourque &  
Kayle Schnell  
July 4, 2019

Kelsey Mellott &  
Ryan Mansley  
July 27, 2019

Bethany Cassell &  
Lindsey Moore  
July 27, 2019

Joanna Vinton &  
Nicholas Livingston  
August 10, 2019

Gordon Williamson &  
Michelle Barup  
August 25, 2019

Adam Bellew &  
Victoria Fosher  
August 10, 2019

Laurie Graham &  
Matthew Lennon  
September 7, 2019

Michael McLaughlin &  
Emily Brown  
September 14, 2019

Brittany Southwick &  
Michael Petry  
September 14, 2019

Robyn Armstrong &  
Andrew Butler  
September 27, 2019

Dana Williams &  
Daniel Lee  
September 28, 2019

Galen Hagen &  
Lauren Milne  
October 5, 2019

Miranda Warner &  
Ryan Miller  
October 5, 2019

Jennifer Fielder &  
Christopher Walker  
December 21, 2019

## **CASEY'S HILL**

### FOR WINTER RECREATION USE

Casey's Hill is owned by the Town of Underhill and is for sledding only.

Sled at your own risk. Sledding is permitted during daylight hours and only when snow conditions permit. Sledding is not allowed on the Mountain Road side of the hill.

The designated parking area is for Casey's Hill users only, and is for the safety and convenience of families with children/sledders. If the lot is full, park at the Underhill Central School. Please DO NOT park on Mountain Road, Pleasant Valley Road or New Road. These roads must be kept open for emergency vehicles at all times.

No snowmobiles, RV's or other vehicles are permitted on Casey's Hill.

Thank you for your cooperation.

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## **TOWN SKATING RINK**

Thanks to the efforts of the Underhill Recreation Committee, augmented by additional volunteers, the Town Skating Ring at Moore Park in Underhill Center is open for the season. Note that skating conditions will not always be perfect! Beware of soft spots and rough edges. Always skate according to the prevailing conditions.

Please adhere to the following:

- Hours of Operation: Dawn to Dusk unless otherwise posted.
- Do not use ice when the Closed sign is posted.
- Skate at your own risk.
- Helmets are recommended.
- No glass containers.
- No drugs or alcohol.
- All skaters age 8 and under must be supervised at all times by an adult.
- While on ice, skaters are not allowed to carry children or other people.
- No running, horseplay, or unruly behavior.
- No food or beverages allowed on the ice.
- No hockey sticks or pucks except as hours of operation permit.
- Skating in a manner that endangers or interferes with other skaters' safety or pleasure is prohibited.

Thank you for your cooperation.

## **TOWN OF UNDERHILL ORDINANCE FOR WINTER PARKING AND OPERATIONS PLAN**

The Winter Parking Ordinance is in effect from November 1<sup>st</sup> through April 30<sup>th</sup>. No vehicles are to be parked on Town roads during these months. **VEHICLES WILL BE TOWED AT OWNER'S EXPENSE.**

Plow routes are set up to open the major traffic routes and school bus routes first. The road crew usually starts operations at 3:00 am to have these roads clear by 7:30 am. In most cases, there will be no maintenance between 8:00 pm and 3:00 am. Each road crew member has a specific route that takes approximately 4 ½ hours to complete. After 16 hours on the job, they are required to stop operations and take off a minimum of 6 hours. The Town does not plow Class IV and private roads. Salt will be applied to paved roads with a minimum amount of sand added as necessary. (Salt is not effective when the road temperature is below 20 degrees). Sand will be applied to the gravel roads.

The road crew makes every effort to avoid mailboxes. However, because of snow conditions or on-coming traffic, the plows occasionally hit them. The Town has permitted mailboxes to be located in the Town right-of-way. If the mailboxes are damaged as a result of snow or ice clearing operations, the Town will not repair or replace them.

Please note: according to 23 VSA§1126a, it is illegal to plow snow from private property on or across public highways.



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

# Chittenden County Service Delivery

## July 1, 2018 - June 30, 2019

### Disaster Response

In the past year, the American Red Cross has responded to **13 disaster incidents**, assisting **49 residents** of **Chittenden County**. Most commonly, these incidents were home fires. Red Cross workers were on the scene to provide food, clothing, lodging, emotional support, and more to families during their hours of greatest need. Our teams also provide Mass Care to first responders. Things like food, water, and warm drinks strengthen the brave men and women of your local Fire and Police Departments as they answer the call to keep your residents safe.

Town/City	Disasters	Individuals
Burlington	4	12
Essex	2	5
Milton	1	5
Shelburne	1	1
South Burlington	1	3
Williston	1	5
Winooski	3	18

### Home Fire Campaign

Last year, Red Cross staff and volunteers worked throughout **Chittenden County** to educate residents on fire, safety and preparedness. We installed **521 free smoke alarms** in homes and helped families develop emergency evacuation plans.

### Service to the Armed Forces

We proudly assisted **65** of **Chittenden County’s Service Members, veterans and their families** by providing emergency communications and other services, including counseling and financial assistance.

### Blood Drives

During the last fiscal year, **Chittenden County** hosted **179 Blood Drives** with the American Red Cross, collecting an impressive total of **4,409 pints** of lifesaving blood.

### Training Services

Last year, **Chittenden** hosted **271 courses**, where **1,967 residents** were taught a variety of important lifesaving skills such as First Aid, CPR, Babysitting Skills and Water Safety.

### Volunteer Services

**Chittenden County** is home to **110 American Red Cross Volunteers**. We have volunteers from all walks of life, who are trained and empowered to respond to disasters in the middle of the night, to teach safety courses, to help at our many blood drives, and so much more. The American Red Cross is proud that **90%** of its staff is made up of volunteers; they are truly the heart and soul of our organization.





## Boy Scouts of America

### Troop 627

The Underhill/Jericho Boy Scout troop has been a proud member of this community since 1963. The Troop was started by long time Underhill resident, Gael Boardman. Our communities are blessed with some outstanding members who volunteer their time, every week, to the advancement of our youth through the Boy Scout program. Without the adult leaders, our program would not survive. “Thank You” to everyone who has been a part of this program over the past 55 years. Our Troop recently celebrated its 79th Eagle Scout! A very proud accomplishment! We currently have 25 scouts enrolled in our program. We are fortunate to have one of the most active troops in Vermont. Through our volunteers, we are able to provide a wide range of activities for the scouts to participate in. In 2019, we had one more Scout achieve the rank of Eagle Scout! The Eagle Scout project has benefited the Jericho town library. In the coming months and in 2020, we have more Scouts in the process of completing their Eagle projects. This year we continue to have enthusiastic and energetic families who want to administer an excellent program for our youth to meet new challenges and to explore the outdoors.

# FISCAL YEAR 2019 REPORT

## WHO WE ARE

**We are a municipality** created in 1987 to oversee and manage solid waste in Chittenden County.

We are governed by a Board of Commissioners. Each of the communities in Chittenden County appoints a volunteer Commissioner to the Board.

**Our mission** is to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner.

## HOW WE'RE FUNDED

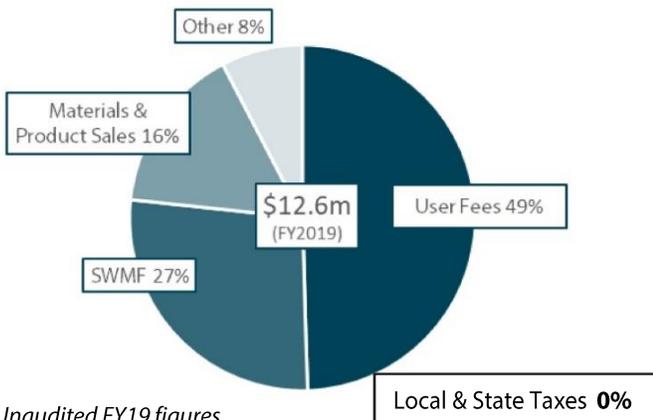
**Our revenue** comes from three primary sources:

User Fees on materials we manage at our facilities;

The Solid Waste Management Fee (SWMF), a per-ton fee on material sent to the landfill;

Sales of materials and products that we collect, sort, or process at our facilities.

We do not receive any state or local tax funding.



Unaudited FY19 figures

## BOARD OF COMMISSIONERS

As of July 1, 2018

### BOLTON

Rep: Duncan Galbraith

### BURLINGTON

Rep: Rob Green

Alt: Jennifer Green

### CHARLOTTE

Rep: Abby Foulk

Alt: Rachel Stein

### COLCHESTER

Rep: Tim Moran

Alt: Jeffrey Bartley

### ESSEX

Rep: Alan Nye

Alt: Max Levy

### ESSEX JUNCTION

Rep: Alan Nye

Alt: George Tyler

### HINESBURG

Rep: Lynn Gardner

Alt: Doug Taff

### HUNTINGTON

Rep: Roman Livak

Alt: Landel Cochran

### JERICO

Rep: Leslie Nulty

Alt: Bert Lindholm

### MILTON

Rep: Ken Nolan

Alt: Vacant

### RICHMOND

Rep: Adam Sherman

Alt: Logan Hegg

### ST. GEORGE

Rep: Maggie Kerrin

### SHELBURNE

Rep: Timothy Loucks

Alt: Lee Krohn

### SOUTH

### BURLINGTON

Rep: Paul Stabler

### UNDERHILL

Rep: Dan Steinbauer

Alt: Paul Ruess

### WESTFORD

Rep: Michelle DaVia

### WILLISTON

Rep: Craig Abrahams

Alt: Caylin McCamp

### WINOOSKI

Rep: Bryn Oakleaf

Alt: Candice Holbrook

## ADMINISTRATION & FINANCE

The FY19 General Fund expenditures were \$11.5 million and the revenues were \$12.4 million, representing a \$200,000 increase in expenditures (2%) and a \$700,000 increase in revenues (6%) compared with FY18. *(Figures are unaudited.)*

Increases in expenditures were largely due to higher fees for sludge and trash disposal and normal increases in salaries, wages, and benefits. The continued decline in revenue from the sale of recyclables was offset by higher user fees and increased Solid Waste Management Fee income generated from more tonnage going to landfill vs. FY18.

## FACILITIES & OPERATIONS

**DROP-OFF CENTERS (DOCS):** *Owned & operated by CSWD.* Convenient, one-stop facilities for household quantities of blue-bin and special recycling, food scraps, trash, and more. Blue-bin recycling collected at Drop-Off Centers dropped 2.2% to 2,900 tons, and household trash increased 8.3% to 6,612 tons over FY18.

