



Montpelier Senior Activity Center

City of Montpelier, Vermont Annual Report

A review of fiscal year 2011-2012 including proposed budgets and articles to be voted on at Montpelier City Meeting March 5, 2013.

ABOUT THE COVER

Montpelier Senior Activity Center

The Montpelier Senior Activity Center is located in a newly renovated, ADA-accessible, energy-efficient, bright facility at 58 Barre Street in Montpelier. Anyone 50 years of age or over is welcome to join and participate in its programs, activities and services that promote healthy aging and lifelong learning.

Class fees are very modest and financial aid is available. 40 regular weekly classes include strength training, dance, yoga and tai chi; three different foreign languages, writing and poetry; film series, painting, rughooking, clay and other arts; iPhone and Facebook. Friends old and new gather for billiards, mah jongg, bridge and cribbage. A six-station computer lab, wi-fi, Wii, printing, photocopying, and book and periodical donations library are free to members. Coffee, tea and congregate meals are available, and a new commercial kitchen and garden project will expand nutritional options in the coming year.

Off-site, members have greatly discounted access to swimming, tennis, gym and bowling. Regular and diverse day trips are planned around New England with the aid of the Center's 12-passenger van. The Center hosts health clinics, foot and massage clinics, and a variety of clinics with representatives from community partners such as Council on Aging, REACH time bank, Homeshare Now. A new Resource Room provides a library of information about senior services and options. A full-time Americorps member assists Central Vermont seniors in maintaining independence through direct services and volunteer recruitment. Over 100 MSAC volunteers serve over 4000 hours per year to support the operations and programming.

Currently, over 550 Montpelier senior residents participate regularly at MSAC as members. Montpelier members have reduced dues and fees and can register for classes earlier than members from other towns.

For more information, email msac@montpelier-vt.org, call 223-2518 or go to www.montpelier-vt.org/msac.

Cover photo courtesy of Roger Crowley.



Senior Olympic Games, August 2012.



Floral Arranging Class, Summer 2012



MSAC Ukulele group

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City Meeting Warning

March 5, 2013

The legal voters of the City of Montpelier, in City Meeting in Montpelier, in the County of Washington and the State of Vermont, are hereby warned to meet in the City Hall Auditorium, in said Montpelier, on the first Tuesday in March, March 5, 2013, at seven o'clock in the forenoon, and there and then to cast their ballot for the election of officers, matters that by law must be determined by ballot, and other matters as directed by the Council. The polls will be opened at 7:00 A.M. and shall be closed and the voting machine sealed at 7:00 P.M.

ARTICLE 1. To elect one commissioner for the Green Mount Cemetery for a term of five years; one park commissioner for a term of five years; three school commissioners, each for a term of three years; one council member from each district, for a term of two years.

ARTICLE 2. Shall the voters appropriate the sum of \$7,145,818 for the payment of debts and current expenses of the City for carrying out any of the purposes of the Charter, plus payment of all state and county taxes and obligations imposed upon the City by law to finance the fiscal year July 1, 2013 to June 30, 2014? (Requested by the City Council)

ARTICLE 3. The total proposed budget of \$17,359,522 (local budget of \$16,986,916 plus grant budget of \$372,606, for a total school budget of \$17,359,522) is the amount determined by the school board to be necessary to support the school district's educational program. State law requires the vote on this budget to be divided because (i) the school district's spending per pupil last year was more than the statewide average and (ii) this year's proposed budget is greater than last year's budget adjusted for inflation. (Requested by the School Board)

Part A. Shall the voters of the school district authorize the school board to expend \$16,970,390, which is a portion of the amount the school board has determined to be necessary?

Part B. If Part A is approved by the voters, shall the voters of the school district also authorize the school board to expend \$389,132, which is the remainder of the amount the school board has determined to be necessary?

ARTICLE 4. Shall the voters appropriate the sum of \$575,230 for the support of the Recreation Department for the fiscal year July 1, 2013 to June 30, 2014? (Requested by the School Board)

ARTICLE 5. Shall the voters appropriate the sum of \$3,000 as compensation to the Mayor for services for the fiscal year July 1, 2013 to June 30, 2014? (Requested by the City Council)

ARTICLE 6. Shall the voters appropriate the sum of \$7,200 (\$1,200 each) as compensation to the Council Members for their services for the fiscal year July 1, 2013 to June 30, 2014? (Requested by the City Council)

ARTICLE 7. Shall the voters appropriate the sum of \$7,300 (Chair \$1,300; others \$1,000 each) as compensation to the School Commissioners for their services for the fiscal year July 1, 2013 to June 30, 2014? (Requested by the School Board)

ARTICLE 8. Shall the voters authorize the Board of School Commissioners to hold any audited fund balance as of June 30, 2013 in a reserve (restricted) fund to be expended under the control and direction of the Board of School Commissioners for the purpose of operating the school? (Requested by the School Board)

ARTICLE 9. Shall the voters authorize the City Council to borrow a sum not to exceed \$710,000 for street improvements including sidewalks, retaining walls, storm drains and culverts? If approved, bonds for these capital items would be issued for a term of 20 years. With a 20 year bond, approximately \$15,600 would be required for the first year interest payment and approximately \$53,900 for the second year principal and interest payment and future payments declining each year as the principal is repaid. (Requested by the City Council)

ARTICLE 10. Shall the voters authorize the City Council to borrow a sum not to exceed \$670,000 for sewer line improvements in and around River Street? If approved, bonds for these capital items would be issued for a term of 20 years. With a 20 year bond, approximately \$14,700 would be required for the first year interest payment and approximately \$50,900 for the second year principal and interest payment and future payments declining each year as the principal is repaid. The Town of Berlin will share in the cost of a 20 year bond as outlined in the Agreement on Sewage Treatment and Collection Between the City of Montpelier and the Town of Berlin. (Requested by the City Council)

ARTICLE 11. Shall the City of Montpelier make the following public school building improvements, namely, repairs, renovations, system replacements, and betterments to the Union Elementary School, Main Street Middle School, and Montpelier High School, and incur indebtedness not to exceed \$2,300,000 for such purpose, subject to reduction from available state and federal grants-in-aid? If approved, bonds would be issued for a term of twenty years, with first year interest payments of approximately \$54,795, and approximately \$179,892 of second year principal and interest payments, with declining principal and interest payments in subsequent years. (Requested by the School Board)

Notice required by 24 V.S.A. 1758(b)(3) - State funds may not be available at the time this project is otherwise eligible to receive state construction aid. The City is responsible for all costs incurred in connection with any borrowing done in anticipation of state school construction aid.

ARTICLE 12. Shall the City raise \$75,000 by levying a special assessment on properties within Montpelier's Designated Downtown not used entirely for residential purposes? The assessment shall be apportioned according to the listed value of such properties except that the assessment for any property also used for residential purposes shall be reduced by the proportion that heated residential floor space bears to heated floor space for such property. Funds raised by the assessment shall be administered by a Downtown

Improvement District Committee, appointed by the City Council, and will be used to improve the downtown streetscape and to market the downtown. (Requested by the City Council and Montpelier Alive)

ARTICLE 13. Shall the voters appropriate the sum of \$308,673 to be used by the Kellogg-Hubbard Library for the fiscal year July 1, 2013 to June 30, 2014? (This amount is in addition to the \$42,378 for the library bond payment included in the City General Fund Budget, ARTICLE 2) (By Petition)

ARTICLE 14. Shall the City of Montpelier appropriate the sum of \$40,000 towards the Montpelier Circulator year-round bus route within the City of Montpelier? This \$40,000 will match approximately \$120,000 from GMTA to fully fund the service for a third year of operation. (This amount is in addition to the \$29,371 for other GMTA services which is included in the City General fund Budget). (By Petition)

ARTICLE 15. Shall the registered voters of the City of Montpelier, appropriate an additional \$54,669.00 (cut by the City Council) into the Fire Department budget for the sole purpose of retaining the Full-Time Firefighter/EMT position in an effort to maintain the current safety and staffing levels? (By Petition)

ARTICLE 16. Shall the voters of the City of Montpelier instruct the City Council to enact the following resolution to protect citizen health and safety, water bodies and other natural resources, in relation to tar sands oil transport through Vermont?

WHEREAS, the oil industry appears to be planning to use an aging oil pipeline, built in 1950, to bring Canadian tar sands diluted bitumen through Vermont on its way to Portland, Maine for export; and

WHEREAS, the mining, drilling, and processing of tar sands requires a vast and destructive industrial operation that emits 3-5 times more carbon pollution per barrel than conventional U.S. crude oil, among many other problems; and

WHEREAS, pipelines carrying tar sands have a greater likelihood of leaks and spills because of the corrosive

properties of tar sands, and such spills are more costly and difficult to clean up than conventional oil spills, as demonstrated by a 2010 tar sands spill that contaminated the Kalamazoo River in Michigan.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City expresses its opposition to the transport of tar sands oil through Vermont, and its deep concern about the risks of such transport for public health and safety, property values, and our natural resources; and
2. That the City shall require every fuel vendor, as a precondition for doing business with City, to provide complete and current lists of the refinery sources of origin for all fuel the vendor sells, and thereby direct the City's purchases as much as possible toward vendors whose refinery sources do not use any material derived from tar sands; and
3. That the City encourage the State of Vermont and other northeast states to support policies phasing out

fuel purchases as quickly as possible from vendors whose refinery sources of origin use any form of tar sands, and support policies such as a Clean Fuels Standard to help keep such fuels out of the region's fuel supply; and

4. That the City call upon the Vermont State Legislature and the U.S. Congress to ensure thorough environmental impact reviews of any tar sands-related pipeline proposals, including the health and safety impacts of potential tar sands oil spills, along with clear guidelines for tracking the origins and chemical composition of pipeline contents and feedstocks; and
5. That the City transmit a copy of this resolution to all relevant state, federal and Canadian officials, and the CEOs of Portland Pipe Line Corporation, Montreal Pipe Line Limited, Imperial Oil, ExxonMobil, and Enbridge Inc.

(By Petition)



Photo courtesy of Jim Sheridan



Photo courtesy of Jim Sheridan

Message from the Mayor

Dear Friends,

It is an honor to serve as your mayor. In my first year in this position, I have been impressed with the level of civic participation of our residents and the positive spirit of our community. We are fortunate to live in a city with a vibrant downtown, safe neighborhoods, a good school system and an abundance of social and cultural opportunities.

I have also been impressed with the quality of our city staff, from the tireless devotion of City Manager Bill Fraser to the quiet dedication of countless staff in the public safety, public works and the other departments that serve our community.

There is great energy and optimism in Montpelier. There are many ideas afloat to harness the creativity and enthusiasm that exists here to create more events, enhance the appearance of our downtown, attract more entrepreneurs and promote the arts.

Municipal Budget

Our city auditor commented recently that our municipal controls are among the best he has seen. Our finances are sound.

Like many communities, however, our city faces significant fiscal challenges. Our median tax bills are the highest in the state and have been growing much faster than the rate of inflation, even as household incomes have fallen. At the same time, our roads and sidewalks are in desperate need of repair.

This year's municipal budget attempts to address these concerns. The budget provides for an increase equivalent to the change in the consumer price index, with all additional revenues dedicated to infrastructure investments.

The City needs to spend nearly \$1 million per year more than we have been spending to maintain our infrastructure. While this year's budget begins to rebuild our infrastructure and restrain costs, the reprioritization of city expenses will be a multi-year process.

Because the majority of municipal expenditures are personnel, it was necessary to reduce staffing in order to meet the City's fiscal challenges. The proposed budget would reduce 4.22 full-time city positions. These positions are in the agencies of Fire, Police, Public Works, Planning and Administration.

While it certainly is not preferable to make reductions in city staffing – and these changes will have some impact on City services – we have received assurances from our city manager and the heads of the Police, Fire, Planning and Public Works departments that they will not adversely affect the City's ability to meet basic public health and safety needs.

Community Projects

There are many projects underway that will improve the quality of life in our community. These include:

- **District Heat.** The City has awarded a contract for the construction of the distribution system for the new biomass heat project in downtown Montpelier. The City continues to sign up new customers. Construction on this project will begin this spring.
- **Carr Lot.** The City continues negotiations with property owners for the acquisition of parcels that will be used for a transit center, park, bike path and pedestrian bridge across the North Branch of the Winooski. This project will greatly improve the appearance of our community as visitors enter Montpelier.
- **Bike Path.** Final site plans have been approved from the Agency of Transportation for the extension of the bike path from Granite Street to the city's eastern limits. We are in the process of acquiring the necessary easements and obtaining site plan approval. Construction is expected to begin in spring 2014.

The City Council has established a goal for Montpelier to become a nationally-recognized bike- and pedestrian-friendly community. We held a bike summit in October that was attended by more than 60 residents. We have appointed a new bicycle advisory committee and are making plans for upgrades in our infrastructure to meet the council's goal.

The council has established several other goals which will form the basis for much of our work over the next year. You can see them at the city's web site, www.montpelier-vt.org.

Thank you for giving me the opportunity to serve as mayor of Montpelier. Please do not hesitate to contact me with any comments or concerns.

John Hollar, *Mayor*

Message from the City Manager:

It is an honor to present my 18th annual report to you, the citizens of Montpelier.

Some of the key city government activities of the year included:

The District Heat project, after some serious deliberation, received final approval by the City Council. A contractor has been selected and work will begin in the spring. The system is slated to be operational by October 1st.

The 58 Barre Street Senior Activity Center and Housing project is completed. This has renovated the old inefficient school/office building into a modern fuel efficient building housing a brand new Senior Activity Center and 6 units of Senior Housing on the upper floors. It is a wonderful downtown reclamation project which has re-energized the Senior Activity Center and added new taxable housing within the city.

The City's long standing management of Berlin Pond came to an end when the Vermont Supreme Court ruled that the City did not have jurisdiction over activities on the pond. This has resulted in a flurry of activity both recreational and political as officials in both Berlin and Montpelier seek to find a proper outcome to this issue.

The long running Carr Lot Transit Center and Downtown Revitalization Project has moved into property acquisition phase. The City is currently negotiating with four property owners for purchase of land to complete this project. After three years of seeking EPA approval for hazardous waste clean up and FEMA approval for floodway mapping, the project was cleared for approvals from its funding agencies – Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The next phases will be public review of site plans, final design, permitting and construction hopefully starting in the fall of 2013.

The City reached contractual agreements with the Fire Department employee union. In recognition of current economic times, the union agreed to a 0% cost of living adjustment for 2012-13.

The Planning Commission has continued working diligently to prepare an overhauled zoning ordinance which reflects the community goals articulated in the enVision Montpelier Master Plan.

An unusually mild winter allowed an early start for many city projects and, accompanied by increased funding, resulted in increased street and sidewalk work. Improvements to City Hall included a new powered door and significant roof and duct work which has greatly improved energy efficiency.

An 18 person citizen committee devoted many hours during the summer and fall months studying the City's budget and

making comparisons to other communities. The committee report proved useful to the City Council when reviewing department operations.

Goals and Priorities

The City Council adopted a series of priorities for the year on June 27, 2012. This statement guides decisions, staff work, policy recommendations and budget proposals throughout the year. The following is a summary of those goals and action steps. Significant progress was made on most items.

Goal 1: Balance and control municipal budgeting, taxes and services relative to current population and grand list tax base.

Steps: Assemble a citizen's group to compile municipal tax rate information from comparable municipalities. Develop longer term budget projections. Assure that all Matrix Report recommendations have been addressed. Set a Budget target, focus budget discussions on policy and services, not line items. Complete five year plan to implement debt and fund balance policy. Establish a rational process for funding outside agencies.

Goal 2: Maintain all city streets, bridges, sidewalks and other infrastructure (tennis courts, parks, rec paths, etc.) in (at minimum) fair or good condition as per appropriate rating indices.

Steps: Capital Improvements Committee to recommend a funding plan to improve streets and sidewalks to a reasonable level within five years. Develop comprehensive inventory of infrastructure needs and associated costs. Take steps to remove all dual utility poles in Montpelier.

Goal 3: Provide sufficient parking throughout the city for shoppers, visitors, businesses and housing.

Steps: Engage in a city-wide analysis of parking issues including review of existing information. Initiate discussions with State on parking issues especially regarding parking near State House. Review and balance alternatives between adding parking and reducing parking demand.

Goal 4: Provide comprehensive, accessible and useful information to constituent groups about the City government and the community.

Steps: Re-vamp city website to make it more user-friendly; provide clear and easy-to-find information for residents AND for potential residents and potential businesses. Expand use of social media to communicate city's message while continuing traditional communications methods. Provide adequate staff and volunteer support to maintain

communications efforts once they have started. Target appropriate information messages to specific audiences.

Goal 5: Promote and encourage a mix of single and multi family residential growth.

Steps: Create a hospitable environment for residential growth. Follow-through with recommendations of Barriers to Housing Committee. Consider public investment in infrastructure to generate housing. Review impact of sprinkler ordinance on housing.

Goal 6: Create an environment where businesses thrive throughout Montpelier.

Steps: Change narrative and present Montpelier as business friendly through brochures, communications and marketing. Maintain active role in Dickie Block redevelopment. Establish Economic Development and Business Recruitment/retention as municipal priorities. Maintain a viable and vibrant downtown. Consider financial incentives.

Goal 7: Become a nationally known bike and pedestrian friendly city.

Steps: Repair sections of bike path and bridge. Install additional bike racks downtown. Make completing the bike path a priority project. Convene a bike/pedestrian summit in conjunction with Parks Commission. Create and publish a prioritized list of other sidewalks in need of repair or replacement. Continue to work with Sidewalk Stewards to help monitor conditions.

Goal 8: Make significant progress on three major outstanding capital projects: District Heat, Transit Center and Montpelier/Berlin Bike Path.

Other: The Director of Finance shall present an auditors approved process to the Council indicating a revised process for the authorization of payment of bills and warrants. The Council shall appoint a Charter Review Commission. Its charge to analyze the contents of the Charter regarding anachronisms, items to be deleted, amended or added. The Commission shall report its findings no later than 11 December 2012. The Council will consider appropriate means of volunteer appreciation and recognition.

FY14 Budget:

Parameters:

The following guidelines were used in preparing this budget proposal:

Budget must reflect the City Council's adopted goals and priorities and enable those goals to be advanced.

Overall budget/property tax increase must be consistent with the cost of living (CPI) which was 2.2% as of October 31st.

Must incorporate increased funding for infrastructure and capital needs based on the "Steady State" plan developed by the Capital Improvements Committee.

Must deliver responsible levels of service to the residents of Montpelier.

Should continue FY13 funding levels for the Community Fund and Community Enhancements.

Should minimize impact on existing employees to the extent possible.

Resources utilized in budget deliberations were the Council's Goals document, the Council's Budget survey and workshop discussion, Council policies on debt service and fund balance, the City's Master Plan, the 2009 Citizen Survey, the 2011 Matrix report, the 2012 Citizens Budget Study Committee report and recommendations from the City's staff at all levels.

Budget Numbers:

FY14 Budget for all funds, including petitioned ballot items, is \$18,693,731. Compared to FY13, this is an increase of \$801,560 or 4.48%. However, \$390,069 of that increase is for the new District Heat Budget. Without District Heat, overall funds are up 2.28%.

FY14 General Fund budget totals \$11,007,106 which is an increase of \$231,053 (2.1%) from the comparable FY13 spending plan.

FY14 General Fund non-tax revenues total \$3,861,288 which is an increase of \$129,453 (3.5%) from FY13 non-tax revenues. Consistent with the Council's fund balance policy, no general fund balance is used to offset the budget and reduce taxes. The FY13 budget used \$74,500 in fund balance revenue creating a financial gap to close this year,

Revenues from the State of Vermont such as Payments in Lieu of Taxes, Highway Aid, Grand List Maintenance funding and the Justice Center basic grant have been assumed to remain at their present funding levels.

Grand List value is virtually flat (0.03% estimated increase). With the current grand list, \$83,150 represents one cent on the tax rate.

Property Tax Impact:

The net result of revenues and expenses is that \$7,145,818 in property tax revenues are required for the city portion of the budget. This is an increase of \$101,600 or 1.4% over FY13. \$166,300 increase is for the Capital Plan and is the precise amount recommended by the Capital Plan Committee. The

budget for overall city operations is reduced by \$64,700 from FY13.

Requires a 1.2 cent increase in the property tax rate. Including the Recreation budget, a 1.2 cent increase represents a 1.3% property tax rate increase. For the average residential property valued at \$223,000, 1.2 cents on the tax rate represents \$28.99 on the tax bill.

The Library, Circulator Bus and Firefighter petition ballot items combined represent an increase of \$69,167 (20.7%) over comparable ballot items in FY13. They represent a total of 0.8 cent tax increase.

The combined total of the municipal budgets and the ballot items results in a 2.0 cent (2.1%) tax increase or about \$45.71 on an average bill.

Infrastructure:

Two bonds are proposed. One bond is in the General Fund for \$710,000 to be used for sidewalks, retaining walls and storm drains & culverts. This bond is consistent with the recommendation of the Capital Improvements Committee. Debt service for this bond is already included in the General Fund budget.

The second bond is in the Sewer Fund and is for \$670,000 for repair to a failing sewer line on River Street. Based on our sewer contract, it is expected that approximately 66% of this bond cost will be paid by Berlin through their annual billings. Debt service for this bond is already included in the Sewer Fund budget.

Infrastructure bonds are planned to be part of a series with subsequent bonds of \$710,000 in FY17 and \$705,000 in FY20.

The Capital Projects, Equipment and Debt Service Program is funded at \$1,738,704. Of this \$558,974 is in annual funding, \$664,730 is in existing and proposed debt service and \$515,000 is for equipment. This is exactly according to the long term funding plan and represents an overall increase for these combined items of \$166,300.

The Capital/Equipment Plan anticipates additional increases of \$166,300 in each of the next four budget years – FY15 through FY18 – in order to bring funding levels to the projected steady state of maintenance and improvements.

Personnel:

Taking advantage of four anticipated retirements and two recent resignations, the budget reduces the city's workforce without appearing to require layoffs. Four full time positions and one part time position have been eliminated. One full time position has been converted to part time. Two small part time positions have been added.

Total number of Full Time Equivalent Employees (including Senior Center) is 107.56 This is a net decrease of 4.22 (3.8%) from the FY13 budget. We eliminated a full time firefighter/EMT, a full time police officer, a full time public works street employee, a full time administration position, a half time GIS position and reduced a full time zoning administrator position to half time. We have added a .4 clerical assistant at the senior center and a .25 caretaker in the parks. A .875 position in CJC was expanded to 1.0

Cost of living allowances and step increases are built into all employee wage and salary accounts consistent with collective bargaining agreements and personnel policies. For this budget that represents a 2.25% adjustment for Fire Union employees, 2.0% for Police Union employees and 2.2% (or CPI) for Public Works Union employees. A 2.0% adjustment for non-union employees is also included.

Includes the School Resource Officer in the City's budget with the School Department sharing 50% of the cost.

The budget retains funding for the Assistant City Manager position. This position will have three primary areas of responsibility directly related to Council goals and priorities. 1 – Communications, research and policy analysis. 2 – Project Management and overall management assistance. Oversight of the District Heat system. 3 – Community Services and Economic Development including supervision of the Planning & Development Department, Senior Center, Justice Center and Parks Department while coordinating with the Recreation and Cemetery Departments.

The budget continues the high deductible health insurance plan which was implemented two years ago. Given rising costs and new opportunities with both state and federal changes, this is an area which will be reviewed during 2013.

Operating:

No major changes or reductions in non-personnel operating costs are proposed. As with prior years, many lines have been trimmed to stay within fiscal guidelines. Heating costs for City Hall/Fire Station and the Police Station have been calculated based on the District Heat cost estimates.

The budget anticipates contracting and/or regionally sharing ambulance billing and collection rather than performing this function with city staff.

The Community Justice Center budget includes all funding for all programs with commensurate revenue offsets. There is no net property tax funding projected.

Other Funds:

The Water and Wastewater budgets have both been balanced. The Wastewater Fund is now in a small surplus position and the Water Fund is slowly but steadily reducing its deficit. The budget does not assume any changes in Water or Sewer rates nor Sewer or CSO benefit charges.

Tax funding for the Senior Center is increased by \$41,103 (35%) reflecting the realities of operating continuing and new programs to fulfill the Center's mission in a newly renovated facility. This money includes an additional 0.4 position, which enables the staff to adequately manage the operations, to serve the growing senior population of Montpelier, and to solicit additional funding from outside towns consistent with City policy and the Center's multi-year strategic plan being drafted this month.

The Parks budget includes \$15,000 for a caretaker to live in the city owned house in the park. The funds are to be paid for specific work functions. The budget also includes \$12,000 in rental revenue for the house. This house has been occupied for years by the Parks Director but he is moving to another residence.

The Parking fund is balanced contingent upon parking fee increases. Without some fee increases, the fund is out of balance by \$50,000. Parking fees have not been adjusted since 2004.

The District Heat Fund budget is included for the first time. Although the option of a third party operator is being pursued, the project and system is presently owned and operated by the city. The General Fund is realizing \$55,376 in revenue from District Heat, \$20,376 to pay the 2009 bond and \$35,000 for city costs associated with the system. The \$35,000 could, potentially, rise as high as \$75,000 or disappear altogether if redirected to an outside operator.

Community Services:

The Housing Trust Fund is funded at \$41,000, the same as FY13.

The Montpelier Community & Arts Fund is funded at \$118,175 which is the same amount of funding for outside agencies and the Arts Fund in FY13.

Community Enhancements including Montpelier Alive and various festivals, lighting and events are funded at \$29,500, the same as FY13.

Service Impacts:

This budget proposal addresses council goals by keeping the tax rate and spending in check while investing more funds in infrastructure. It directs resources to major

projects including bike paths, economic/business/housing development and communications. It also maintains funding for the general community atmosphere.

On the other hand, overall services will decline somewhat. Budget decisions have been made to minimize negative impacts but there may be some areas that are noticeable to the public.

Police: One less police officer will result in a lot less foot and bike patrol in the downtown. Some call responses will take longer and some may be processed differently. When officers are out due to injury, illness, vacancy or leave, there will be a reduced pool of available people to fill in. The department has, however, functioned successfully with this staffing level in the past so we expect it to work, just not as efficiently as it does presently.

Fire: The Fire Department has had stable staffing levels for many years so the loss of one firefighter/EMT will change their operating and scheduling systems. They will have more occasions during the week when they are operating with less people on duty. This may be noticeable during simultaneous calls for responses on one night per week.

Fire Administration: With the phasing out of the Fire Department administrative position, ambulance billing will be contracted out. Duties such as payroll and accounts payable will be shifted to existing department firefighting staff and the Finance Department. Phone answering will be automated and there will be no greeter during the week for walk-ins if the duty crew is on a call.

Planning and Zoning: The reduction to a half time zoning administrator means that applicants may have to wait longer to process zoning permits. Some of this work will be picked up by the Planning & Development Director with assistance from other department staff. The direct involvement of the Assistant City Manager with this department will help shift away some project and community development efforts to allow more focus on planning and zoning. The loss of the half time GIS mapping and E-911 addressing position will require that those functions be handled by the Planning Assistant. Web site technical work will be transferred to the Technology Division while web site content will be overseen by the Assistant City Manager.

Public Works: Although Public Works has the most employees in the city, they also perform the widest array of work. The Street Division is the only DPW division solely funded through the General Fund, therefore it has borne the most cuts to hold tax rates in line. The department has already struggled with current assignments, given the increase in capital funding they will be expected to work on even more projects. We may be providing funding for some significant improvements without

keeping up with funding to maintain them.

Other: In addition to reductions in service, both city staff and Matrix had identified previously existing capacity shortcomings in the areas of human resources management, facilities management and communications. Only communications is addressed differently in this budget

Ballot Items:

Articles 1-8 are the annual election and regular budget items.

Article 9 is for a bond for \$710,000 from the General Fund. This is proposed for the City to take advantage of low interest rates and begin to catch up on infrastructure and equipment funding. The amount of the bond falls within the City's debt affordability policy. Bond proceeds will be used for sidewalks, storm drains and retaining walls. All of these improvements are projected to last longer than the bond re-payment period. The Steady State Infrastructure Plan anticipates similar bonds in FY17 and FY20.

Article 10 is for a bond for \$670,000 from the Sewer Fund. This is proposed to repair and replace a failing sewer line along River Street. Complete failure of the line could result in environmental issues and an enforcement order to perform immediate repair.

Article 11 is for a bond for \$2,300,000 from the School Fund. This is proposed for energy, efficiency and safety improvements in all three school buildings.

Article 12 is a proposal to create a Downtown Improvement District where commercial properties within the designated zone would pay an additional tax increment with the funds raised going directly for promotions and improvements within that district. The article proposes that \$75,000 be raised through this manner. This proposal was recommended to the City Council by Montpelier Alive.

Article 13 is for \$308,673 for the Kellogg Hubbard Library. Three years ago, the City Council chose to place the full amount of the Library request on the ballot rather than splitting the request between the ballot and the budget. This decision was made because the Library is not a municipal department under the Council's oversight and therefore the Council has no influence on the budget request. This article was by petition because the amount was increased from the prior year.

Article 14 is for \$40,000 for the Green Mountain Transit Agency Circulator Bus. This item was by petition and would continue the circulator bus service within the community.

Article 15 is for \$56,669 to be added to the Fire Department budget. This item was by petition.

Article 16 is for a non-binding resolution concerning tar sands oil transport in Vermont. This item was by petition.

Conclusion:

Given systematic increases such as wages and benefit costs, operating costs and other factors, the challenge of meeting this budget's financial targets resulted in the need to reduce about \$450,000 or 4% from the FY13 base budget. This resulted in decisions which will change the way some services are delivered.

It is my professional opinion, though, that this budget directly reflects the goals, funding priorities and financial limits articulated by the City Council.

The tax rate is within CPI.

Funding for infrastructure is increased.

Use of fund balance was eliminated.

Proposed bonds are within debt policy limits over the long term.

The capacity to advance projects including bike projects, economic/housing development, consolidation of community services and communications are all addressed.

Impact to services is perceptible but not debilitating.

All community funding remains at FY13 levels.

It's my professional opinion that this property tax proposal can only be significantly reduced by re-visiting policy choices in direct services or programs, the capital/equipment plan, more use of fund balance, or pursuing alternate revenue sources. I remain concerned that with continual budget tightening the city government will not be able to meet the current expectations of high services by the public and policy making boards.

This budget is always a team effort from start to finish. The City's department heads worked diligently to meet our budget challenges. I would like to particularly recognize the efforts of Finance Director Sandy Gallup. I thank the City Council for carefully reviewing the budget and providing clear policy and priority guidelines early in the process.

Appreciation:

Thanks are due to the dedicated individuals who deliver local government services to Montpelier residents 24 hours per day, seven days per week, 365 days per year. City employees work under difficult circumstances and dangerous situations so that residents may have clean water, effective sewage disposal, safe and clear roads, quick and effective fire and ambulance response, responsive and preventive police work, comprehensive planning and review of local development, wonderful parks/facilities and proper administration of citizen's needs. They are highly trained and certified in

specialized fields. The 2009 Citizen Survey showed that residents have very positive impressions of city employees. I am proud of all of Montpelier's staff and know that they are hard working, dedicated and incredibly capable.

Montpelier is fortunate to have a strong team of department heads. These individuals' experience, education, talent and dedication keep our operations among the very best in the state. Parks Director Geoff Beyer, Community Justice Center Director Yvonne Byrd, Senior Activity Center Director Janna Clar, Police Chief Anthony Facos, Finance Director Sandra Gallup, Fire Chief Robert Gowans, Planning & Development Director Gwendolyn Hallsmith, Cemetery Superintendent Patrick Healy, Public Works Director Todd Law, City Clerk John Odum and Assessor Steve Twombly work as a highly efficient team while also managing their respective areas of responsibility.

As it is with every year, some city employees choose to retire or move on to other endeavors. We are grateful for their service and contributions to the community. We wish them the very best in the next steps along their life's path. Those who left city employment in 2012 include Firefighter/EMT William Clifford, Clerk's Assistant Joan Clack, DPW Street Division Employees John Fisk and James Lee (after 27 years of service to the City), Zoning Administrator Clancy DeSmet, Building Inspector Glenn Moore (after 31 years of service to the City) and GIS/Web Administrator Eric Scharnberg.

I'd like to call specific attention to former Assistant City Manager Beverlee Pembroke Hill who has settled into a part-time position as Delinquent Tax Collector and Finance Department assistant. Bev was often seen out in the community, at the legislature and in the middle of any number of meetings. The City has benefited enormously from her dedicated service and enthusiastic attitude. She remains a friendly face at City Hall but in a whole different role.

2012 was also the year in which we reorganized the work of the City Clerk and Treasurer. For many years this had been combined into a single elected position. This past year the community elected City Clerk John Odum to the new Clerk's office while the Council appointed Charlotte Hoyt to continue as Treasurer on a part-time basis.