**ENVIRONMENTAL DEPOT:** *Owned & operated by CSWD.* Safe drop-off for almost all types of household hazardous waste. 11,037 households and 720 businesses brought in 784,929 lbs. of hazardous waste for processing in FY19, a 3% decrease from FY18. This included 7,803 gallons of latex paint re-blended and sold in Vermont as *Local Color*.

**GREEN MOUNTAIN COMPOST:** *Owned & operated by CSWD.* We turn community food scraps, leaves, and yard debris into high quality compost products to improve soil in lawns and gardens. We composted 14,488 tons of material in FY19, including 5,763 tons of food scraps, a decrease of 2% from FY18.

**MATERIALS RECOVERY FACILITY (MRF):** *Owned by CSWD; operated by Casella.* The MRF sorts and prepares large loads of blue-bin recyclables -- paper, cardboard, and clean single-use containers -- for sale to processors. The MRF received 45,365 tons of material in FY19, a 4% decrease from FY18. Roughly 7% was landfilled as contaminated or otherwise non-recyclable material. The weighted average sale price was \$52 per ton in FY19, a 40% decrease over the FY18 average.

## OUTREACH & COMMUNICATIONS

**COMMUNITY OUTREACH** included 23 backyard composting workshops, 25 tours of CSWD facilities and 33 presentations to a total of 909 people in addition to on-site assistance at multi-residential sites.

**BUSINESS OUTREACH** directed two waste audits, conducted 23 workplace presentations, and led 25 facility tours for local businesses and institutions. Staff provided direct assistance to more than 220 other businesses and distributed over 250 deskside recycling bins and 75 food scrap buckets to business and non-profit workplaces at no charge.

**EVENT OUTREACH** engaged with 81 events through on-site support/training, bin loans, and direct technical assistance. Waste Warrior volunteers spent 444 hours educating guests at 28 events. Thirty-seven events borrowed 118 containers to keep 5.7 tons of recyclables and 6.8 tons of compostables out of the landfill.

**SCHOOL AND YOUTH OUTREACH** programs reached more than 5,900 students and staff via 157 presentations, six waste audits, and 71 facility tours. Staff had direct contact at 38 of the District's 75 public and private K-12 schools.

## OTHER PROGRAMS

**RESEARCH AND DEVELOPMENT:** CSWD research and development efforts targeted recycling markets for hard-to-recycle products and packaging, MSW disposal trends, and consolidated collection of food scraps, recyclables, and trash.

**COMPLIANCE:** CSWD licensed 61 haulers (394 vehicles), 14 processing facilities, and three transfer stations. Staff completed 36 load check events (400 vehicle checks at three facilities) and assessed Banned Materials Fees on 43 loads. We conducted 31 construction site visits to provide educational outreach and investigated two complaints of combined trash and recycling collection by haulers, and eight incidents involving management of food residuals and recyclables.

**BIOSOLIDS:** CSWD brokered 14,984 wet tons of sewage sludge for our member communities in FY19, which is 2.4% less material than FY18. CSWD staff is continually investigating options for local treatment of sewage sludge from District members with a focus on removing phosphorus from wastewater treatment plants. CSWD is in the first year of a 5-year sewage sludge disposal contract with Casella Organics.

**MEMBER GRANTS:** CSWD provided \$7,083 in grant funding to member towns via the Community Cleanup Fund and \$11,267 in waived Green Up Day disposal fees and financial support to Green Up Vermont. We awarded matching grants of \$5,523.69 to 13 businesses, institutions, and municipalities for recycling bins and food scrap collection containers.



## **ESSEX RESCUE, INC.**

**1 Educational Drive**

**Essex Junction, VT 05452**

**Phone (802) 878-4859 / Fax (802) 878-1246**

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October 23, 2019

To the residents of the Underhill community,

With tremendous pride, Essex Rescue responds to requests for emergency medical services in the Underhill community. In addition to Underhill, Essex Rescue provides emergency medical transport services to the towns of Jericho, Essex Junction, Essex Town, and Westford. During all times of the day and regardless of weather conditions, our volunteer and paid EMT and paramedic members and employees respond quickly to the sick and injured to deliver basic and advanced life support services.

Between July 1, 2018, and June 30, 2019, Essex Rescue received 2,279 requests for an ambulance to respond to a medical emergency or traumatic injury. 117 of those requests originated within the Town of Underhill. Of the 117 requests, 68 resulted in the community member being transported to the hospital. 21 community members received a medical evaluation and choose not to be transported by the ambulance to the hospital. The 28 remaining requests for service were a combination of fire department standby, paramedic intercept service and the ambulance being cancelled prior to arriving on scene.

Readiness is a high priority for our organization. With the support of our board of directors, three significant investments were made to bolster our capacity to respond to community requests for emergency medical services during the last year. First, we added an additional full-time employee to support staffing a second ambulance during day, during the week, when we are most likely to experience a greater number of requests for emergency medical services. Second, we invested in Rescue Task Force education, training and equipment. This specialized service allows our EMT and paramedic providers, with law enforcement officers, to quickly enter a scene where an active threat exists or following a terrorist attack. The goal is to bring lifesaving interventions, such as bleeding control, directly to the patient as quickly as possible, often before the threat has been neutralized. Lastly, we doubled our annual budget for EMS education classes. The cost of an EMT class is more than \$600.00. The cost of an advanced-EMT class is \$1,000.00. We are fortunate to have volunteers and employees who are ready and eager to pursue their initial EMS education or to take their education further by becoming an advanced EMT or paramedic.

Essex Rescue relies upon multiple funding sources to support our organization. Billing private insurance, Medicare and Medicaid for patient transport decreases the need for municipal subsidies. Essex Rescue also administers a subscription program which on an annual basis experiences a high level of public participation. Subscribers to the program pay a \$50 annual

feel directly to Essex Rescue and then pay nothing else out of pocket for deductible or co-pay expenses relating to emergency ambulance transport. The program fee entitles everyone living within the same household to the annual benefit. Our subscription drive starts during the month of November; more information can be found by visiting our website: [www.essexrescue.org](http://www.essexrescue.org), or by calling our station at 802-878-4859. It is important to note that if a patient is transported to the hospital by an ambulance service other than Essex Rescue, the subscription program benefit does not apply. Lastly, Essex Rescue accepts donations. We are grateful for the ongoing generosity demonstrated by the community.

Essex Rescue is always looking for new volunteers. Previous experience in EMS is not a requirement. If you are interested in joining a team motivated and committed to provide high quality pre-hospital emergency medical care, we would like to speak with you. If you would like to learn more, visit our website: [www.essexrescue.org](http://www.essexrescue.org), or by calling our station at 802-878-4859, and speak with Deputy Executive Director Colleen Nesto.

Thank you,

A handwritten signature in black ink, appearing to read 'W.M. Moran', with a stylized flourish at the end.

William M. Moran  
Executive Director & Paramedic  
Essex Rescue, Inc.



October 28, 2019

Town of Underhill  
Select Board Members  
PO Box 120  
Underhill, VT 05489

**RE: FY21 Funding Request**

Greetings:

The Jeffersonville Commuter route began service in October 2013 and was 100% funded through the Circ. Alternatives Program for the first three years of service. Starting in FY17 Jericho, Underhill and Cambridge were required to split the 20% local match of the route totaling \$42,000 or \$14,000 per each community. This 20% local match is required to leverage the additional 80% of funding provided through the State of Vermont.

The Jeffersonville Commuter route provided 10,332 rides in FY19, a 16% increase over the previous year, helping to reduce congestion and greenhouse gas emissions along the Route 15 corridor. 30%, or 9 daily boardings, of the Jeffersonville Commuter total boardings were attributed to the stops in Underhill in FY19.

Local funding of the route is critical for its continued operation and the ability to increase ridership. **GMT is requesting that the Town of Underhill contribute \$15,597 in FY21 towards the required 20% local match of the Jeffersonville Commuter route operating costs.**

GMT looks forward to working with the Town of Underhill to maximize the productivity of the Jeffersonville Commuter route and to create community benefits for the town. Please do not hesitate to contact me if you have any questions or would like to schedule a meeting.

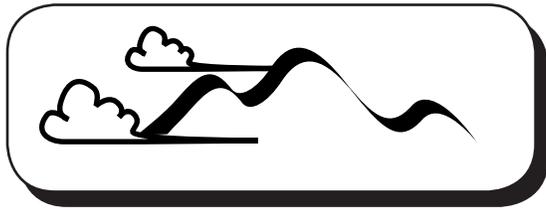
Sincerely,

A handwritten signature in black ink, appearing to read 'Jenn Wood', is written over a light blue horizontal line.

Jenn Wood  
Public Affairs & Community Relations Manager  
802-540-2451  
[jwood@ridegmt.com](mailto:jwood@ridegmt.com)

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



# Jericho Underhill Library District Annual Report

For the year ending December 31, 2019

## Library Director's Report

by Holly Hall

### MISSION STATEMENT

*The Deborah Rawson Memorial Library provides community access to information, ideas and enriching experiences.*

#### Library Statistics and information:

The Deborah Rawson Memorial library had 29,342 people visited the library this past year. 61,801 items were checked out which is a 3% increase from last year. The library's continues to offer a wide variety of programs for all ages. Some of the more popular programs for adults include Vermont Humanities Council presenters, free Tai Chi for anyone over the age of 50 and Mystery Book Group. For the youth story hour with Beth and David London, afterschool movies and craft afternoons are a hit! Our teens are enjoying movie nights with pizza, Magic the gathering events and gaming afternoons. There were 176 programs for youth and 246 programs for adults. If you have an idea for a program please let us know. We are always looking for new things to try. The library continues to provide books to the XYZ Senior Luncheon as well as the Jeri-Hill Apartments thanks to the volunteer efforts of Nancy Craig. Homebound delivery is available if you physically are unable to come to the library. Call to arrange a visit. 899-4962

Currently the library has 23,906 items that include books, magazine subscriptions, DVDs, Books on CD and Music CDs. Any item the library doesn't have we are happy to borrow from another library either in Vermont or out of state. Downloadable audiobooks and ebooks are also available using our website and a current library card. All our items can be found on our website [www.drml.org](http://www.drml.org) as well as our consortium member libraries items.

New this year, courtesy of the Vermont Department of Libraries, is Learning Express Library. This is an online database designed to help people find a job, improve their skills or even choose a new career! Access is available through the library webpage, [www.drml.org](http://www.drml.org) under collections elibrary.