During 2012 we welcomed Wastewater Plant Operator Christopher Cox, Police Officer Kathryn Purcell White, Community Development Specialist Kevin Casey, DPW Engineering Tech Zachary Blodgett, DPW Street Division Employee Seth Naikus and Building Inspector Chris Lumbra.

We greatly appreciated the efforts of Americorps participants Scott Humphrey and Hannah Snyder. They both completed their Americorps service. We have welcomed new Americorps participants Drew DiVitis and Luke Rafferty.

Montpelier has benefitted greatly from having many experienced employees who have spent distinguished careers with the city. We are beginning to see retirements with more to come in the near future which will literally change the face of city government. I'd like to recognize and thank individuals with 25 or more years of experience with the City of Montpelier. These 20 people represent over 18% of our total workforce!

Charlotte Hoyt, Treasurer	40 years
Sandra Pitonyak, City Manager's Office	39 years
Sheila Pembroke, Fire Department	37 years
Douglas Hull, Public Works Department	36 years
Sharon Blatchford, Finance Department	34 years
Dean Utton, Public Works Department	34 years
Mark Moody, Police Department	33 years
George Richardson, Public Works Department	33 years
Jane Aldrighetti, Assessor/City Manager Office	33 years
Michael Papineau, Public Works Department	33 years
Robert Gowans, Fire/EMS Department	33 years
Cheryl Goslant, Police Department	32 years
Thomas McArdle, Public Works Department	30 years
Scott Powers, Public Works Department	28 years
Loretta Bresette, City Clerk/Treasurer Department	27 years
Michael Bilodeau, Public Works Department	27 years
Dana Huoppi, Fire Department	27 years
Nathan Cowens, Public Works Department	26 years
Beverlee Pembroke Hill, Tax Collector	25 years
Richard Cleveland, Police Department	25 years
Neil Martel, Police Department	25 years
Anthony Facos, Police Department	25 years
Mark Tillinghast, Fire Department	25 years

I thank the Mayor and City Council Members for their consistent support of the City staff and for the huge amount of time they commit to the community. Most people have no idea of the amount of time council members devote to what is often a thankless and stressful task.

In March, Mayor Mary Hooper stepped down after 8 years in the seat and Council Member Nancy Sherman also concluded her 12 years of service on the Council. In August, Council Member Sarah Jarvis resigned from the

seat she held for 5 ½ years due to moving from the district she represented. I thank all three of these dedicated people for the time, effort and passion which they gave to the city.

Mayor John Hollar was elected to his first term in March as was Council Member Thierry Guerlain. In August, Council Member Anne Watson was appointed to complete the balance of Sarah Jarvis' term. I offer congratulations and welcome to all three new city officials.

I also thank all the many citizen volunteers on our boards, commissions and committees for the long hours they give for the honorable purpose of serving their fellow residents. They face controversy, tough decisions, pressure and public criticism yet continue to offer their time, energy and expertise. Our democratic form of government relies on citizen participation for success and these individuals deserve the utmost in respect and appreciation for their dedication. I encourage more citizens to run for office, apply for appointments and volunteer for committees.

For eighteen years I have had the privilege of working daily with Sandy Pitonyak and Jane Aldrighetti in the City Manager's office. Each year I try to think of a new way to sing their praises and acknowledge their professionalism and abilities. While I may run out of words, I do not run out of appreciation for each of them.

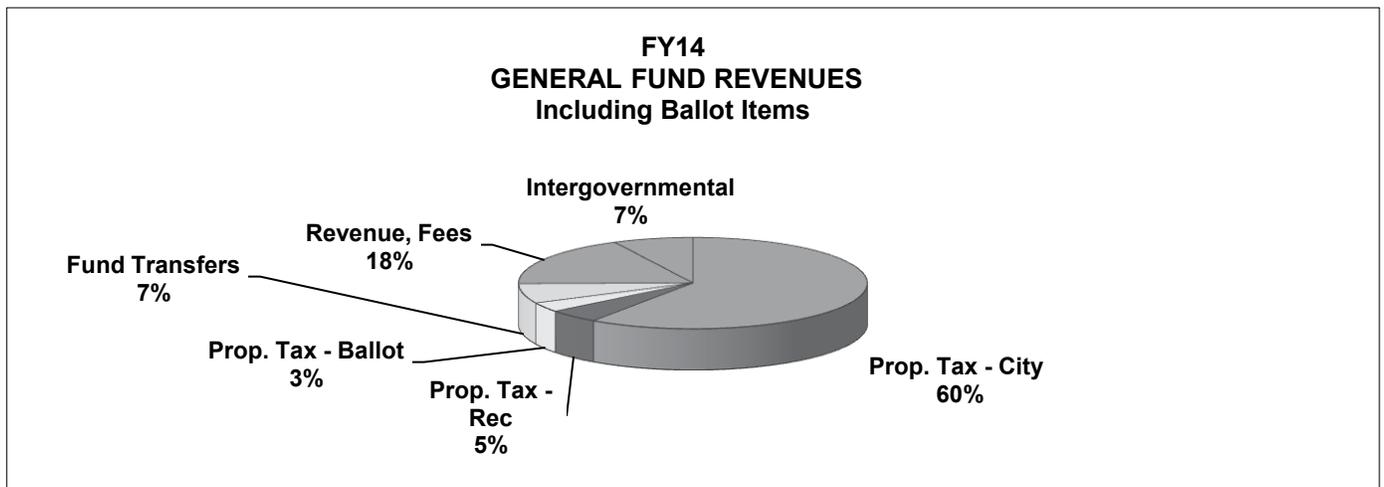
The biggest benefit to being City Manager is the great fortune of being a resident of this wonderful city. I've been honored to raise four children in the community, watch them journey through our fine schools and grow into wonderful young people. I thank Olivia, Patrick, Claire and Angus for their own many contributions to our community and for managing to remain unfazed by their dad's public job. My final thanks are for my wife, Anne, who always provides good advice, gracefully handles comments and questions from people about city government and is my biggest supporter. She is truly my partner in all senses of the word.

Respectfully submitted,

William J. Fraser, *City Manager*

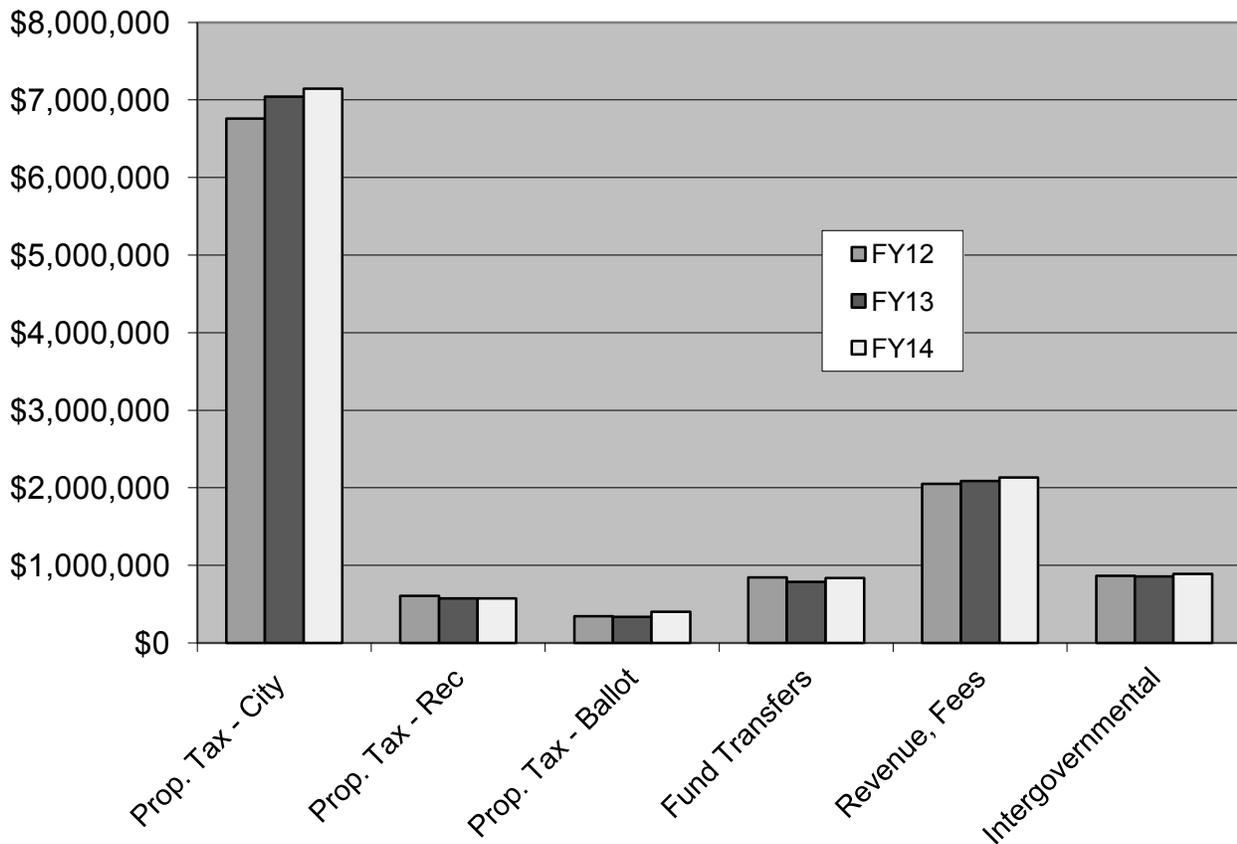
BUDGET COMPARISON - General Fund Revenue

Item	FY12	FY13	FY14	\$ Change	% Change
<i>Property Taxes - City Budget</i>	\$6,759,569	\$7,044,218	\$7,145,818	\$101,600	1.4%
<i>Property Taxes - Recreation</i>	\$605,230	\$575,230	\$575,230	\$0	0.0%
<i>Property Taxes - Ballot Items</i>	\$343,975	\$333,975	\$403,142	\$69,167	20.7%
<i>Property Taxes - Total</i>	\$7,708,774	\$7,953,423	\$8,124,190	\$170,767	2.1%
<i>Other Tax Related Income</i>	\$862,716	\$914,912	\$892,695	-\$22,217	-2.4%
<i>Permits & Licenses</i>	\$86,700	\$82,600	\$82,600	\$0	0.0%
<i>Intergovernmental</i>	\$863,815	\$858,615	\$889,384	\$30,769	3.6%
<i>Fees & Charges for Service</i>	\$574,661	\$620,307	\$659,193	\$38,886	6.3%
<i>Rents & Commissions</i>	\$28,100	\$600	\$600	\$0	0.0%
<i>Fines & Forfeitures</i>	\$26,000	\$35,000	\$25,000	-\$10,000	-28.6%
<i>Equipment Revenues</i>	\$362,748	\$343,123	\$386,755	\$43,632	12.7%
<i>Interest Income</i>	\$58,000	\$38,230	\$36,000	-\$2,230	-5.8%
<i>Miscellaneous Revenue</i>	\$51,167	\$53,166	\$51,537	-\$1,629	-3.1%
<i>Fund Balance</i>	\$102,275	\$74,500	\$0	-\$74,500	0.0%
<i>Operating Transfers</i>	\$742,652	\$710,782	\$837,524	\$126,742	17.8%
<i>TOTAL - Non Tax Revenues</i>	\$3,758,834	\$3,731,835	\$3,861,288	\$129,453	3.5%
TOTAL REVENUES	\$11,467,608	\$11,685,258	\$11,985,478	\$300,220	2.6%



CATEGORIES	FY12	FY13	FY14	\$ Change	% Change
Prop. Tax - City	\$6,759,569	\$7,044,218	\$7,145,818	\$101,600	1.4%
Prop. Tax - Rec	\$605,230	\$575,230	\$575,230	\$0	0.0%
Prop. Tax - Ballot	\$343,975	\$333,975	\$403,142	\$69,167	20.7%
Fund Transfers	\$844,927	\$785,282	\$837,524	\$52,242	6.7%
Revenue, Fees	\$2,050,092	\$2,087,938	\$2,134,380	\$46,442	2.2%
Intergovernmental	\$863,815	\$858,615	\$889,384	\$30,769	3.6%
Total	\$11,467,608	\$11,685,258	\$11,985,478	\$300,220	2.6%
<i>Grand List</i>	<i>\$829,293,153</i>	<i>\$831,227,310</i>	<i>\$831,515,778</i>	<i>\$288,468</i>	<i>0.03%</i>
Total Property Tax Dollars	\$7,708,774	\$7,953,423	\$8,124,190	\$170,767	2.1%
Property Tax Rate	\$0.93	\$0.96	\$0.98	\$0.020	2.1%
Avg Municipal Tax Bill	\$2,072.92	\$2,133.73	\$2,178.79	\$45.06	2.1%

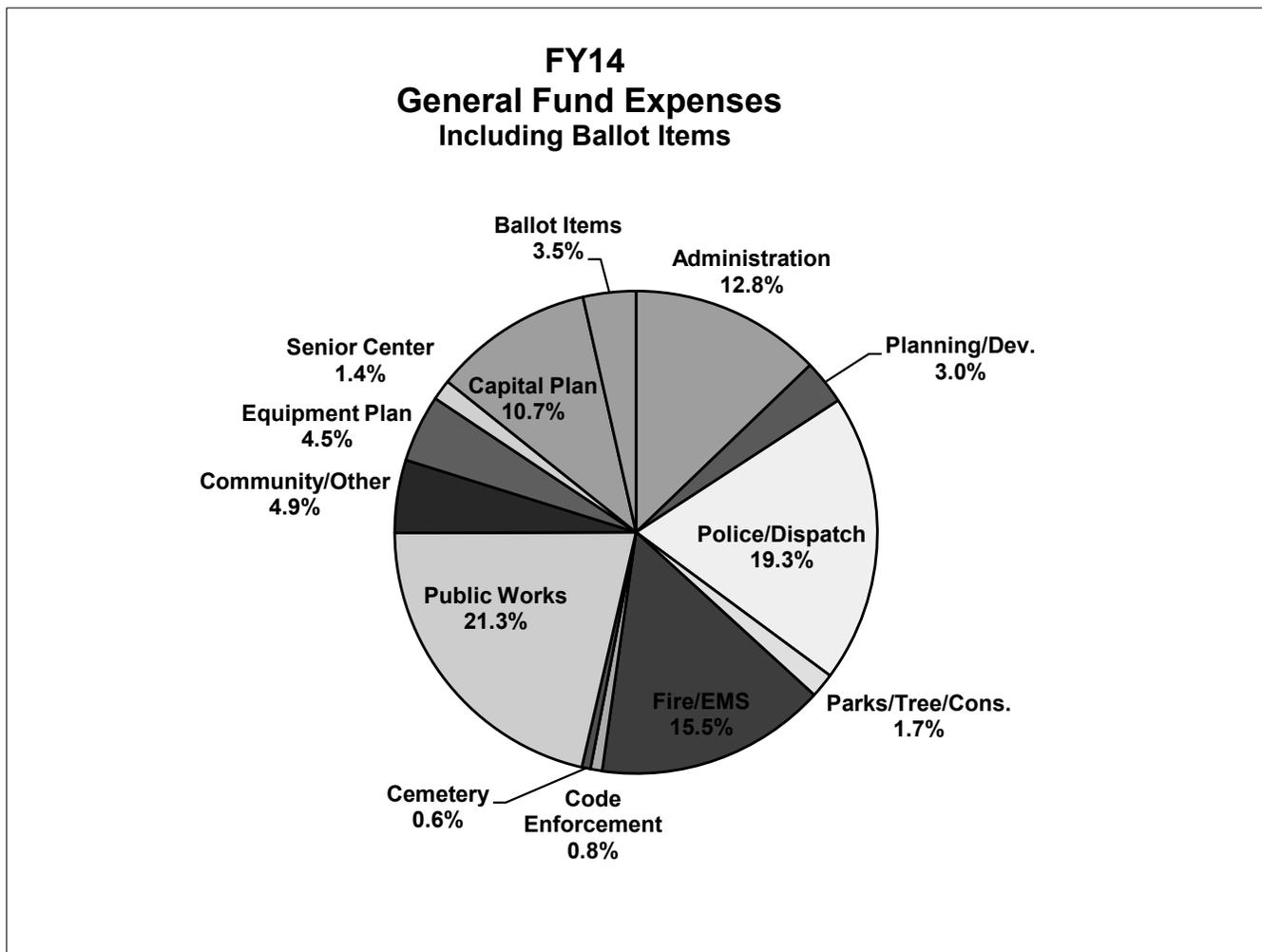
General Fund Revenue Comparison



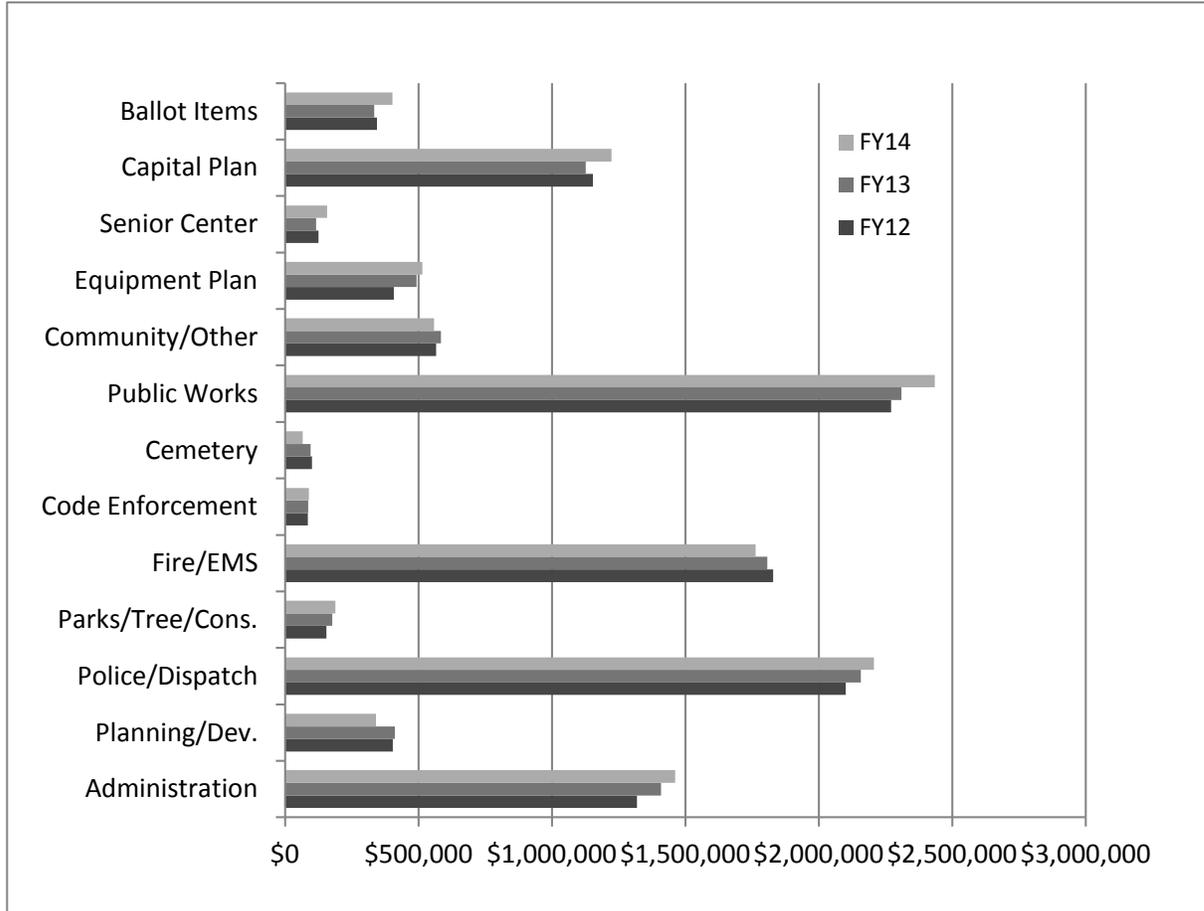
BUDGET COMPARISON - General Fund Expenditures

Item	FY12	FY13	FY14	\$ Change	% Change
City Council Operations	\$29,871	\$33,391	\$34,465	\$1,074	3.2%
City Manager's Office	\$316,704	\$333,791	\$385,322	\$51,531	15.4%
Clerk/Elections	\$233,135	\$187,252	\$186,917	-\$335	-0.2%
Finance/Treasurer	\$339,500	\$463,646	\$455,316	-\$8,330	-1.8%
Technology Services	\$209,884	\$221,278	\$225,054	\$3,776	1.7%
Property Assessment	\$190,286	\$170,051	\$175,240	\$5,189	3.1%
Planning & Development	\$403,420	\$411,982	\$340,279	-\$71,703	-17.4%
City Hall Maintenance	\$187,840	\$192,340	\$192,631	\$291	0.2%
Police - Operations	\$1,516,186	\$1,550,888	\$1,569,248	\$18,360	1.2%
Police - Communications	\$496,655	\$518,546	\$542,756	\$24,210	4.7%
Police- School Resource Off.	\$87,601	\$88,553	\$94,327	\$5,774	6.5%
Community Justice Center	\$230,895	\$239,065	\$248,849	\$9,784	4.1%
Fire & Emergency Services	\$1,769,384	\$1,735,869	\$1,688,973	-\$46,896	-2.7%
Code/Health Enforcement	\$85,043	\$87,287	\$89,483	\$2,196	2.5%
Emergency Management	\$6,969	\$14,929	\$14,929	\$0	0.0%
DPW - Streets	\$1,502,562	\$1,502,796	\$1,556,064	\$53,268	3.5%
DPW - Fleet Operations	\$519,892	\$546,859	\$578,401	\$31,542	5.8%
DPW - Building Operations	\$61,150	\$68,020	\$67,550	-\$470	-0.7%
Wrightsville Beach	\$4,007	\$4,007	\$4,007	\$0	0.0%
Community Fund	\$88,675	\$99,175	\$118,175	\$19,000	19.2%
Community Enhancements	\$48,800	\$48,800	\$29,500	-\$19,300	-39.5%
Tree Management & Board	\$32,692	\$36,446	\$37,794	\$1,348	3.7%
Conservation Commission	\$5,750	\$6,750	\$5,750	-\$1,000	-14.8%
Capital Plan Debt Service	\$658,976	\$631,138	\$664,730	\$33,592	5.3%
Capital Plan Annual Funding	\$494,524	\$495,369	\$558,974	\$63,605	12.8%
Other Governmental Services	\$115,971	\$115,837	\$121,214	\$5,377	4.6%
Equipment Plan	\$407,904	\$492,650	\$515,000	\$22,350	4.5%
Sprinkler Tax Credit	\$53,000	\$56,000	\$60,000	\$4,000	7.1%
Cemetery	\$101,687	\$95,605	\$65,868	-\$29,737	-31.1%
Parks	\$112,407	\$130,035	\$141,089	\$11,054	8.5%
Energy Improvements Lease	\$40,326	\$40,326	\$40,726	\$400	1.0%
Housing Trust Fund.	\$41,000	\$41,000	\$41,000	\$0	0.0%
Senior Center	\$125,707	\$116,372	\$157,475	\$41,103	35.3%
Sub TOTAL CITY BUDGET	\$10,518,403	\$10,776,053	\$11,007,106	\$231,053	2.1%
<i>Library Ballot Item</i>	\$293,975	\$293,975	\$308,473	\$14,498	4.9%
<i>Petitioned Ballot Items</i>	\$50,000	\$40,000	\$94,669	\$54,669	136.7%
Sub TOTAL BALLOT ITEMS	\$343,975	\$333,975	\$403,142	\$69,167	20.7%
TOTAL GENERAL FUND	\$10,862,378	\$11,110,028	\$11,410,248	\$300,220	2.7%

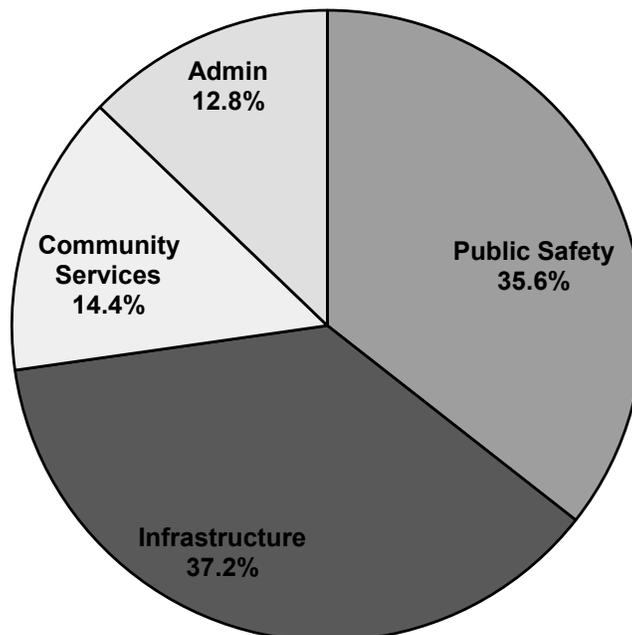
Category	FY12	FY13	FY14	\$ Change	% Change
Administration	\$1,319,380	\$1,409,409	\$1,462,314	\$52,905	3.8%
Planning/Dev.	\$403,420	\$411,982	\$340,279	-\$71,703	-17.4%
Police/Dispatch	\$2,100,442	\$2,157,987	\$2,206,331	\$48,344	2.2%
Parks/Tree/Cons.	\$154,856	\$177,238	\$188,640	\$11,402	6.4%
Fire/EMS	\$1,829,353	\$1,806,798	\$1,763,902	-\$42,896	-2.4%
Code Enforcement	\$85,043	\$87,287	\$89,483	\$2,196	2.5%
Cemetery	\$101,687	\$95,605	\$65,868	-\$29,737	-31.1%
Public Works	\$2,271,444	\$2,310,015	\$2,435,372	\$125,357	5.4%
Community/Other	\$565,667	\$584,203	\$558,738	-\$25,465	-4.4%
Equipment Plan	\$407,904	\$492,650	\$515,000	\$22,350	4.5%
Senior Center	\$125,707	\$116,372	\$157,475	\$41,103	35.3%
Capital Plan	\$1,153,500	\$1,126,507	\$1,223,704	\$97,197	8.6%
Ballot Items	\$343,975	\$333,975	\$403,142	\$69,167	20.7%
Totals	\$10,862,378	\$11,110,028	\$11,410,248	\$300,220	2.7%