Six computers are available to use any time the library is open. All are internet connected and networked to printers. WiFi is available 24/7 with no password needed. We also have a fax machine, a copier and a scanner available to use for a small fee. The 2020 Census will be an online form this year. Our computers will be available to use.

Our Master Gardeners and volunteers again delivered to the Jericho Underhill food shelf and Jeri-Hill Apartments produce from the library gardens. This past year the theme of the garden was Anne of Green Gables. The self-guided poetry walk in the Mills Riverside Park featured Robert Frost.

The library hours are Tues. and Thurs. 12-8, Wed. and Fri. 10-6, Sat. 10-2 and Sun. 1-4 (Sept to May). The library is closed on Mondays.

#### Board of Trustees Report by *Sven Lindholm*

The library is a vibrant hub in our community. We are very grateful to everyone who takes advantage of this great resource. It could be for simply taking out books, to taking part in the programs geared to all ages, ranging from presentations of important community issues, book groups and

game nights, to story times and after school activities.

This year I took over as the Chair of the Board of Trustees. As a new Jericho resident, I joined the Board for a number of reasons. First, to be a part of an important community institution. Second, with two young children I wanted to instill in them a love of knowledge and help nurture the one place I knew we would take advantage of for years to come. Third, I wanted to see our tax dollars at work and ensure that they were used wisely.

This bibliophile has been impressed and continues to be impressed by all the library and its staff does. We are lucky to have it.

I would also like to thank Joann Osborne who served as chair for many years. She has given her time and talents for the library's benefit. The Board of Trustees will miss her when her term ends in March. Her dedication is inspiring and we will continue her example though our work.

Trustees volunteer their time. However there are many other volunteers at the library. They are an important resource. Volunteers assist the library staff shelving books. Volunteers nurture the garden which grew a bumper crop of vegetables, some which were donated to residents at the Jeri-Hill Apartments, and the butterfly garden. Volunteers help out for many programs and the annual Book Barn fundraiser. Thank you to all the volunteers for your service and we hope more people will get involved.

Lastly, the Board of Trustees will over

*Continued on page 3*

# Library Director's Report Continued...

the next year begin working on a new strategic plan. This will aim to guide the library for the coming years. We will be looking to see how the library can better serve the people of Jericho and Underhill. The Board indirectly began this process last year when each Trustee made a list of groups they participated in and asked ourselves how we used our time to meet different neighbors, make a connection, and therefore be more

engaged locally. Through this we learned that the main community resources at hand – from the website and Facebook, to Front Porch Forum and local bulletin boards – were good and hoped to further outreach to people and tell about the library and its works, and entice them to attend programs and possibly volunteer. And now we need to see what more the library can do. Community

engagement will help us think about not just the library being the heart of the community but the community being the heart of the library. We'll be in touch and hope that you will be in touch with us.

## Treasurer's Report

## General Fund

by Barbara Yerrick

Fiscal year:	18/19		19/20				Proposed 20/21		
	Budget	Actual	Budget	Actual	% Change	% of Total	Budget	% Change	% of Total
<b>Income</b>									
Tax income, Jericho	157,320.32	157,320.32	166,245.79		5.37%	60.00%	167,850.53	0.97%	60.00%
Tax income, Underhill	104,880.21	104,880.21	110,830.52		5.37%	40.00%	111,900.35	0.97%	40.00%
<b>Total tax income</b>	<b>262,200.53</b>	<b>262,200.53</b>	<b>277,076.31</b>		<b>5.37%</b>	<b>100.00%</b>	<b>279,750.88</b>	<b>0.97%</b>	<b>100.00%</b>
<b>Other income</b>									
Fundraising and Donations (1)	13,500.00	25,253.54	13,500.00		0.00%	4.12%	13,500.00	0.00%	3.93%
Interest	80.00	96.36	31.00		-158.06%	0.01%	90.00	190.32%	0.03%
Printer and copier fees	800.00	893.40	750.00		-6.67%	0.23%	750.00	0.00%	0.22%
Grant Income	200.00	1,442.50	300.00		33.33%	0.09%	1,000.00	233.33%	0.29%
Carryover	53,062.80	53,062.80	36,100.33		-46.99%	11.01%	48,801.23	35.18%	14.19%
Miscellaneous Income									
<b>Total Income</b>	<b>329,843.33</b>	<b>342,949.13</b>	<b>327,757.64</b>		<b>-0.64%</b>	<b>100.00%</b>	<b>343,892.11</b>	<b>4.92%</b>	<b>100.00%</b>
<b>Expenses</b>									
<b>Staffing</b>									
Salaries	158,018.36	160,561.54	166,712.64		5.22%	50.86%	176,722.11	6.00%	51.39%
Benefits	28,179.97	15,616.76	31,000.00		9.10%	9.46%	31,000.00	0.00%	9.01%
Recruitment	50.00	0.00	50.00		0.00%	0.02%	50.00	0.00%	0.01%
Payroll services	4,800.00	5,223.10	4,800.00		0.00%	1.46%	5,000.00	4.17%	1.45%
Staff development	1,000.00	1,750.50	2,100.00		52.38%	0.64%	2,100.00	0.00%	0.61%
<b>Building</b>									
Electricity	4,900.00	4,293.26	4,500.00		-8.89%	1.37%	4,500.00	0.00%	1.31%
Fuel	3,500.00	3,447.41	3,700.00		5.41%	1.13%	3,700.00	0.00%	1.08%
Insurance	7,500.00	5,578.00	7,000.00		-7.14%	2.14%	7,500.00	7.14%	2.18%
Janitor	4,800.00	4,829.58	4,900.00		2.04%	1.50%	4,900.00	0.00%	1.42%
Lease	200.00	200.00	200.00		0.00%	0.06%	200.00	0.00%	0.06%
Maintenance	7,200.00	5,365.45	6,500.00		-10.77%	1.98%	7,200.00	10.77%	2.09%
Storage	720.00	770.00	770.00		6.49%	0.23%	770.00	0.00%	0.22%
Telephone	2,500.00	2,474.22	2,500.00		0.00%	0.76%	2,500.00	0.00%	0.73%
Water	400.00	343.65	350.00		-14.29%	0.11%	400.00	14.29%	0.12%
<b>Office</b>									
Supplies	5,000.00	2,517.32	5,000.00		0.00%	1.53%	3,000.00	-40.00%	0.87%
Postage	2,000.00	1,938.91	2,500.00		20.00%	0.76%	2,000.00	-20.00%	0.58%
Mileage	750.00	772.89	750.00		0.00%	0.23%	750.00	0.00%	0.22%
<b>Technology</b>									
Internet	700.00	616.00	700.00		0.00%	0.21%	700.00	0.00%	0.20%
Automation support	2,100.00	2,158.14	2,200.00		4.55%	0.67%	2,100.00	-4.55%	0.61%
Computer support	3,000.00	190.00	2,000.00		-50.00%	0.61%	2,000.00	0.00%	0.58%
Hardware upgrade	8,000.00	11,259.70	6,000.00		-33.33%	1.83%	5,000.00	-16.67%	1.45%
Software upgrade	500.00	645.30	500.00		0.00%	0.15%	700.00	40.00%	0.20%
Technology - other		-2,874.87							
<b>Collection and Programming</b>									
Books/AV/Periodicals	32,000.00	26,832.35	32,000.00		0.00%	9.76%	32,000.00	0.00%	9.31%
Special programs	5,500.00	4,774.24	5,500.00		0.00%	1.68%	5,500.00	0.00%	1.60%
<b>District expenses</b>									
Legal & Professional	5,000.00	0.00	5,000.00		0.00%	1.53%	5,000.00	0.00%	1.45%
Dues	1,100.00	882.00	1,100.00		0.00%	0.34%	1,000.00	-9.09%	0.29%
Warning	125.00	280.50	125.00		0.00%	0.04%	300.00	140.00%	0.09%
Fundraising expense	1,500.00	3,881.27	500.00		-200.00%	0.15%	3,500.00	600.00%	1.02%
Annual report	1,200.00	1,169.88	1,200.00		0.00%	0.37%	1,200.00	0.00%	0.35%
Misc.	250.00	350.00	250.00		0.00%	0.08%	250.00	0.00%	0.07%
Contingency (2)	12,000.00		12,000.00		0.00%	3.66%	12,000.00	0.00%	3.49%
Conferences Board	250.00	195.00	250.00		0.00%	0.08%	250.00	0.00%	0.07%
Bank Charges	100.00		100.00		0.00%	0.03%	100.00	0.00%	0.03%
Interest Expense	0.00	0.00	0.00			0.00%	0.00		0.00%
<b>Capital Improvements Reserve</b>	<b>25,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>		<b>-66.67%</b>	<b>4.58%</b>	<b>20,000.00</b>	<b>33.33%</b>	<b>5.82%</b>
<b>Total Operating Expenses</b>	<b>329,843.33</b>	<b>281,042.10</b>	<b>327,757.64</b>		<b>-0.64%</b>	<b>100.00%</b>	<b>343,892.11</b>	<b>4.92%</b>	<b>100.00%</b>

**Restricted Funds**

<b>Capital Improvements Reserve Fund</b>					
	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>
Beginning balance	\$38,338.79	\$38,845.56	\$47,845.56	\$54,867.61	\$74,867.61
Taxes	\$21,000.00	\$9,000.00	\$7,000.00	\$20,000.00	\$25,000.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of bookshelves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total income	\$59,381.12	\$47,845.56	\$54,867.61	\$74,867.61	\$99,867.61
Expenses	-\$20,535.56	\$0.00	\$0.00	\$0.00	-\$59,960.00
<b>Ending balance, 06/30</b>	<b>\$38,845.56</b>	<b>\$47,845.56</b>	<b>\$54,867.61</b>	<b>\$74,867.61</b>	<b>\$39,907.61</b>

<b>Collections Fund</b>	<b>Lost and damaged</b>	<b>Delaporte Endowment</b>	<b>Jessie Rawson Memorial</b>	<b>Dr Burnett Rawson Fund</b>	<b>Expansion Fund</b>
<b>Ending Balance 6/30/19</b>	<b>\$7,677.71</b>	<b>\$8,598.07</b>	<b>\$11,768.37</b>	<b>\$129,949.50</b>	<b>\$3,058.40</b>

**Comments**

1. Thank you to both the many district residents who have generously
2. As explained previously, the Contingency line item is meant to function as both a rainy day fund and as a means to avoid borrowing in anticipation of tax income during the 1st half of each fiscal quarter.