GENERAL FUND COMPARISON BY DEPARTMENT FY 12, 13, 14

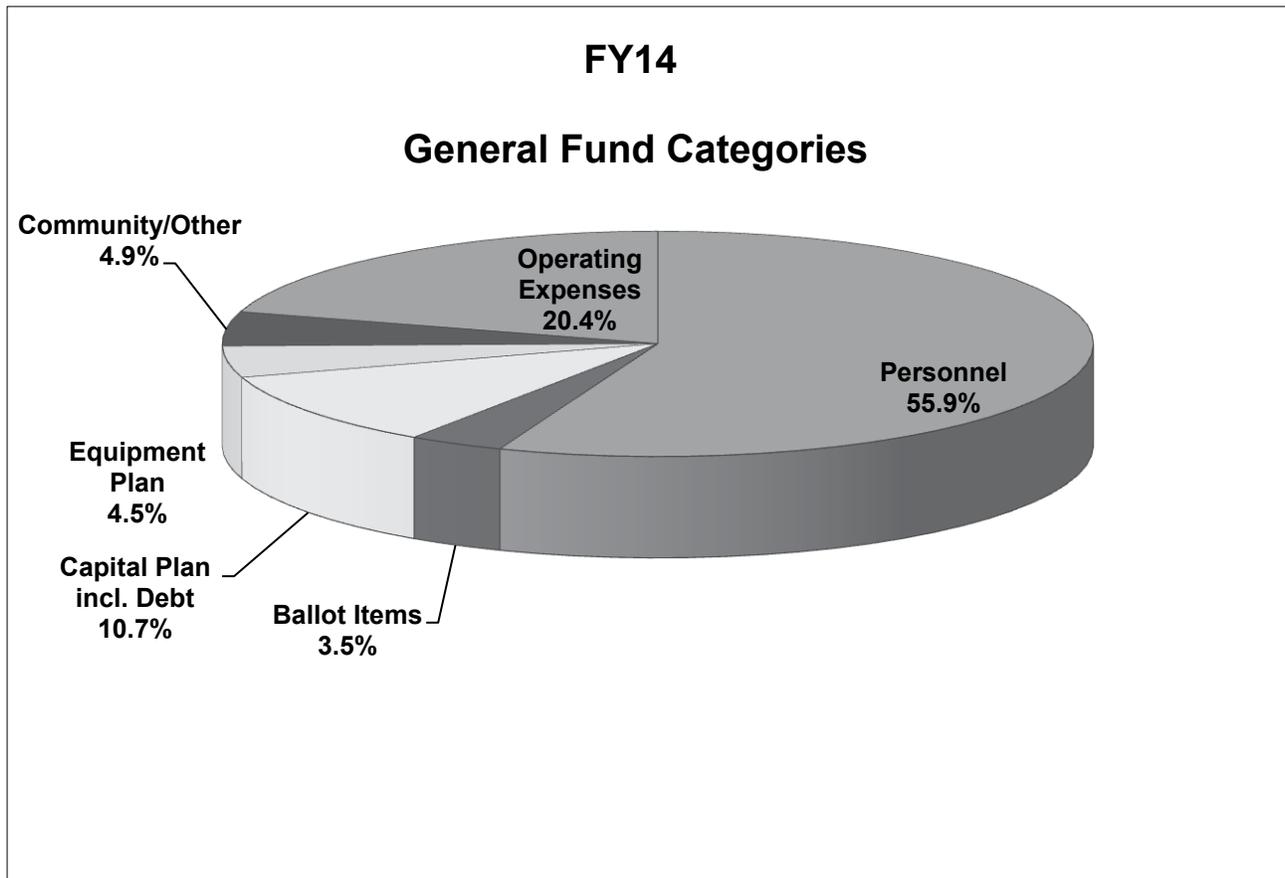


General Fund Expenses by Broad Category FY14

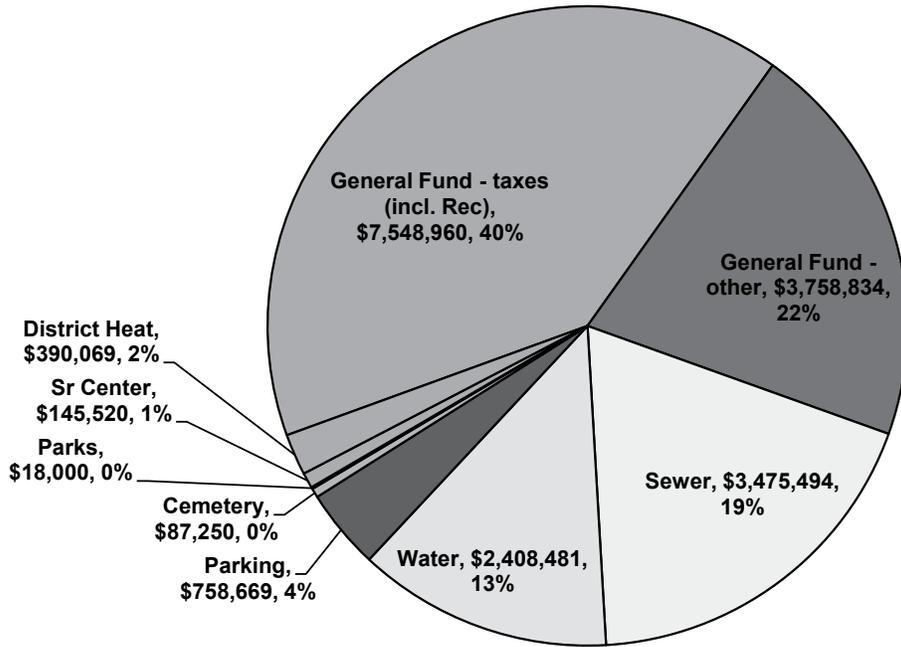


GENERAL FUND - Allocation by Category

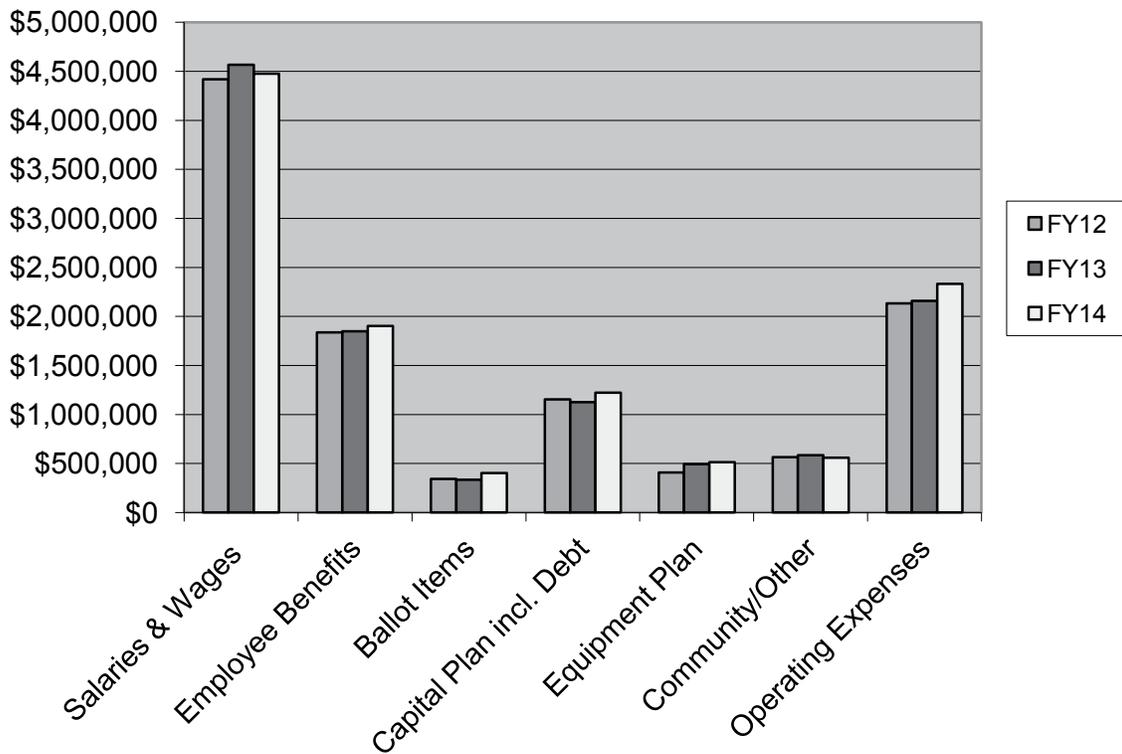
Category	FY12	FY13	FY14	\$ Change	% Change
<i>Salaries & Wages incl. OT</i>	\$4,420,024	\$4,566,240	\$4,474,475	-\$91,765	-2.0%
<i>Employee Benefits incl. FICA</i>	\$1,838,410	\$1,848,729	\$1,903,170	\$54,441	2.9%
Personnel	\$6,258,434	\$6,414,969	\$6,377,645	-\$37,324	-0.6%
Ballot Items	\$343,975	\$333,975	\$403,142	\$69,167	20.7%
Capital Plan incl. Debt	\$1,153,500	\$1,126,507	\$1,223,704	\$97,197	8.6%
Equipment Plan	\$407,904	\$492,650	\$515,000	\$22,350	4.5%
Community/Other	\$565,667	\$584,203	\$558,738	-\$25,465	-4.4%
Operating Expenses	\$2,132,898	\$2,157,724	\$2,332,019	\$174,295	8.1%
General Fund Budget	\$10,862,378	\$11,110,028	\$11,410,248	\$300,220	2.7%



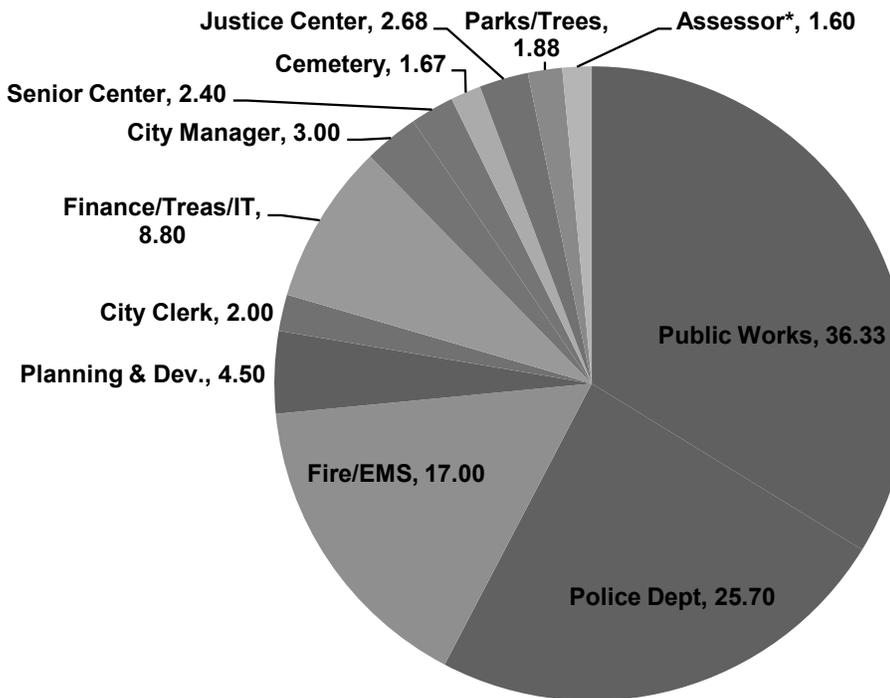
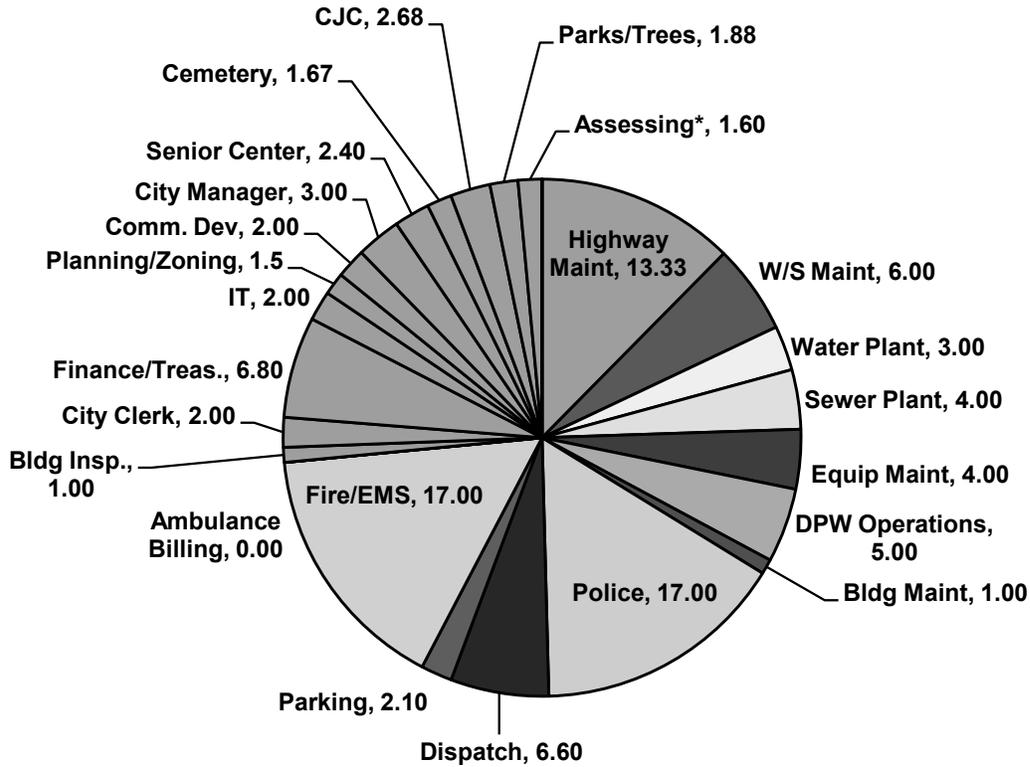
All Municipal Revenues \$18,693,731



Comparison of Budget Categories FY 12, 13, 14



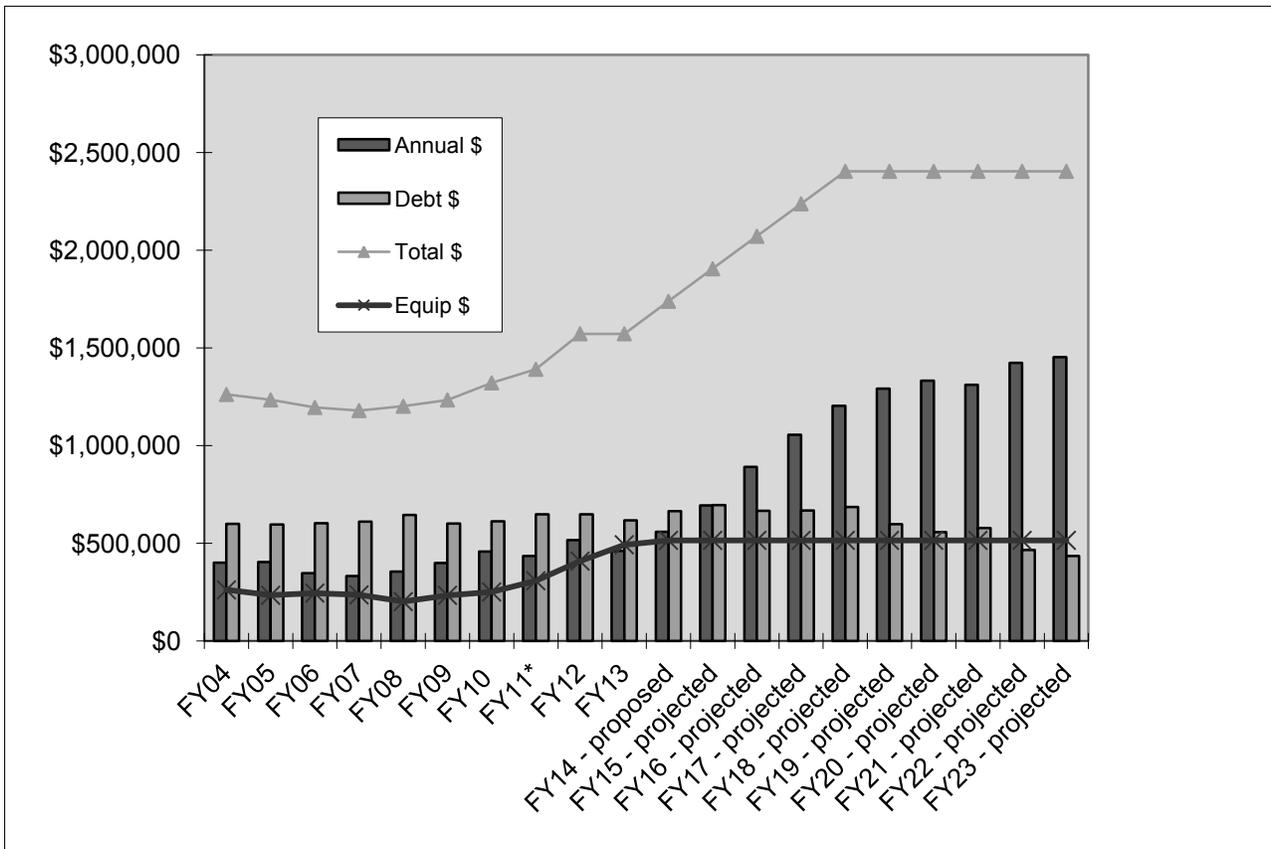
Employees by Function 107.43



Employees by Department 107.43

20 YEAR SUMMARY of ANNUAL and DEBT FUNDING for CAPITAL PROJECTS & EQUIPMENT

General Fund						
Fiscal Year	Annual \$	Debt \$	Equip \$	Total \$	\$ Change	% Change
FY04	\$401,100	\$598,900	\$261,565	\$1,261,565		
FY05	\$404,183	\$595,817	\$234,025	\$1,234,025	-\$27,540	-2.2%
FY06	\$346,699	\$603,301	\$245,250	\$1,195,250	-\$38,775	-3.1%
FY07	\$332,196	\$611,304	\$235,854	\$1,179,354	-\$15,896	-1.3%
FY08	\$354,510	\$645,490	\$201,581	\$1,201,581	\$22,227	1.9%
FY09	\$399,251	\$600,749	\$233,735	\$1,233,735	\$32,154	2.7%
FY10	\$457,811	\$612,389	\$250,847	\$1,321,047	\$87,312	7.1%
FY11*	\$434,509	\$647,691	\$308,275	\$1,390,475	\$69,428	5.3%
FY12	\$515,849	\$647,651	\$408,904	\$1,572,404	\$181,929	13.1%
FY13	\$461,693	\$618,061	\$492,650	\$1,572,404	\$0	0.0%
FY14 - proposed	\$558,974	\$664,730	\$515,000	\$1,738,704	\$166,300	10.6%
FY15 - projected	\$694,389	\$695,615	\$515,000	\$1,905,004	\$166,300	9.6%
FY16 - projected	\$890,257	\$666,047	\$515,000	\$2,071,304	\$166,300	8.7%
FY17 - projected	\$1,054,852	\$667,752	\$515,000	\$2,237,604	\$166,300	8.0%
FY18 - projected	\$1,203,690	\$685,214	\$515,000	\$2,403,904	\$166,300	7.4%
FY19 - projected	\$1,290,839	\$598,065	\$515,000	\$2,403,904	\$0	0.0%
FY20 - projected	\$1,332,227	\$556,677	\$515,000	\$2,403,904	\$0	0.0%
FY21 - projected	\$1,310,864	\$578,040	\$515,000	\$2,403,904	\$0	0.0%
FY22 - projected	\$1,423,374	\$465,530	\$515,000	\$2,403,904	\$0	0.0%
FY23 - projected	\$1,453,425	\$435,479	\$515,000	\$2,403,904	\$0	0.0%



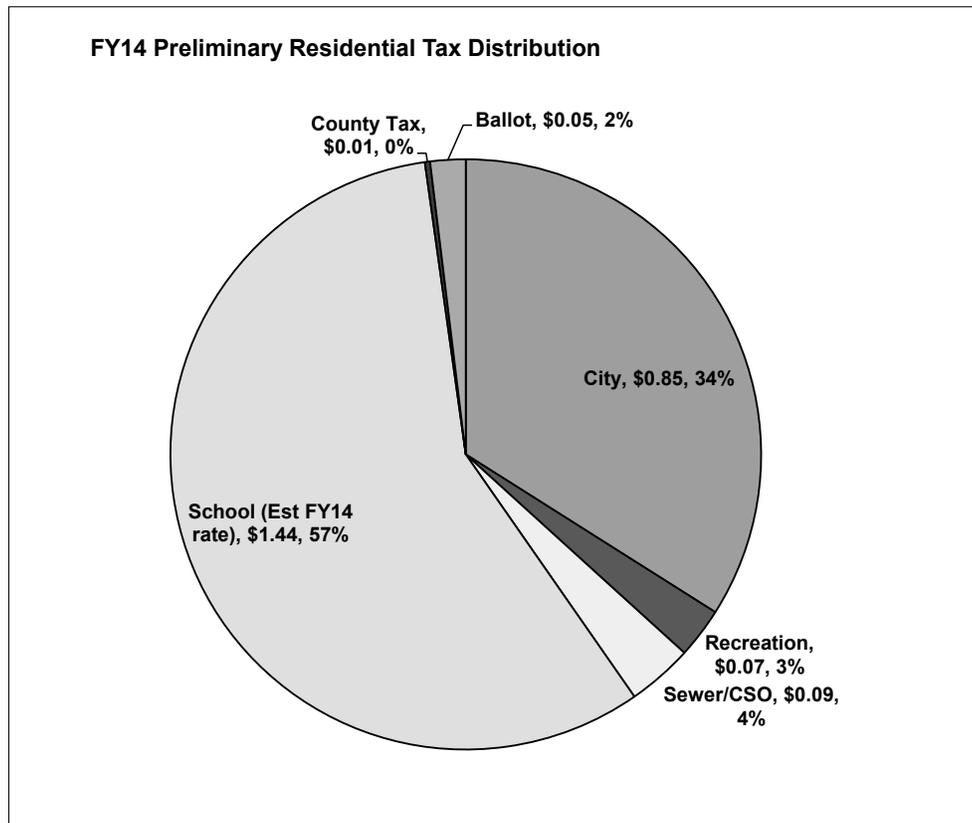
Annual Projects (including Bonds)	FY12	FY13	FY14
Street Maintenance and Resurfacing		\$134,558	\$150,000
Street Rehabilitation and Reconstruction	\$203,000	\$91,167	\$298,374
Bridges			
Retaining Walls	\$73,000		
Sidewalks	\$15,000	\$115,000	
Storm Drains/Culverts	\$62,000		
Buildings & Grounds	\$10,000		
Downtown Projects	\$10,000	\$10,000	\$10,000
Traffic Improvements	\$15,000	\$10,000	
Flood Mitigation Army Corps Study	\$90,000		
Parks	\$3,500	\$13,935	\$9,500
Cemetery	\$10,000	\$22,000	\$26,000
Project Management	\$24,349	\$65,033	\$65,100
Total Annual Funding	\$515,849	\$461,693	\$558,974
Street Rehabilitation		\$187,833	
Sidewalks			\$200,470
Retaining Walls		\$140,000	\$175,410
Storm Drains/Culverts		\$50,000	\$334,120
Buildings & Grounds		\$284,667	
Total Projects in Bond		\$662,500	\$710,000
Total Project Funding	\$515,849	\$1,124,193	\$1,268,974
Scheduled Debt Payments	FY12	FY13	FY14
Berlin St Reconstruction	\$5,175	\$0	\$0
Bridges	\$46,053	\$44,224	\$42,378
Fire Station	\$47,128	\$45,299	\$43,453
Kellogg-Hubbard Library	\$45,469	\$43,938	\$42,378
Police Station	\$112,008	\$108,179	\$104,280
Retaining Walls '96	\$6,655	\$6,359	\$6,060
Retaining Walls '98	\$62,067	\$59,858	\$57,626
Main St Lighting	\$14,577	\$14,141	\$13,694
Central Vt Bike Path	\$15,791	\$15,320	\$14,836
Capital District Master Plan	\$28,571	\$28,573	\$0
City Hall/DPW Building Bond	\$74,212	\$72,374	\$70,513
Bridges/City Hall/DPW facilities	\$70,548	\$68,766	\$55,961
Sabins Pasture	\$35,004	\$0	\$0
District Heat '09	\$21,866	\$21,409	\$20,289
Retaining Walls	\$36,289	\$35,529	\$33,672
Bridges	\$26,238	\$25,688	\$24,346
Infrastructure/Equipment/Carr Lot '12		\$28,404	\$115,587
Infrastructure '13 - proposed			\$19,657
Infrastructure '17 - projected			
Total Debt Payments	\$647,651	\$618,061	\$664,730
Total Capital Plan	\$1,163,500	\$1,742,254	\$1,933,704