**Annual Report**  
**Board of Trustees**  
**Jericho-Underhill Water District**  
**P.O. Box 174**  
**Underhill, Vermont 05489**  
**October 1, 2018 to September 30, 2019**

The Board of Trustees would like to thank Marc Maheux, Chief Operator of the JUWD, for his dedicate service to the Board and the Jericho Underhill Water District since 1984. Marc resigned as the Chief Operator for the system after 36 years but will continue as a consultant and website manger. Marc's service over the years, with his expertise, has kept the system functioning well and meeting all state and federal regulations. His knowledge of the system will continue to be an asset.

Michael Willard, our past Assistant Operator, will assume the duties of Chief Operator and Andy Forsberg of Poker Hill Rd. will be our Assistant Operator in Training. Marc will continue to be a resource for both Mike and Andy.

Jason Ritter, Trustee, will not be seeking reelection this next term. The Trustees thank him for his service the past few years. He has been a mainstay in our budgeting and finance work. The Board is seeking a candidate to be nominated at the Annual Meeting on October 1, 2019.

Marc Maheux served as Moderator for the 2018 Annual Meeting. The Board consisted of Joseph P. O'Brien, President, Jason P. Ritter, Trustee and Stephen Jennings, Trustee. Nancy Benson served as Clerk and Treasurer and the assistant Clerk was Jason Ritter. Meter Reader was Andy Forsberg and Dwight DeCoster served as Delinquent Bill Collector. Auditors were Vicki Milton, Harland Blodgett, and Bill VanDeVenter. Marc Maheux performed the duties of Chief Operator until June 30, 2019 and was assisted by Assistant Operator Michael R. Willard and Andy Forsberg. Helen Miller was our local water tester. The Board wishes to thank everyone for their work this past year.

The Jericho-Underhill Water District provided drinking water and fire hydrant access to 326 residential and business connections representing about 900 people within the District. During the past year drinking water supplied to the District averaged about 4,000 gallons per day. Water delivered to District customers this year was of high quality and adequate quantity and met all state and federal requirements.

Listed below are some highlights of the past year:

- Our staff continued identifying all roadside curb stops so that we could have all locations mark by GPS technology as part of the Drinking Water Asset Management Grant that we received. Mapping of all assets was completed.
- Flushing of the entire system took place twice, once in November and again in May.
- David Lavallee, public accountant, conducted a financial audit in November and found our books in sound condition.

- A new chlorine pump replaced an older one that was constantly being repaired.
- Weekly testing along with yearly testing for lead and copper were completed. Results for all testing were very good with all levels well below state and federal requirements. Arrangements were made to test for PFOA retired by State.
- We were fortunate over the winter to have no leaks on a service line.
- The Board appreciates the work of Robert Hill for winter plowing and Andy Forsberg for mowing and trimming work at our properties.
- The Board and staff worked with G.W. Tatro who purchased the mill site and has plans for development. The first business site was the Union Bank and the Board is working with Hamlin Engineering on the water infrastructure for future development.
- Vermont Natural Resources Department completed a Sanitary Survey with very positive results in meeting all requirements.
- The Board approved six new allocations for water service for new construction.
- Andy Forsberg continued maintenance on our fire hydrants to assure their thorough functioning.
- Our Consumer Confidence Report was distributed to all customers either electronically or hand delivered and our Source Protect Plan was updated and approved.
- The District plans to repair some older hydrants that do not function at 100%. Work to be completed will be to make for easier operation.
- The Board adopted a budget for the 2020 FY with a 4% increase in rates. Our Fiscal Year runs from November 2019 through September 2020 with rates changing at the first billing quarter of the FY.

Joseph P. O'Brien, President  
Jason Ritter, Trustee  
Stephen Jennings, Trustee



**Jericho Underhill Park District P. O. Box 164 Underhill, VT 05489**

**802-899-2693**

**[www.millsriversidepark.org](http://www.millsriversidepark.org)**

**[JUPDistrict@gmail.com](mailto:JUPDistrict@gmail.com)**

### Jericho Underhill Park District Annual Report 2019

Mills Riverside Park continues to attract visitors within our two towns and well beyond. Our “people counter” on the bridge indicates that our busiest month is July with an average of 450 folks per day. Numbers drop off slightly but remain strong right through the winter months. The park offers recreational year round opportunities, quiet nature walks, community events and so much more. The Jericho Underhill Park District owns and manages this 216-acre property. We are responsible for ensuring the careful balance of public enjoyment along with maintaining important wildlife habitats. These habitats include the dense vegetation along the Browns River, a pond, open meadow and forested hillside. Trails were designed to accommodate a variety of recreational uses but also, to avoid habitats that would be adversely impacted by human presence. To that effect, the top third of the park has no trails and remains home to black bear, fisher, deer and other wildlife. The growing popularity of the park accentuates the need to revisit our management plan and make sure that we are following the language embodied in the conservation easement that protects Mills Riverside Park in perpetuity.

The popularity of Mills Riverside Park also demands better maintenance of our existing trails, more frequent mowing of certain sections, a more robust portelet presence and so forth. Despite these increased expenses, we have been able to keep our Park District budget level funded for a number of years. However, this changed in February when we discovered that our covered bridge, the only entrance to the park, had serious problems. We spent \$6000 last February for the bridge company, Blow and Cote Inc., to help stabilize our covered bridge for the next few years. The projected cost for a permanent solution will be \$100,000. This work will take several months to complete and will necessitate a temporary bridge for pedestrian access to the park. We increased our budget this year and anticipate doing so for the next two years to build our bridge fund reserve.

It is a sincere pleasure to witness the joy that so many experience when they visit Mills Riverside Park. We are pleased to announce that we will be celebrating our 20<sup>th</sup> Anniversary on August 8<sup>th</sup>, 2020 with the community. This day will be filled with activities for all ages and will culminate with a Lantern Parade in the early evening. Many local school children will be involved in creating these imaginative lanterns towards the end of the school year. We will update you as more details are finalized. Please check our website and Facebook page for park information along with Front Porch Forum. The Park District meets the first and third Wednesday of every month at the Rawson Library’s project room at 7:00 p.m. The public is always invited. We also want to thank the many volunteer helpers who make this park such a special place. Interested in volunteering? Just contact us.

The Jericho Underhill Park District Board of Trustees is comprised of seven hardworking members who are dedicated to managing Mills Riverside Park. Sadly, Anne Lavigne stepped down, leaving a vacancy from Jericho.

Livy Strong Chairperson   Judie Jones Vice-Chair   Jim Massingham Secretary   Carol Smith Treasurer  
Dave Williamson   Suzanne Graham

## **MOUNT MANSFIELD COMMUNITY TELEVISION (MMCTV)**

We love town meeting day, our busiest day of the year! That's because our mission is to support local democracy and to help make YOUR voice heard. We are the community media center for Jericho, Richmond and Underhill, producing over an hour of local programming daily, providing media tools and education and supporting our towns, schools, libraries, non-profit organizations and individuals of all ages.

How could we serve you better? Please fill out our 2020 Viewer Poll online at <http://bit.ly/MmctvViewers2020> and let us know. Comcast cable viewers note that we are in the process of moving up in the world...from channels 15 and 17 to channels 1076 (Public/Educational) and 1086 (Government). All our videos are also online here: [//Bitly.com/MmctvVideos](http://Bitly.com/MmctvVideos).

MMCTV is currently looking to hire an Underhill resident to record Selectboard meetings; we'll train you!

Contact: Angelike Contis, Executive Director  
35 West Main Street / P.O. Box 688, Richmond, VT 05477  
Tel. (802) 434-2550, e-mail [angelike@mmctv15.org](mailto:angelike@mmctv15.org)

## **WESTERN SLOPES BUSINESS ASSOCIATION (WSBA)**

Businesses, individuals and organizations from Bolton, Huntington, Richmond, Jericho and Underhill are invited to join this association that nurtures the dynamic, diverse business and professional communities of our region. WSBA offers networking/educational opportunities and sponsors events aimed at generating business for our area such as the Richmond Holiday Market (December). Each year WSBA offers two Entrepreneur Scholarships to college-bound graduates of Mt. Mansfield Union High School. In addition, it is a goal of the association to collaborate with other local entities to work towards the vision of the town plan.

Contact: Tim Monty [tmonty@pfavt.com](mailto:tmonty@pfavt.com)  
P.O. Box 569, Richmond, VT 05477  
website: [www.westernslopesvt.org](http://www.westernslopesvt.org)

## **TRI-TOWN ALTERNATIVE TRANSPORTATION COMMITTEE**

Cambridge Reps : Sara Lourie, Jen Smithers, Monica Donlevy

Jericho Reps : Andrew Albright, Wayne Howe

Underhill Reps : Sue Cromwell, Kurt Johnson, Donna Johnson, Mike Oman

The Committee is now into its second year as an organization working to improve alternative transportation modes in Jericho, Underhill and Cambridge. We continue to explore local and regional transportation options with the goal of increasing the availability of cost effective, convenient and accessible public transportation services. To date, much of our focus has been on the GMT Jeffersonville commuter and continues to be. This year we enabled local sales of bus passes that are available at each town hall, as well as a number of other retail locations across the three towns. For bus stop infrastructure we've spent considerable time looking at better bus stop locations in Cambridge and Jeffersonville. We are working with GMT to relocate the Jeffersonville stop to the parking lot behind Union bank. Both the Selectboard and Village trustees are in sync with the new location. We're also looking at other alternatives to address the Cambridge bus stop. For now we're holding off on the Jericho and Underhill stops due to nearby development that we believe may resolve some of the issues with the two locations.

Another major priority for us is to develop a midday service for our communities. To that point we've attended a number of rural transportation conferences and there's clearly interest in helping us spearhead a local and state supported service that expands beyond the commuter bus. This came out of an Underhill survey as a priority and is currently a primary focus. As a committee we've outlined a general plan for what we'd like to see and will be working in 2020 with the Chittenden County Regional Planning Commission (CCRPC) and GMT to move this initiative forward. Although it's a bit early to get into details of what and when this service will be available, we're hopeful to have a plan in place by YE20.

Sincerely,  
Tri-Town Alt Trans Committee

## UNDERHILL HISTORICAL SOCIETY 2019

The year 2019 saw the completion of many of the projects begun five years ago when the Underhill Historical Society was revived by a small group of residents. Then and now the main emphasis of their efforts has been to renovate the District 5 Schoolhouse located at the corner of Pleasant Valley and Stevensville Roads in Underhill Center. First built in 1820, the school was the third building at that location and had seen several modifications during its lifetime before a devastating fire in 1951 caused it to be closed. Replaced by the Underhill Central School, the ‘Old Schoolhouse’ fell into disrepair until the Historical Society began remodeling the structure in 1983 and again in 2015.

By 2019, the Historical Society had begun its final remodeling of the Schoolhouse by completing the second story with new walls, ceiling, and flooring. All the windows have been replaced and the stairway to the second floor has been reconstructed.

In 2018 the ‘Old Schoolhouse’ was added to the National Register of Historic Places. In October of 2019, a Vermont Roadside Historic Marker was installed in front of the school, and the building was rededicated. The society has continued to move its records, library, and artifacts to the upstairs’ meeting room. The downstairs will be used for community events, and presentations. Beginning in May of 2020 the schoolhouse will be available to the public on Wednesday and Saturdays..

In 2019 the Historical Society lost several of its long time members with the passing of Irene Linde, both Leon and Mary Pacifici, and Gael Boardman. We have added many new members who have allowed us to continue making improvements to the Schoolhouse and to our collection of documents.

Address: P.O. Box 153

Underhill Vermont 05490

President	Scott H. Tower
Vice President	Susan Thomas
Special Collections	Connell ‘Connie’ Gallagher
Treasurer	Carolyn Leighton
Secretary	Joanne ‘Joey’ Johnson



**UNDERHILL – JERICHO FIRE DEPARTMENT, INC.**

420 VT Route 15, Underhill, VT 05489  
(802) 899-4025

January 7, 2020

Dear Communities of Underhill and Jericho,

Fiscal year 2018 – 2019 was a busy year for the Underhill-Jericho Fire Department. We obtained permission from the selectboard's during the year to spend additional funds from our undesignated operating funds to purchase and install a UHP firefighting skid on squad 51. This skid allows our full time staff to arrive with equipment that can be used to contain, control or even extinguish a fire. During the year the department responded to 374 calls for assistance. The breakdown of the responses was 26 fires, 34 crashes, 183 EMS, 20 mutual aid and 111 other types of calls.

This is an increase in call volume, up from 352 calls the year before. We saw the largest increase in our EMS call volume growing from 119 calls for the same period the year before. We have seen a steady increase in the EMS response for the towns of Underhill and Jericho.

On June 30, 2019 our agreements with Essex Rescue and Richmond Rescue to allow our full time staff to provide EMS first response coverage expired. The towns approved a budget on town meeting day for the UJFD to become a first response agency. We were able to get all the necessary steps taken and started as a first response agency on July 1, 2019. In our report next year we will provide much more information on this matter.

During the year we had a member of the UJFD achieve 50 years of service. Lee Dumas has been a faithful and active member of the UJFD tirelessly supporting the department and communities. Many years ago Lee took it upon himself to create a map book for the department. He has kept that book up to date even now. Lee has been a strong mentor to many people on the department. In honor of Lee the UJFD held a special celebration for Lee surprising him with the dedication of a truck in honor of him. We had his family in attendance and it was a wonderful celebration.

The department has prepared a more thorough report that can be obtained from our website at [UJFD.org](http://UJFD.org). A copy of the report is also available from your town hall.

Best Regards,

A handwritten signature in black ink that reads "Mathew Champlin".

Mathew Champlin, Chief

Underhill – Jericho Fire Department, Inc.

**UNDERHILL-JERICHO  
FIRE DEPARTMENT INC.  
2020 - 2021 Budget Report**

<b>INCOME:</b>	<b>ACTUAL 2018 - 2019</b>	<b>BUDGET 2019 - 2020</b>	<b>BUDGET REQUEST 2020-2021</b>
UNDERHILL	\$214,074	\$219,026	\$244,777
JERICHO	\$321,111	\$328,539	\$367,165
MISCELLANEOUS	\$31,861		
DONATIONS	\$4,340		\$1,200
TRANSFER FROM RESERVES	\$42,794	\$45,000	\$30,000
<b>TOTAL INCOME</b>	<b>\$614,180</b>	<b>\$592,565</b>	<b>\$643,142</b>
<b>EXPENSES:</b>			
PAID ON CALL STIPENDS	\$45,775	\$68,000	\$60,000
<b>FULL TIME STAFF</b>			
SALARY	\$102,488	\$105,000	\$124,000
MEDICAL BENEFITS	\$26,994	\$27,200	\$29,500
PAYROLL TAXES	\$10,742	\$17,300	\$14,500
<b>PROFESSIONAL SERVICES</b>			
LEGAL	\$3,666	\$1,000	\$1,000
ACCOUNTING	\$9,658	\$9,500	\$10,000
AUDIT	\$9,500	\$8,000	\$8,000
<b>INSURANCE</b>			
WORKERS COMPENSATION	\$12,978	\$15,000	\$15,000
AUTO	\$14,573	\$15,500	\$15,500
FIRE DEPARTMENT PACKAGE	\$20,758	\$24,000	\$27,700
ACCIDENT / DISABILITY	\$4,234	\$4,300	\$4,500
UTILITIES	\$16,002	\$20,000	\$20,000
VEHICLE MAINTENANCE	\$45,066	\$30,000	\$30,000
FUEL	\$5,262	\$5,500	\$6,000
EQUIPMENT MAINTENANCE	\$2,979	\$2,000	\$2,500
NFPA REQUIRED TESTING	\$4,233	\$4,700	\$4,700
STATION MAINTENANCE AND IMPROVEMENTS	\$23,376	\$13,000	\$20,000
FIREFIGHTER/EMT SAFETY EQUIPMENT	\$6,713	\$13,000	\$13,000
EMERGENCY COMMUNICATIONS	\$4,999	\$3,000	\$8,000
NEW EQUIPMENT AND HOSE	\$9,586	\$11,000	\$11,000
EMS SUPPLIES			\$9,000
EXTRICATION & HAZMAT EQUIPMENT	\$2,195	\$3,000	\$3,000
PHYSICALS, NEW MEMBERS AND ANNUAL FOR FF	\$7,928	\$10,000	\$10,000
FIRE PREVENTION / MEMBER TRAINING	\$2,149	\$3,000	\$5,000
ANNUAL AWARDS AND APPRECIATION	\$5,429	\$3,500	\$3,500
MISCELLANEOUS	\$404	\$500	\$500
OFFICE EXPENSE	\$15,621	\$6,250	\$12,000
CAPITAL LOAN PAYMENTS	\$70,244	\$69,539	\$83,216
New Station	\$0	\$0	\$0
NEW CAPITAL PURCHASES	\$57,141	\$45,000	\$15,000
TRANSFER TO CAPITAL RESERVE FUND	\$63,200	\$54,776	\$77,026
TRANSFER TO RESERVES	\$30,000	\$0	\$0
<b>TOTAL OPERATING EXPENSES</b>	<b>\$633,893</b>	<b>\$592,565</b>	<b>\$643,142</b>

CAPITAL EXPENSES REPORT INCOME:	BUDGET 2018 - 2019	ACTUAL 2018 - 2019	BUDGET 2019 - 2020	BUDGET REQUEST 2020- 2021
OPERATIONAL BUDGET INCOME	\$100,429	\$100,429	\$114,539	\$83,216
GRANTS			\$110,000	\$0
RESERVE FUNDS				\$15,000
LOAN			\$330,000	\$87,300
<b>TOTAL INCOME</b>	<b>\$100,429</b>	<b>\$100,429</b>	<b>\$554,539</b>	<b>\$185,516</b>
<b>EXPENSES:</b>				
TRUCK LOAN PAYMENT	\$56,461	\$56,911	\$56,206	\$69,883
BUNKER GEAR LOAN PAYMENTS	\$14,000	\$13,333	\$13,333	\$13,333
NEW APPARATUS PURCHASES	\$0	\$0	\$375,000	\$0
BUNKER GEAR PURCHASES	\$0	\$0	\$0	\$42,300
NEW EQUIPMENT PURCHASES		\$49,656		
EXTRICATION TOOL REPLACEMENT			\$115,500	\$60,000
<b>TOTAL EXPENSES:</b>	<b>\$100,461</b>	<b>\$119,900</b>	<b>\$560,039</b>	<b>\$185,516</b>

Reserve Account Statement	Ending Balance As of 6/30/2018	Transactions	Ending Balance As of 6/30/2019
CAPITAL FUND			
CAPITAL FUND	\$185,039	\$63,200	\$248,239
PAYROLL RESERVES			
PAID ON CALL PAYROLL RESERVE	\$41,886	\$0	\$41,886
FULL TIME SALARY RESERVE	\$119,451	-\$40,000	\$79,451
MISCELLANEOUS RESERVES			
NEW EQUIPMENT RESERVE	\$11,114	\$0	\$11,114
PRIVATE DONATIONS	\$12,696	\$2,476	\$15,172
MEMORIAL PARK	\$1,227	\$0	\$1,227
TRAINING CENTER	\$3,975	\$0	\$3,975
FIREFIGHTER PERSONAL SAFETY (PHYSICALS)	\$2,794	-\$2,794	\$0
FUTURE STATION	\$0	\$31,100	\$31,100

Rivers Land Account Statement INCOME:	Actual 2016-2017	Actual 2017-2018	Actual 2018-2019
STARTING CASH BALANCE	\$35,884	\$45,022	\$58,188
RIVERS HOUSE RENTAL	\$14,340	\$14,340	\$14,340
GRAVEL PIT			
MISCELLANEOUS	\$22	\$16,845	\$30
<b>TOTAL INCOME</b>	<b>\$50,246</b>	<b>\$76,207</b>	<b>\$72,558</b>
<b>EXPENSES:</b>			
HOUSE REPAIRS	\$277	\$135	\$450
PIT CLOSURE BOND	\$1,950	\$0	\$1,950
LEGAL	\$3,220	\$15,128	\$0
PROPERTY TAXES		\$2,628	\$8,915
MISCELLANEOUS	-\$223	\$128	\$1,117
NEW WELL			\$10,663
DUE TO OTHER FUNDS			\$35,357
<b>TOTAL EXPENSES</b>	<b>\$5,224</b>	<b>\$18,019</b>	<b>\$58,452</b>
<b>CASH BALANCE</b>	<b>\$45,022</b>	<b>\$58,188</b>	<b>\$14,106</b>
<b>LIABILITIES</b>			
SECURITY DEPOSIT	\$2,390	\$2,390	\$2,390
TAXES DUE	\$27,435	\$0	\$0
LEGAL EXPENSES DUE	\$14,880	\$0	\$0
OTHER DUE	\$297	\$35,357	\$0