General Fund Equipment	FY12	FY13	FY14
DPW - Dump Truck		\$60,000	\$120,000
DPW - Dump Truck		\$60,000	
DPW - Dump Truck			
DPW - Dump Truck			
DPW - Pick Up Truck		\$10,000	
DPW - Pick Up Truck			
DPW - Sidewalk Plow			\$125,000
DPW - Backhoe			
DPW - Bucket Loader	\$65,000	\$65,000	
DPW - Snow Blower			
DPW - Sidewalk Roller			
DPW - Street Sweeper	\$50,000	\$25,000	
DPW - Grader Lease-Purchase Payment	\$38,164	\$38,164	\$38,164
DPW - Chipper			\$30,000
DPW - Trailer			\$10,000
DPW Sub Total	\$153,164	\$258,164	\$323,164
Police - Body Armor Vests	\$3,600	\$3,600	\$4,200
Police - Other		\$3,200	
Police - Digital In-Car Video	\$23,900	\$12,000	
Police - Cruiser	\$25,000	\$25,500	\$23,000
Police - Sub Total	\$52,500	\$44,300	\$27,200
Fire - Hose Replacement	\$2,000		
Fire - SPO2/CO Units		\$3,200	
Fire - Replace Ambulance Chassis			
Fire/Code - Staff Car	\$21,000		
Fire - Automatic CPR Units		\$15,000	
Fire - Ropes-Water Safety Replacement	\$1,000		
Fire - Thermal Imaging Camera	\$8,000	\$8,000	
Fire - Multi Purpose Gas Meters	\$2,300		
Fire - Ambulance Lease	\$39,873	\$39,873	\$39,873
Fire - Truck Bond Payment	\$28,091	\$34,363	\$25,623
Fire - Truck Bond Payment			\$16,362
Fire - Sub Total	\$102,264	\$100,436	\$81,858
Finance - Information Technology	\$40,034	\$49,534	\$49,433
Other	\$10,000	\$6,066	\$8,687
Parks - Misc Equipment	\$14,600	\$6,000	\$4,800
Cemetery -Misc Equipment	\$36,342	\$28,150	\$19,858
Sr. Center - Misc Equipment			
Annual TOTAL	\$408,904	\$492,650	\$515,000
Fire Truck - Bond		\$207,500	
Fire Truck - Grant		\$142,500	
TOTAL EQUIPMENT	\$408,904	\$842,650	\$515,000
TOTAL PROJECTS, EQUIPMENT & DEBT	\$1,572,404	\$2,584,904	\$2,448,704

PROJECTED TAX RATES

PROJECTED TAX RATES (99.63% Common Level of Appraisal)

	FY12 Taxes	FY12 Rate	FY13 Taxes	FY13 Rate	FY14 Taxes	FY14 Rate	Tax \$ Change	Rate Change	Pct. Change
MUNICIPAL									
City Budget	\$6,705,123	\$0.81	\$6,989,771	\$0.84	\$7,086,530	\$0.85	\$96,759	\$0.012	1.4%
Recreation Budget	\$605,230	\$0.07	\$575,230	\$0.07	\$575,230	\$0.07	\$0	\$0.000	0.0%
County Tax	\$54,447	\$0.01	\$54,447	\$0.01	\$59,288	\$0.01	\$4,841	\$0.001	8.9%
Sub Total	\$7,364,800	\$0.89	\$7,619,448	\$0.92	\$7,721,048	\$0.93	\$101,600	\$0.012	1.33%
Ballot Items	\$343,975	\$0.04	\$333,975	\$0.04	\$403,142	\$0.05	\$69,167	\$0.008	20.7%
TOTAL MUNICIPAL	\$7,708,775	\$0.93	\$7,953,423	\$0.96	\$8,124,190	\$0.98	\$170,767	\$0.020	2.1%
Avg Res Tax Bill	\$2,073		\$2,133	\$60.37	\$2,179	\$45.71			
SCHOOL									
Residential	\$5,944,044	\$1.30	\$6,005,011	\$1.31	\$6,605,512	\$1.44	\$600,501	\$0.131	10.0%
Non-residential	\$4,874,799	\$1.38	\$4,929,730	\$1.40	\$5,042,410	\$1.43	\$112,680	\$0.032	2.3%
TOTAL SCHOOL	\$10,818,843		\$10,934,741		\$11,647,922		\$713,181		6.5%
SUB-TOTAL	\$18,527,618		\$18,888,164	\$2.27	\$19,772,112	\$2.42	\$883,948	\$0.151	6.7%
Sewer Benefit	\$165,859	\$0.02	\$166,245	\$0.02	\$166,303	\$0.02	\$58	\$0.000	0.0%
CSO Benefit	\$580,505	\$0.07	\$581,859	\$0.07	\$582,061	\$0.07	\$202	\$0.000	0.0%
TOTAL - Res.	\$19,273,982	\$2.32	\$19,636,269	\$2.36	\$20,520,476	\$2.51	\$884,207	\$0.151	6.4%
Non -Res.		\$2.40		\$2.45		\$2.50		\$0.052	2.1%
Avg. Res. Value	\$223,000								
Avg Res Total Tax Bill	\$5,172		\$5,255	\$83	\$5,593	\$338			
							One Year Change	Two Year Change	
							6.4%	\$421	8.1%



2012 Effective Property Tax Rates

2013 Annual Report - Division of Property Valuation and Review, VT Tax Dept.

Municipality	School Residential	School Non-Residential	Municipal	Total Residential
Barre City	\$1.18	\$1.43	\$1.59	\$2.77
Barre Town	\$1.12	\$1.39	\$0.74	\$1.86
Berlin	\$1.40	\$1.36	\$0.42	\$1.82
Calais	\$1.40	\$1.36	\$0.62	\$2.01
East Montpelier	\$1.43	\$1.40	\$0.53	\$1.96
Middlesex	\$1.37	\$1.37	\$0.40	\$1.77
Moretown	\$1.56	\$1.54	\$0.23	\$1.79
Northfield	\$1.31	\$1.41	\$0.90	\$2.21
Plainfield	\$1.20	\$1.31	\$0.61	\$1.80
Waterbury	\$1.35	\$1.42	\$0.36	\$1.70
Worcester	\$1.40	\$1.41	\$0.50	\$1.90

CENTRAL VERMONT AVG.	\$1.34	\$1.40	\$0.63	\$1.96
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Montpelier	\$1.30	\$1.38	\$1.04	\$2.35
Montpelier vs. Average	-\$0.03 -2.45%	-\$0.02 -1.44%	\$0.42 66.53%	\$0.38 19.55%

Municipality	School Residential	School Non-Residential	Municipal	Total Residential
Barre City	\$1.18	\$1.43	\$1.59	\$2.77
Brattleboro	\$1.54	\$1.40	\$1.13	\$2.67
Hartford	\$1.35	\$1.47	\$0.76	\$2.11
Middlebury	\$1.54	\$1.42	\$0.77	\$2.31
Newport	\$1.23	\$1.37	\$1.07	\$2.30
Rockingham	\$1.39	\$1.42	\$0.87	\$2.26
Rutland City	\$1.28	\$1.44	\$1.21	\$2.49
Springfield	\$1.61	\$1.40	\$1.35	\$2.96
St. Albans	\$1.31	\$1.39	\$0.83	\$2.14
St. Johnsbury	\$1.22	\$1.45	\$0.69	\$1.92
Windsor	\$1.36	\$1.41	\$1.18	\$2.55

AVG. OF SIMILAR TOWNS	\$1.36	\$1.42	\$1.04	\$2.41
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Montpelier	\$1.30	\$1.38	\$1.04	\$2.35
Montpelier vs. Average	-\$0.06 -4.36%	-\$0.04 -2.83%	\$0.00 0.10%	-\$0.06 -2.29%

ESTIMATED PROPERTY TAXES - JULY 1, 2013 - JUNE 30, 2014

Using Current Grand List 2012: \$831,515,800

Ballot Article	Item	Funds	Tax Rate	Estimated Municipal Taxes due of various property values				
				per \$100 Value	\$100,000	\$200,000	Median Resident \$223,000	\$300,000
2	City Budget (includes Senior Citizens Ctr & Washington County Tax)	\$7,145,818	\$0.859	\$859	\$1,719	\$1,916	\$2,578	\$3,437
3	School Budget Part A and B -Residential Tax Rate Est. 1/24	\$16,986,916	\$1.441	\$1,441	\$2,882	\$3,213	\$4,323	\$5,764
4	Recreation Department	\$575,230	\$0.069	\$69	\$138	\$154	\$208	\$277
5	Mayor Compensation (included in Article 2)	\$3,000	\$-	\$-	\$-	\$-	\$-	\$-
6	Council Compensation (included in Article 2)	\$7,200	\$-	\$-	\$-	\$-	\$-	\$-
7	School Commissioners Compensation (included in Article 3)	\$7,300	\$-	\$-	\$-	\$-	\$-	\$-
9	Bond-Street Improvements \$710,000 (included in Article 2)	\$15,600	\$-	\$-	\$-	\$-	\$-	\$-
10	Bond-River St Sewer Line Improvements \$670,000 (Sewer Fund Budget)	\$14,700	\$-	\$-	\$-	\$-	\$-	\$-
11	Bond-School Bldgs Improvements \$2,300,000 (included in Article 3 Part A)	\$54,795	\$-	\$-	\$-	\$-	\$-	\$-
Subtotal City and School Articles		\$24,707,964	\$2.370	\$2,370	\$4,739	\$5,284	\$7,109	\$9,478
13	Kellogg-Hubbard Library	\$308,673	\$0.037	\$37	\$74	\$83	\$111	\$148
14	Circulator Bus	\$40,000	\$0.005	\$5	\$10	\$11	\$14	\$19
15	Fire Department	\$54,669	\$0.007	\$7	\$13	\$15	\$20	\$26
Subtotal Other Agencies' Articles		\$403,342	\$0.049	\$49	\$97	\$108	\$146	\$194
TOTAL of Articles		\$25,111,306	\$2.418	\$2,418	\$4,836	\$5,392	\$7,254	\$9,672
Sewer Benefit Charge			0.02	\$20	\$40	\$45	\$60	\$80
Sewer Separation Benefit Charge			0.07	\$70	\$140	\$156	\$210	\$280
Estimated Total Taxes			\$2.508	\$2,508	\$5,016	\$5,593	\$7,524	\$10,032
Note:								
12*	Article 12 has a special assessment on properties to raise \$75,000 within Montpelier's Designated Downtown not used entirely for residential purposes	\$75,000	tax rate to be determined					

City Department Reports

Public Safety & Protection Program

Montpelier Police Department

The Montpelier Police Department is comprised of 17 full-time police officers, one administrative assistant, 6.5 FTE Emergency Services Dispatchers, and one full-time and three part-time Community Service Officers (Parking Division). The men and women of the MPD are focused on the core mission of providing police and public safety services to the citizens and visitors of Montpelier. In order to meet today's law enforcement challenges, the department will continue to seek and retain the right personnel—those who are qualified and motivated to be here at MPD. The department will provide these officers and dispatchers with the necessary training and tools needed to meet the present and future public safety needs of the City.

Patrol:

The department provides 24 hour police and communications services seven days a week. For safety reasons, there is a minimum of two police officers on duty during any given shift (day and evening shifts are usually staffed with a minimum of three officers with the midnight shift generally staffed with two officers). However, based on assignment and/or activity, Monday through Friday day shift will have between six to

eight police officers (counting chief, School Resource Officer, and detective); while the evening shift generally has four on—including the 7:00PM to 3:00AM shift officer Tuesday through Saturday. The next closest 24 hour agency is the Barre City PD with similar shift coverage.

Activity on day shift represents the highest number of calls for service, where the evening shift represents the bulk of proactive or officer generated activity. The midnight shift statistically has the least amount of activity, but the nature of some of the calls handled can be the most dangerous. For instance, this year alone, two armed robberies of convenience stores occurred on that shift. Year to date the department has handled approximately 16,100 calls (including calls for service, proactive work, and special assignments/details such as court). Officers primarily patrol using cruisers, but they also conduct foot and bike patrols as well. Depending on future staffing, the department would like to see the department's bike patrol return to its former strength of three officers in the unit. (We currently have only one assigned to bike patrol.)

It is important for the department to maintain sufficient personnel levels in order to provide for emergency response to critical incidents such as the May flood event of 2011 and Tropical Storm Irene. The Montpelier High School had two scares this year where caller(s) advised of gunmen on route to the school. Each incident prompted a lock-down of the school and a tactical response by MPD—with seven to eight officers arriving on scene within minutes. Our response to the school was supported by additional resources from Berlin PD, Washington County Sheriff's Department, and the Vermont State Police. In emergencies such as these, all personnel on duty, including the chief, detective, and SRO respond with the shift personnel to these situations.

In 2011, the department reintroduced a K-9 team, and it has been quite successful after approximately 15 months in service. The majority of the K-9's work has centered on drug interdiction, although "Jake" (MPD's K-9) is trained to track both criminal suspects and missing people. The K-9 team's efforts have resulted in 23 drug arrests (MPD cases), 14 search warrants, and the seizure of cocaine, marijuana, crack cocaine, heroin, ecstasy (MDMA), and hashish. Cash and firearms have also been seized as a result of the K-9 team's work. Additional drug cases were handled by other agencies or became part of federal investigations. The team had also successfully tracked and apprehended two burglary suspects, one of whom had fled the scene of a car crash after a police pursuit. The MPD K-9 team has also conducted numerous demonstrations for community groups and for school children.

The School Resource Officer (SRO) continues to be a valuable asset that has effectively supported the safety



City Clerk Charlotte Hoyt swearing in MPD Officer Kathryn Purcell-White in February 2012. Officer White was the last officer to be sworn in by City Clerk Hoyt before her retirement.

needs of the students and faculty in our schools as well as augmenting the department’s investigative needs. The SRO has been instrumental in solving non-violent crime, such as property crime, actively seeking restorative justice resolutions for young offenders, and supporting investigators from both MPD and the Vermont Department of Children and Families (DCF) with sexual assault and abuse cases.

The department has addressed all of the Matrix (a company hired by the city to review city operations) recommendations that were appropriate with the exception of promoting one of the sergeants to the rank of captain since the organizational structure is too flat. The current impediment to making this transition is financial, but options are being discussed to make this happen in the near future. It is important to note that the Matrix team agreed that the current number of officers (17) was appropriate for the department, based on activity and public safety needs. It is also important to note that there has been a dramatic increase in workload for the detective and the officers due to the sharp spike in sex crimes investigations, coupled with the intelligence and narcotics work in support of a multi-agency task force, and the other duties ranging from burglary and financial crime, to death investigations.