**Underhill - Jericho Fire Dept. Inc**  
**Capital Plan**  
**January 2020**

FISCAL YEAR	HEAVY RESCUE/ LADDER	ENGINE	PUMPER/ TANKER	SQUAD	UTILITY	TIC	RADIO	SCBA	BUNKER GEAR	STATION/ BUILDING	EXTRICATION TOOLS	CAPITAL PAYMENTS	RESERVE FUND PAYMENT
2018-2019													
2019-2020			\$375,000									\$114,539	\$54,776
2020-2021									\$42,300		\$60,000	\$98,216	\$77,026
2021-2022					\$70,000							\$165,925	\$15,450
2022-2023	\$800,000					\$37,000						\$155,670	\$32,053
2023-2024									\$49,000	\$300,000		\$230,713	-\$36,420
2024-2025				\$92,000								\$247,013	-\$45,919
2025-2026		\$461,000					\$48,000					\$300,013	-\$91,881
2026-2027									\$56,800			\$319,229	-\$103,812
2027-2028												\$262,914	-\$39,958
2028-2029												\$262,914	-\$32,154
2029-2030									\$65,800			\$248,814	-\$9,978
2030-2031						\$40,000						\$244,014	\$3,181
2031-2032				\$125,000								\$275,114	-\$19,267
2032-2033								\$525,000	\$76,200			\$319,114	-\$54,312
2033-2034		\$567,000									\$150,000	\$255,390	\$18,680
2034-2035												\$285,403	-\$1,741
2035-2036							\$65,000		\$88,200			\$303,403	-\$9,812
2036-2037												\$277,003	\$26,863
2037-2038												\$253,003	\$61,499
2038-2039				\$150,000								\$303,003	\$22,506
2039-2040			\$650,000									\$300,003	\$36,899

# Town of Underhill

## Home Health & Hospice Request for Funding 2021

### Care Report for FY19

Home Health & Hospice (HHH) cared for 57 people in Underhill during our past fiscal year (July 2018-June 2019) with the following services:

HHH Service	VISITS	HOURS
Nursing	1,021	
Physical Therapy	251	
Speech Therapy	18	
Occupational Therapy	92	
Social Work, Social Service	83	
Licensed Nursing Assistant		332
Homemaker		0
Waiver Attendant		17
Personal Care Attendant		108
<b>Total</b>	<b>1,465</b>	<b>457</b>

COST OF PROVIDING CARE	AMOUNT
Total cost of HHH services	\$311,547
Amount reimbursed by Medicare, Medicaid, private insurance, contracts and patient fees	\$300,804
<b>Remaining Balance</b>	<b>\$10,742</b>

Home Health & Hospice request annual contributions from each town and city in our two-county service area. Your contribution is critical to supporting the **\$3.3 million** in charitable care that we provided this year.

Last year, the HHH cared for over **5,587** people of all ages, regardless of their ability to pay. Your contribution helps ensure Underhill residents can access innovative, high-value, compassionate care wherever they call home to keep them healthy, independent and active members of your community.

Our goal is to have each town and city help alleviate some of the debt Home Health & Hospice incurs. The town of Underhill pledged \$7,580 for FY20. Thank you.

### FY21 Request

**For fiscal year 2021, HHH is requesting a contribution of \$7,580.**



**THE VERMONT CENTER FOR INDEPENDENT LIVING**  
**TOWN OF UNDERHILL**  
**SUMMARY REPORT**

**Request Amount: \$200.00**

For the past 40 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'19 (10/2018-9/2019) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **250** individuals to help increase their independent living skills and **6** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **163** households with information on technical assistance and/or alternative funding for modifications; **122** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **86** individuals with information on assistive technology; **46** of these individuals received funding to obtain adaptive equipment. **499** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served **40** people and provided **31** peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors (PACs) and services are available to people with disabilities throughout Vermont. Our Montpelier office also houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings.

During FY'19, **2** residents of **Underhill** received services from the following program:

- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:  
**1-800-639-1522**, or, visit our web site at **[www.vcil.org](http://www.vcil.org)**.



**STATE OF VERMONT**  
HOUSE OF REPRESENTATIVES

Dear Underhill friends and members of the community,

I am honored to be one of your two State Representatives to the Vermont Legislature. I am now embarking on the second year of my second Biennium. My three years have been a wonderful experience as I adjusted to the day to day regimen and became more involved in the many issues facing Vermont and the challenges and opportunities they present to Vermonters and the residents of Jericho and Underhill. I was again appointed to the House Natural Resources Committee, as its Ranking Member, which covers water resources, land resources, land use, geology, fish and wildlife, habitat, air quality, environmental permitting, climate change, scenery, solid waste, and toxic substance management. I know that these were and continue to be areas of great interest in our district so I encourage citizens to contact me with your thoughts and opinions on pending legislation. I was also appointed to the Legislative Committee on Administrative Rules, in 2019, which oversees rulemaking by Vermont's Agencies.

Act 250, toxic chemical reforms, climate action, and healthy forests are likely to be on the Natural Resources committee agenda this year. The general assembly more broadly will be addressing the budget, educating our children and the changing demographics of Vermont, paid family leave, minimum wage, and protecting our environment.

Please continue to stay in touch with me about issues of concern to you. I look forward to seeing you and talking with you at Town Meeting. Rep. George Till and I also invite you to meet us at the Deborah Rawson Library on January 14<sup>th</sup>, February 13<sup>th</sup>, March 19<sup>th</sup>, April 14<sup>th</sup> and May 14<sup>th</sup> from 6:30-8:00pm. Feel free to contact me any time via email at [tsquirre@sover.net](mailto:tsquirre@sover.net) or [tsquirrell@leg.state.vt.us](mailto:tsquirrell@leg.state.vt.us) , call me at 899-2382 or write to me at PO Box 128, Underhill Center 05490.

Thank you for the opportunity to serve you.

*Trevor J Squirrell*

## **DISTRICT REPRESENTATIVE GEORGE TILL**

### **TOWN MEETING REPORT 2020**

I want to begin by again thanking the voters of Jericho and Underhill for electing me to represent you in the Vermont Legislature. I will continue to do my best to work for transparent government, responsive to the needs of Vermont. I will continue to work in a non-partisan manor with my only goal being what is best for Vermont. I will continue to think independently and not have my votes dictated by party leadership. I continue to refuse political contributions from businesses, organizations, unions or institutions which are designed to influence my opinions.

Active issues in the current session include Paid Family and Medical Leave, Minimum Wage, Climate Change and commercialization and regulation of cannabis.

Last year, after multiple sessions advocating for the change, we successfully passed a law increasing the legal age for smoking from 18 to 21. This has been successful in multiple states and cities in significantly reducing the initiation of tobacco usage. We know that if someone does not start smoking by the age of 21, they are highly unlikely to become addicted. We know that 90% of tobacco products used by younger teens are supplied by individuals between the age of 18 and 21. The long-term result will be a reduction in the \$348 million we spend in Vermont yearly on tobacco caused health problems.

At the same time, we face a new threat in vaping, which has shown dramatic increases in both High Schools and Middle Schools. We included vaping in our legal age increase to 21. We also, as has long been done for tobacco, outlawed internet sales of vaping products to anyone but Vermont licensed distributors.

Other accomplishments in the first year of the 2019-2020 session included identifying a long term source of funding for cleaning up Lake Champlain as required by the EPA, required lead testing in all schools and daycare facilities.

In the arena of Women's health, I will continue my push to pass H.29 which removes the sales tax on feminine hygiene products. I will press the Senate to act on H.83, which was passed by the House last year, and which outlaws Female Genital Mutilation as well as transporting a child out of state to have the despicable procedure performed. This has become more urgent as a Federal Court has struck down the Federal Statute prohibiting FGM, saying this should be regulated by individual states. At the time of this writing, Vermont is one of 15 states that do not outlaw the procedure.

The House passed a bill (H.57) to ensure that women's access to abortion continues to remain unconstrained by Vermont law with a strong vote of 106-37; the Senate approved H.57 by a vote of 24-6. The Vermont House approved Proposition 5, a Vermont constitutional amendment that protects personal reproductive autonomy, by a vote of 106-38. The bill and the constitutional amendment go hand-in-hand to guarantee Vermonters' access to reproductive liberty both in statute and in the constitution. The proposed constitutional amendment now awaits consideration

by the 2021-2022 legislature. If it passes both chambers again during that next biennium, this question about reproductive liberty (outlined in Proposition 5) will appear on the ballot in 2022 for decision by Vermont voters.

I plan to be at Town Meeting at 8:00am in Jericho and later in the morning in Underhill. I look forward to hearing your thoughts in a sit down prior to the start of the Jericho Town Meeting. I would be happy to hear from you by email at: Rep.GeorgeTill@gmail.com or by phone at 899-2984. My mailing address is: 74 Foothills Dr., Jericho 05465. If you would like to share your thoughts or need assistance navigating State Government please contact me. Along with Representative Trevor Squirrel, I will continue monthly constituent meetings for informal discussions at the Deborah Rawson Memorial Library, 8 River Rd, Jericho. The meetings are 6:30pm to 8pm. The dates are: Tuesday, Jan. 14, Thursday, Feb. 13, Thursday March 19, Tuesday, April 14 and Thursday, May 14. Meeting dates are also available on the Library website.

Thank you for the honor of serving as your Representative.

Sincerely,

George Till

**OFFICIAL WARNING  
MOUNT MANSFIELD UNIFIED UNION SCHOOL DISTRICT**

**February 27, 2020 & March 3, 2020**

The legal voters of the Mount Mansfield Unified Union School District comprising the voters of Bolton, Huntington, Jericho, Richmond, and Underhill, (all Grades PK-12) are hereby notified and warned to meet at the Mount Mansfield Union High School on **Thursday, February 27, 2020, at 6:00 p.m.** to transact any of the following business not involving Australian Ballot, the meeting is to be adjourned and reconvened in the respective polling places hereinafter named for each of the above-referenced town school districts on **Tuesday, March 3, 2020** at 7:00 a.m. (Huntington at 6:30 am) at which time the polls will open until 7:00 p.m. at which time the polls will close, to transact any business involving voting by Australian Ballot.

- Article 1: To elect the following officers:  
a Moderator for one year,  
a Clerk for one year,  
a Treasurer for one year.
- Article 2: To hear and act upon the written reports of the District Officers.
- Article 3: Shall the voters of the Mount Mansfield Unified Union School District authorize the school board under 16 V.S.A. 562 (9) to borrow money by issuance of bonds or notes not in excess of anticipated revenue for the school year?
- Article 4: This time serves as a public information hearing for public review of the 2020-21 proposed budget--for discussion purposes only.
- Article 5: To transact any other school business thought proper when met.

**March 3, 2020 -- Australian Ballot Question**

- Article 6: Shall the voters of the Mount Mansfield Unified Union School District approve the School Board to expend **\$50,126,558**, which is the amount the School Board has determined to be necessary for the 2020-21 fiscal year?

It is estimated that this proposed budget, if approved, will result in education spending of **\$16,219** per equalized pupil. This projected spending per equalized pupil is **2.54%** higher than spending for the current year.

Upon closing of the polls, the ballot boxes will be sealed, re-opened at Camels Hump Middle School in the Town of Richmond, the ballots commingled and publicly counted by representatives of the Boards of Civil Authority of the Towns of Bolton, Huntington, Jericho, Richmond, and Underhill under the supervision of the Clerk of the Mount Mansfield Unified Union School District.

The legal voters of Mount Mansfield Unified Union School District are further warned and notified that an informational meeting will be held at Camels Hump Middle School in the Town of Richmond on **February 20, 2020** commencing at 6:00 pm and Mt. Mansfield Union High School in the Town of Jericho on **February 27, 2020** commencing at 6:00 pm, for the purpose of explaining the 2020-21 proposed budget.

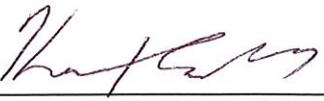
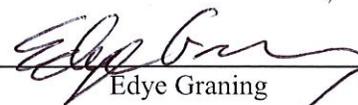
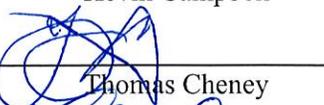
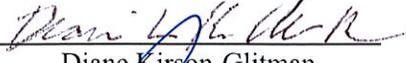
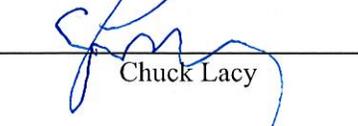
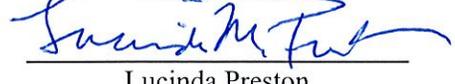
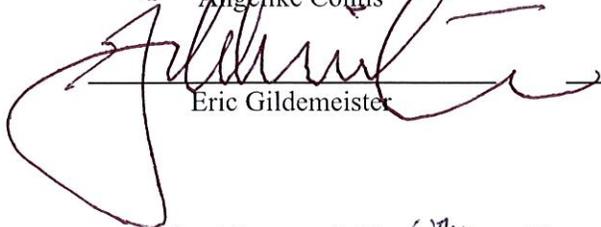
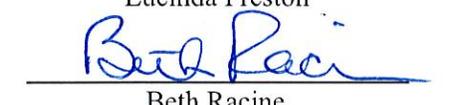
**Polling Places**

The voters residing in each member district will cast their ballots in the polling places designated for their town as follows:

Bolton	*	Smilie Memorial School	*	7 am - 7 pm
Huntington	*	Brewster-Pierce Memorial School	*	6:30 am - 7 pm
Jericho	*	Mt. Mansfield Union High School	*	7 am - 7 pm
Richmond	*	Camels Hump Middle School	*	7 am - 7 pm
Underhill	*	Browns River Middle School	*	7 am - 7 pm

Dated this 6th day of January, 2020.

**SCHOOL DIRECTORS**

 _____ Kevin Campbell	 _____ Edye Graning	 _____ Derek Miodownik
 _____ Thomas Cheney	 _____ Diane Kirson-Glitman	_____ John Noonan
 _____ Gail Conley	 _____ Chuck Lacy	 _____ Andrew Pond
 _____ Angelike Contis	_____ Michael Marks	 _____ Lucinda Preston
 _____ Eric Gildemeister	_____ Ethan Maurer	 _____ Beth Racine

Received for record this 6<sup>th</sup> day of January 2020, A.D.

  
\_\_\_\_\_, Clerk, Mount Mansfield Unified Union School District



## Mount Mansfield Unified Union School District

10 River Road Jericho, VT 05465

P:802-434-2128 F:802-899-4001

[mmuUSD.office@mmuUSD.org](mailto:mmuUSD.office@mmuUSD.org)

[www.mmuUSD.org](http://www.mmuUSD.org)

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January 13, 2020

### **Mount Mansfield Unified Union School District Annual Report**

The Mount Mansfield Unified Union School District (MMUUSD) Annual Report will be available February 13, 2020. The report will include a proposed 2020-21 school district budget, tax rate information and a review of operations, activities and assessment results for Mount Mansfield Unified Union's nine schools:

- Smilie Memorial School (PK-4)
- Brewster Pierce Memorial School (PK-4)
- Jericho Elementary School (K-4)
- Richmond Elementary School (PK-4)
- Underhill ID School (Preschool)
- Underhill Central School (K-4)
- Browns River Middle School (Grades 5-8)
- Camels Hump Middle School (Grades 5-8)
- Mt. Mansfield Union High School (Grades 9-12)

The Annual Report can be found at your local town office, public school, MMUUSD Central Office or online at <https://www.mmuUSD.org/>. Upon request, a printed copy will be mailed to you by calling 434-2128.

If you have questions, please contact the Central Office at 434-2128 or by email at [mmuUSD.office@mmuUSD.org](mailto:mmuUSD.office@mmuUSD.org).

FY19 Chittenden East Supervisory Union District, Huntington School District and Mt. Mansfield Modified Union School District Audits can be viewed by going to: <https://www.mmuUSD.org/>

**Mount Mansfield Unified Union School District**  
**Proposed Budget Summary**

Description	Restated FY20 Budget	Proposed FY21 Budget	\$ Change	% Change
<b><u>Expenditures</u></b>				
General Instructional Programs (PK-12)	\$20,115,249	\$20,595,576	\$480,327	2.39%
Special Education Programs (PK-12)	\$10,010,028	\$10,935,892	\$925,864	9.25%
Career & Technical Education	\$957,848	\$965,365	\$7,517	0.78%
Co-Curricular Activities	\$680,893	\$708,372	\$27,479	4.04%
Social Work, Guidance & Other Student Support Services	\$1,276,199	\$1,410,657	\$134,458	10.54%
Health Services	\$528,253	\$496,647	(\$31,606)	-5.98%
Curriculum Instruction & Professional Development	\$481,440	\$558,304	\$76,864	15.97%
Educational Media Services	\$1,799,680	\$1,863,121	\$63,441	3.53%
Board of Education, Legal & Negotiations	\$71,311	\$75,311	\$4,000	5.61%
Superintendent's Office	\$721,402	\$715,044	(\$6,358)	-0.88%
School Administration	\$1,498,756	\$1,569,482	\$70,726	4.72%
Administrative Support Services	\$1,142,396	\$1,154,209	\$11,813	1.03%
Fiscal & Treasurer Services	\$775,703	\$757,091	(\$18,612)	-2.40%
Operations & Maintenance of Plant	\$4,247,236	\$4,240,851	(\$6,385)	-0.15%
Transportation Services	\$2,329,091	\$2,602,961	\$273,870	11.76%
Capital Projects	\$525,000	\$325,000	(\$200,000)	-38.10%
Other Fiscal Services	\$282,000	\$282,000	\$0	0.00%
Debt Service	\$948,835	\$870,675	(\$78,160)	-8.24%
<b>Total Expenditures</b>	<b>\$48,391,320</b>	<b>\$50,126,558</b>	<b>\$1,735,238</b>	<b>3.59%</b>
<b><u>Estimated Revenue</u></b>				
Education Spending Revenue	\$39,480,533	\$40,530,497	\$1,049,964	2.66%
Career & Technical Education Transfer	\$479,516	\$503,491	\$23,975	5.00%
Small School Grant	\$42,632	\$42,632	\$0	0.00%
Driver's Education	\$10,000	\$10,000	\$0	0.00%
High School Completion	\$30,000	\$30,000	\$0	0.00%
Tuition Income	\$234,022	\$117,000	(\$117,022)	-50.00%
Interest Income	\$132,000	\$170,000	\$38,000	28.79%
Transportation State Revenue	\$940,000	\$940,000	\$0	0.00%
Special Education State Revenue	\$6,011,603	\$6,600,237	\$588,634	9.79%
Other Income	\$44,250	\$47,500	\$3,250	7.34%
Prior Year Surplus/(Deficit)	\$986,764	\$1,135,201	\$148,437	15.04%
<b>Total Revenue</b>	<b>\$48,391,320</b>	<b>\$50,126,558</b>	<b>\$1,735,238</b>	<b>3.59%</b>

## Mount Mansfield Unified Union School District Our Schools

### Smilie Memorial School

#### Barbara Tomasi-Gay, Principal

**Enrollment: Preschool = 20, K-4 = 73**



Smilie Memorial School provides a nurturing environment that allows all of our students rigorous individual educational attention and opportunities for collaboration with same aged and differing aged peers. We have a strong Preschool-Grade 4 student population. This year we welcomed a new grade 3 & 4 teacher, Mr. Kyle Dubois. In addition, we were happy to see the return of our former

Art teacher, Mrs. Kim Aucter. Our teachers have worked together to enhance their learning in all academic areas of reading, writing, math, social studies and science. The social curriculum remains strong and is taught daily.

We are excited to say that our Preschool Program, for students aged 3 and 4 years old, is an integral part of our school activities. Preschoolers have access to art, music, physical education and library instruction. Preschoolers also enjoy partnering with older students during our weekly Smilie Family Time. This year, we were able to create a beautiful new playground that was developed specifically for our Preschoolers. With the help of a grant, written with collaboration with our Preschool Coordinator, Kyle Hibbard, preschoolers are now enjoying a gorgeous Victorian playhouse.



Our Outdoor Education Initiative has taken off this year.

With the guidance of two architects, Adam Ginsburg and Patrick Hanley, who worked pro bono, our uncovered outdoor learning space has been created. Teachers take their students outside for many learning opportunities. We are excited for what the future holds for Smilie Memorial School and our community of families and students.