Investigations:

The majority of criminal investigations are handled by patrol personnel, depending on the type of investigation and the training and experience of the case officer. For example, many of our officers have specialized training in areas such as death investigation, financial crime, child sexual abuse, and narcotics. The department has one full-time detective who has been primarily assigned to a Barre-Montpelier area task force which has been directly supported by the Bureau of Alcohol Tobacco Firearms and Explosives (ATF) and the U.S. Attorney’s Office. Due to a dramatic increase in reported child sex crimes in Montpelier, the department temporarily increased in size from 17 to 18 officers in the spring of 2012. This was done in order to assign temporarily a second detective to keep-up with the sex crimes and other complex investigations that needed to be addressed.

As a result of our close partnership with ATF, we have increased law enforcement capacity in the Montpelier area. So far, more than a dozen individuals have been indicted on federal drug and gun charges as a result of our cooperative efforts. Officers and agents from MPD, Barre City PD (BCPD), Drug Enforcement Administration (DEA), ATF, and the VT Drug Task Force have disrupted trafficking rings involving kilos of crack cocaine, heroin, and diverted prescription narcotics that are being distributed into the Barre-Montpelier area. The prevalence of firearms with the drug trade in this region is of paramount concern to our

officers, and ultimately the community. Much of this work was initiated as the result of a drug related shooting here in Montpelier back in November 2011.

Another important function of police investigations is criminal intelligence and analysis. The department has come a long way with improving the robustness of our intelligence and analysis thanks to the cooperation of our colleagues at the local, state, and federal level. The department has also worked with Norwich University, which has supported law enforcement at various levels and in multiple states with its qualified staff expertise in digital forensics. Public/private cooperative ventures with vetted partners further serves as a force multiplier for the department--especially during fiscally challenging times such as these.

The department has been actively involved with the organization and support of the Washington County Special Investigative Unit (SIU). Per state statute (Brook Bennett legislation), each county needed to have an SIU, coordinated by the State’s Attorney’s Office. Central to Washington County’s SIU is OUR House, an advocacy and support organization for the protection of children and the investigation of child sexual and other serious abuse. MPD, BCPD, VSP, Washington County State’s Attorney’s Office (WCSA), DCF, and OUR House have taken lead roles in the SIU. The SIU is one part of a Multi-Disciplinary Team (MDT) that also includes advocates from the SA’s office, medical community, mental health community, Circle (formerly Battered Women’s Services), the sexual assault crisis team (SACT), and OUR House.

Overall crime is down for 2012 (arrests are up from 2011):

All of our crime data reporting is submitted to the Vermont Crime Information Center (VCIC), which then submits the state data to the FBI. The reporting system used is called NIBRS (National Information Based Reporting System). This is a standardized reporting system that breaks down types of crime into A and B offenses. NIBRS data is available to the public by logging onto the following Web address: http://www.state.vt.us/cjs/crime_12/. There is a six month delay in the update of NIBRS data. The department arrested 343 individuals in 2012.

Year	A Offense	B Offense
2008	796	405
2009	645	400
2010	645	394
2011	634	347
2012	564	354

Training:

Training is a critical aspect of modern policing. It is imperative that officers stay current in criminal law, juvenile law, liability issues related to policing, evidence (collection and maintenance), technology, weapons and tactics, interacting with vulnerable populations, first aid/CPR, emergency vehicle operation, critical incident management, and training on departmental policies. For the last five years, the department has instituted rigorous training requirements for all officers in high-risk areas such as use of force, mental health/crisis intervention training, legal training, and vehicle operation. This is part of the department's risk management approach to training which focuses on high-risk –low frequency incidents. The goal here is to train better our officers which helps to maintain our culture of excellence, improve our policing capacity, keeps both the officers and citizens safer, while minimizing the City's liability risks. These efforts have gained the positive attention of the Vermont League of Cities and Towns (VLCT), our federal partners, and our local law enforcement peers who we have shared some of this training with us. The department does as much training internally as it can, utilizing "in house" academy certified instructors when possible. However, it is common for our officers to travel around the state or even out of state to attend certain trainings, all of which adds to the cost, therefore we are careful in our selection of classes and assessing officer and departmental needs.

The following list includes some of the training completed by MPD personnel in 2012: Scenario based "force on force" training including policy issues, forensic interviewing, criminal intelligence, active shooter response, combat first aid, bicycle/pedestrian safety, FBI explosives training, legal training, social networking for the criminal investigator, water rescue and safety awareness, day and night firearms qualifications (quarterly), supervisor/leadership training, homeland security, emergency vehicle operation, mental health/crisis intervention, and investigating sexual and domestic violence. All of this training is directly applicable to the duties and responsibilities of the department.

Communications (Dispatch):

The MPD Dispatch is a regional dispatch center that has two contracts, one with the Capitol Police (State House), and the other with Capital Fire Mutual Aid (Capital West) which is an organization representing fire and emergency medical services covering 19 communities. The two contracts for FY 13 totaled \$168,121 in revenue. The following Vermont communities are served by the MPD Dispatch:

Montpelier, East Montpelier, Berlin, Northfield, Roxbury, Plainfield, Cabot, Marshfield, Worcester, Middlesex, Walden, Waterbury, Duxbury, Moretown, Bolton, Waitsfield, Fayston, Calais, and Woodbury.

The department's dispatch handles approximately 20,000 incidents per year. The dispatchers are quite frequently a citizen's first point of contact with public safety services, but they also field general questions as well, including after-hours calls for the Department of Public Works or simple questions such as "what time does the parade start?" Because anything can happen, either in the lobby of the station or on the other end of the phone, MPD dispatchers receive training in interacting with individuals experiencing a mental health crisis (MPD was the first PD in the state to require this police level training for dispatchers), critical incident dispatching, and all maintain CPR/first aid certifications. The dispatchers and officers must go through annual National Crime Information Center (NCIC) trainings and certifications, which is required by both the state (VCIC) and the FBI. Additionally, there are environmental standards for the dispatch center itself, which must be in compliance with federal regulations (computer use security policies, computer encryption, security screens on monitors, approved network diagrams and firewalls, etc.).

In addition to the community support and public safety mission of dispatch, they also provide clerical support to both police and parking division functions of the department. They also monitor the security cameras located in City Hall and the police station.

Dispatchers are the lifeline for our citizens and for our police officers.

Parking Division:

Parking enforcement is primarily accomplished utilizing one full-time and three part-time Community Service Officers (CSOs). One of the CSO's duties is parking meter maintenance (we have nearly 400 meters around town) and the maintenance of five permit vending machines. Police officers also issue parking tickets and they are the ones tasked with winter ban parking enforcement and applying the "boot" onto vehicles when owners have past due parking violations. Dispatch has parking duties as well which include updating late notices, and data entry utilizing parking specific computer applications. Certain sergeants are assigned duties related to supervision and direction of parking enforcement personnel.

Because both police and dispatchers are so involved with both enforcement and the administration of the parking division, a percentage of general fund expenditures for police and communications is offset by the parking fund. This is an area of concern for the chief and it will be re-evaluated in the near future along with looking at potential revenue increases, particularly with the parking lot rates.

Mission Statement

The ultimate responsibility for peace, good order, and law enforcement rests with the community of citizens in a democratic society. The complexity of modern society dictates that police efforts must be coordinated and directed by the services of law enforcement professionals.

Therefore, the Montpelier Police Department will be devoted to providing professional and quality police services, and will strive to remain effective, efficient, and responsive to the changing needs of our community while providing a safe environment that enhances the quality of life in Montpelier.

Anthony J. Facos, Chief of Police

Fire and Emergency Services

Committed to Professional Excellence

The members of the Fire and Emergency Services Department work to make a difference in your life. While we work toward a safer city in the longer term by making buildings safer and educating people on safety issues, we also strive to maintain an ability to respond effectively to problems which occur. When prevention fails, an immediate response by well trained and well equipped Firefighters/EMTs is the best way to limit harm. This immediate response has been decisive in keeping a number of small fires from extending into much larger incidents. Many others were assisted in dealing with various health and other problems.

The mission of the Montpelier Fire and Emergency Services Department is to save lives, protect property, and preserve the tax base in Montpelier at a reasonable and acceptable cost to the taxpayer. The department works toward achieving that mission by managing Fire/EMS operations, Building/Health inspection functions, and coordinating Emergency Management functions.

Mission Statement

The Mission of the Montpelier Fire and Emergency Services Department is the preservation of the Life, Health, Property, and the Environment for its residents and businesses at a reasonable and acceptable cost. We value the faith and trust of the Community and will continually work to deserve that confidence through our Conduct and Accomplishments.

The Montpelier Fire and Emergency Services Department shall develop expertise through innovation and progressive thinking to address change effectively and efficiently while providing fire suppression, fire prevention, building inspections, hazardous materials response, natural disaster response,

multi-environmental rescues, public safety awareness programs, emergency medical care, transportation of the sick and injured, and emergency medical public education.

Commanded by the Fire Chief, this department shall be comprised of sufficient personnel and properly equipped to safely accomplish this mission. The Montpelier Fire and Emergency Services Department shall be augmented by a Mutual Aid Assistance Agreement with surrounding communities with the common goal of saving lives and protection of property. The Montpelier Fire and Emergency Services Department members shall be physically, mentally, and technologically prepared to meet the Mission requirements and shall maintain this level of readiness through a standardized training program while continually encouraging themselves to improve personally, and professionally.

The primary focus is to achieve a safe city through a joint effort of residents and the department. Residents can help protect the city from fire loss by continuing to carry out good fire safety practices in their homes and work places.

Our fire safety message is simple. We need to avoid catastrophic structure fires. Fires can occur at any time through human error or mechanical breakdown. Alarm systems and good building code compliance can help give occupants time to get out of a building. However, it is properly installed and maintained sprinkler systems which provide the most effective protection. The Fire Department and Building Inspector functions work together to help provide a safer city.

The department also provides ambulance service to the community. While there are always some acute emergencies, emergency medical care largely involves dealing with the ongoing health issues. This service allows people to live a better quality of life. The Health Officer also assists in this effort.

The Fire Chief has responsibility for coordinating the citywide Emergency Management functions. This function helps the City of Montpelier prepare for major incidents. This involves mitigation efforts to reduce potential risks as well as coordinating the response efforts when an incident occurs.

Fire and Emergency Operations

The department provides the city with both Fire and Ambulance service. Personnel are dual-trained as Fire Fighters and as Emergency Medical Technicians. These highly trained professionals maintain the department equipment, ensure personal capability through ongoing training, perform inspections, provide services to the public, present public education programs, and respond to emergency incidents. They also provide ambulance service under contract to three

surrounding towns. Ambulance service revenues and contracts provide over 25% of the department budget.

The department operates from the Fire Station on Main Street. It also maintains a Training Area, located at the City “Stump Dump”, which allows for more effective training and firefighter preparedness. Service is provided using two pumpers, one tower truck, two ambulances, and two utility vehicles. Maintenance of vehicles is a top priority of the department and participating in our mutual aid system allows us to operate without the expense of maintaining reserve equipment.

The department is active in the mutual aid systems in our region. All major fire or rescue incidents require assistance from our neighbors. Mutual aid ambulances are available to us when needed. In 2012 we received fire or ambulance mutual aid 38 times and provided it 63 times.

Summary of Responses in 2012

Emergency Responses

Type Of Alarm Responded To

-Structure Fires/Alarms.....	193
-Vehicle Fire	8
-Other Fires	9
-Power Lines.....	17
-Vehicle Accidents (Initial Fire Response).....	86
-Other Rescues.....	36
-Flooding, Water Problem	6
-Collapse, Structural Problem.....	2
-CO Alarm Activation.....	39
-Electrical Problems	12
-Odor/Smoke Investigation	38
-Leak/Hazmat	33
-Entrapment	2
-Fire Alarm Problems.....	16
-Other Emergency / Personal Assist.....	109
EMS Emergency Response.....	959

Non Emergency Responses For Service

Type Of Service Requested

-Burn Permits	83
-Service Calls/Other Non Emergency.....	48

Ambulance Non Emergency Transfer 394

Total.....2073

Health Officer

The Fire Chief is responsible for the Health Officer functions. As Health Officer, there is the need to respond to complaints and proactively act to protect the community from public health threats. Areas of regular activities are rental housing, rabies and animal bites, garbage control and rats, mold complaints, lead abatement issues, carbon monoxide and smoke complaints, water supplies, septic tanks, and restaurant inspections. Special

situations also involve the Health Officer when they occur. The Health Officer works under the authority of the Vermont Department of Health.

Emergency Management Coordinator

There is an Emergency Management Team composed of the Fire Chief, Police Chief and Public Works Director. The City Manager provides direction to the Team while the Fire Chief coordinates the emergency management functions in the City. The Emergency Management Team is responsible to ensure that the City is prepared for serious incidents. The primary areas of concern are:

1. Evaluating the risks to the City and ensuring that City plans are kept updated;
2. Maintaining the Emergency Operations Center (EOC);
3. Verifying that personnel have necessary training and certifications;
4. Monitoring conditions in the City as needed;
5. Drills to practice plans; and
6. Reviewing mitigation efforts in the City.

Coordination of these functions will be integrated in to the fire department operations.

In 2012, monitoring river and weather conditions remained a high priority. The monitoring of river gauges has provided much needed information; especially concerning possible ice jam flooding situations. Major weather events forced the Emergency Management team to declare an emergency and opened an Emergency Operations Center twice in 2012. Other areas of concern include propane transport through the city.

Contact Information

Emergencies:	Dial 9-1-1
Health Officer.....	229-4913
Other Fire/Ambulance Business	229-4913

Robert A Gowans, *Fire Chief*
 Department 229-4913
 Cell 371-9633
 rgowans@montpelier-vt.org

Building Inspector

Since 2011 the Building Inspectors office has been located in the Planning and Development office. Glenn Moore, who had been the Assistant Building Inspector for Montpelier retired from that position in December of 2012. The Assistant Building Inspector position has been filled by Chris Lumbr. The Building Inspector has two primary tasks: 1)

reviewing plans and providing support for construction projects in the City, and 2) inspecting current buildings. Reviewing and inspecting construction projects in the City ensures that work is performed in compliance with the building and life safety codes adopted by the City. Since 2007 the department has been responsible for virtually all construction in the City. Significant permit and inspection fees which had been paid to the State are now collected by Montpelier. The Building Permit system allows us to deliver this service. Most construction, except for minor repairs or routine maintenance, requires a Building Permit. In 2012, 225 building permits were processed and inspections were performed as needed to support those efforts. Building permits are valid for one year from the issue date. If construction is ongoing, permits can be renewed. If permits are renewed before the expiration date there is no additional fee. Existing buildings, especially residential rental units, are inspected to ensure proper maintenance and operation. Buildings are inspected primarily on receipt of a complaint, although there are limited inspections on a scheduled basis. Complaints are given a higher priority while scheduled inspections are conducted as resources are available. The intent of the existing building inspections is to ensure safe and healthy conditions.

Transportation & Public Utilities

Public Works Department

The Department of Public Works consists of seven divisions: Streets, Water & Sewer, Water Treatment, Wastewater Treatment, Equipment, Building Maintenance, and Administration. Our on-going responsibilities are to repair and maintain all City streets and sidewalks, bridges, guardrails, retaining walls, storm drains, water and sewer mains and appurtenances, pump stations and storage tanks. DPW crews perform snow plowing, snow removal, street sweeping, maintenance of street benches and trash barrels, autumn leaf pickup, traffic signing and pavement markings. Our personnel maintain the Public Works buildings, grounds and equipment to the highest standards. Our Administrative division at City Hall provides technical assistance to our own employees, property owners, consultants and local boards, issues permits for homeowner projects, manages street lighting and traffic control operations, and manages all street, water, storm and sewer projects identified in the annual Capital Projects Maintenance Plan, as well as overseeing the building at 39 Main Street (City Hall).

In the coming year, we will be managing the District Heat construction project, which will add to our workload in the Administration Division. With additional engineering and project management, we have hired an engineering technician who will also oversee our asset management function, to include managing an intern to continue the inventory and assessment of the City's infrastructure. We have updated the Road Surface Management System (RSMS) analysis for the condition assessment of our roads, and have established better funding requirements to maintain roads and sidewalks for the immediate future.

The Montpelier Public Works Department is responsible for maintaining the physical improvements and infrastructure which provide necessary streets, bridges, pedestrian facilities, and utility service to the citizens of Montpelier and the general public. With the increase in capital funding, the number of streets rehabilitated this year was again greater than in past years. We still use our own crews to prepare streets for rehabilitation, including subsurface drainage, sidewalk removal, and catch basin repair, so it is crucial to maintain our crew size. We were able to complete paving projects on Dover Road, Phillips Road, Hubbard Park Drive, a portion of Liberty Street, a portion of Ridge Street and a segment of the bike path from Junction Road to the Liquor Control building. We were able to complete some significant sections of sidewalk repairs on State Street, East State Street and on Main Street to incorporate ADA parking spaces in front of the Kellogg-Hubbard Library. The office was very busy this year with a substantial amount of oversight and project management of numerous summer projects such as paving, sidewalks and slope stability projects. We are preparing for the same level of projects this year with two significant additions, the District Heat project and the River Street sewer replacement project. Our staff will be similarly busy this coming year as we were last year.