### Brewster-Pierce Memorial School

#### Sally Hayes, Principal

**Enrollment: Preschool = 28, K-4 = 105**

Brewster-Pierce Memorial School is a vibrant community of learners serving the children and families of Huntington. Our goal is to provide all students with learning experiences that enable them to practice new skills, deepen knowledge, build self-confidence and independence and develop a strong work ethic in order to become engaged members in their school and local community.

This year we continued to implement Reading and Writing Workshop as the foundation of literacy instruction. Teachers have focused on strategies that readers need to master in order to move along the literacy learning continuum. We are devoted to fostering a deeper understanding of the different

reading genres within literature and informational texts. Teachers are also integrating reading and writing skills across academic areas. For example, if the reading unit focuses on elements of an informational text and research, then students are learning to write informational pieces at the same time, integrating both reading and writing skills. As we continue on this journey over the next several years, we will need to increase the number of informational texts in classroom libraries, as well as update the current literature collection.



Outdoor Learning has become an embedded weekly practice and important learning structure

for every single child at Brewster-Pierce. This initiative continues to grow and get stronger each year due to the dedicated teaching staff. Each week, students in grades PreK-4 spend a portion of their day learning outside. The goal is for children to be able to transfer their knowledge and skills from indoor learning experiences to the new setting outdoors. Using science curriculum as the foundation of the weekly learning, we also focus on critical life skills gained from outdoor education.



## Jericho Elementary School

**Victoria Graf, Principal**

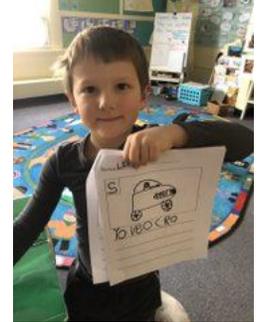
**Enrollment: K-4 = 321**



This has been an exciting year for learning at Jericho Elementary School. As part of our balanced literacy program, Jericho educators are implementing a new word study program that focuses on vocabulary, decoding and spelling. This program is being implemented in all grades which will allow for a common language across all grade levels. Implementation is being supported by our district literacy coach throughout this school year. We are also continuing to refine our mathematics instruction to ensure all students are succeeding. This year, teachers are meeting regularly with our mathematics coach in data teams to analyze student work and then plan for instruction. Every classroom has a daily intervention period when students can refine their skills. Jericho students are mastering math concepts throughout the school with this focused support.



JES continues to be committed to using Positive Behavioral Interventions and Supports (PBIS) as our school wide behavior program. Additionally this year, we are exploring Restorative Justice to use as part of our program to build community and to solve problems. We are working with other elementary schools in the district to learn about restorative practices and have developed an action plan to begin to implement these practices.



## Richmond Elementary School

**Jeremy Rector, Principal**

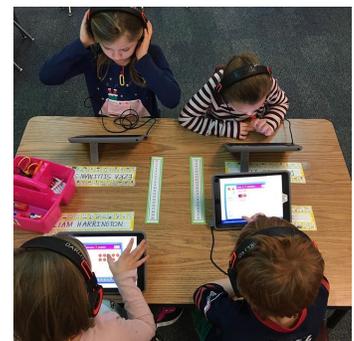
**Enrollment: Preschool = 65, K-4 = 224**

Richmond Elementary School is an inclusive community, interconnected by curious learners, inspiring educators, responsive families, and generous community partners. It has been a remarkable school year thus far, and there are many details to highlight regarding our growth and efforts as a school.



As a new leader at Richmond Elementary School this year, I'm inspired and humbled every day by the phenomenal community efforts that take place all around me. From organized events such as the book fair, Big Truck Day, and the Community Thanksgiving Dinner, to daily and weekly moments like morning meetings, whole-classroom celebrations of growth, and parent volunteers, to ongoing partnerships such as the Holiday Giving Program, Snow Motion, and collaborations with Community Bank; the connections are numerous. Thank you to our partners who understand that connecting school experiences to the larger community has an everlasting and positive affect on our learners.

In recent years, RES has been working to incorporate restorative practices into our school procedures and structures. This year, the MMUUSD has been awarded the amazing opportunity to be 1 of 10 districts in Vermont to receive ongoing, expert support to further implement, reflect, and improve on the progress of those practices. For anyone new to the concept of restorative practices (RP), the framework is intended to strengthen students' connections to educators and to other students, to contribute to a positive school climate, and to repair harm and restore relationships if transgressions occur. The RP philosophy directly aligns with our professional beliefs and goals at RES, and we are excited about this comprehensive opportunity to grow.



## Underhill Central School

**Jennifer Cote, Principal**

**Enrollment: K-4 = 138**



Underhill Central School is full of positive energy and rich and engaging educational experiences. Students are thriving here. Our teachers regularly examine student progress and determine next steps for instruction in all content areas through professional learning opportunities and data teams.

Kindergarten through second grade teachers have begun to implement a new word study program based on best practices in teaching phonics and spelling with full implementation in kindergarten through fourth grade in the fall of 2020. In third and fourth grade, students mentor kindergarten reading buddies which provides an opportunity for leadership while helping our younger students to practice reading and connect with an older peer. Chris Baron, UCS Librarian, completely revamped the library this year. He took multiple weeks sifting through literature and curated a beautiful and diverse collection of books for students and staff to enjoy.



Staff at UCS are working with Rebecca Halsam from Seed the Way. Rebecca supports us in creating an equitable, just, and sustainable school community through participatory training workshops, curricular re-design, facilitated discussions, and collaborative visioning and planning. This professional learning will complement our participation in the Restorative Justice Grant. The grant was awarded to all elementary schools in the Mount Mansfield Unified Union School District. We have a district team that will take part in the year long training and develop an implementation plan for our schools. Restorative Practice is an approach that takes the time to build a community and culture of connectedness, belonging, empathy and

care. Through effective communication, trust and problem solving, members are able to productively address conflict while strengthening the community.

## Browns River Middle School

**Kevin Hamilton, Principal**

**Enrollment: Grades 5-8 = 371**

**Elaine Archambault, Assistant Principal**

In 2019, the staff and administration of Browns River Middle School continued to look for innovative ways to engage our students through both academics and co-curricular activities.

This year our staff professional development is focused on Readers and Writers Workshop in English Language Arts, Next Generations Science Standards, embedding C3 Standards into the social studies curriculum, and math teachers focused on differentiated small group instruction to allow all learners to meet mathematical benchmarks. This work is supported by the district curriculum coaches throughout the school year.

Personalized Learning Plans (PLP) focuses on student learning styles and core beliefs in 7th grade and career exploration in 8th grade. Additionally, both grades are working on creating SMART goals in the areas of academics, community service and co-curricular activities.

Beyond the academic day, Browns River Middle School is able to provide a wide variety of activities that enrich our students' learning experiences.

BRMS co-curricular provided opportunities in the area of fine arts, drama, chorus, instrumental music,

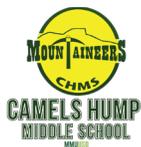
athletics, student government, health/wellness, STEM, and a variety of clubs that are created on student interest. BRMS students have a high participation rate in these activities with close to 100% of our students participating in at least one activity through the school year. These opportunities have been essential in helping to create a healthy and inclusive culture at BRMS.



## Camels Hump Middle School

**Mark Carbone, Principal**

**Wilhelmina Picard, Assistant Principal**



During the 2018-2019 academic year, Camels Hump Middle School continues to focus on inquiry-based instruction. Our science teachers continued partnering with a wide range of community groups: Vermont Amphibians/Reptile Atlas, Vernal Pool Association, Trout in the Classroom, Monitor Barn, Willis Land Trust, and the Richmond Conservation Commission to provide students with place-based learning opportunities. Social Studies instructors engaged in developing inquiry based social studies units following the C3

framework and continue to be actively immersed in this work. CHMS literacy teachers are building upon and refining the instructional pedagogy associated with Readers and Writers Workshop focusing on student's reasoning and analytical skills. CHMS math teachers continue their work with our identified non-negotiable conceptual understandings across all grade levels and identifying instructional practices to ensure all learners acquire these fundamental skills. CHMS staff are using professional development time to work on our Sustainability and Equity initiatives.



Student interest and participation continues to grow across all of our co-curricular activities and we continue to add new offerings. The after-school activities range from ice skating to engineering club and students are interested in new and exciting options. The music program continues to see strong participation with over sixty percent of our student population participating.

## Mt. Mansfield Union High School

**Michael Weston, Principal**

**Krystina Fernandez, Assistant Principal**



On June 15, 2019 the 52nd class graduated from Mt. Mansfield Union High School. It consisted of two hundred and two students, roughly 70% of these students continued their studies in a 2 or 4 year institution. For most of the members of the class of 2019 the journey began in September of 2006 in a Kindergarten class within MMUUSD. This class graduated equipped to be an Effective Engaged Citizen due to their diligence and perseverance and also because of the commitment and professionalism of the teachers and staff of MMUUSD. We, the students, teachers, staff of MMUHS,

realize that this was possible because of the support provided to our schools by the community and we owe a large debt of gratitude to the MMUUSD community.



Mt. Mansfield Union High School continues to be nationally recognized as one of the top high schools in Vermont and in our nation. This past year we focused on implementing the mandates contained in Act 77, specifically personalization and proficiency based graduation requirements. These mandates have pushed us to adjust our curriculum, instruction, and assessment practices as well as the structures of our PLP program. These changes have allowed us to increase student engagement and to refine our classroom practices to meet students where they are. Our Advisory Program continues to be the backbone of MMU. The relationships built in Advisory between students and between students and staff members help us create a unique and productive culture. This culture allows an environment to exist that allows students to take risks in and out of the classroom that are required for learning.

**David Marlow, Activities Director**

**Enrollment: Grades 9-12 = 800**



# Notes

# Notes

## VOTER QUALIFICATIONS AND REGISTRATION

### ELIGIBILITY OF VOTERS

Any person who, on election day:

1. Is a citizen of the United States;
2. Is a resident of the State of Vermont;
3. Has taken the Voter's Oath and;
4. Will be eighteen years of age or older on or before the day of the election

### REGISTERING TO VOTE

Registering to vote has become easier, more streamlined and provides voters with greater access to voter specific information.

By using the My Voter Page, a registered voter can:

- Check registration status;
- View information on upcoming elections;
- Access voter specific elections information, including directions to a polling place and polling hours;
- View a sample ballot;
- Request and track an absentee ballot;
- and much more.

Registered Voters can log in at: <http://mvp.sec.state.vt.us>

Online registration can be found at: <http://olvr.sec.state.vt.us>