The Streets Division again had an abnormal winter season in 2012 with less than average snowfall amounts, but higher freezing rain and ice events that kept the crew busy making the roads safe for the traveling public. The street division is continually tasked with ensuring that the roads and sidewalks are safe and passable while trying to keep overtime and salt usage to a minimum. The crew was tasked substantially with doing its normal maintenance functions, such as pavement markings, street sweeping, catch basin repairs and was more actively involved with pavement preparation such as storm drain replacement, sub-base replacement and final clean-up to stretch our Capital Improvement funds as far as we could.

The Water & Sewer Division continued with their numerous routine and on-going maintenance tasks, such as sanitary and storm sewer cleaning, inspecting and maintaining sewer

pump stations, maintenance and repair of water meters, and annual water system flushing. The crew is also tasked with providing assistance to customer concerns and questions, repair of water leaks and sewer breaks with aging systems throughout the City, thawing and repairing hydrants and removing snow to keep them accessible, and providing one or more employees to the Streets Division to fully staff the equipment during winter operations periods.

The Equipment Division continues to achieve excellence in repair and maintenance of the City's fleet, including vehicles owned by the Public Works, Police, Fire, Green Mount Cemetery, Parks, Recreation and School Departments. The condition, reliability and age of the fleet are a testament to these employees and their ability to keep our fleet operational. The mechanics also perform much needed assistance to the Wastewater Treatment plant staff with welding and other tasks to supplement their needs with the recent reduction in that division. The staff utilizes a stock records clerk to input repairs and maintenance to establish preventative maintenance schedules for all of the City fleet, and with the two mechanics and supervisor, are able to keep the fleet in good running order. The Division is also responsible for the buildings and grounds at the DPW facility on Dog River Road, and provides fuel to both City and other local government customers. This division has also implemented the Manager Plus program to expand facilities management and work order tracking to the Wastewater Treatment Plant, and later to the Water Treatment Plant, to meet the requirements of the Matrix Study.

The Wastewater Treatment Facility is continuing the daily tasks of treating the almost 2 million gallon per day wastewater flows to meet the maximum limits set by the water quality standards for Lake Champlain. The staff has increased the efficiency of the processes in an effort of reducing costs and increasing revenues for the septage and leachate receiving. Daily operations include septage and leachate receiving, laboratory work, sludge pressing, de-watering, State reporting, and equipment, facility and grounds maintenance.

The Water Treatment Facility continues to provide high-quality drinking water to its customers. The employees continuously monitor water quality through laboratory analysis, use trends, and source protection inspections. The staff is continually performing preventative maintenance to the process equipment to extend the life of each piece. This Division also fulfills State reporting requirements, prepares the Consumer Confidence Report every spring, and performs facility and grounds maintenance. The Water Treatment plant is now over 12 years old, and some of the processes are in need of normal preventative maintenance. We will rebuild the system pumps during the coming year, as they are beyond

their normal life cycle and showing signs of their usage.

The Building Maintenance person has been very instrumental in the renovations that have occurred at City Hall. This work, coupled with the additional work cited in the Capital Needs Assessment, will give the building a long overdue facelift to our wonderful building.

We would like to thank James "Pee Wee" Lee, who has retired after 27 years of service to the City, and John Fisk, who left the Streets Division after 8 years to pursue other opportunities.

We are very fortunate in having a great group of dedicated employees working for the Public Works Department. The personnel of this department respond to snow storms, water and sewer breaks, treatment plant alarms, natural disasters, building alarms and more for the residents and customers of the City of Montpelier. I would also like to recognize the other departments and their department heads for the cooperation and support in times of need. I would like to thank Bill for his guidance and wisdom and also Ginny, Tom and Kurt for their support and teamwork that makes this department so successful.

If you have any questions or comments, please feel free to call the Public Works Office at 223-9508.

Todd C. Law, PE, *Director*

Water Fund

It is the responsibility of the Department of Public Works – Water Division to maintain a consistent and adequate flow of water to the City from the City's water source at Berlin Pond. Raw water is transmitted via pipeline to the Water Filtration Facility for reduction or elimination of possible contaminants. The Water Treatment Plant was completed in fiscal year 2001.

User fees fund the Water Division. Water Division staff maintain hydrants for fire protection, construct water lines, maintain control valves and gates, flush hydrants annually, keep daily records on water quality and consumption, repair leaks and mains, operate the water treatment facility, oversee land management of the City's property in Berlin and support all systems associated with providing potable water to our customers. There are more than 3,000 water meters in the City of Montpelier (includes some Town of Berlin users) and each meter is read quarterly.

The Montpelier City Council, sitting as the Water & Sewer Commissioners, determines water rates. Water rates are reviewed annually in the spring. We welcome your input in establishing these rates. Water rates increased 3% for the fiscal year beginning July 1, 2012. **The current quarterly rates are as follows: \$7.73 per 1,000 for the first 50,000**

gallons, \$8.21 per 1,000 for the next 200,000 gallons, \$13.32 per 1,000 for over 250,000 gallons and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$36.

Annual water usage decreased more than 10 percent over the last five years. This conservation of water use by the city residents and businesses is producing shortfalls in revenue for the Water Fund. The City Council's Water and Sewer Rate Committee is in the process of studying the structure of the water rates to assure that annual revenues will cover annual costs.

From 2005-2010 the Water Fund accumulated a deficit due to high fixed costs (debt) and a reduction in billable usage due to conservation. In 2011 & 2012 fiscal years, the Water Fund has produced annual surpluses that have reduced the prior years' deficit by a total of \$209,000.

The Fiscal Year 2014 Budget Information about the proposed Water Department Budget can be found online at: <http://www.montpelier-vt.org>. For budget questions, please contact the Finance Department at 223-9520. If you have a concern, or question about your quarterly water bill, please contact the City Clerk's Office at 223-9500.

SANDRA J. GALLUP, *Finance Director*

Sewer Fund

The primary responsibility of the Department of Public Works – Sewer Division is to collect and treat sanitary sewage from the City of Montpelier and part of the Town of Berlin. A combination of user fees and sewer benefit charges fund the Sewer Division.

The Sewer Division maintains sanitary sewer collection mains and pumping stations, installs new service connections and repairs clogged or broken sewer lines in Montpelier. This division is also responsible for the maintenance and operation of the Waste Water Treatment Plant, which has undergone major upgrades to become a regional treatment facility for septage and leachate treatment. The upgrades are in response to the required state and federal environmental standards which improve the quality of life in Montpelier and the State of Vermont.

The Montpelier City Council, sitting as the Water & Sewer Commissioners, determines sewer rates. Sewer rates are reviewed annually in the spring. We welcome citizen comments in the rate review process. Utility rates may be adjusted annually due to increases in maintenance, chemical, fuel, electricity costs and debt payment. New storm water management requirements also add operating costs in the Sewer Fund. After two years without rate adjustments, sewer rates increased 3% in the fiscal year beginning July 1, 2012.

Quarterly sewer rates are as follows: \$8.72 per 1,000 gallons of water used and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$31.00. The City Council's Water and Sewer Rate Committee will be meeting in the spring of 2013 to consider future rate structures and/or increases that may be necessary to cover operating and debt service costs.

A **sewer benefit charge** of \$.02 per \$100 of property value is dedicated to the repayment of bonded indebtedness. A **sewer separation benefit charge** of \$.07 per \$100 of property value is dedicated to pay off debt and project costs associated with the Combined Sewer Overflow (CSO) separations. The objective of these projects is to divert storm water from going into sanitary sewer lines reducing a major source of potential pollution for our City's waterways. These sewer benefit charges are expected to remain the same for FY14 which begins July 1, 2013.

Information about the proposed FY13 Sewer Department Budget can be found online at: <http://www.montpelier-vt.org>. For budget questions, please contact the Finance Department as 223-9520. If you have a concern or question about your quarterly sewer bill, please contact the City Clerk's Office at 223-9500.

SANDRA J. GALLUP, *Finance Director*

Municipal Development Program

Planning and Community Development Department

Mission: *To serve the community by facilitating the creation and preservation of a healthy, safe, sustainable, and high quality living environment through the management of an effective, on-going planning and implementation process.*

This broad mission is carried out through several areas of responsibility:

- To protect and enhance Montpelier's natural and built environment;
- To strengthen the local economy and tax base;
- To meet housing needs of low and moderate income residents;
- To engage the whole community in planning for growth and change;
- To provide information and service to the public; and
- To be accountable to our citizens.

These goals are addressed by Montpelier’s Planning, Zoning, Building Inspection, and Community Development programs. The planning functions, which include land use regulation, historic preservation, and floodplain management, are managed by the Director, the Planning and Zoning Administrator, Planning Assistant, and GIS specialist. The building inspection is done in large part by the assistant building inspector. The Director of the department is the official zoning administrator and building inspector, to allow for at least one internal level of appeal before going to the DRB, the City Council, or court would be required.

The housing, loan, and economic development activities are carried out through our role as the Community Development Agency (CDA) for the City of Montpelier. Staff in the department who are dedicated to this role includes the Community Development Specialist and at least half of the Director of Planning and Community Development’s time and effort. The VISTA volunteers we have in the office are invaluable in terms of community engagement and providing information and service to the public.

This department could not do all that it does without the thoughtful and hard work by its staff and the individuals who volunteer on commissions and committees, the support from local officials, and the participation of citizens and other people and departments within and outside of City Hall. Montpelier is especially fortunate to have so many highly motivated, skilled, and interested citizens willing to give of themselves, their time, and their energies to make so many things happen.

2013 will see a significant change in the staffing of the department, as we hire a part-time assistant zoning administrator to replace Clancy DeSmet, who left in November to become the new Act 250 Coordinator for the district. Eric Scharnberg, our part-time web and GIS specialist, is also leaving for a new position with the Vermont Chamber of Commerce; he won’t be replaced. Time will tell if the new level of staffing will have an impact on the services we offer, but we are working hard to maintain both high quality and timeliness of permitting and development.

Planning

Planning Commission: We welcomed a new member to the Planning Commission in 2011; the youth position is now filled by Thomas Nowlan, a student at Montpelier High School. Eileen Simpson, Alan Goldman, Jesse Moorman, and Kim Cheney were all reappointed through 2014. Tina Ruth serves as the representative of the Central Vermont Planning Commission. Kim Cheney is an alternate to the CVRPC. Eileen Simpson serves as the representative to the

Transportation Advisory Committee (TAC) at CVRPC.

The full Planning Commission is as follows:

Members	Effective	Expires
Jesse Moorman, Chair	9/26/11	9/26/14
Jon Anderson, Vice Chair	10/12/11	10/12/13
Alan Goldman	9/26/12	9/26/14
Eileen Simpson	9/26/12	9/26/14
Kim Cheney	9/26/12	9/26/14
John Bloch	04/13/11	3/25/13
Tina Ruth	10/12/11	10/12/13
Thomas Nowlan, Youth Member	10/2012	10/2013

Zoning Revision: Since the Master Plan was adopted in 2010, our next major task has been to revise the zoning so that it conforms to the new plan. This is required by state law, and makes the land use controls we have in place enforceable in court. The city has received two municipal planning grants from the State of Vermont that allow us to contract with staff from the Central Vermont Regional Planning Commission to assist with the revision. In 2012, we held meetings to get citizen input into the zoning for their neighborhood, and have now moved into the final drafting phase of the initiative. We have prepared revised zoning maps in anticipation of the new ordinance. The maps are built on the neighborhoods in the city, to prepare zoning that reflects a sense of place for areas with similar functions, uses, and built form. The maps and all of the draft ordinance work can be found on the city web site at: <http://www.montpelier-vt.org/page/462/Work-in-Progress-Draft-and-Sample-Zoning.html>

Floodplain Management – Community Rating System (CRS): The Planning & Zoning Administrator serves as the Floodplain Manager and CRS Coordinator.

The City of Montpelier participates in the National Flood Insurance Program (NFIP), and as a participating community, the City is committed to the following minimum NFIP activities:

- Issuing or denying floodplain development permits.
- Inspecting all development to assure compliance with the local floodplain ordinance.
- Maintaining records of floodplain development.
- Assisting in the preparation and revision of floodplain maps.
- Helping and assisting residents obtain information on flood hazards, floodplain map data, and flood insurance and proper construction measures.

Additionally, the NFIP’s Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the

minimum NFIP requirements. As a result, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS: (1) reduce flood losses; (2) facilitate accurate insurance rating; and (3) promote the awareness of flood insurance.

For CRS participating communities, flood insurance premium rates are discounted in increments of 5% - i.e., a Class 1 community would receive a 45% discount, while a Class 9 community would receive a 5% discount. The City of Montpelier is one of three communities in Vermont – including Bennington and Brattleboro – that participate in the CRS program. The City of Montpelier is currently a Class 9 community and we receive an insurance premium discount of 5%. The CRS classes for local communities are based on 18 creditable activities, organized under four categories:

- Public information,
- Mapping and Regulations,
- Flood Damage Reduction, and
- Flood Preparedness.

In September 2012, Clancy DeSmet, CFM, Planning & Zoning Administrator and Jimmy K. Chin, CFM, ISO/CRS Specialist of Insurance Service Office, Inc. (ISO), met and conducted a field visit regarding the five (5) year cycle application to the NFIP Community Rating System (NFIP/CRS). The last cycle verification as conducted in the fall, 2007. During the meeting, we discussed CRS activities, including all major changes on activities – including map information, education and outreach, open space protection, and higher regulatory standards – since our last application, and documentation requirements. Our continued participation in the Community Rating System reflects our commitment to a sound floodplain management program for the benefit of the City of Montpelier and its citizens. Higher regulatory standards, open space protection and green infrastructure are examples of CRS activities that could qualify the City of Montpelier as a Class 8 community (with a 10% reduction on flood insurance policies).

The Federal Emergency Management Agency (FEMA) embarked on an effort to digitize the Flood Insurance Rate Maps (FIRM) called the Digital Flood Insurance Rate Maps (DFIRM). Flooding events in 2007 stalled efforts for the adoption of these DFIRMs.

In October 2009, the City of Montpelier was notified of proposed modified flood elevation determination affecting the FIRM and FIS report for Montpelier and Washington County. FEMA received an appeal from the City of Montpelier during the 90-day appeal period, and the appeal was resolved favorably for the City of Montpelier. Therefore, the determination of

FEMA as to the Base Flood Elevations (BFEs) for Montpelier is considered final. The final BFEs will be published in the Federal Register as soon as possible. The modified BFEs and revised map panels are effective as of 3/19/13 – and revise the FIRM which was in effect prior to that date. The FIRM panels have been computer-generated. Once the FIRM and FIS report are printed and distributed, the digital files containing flood hazard data for the entire county will be provided to the City of Montpelier for floodplain management purposes.

Previously, the digital FIRM (DFIRM) was anticipated to be effective in 2008. The City of Montpelier – along with the rest of Washington County – have anticipated the resolution of the effective maps for almost 5 years. The revised DFIRM is more accurate and reflects the existing ground information more clearly. For example, 58 Barre Street – MSAC – will no longer be considered to reside within the 100 year (or more accurately 1% chance) floodplain.

Floodplain information is available online: <http://www.montpelier-vt.org/community/344/Flood-Information.html>

Certified Local Government (CLG) – Montpelier Historic Preservation Commission (MHPC): The Planning & Zoning Administrator serves as the CLG Coordinator and provides staff support to the MHPC. The City of Montpelier recently finished Phase II of the Montpelier Historic District Amendment. The Montpelier Historic District is the largest in the state of Vermont – 563 properties. It is worth noting that in 1978 approximately 87% of the buildings and structures were contributing (i.e. historic) to the National Register of Historic Places in the Montpelier Historic District, and approximately 89% are contributing according to the most recent amendment.

The MHPC received grant funding for website and brochure materials in relation to the Phase II National Register Update. The MHPC continues to refine these materials in order to provide education and outreach to the citizens of Montpelier. Since CLG certification the City has received \$22,931 in grant funding for historic preservation.

The Montpelier Historic Amendment must first be reviewed by the VT Division of Historic Preservation (DHP) and the National Park Service (NPS) before it is accepted and adopted as final. Staff shortage and changes at DHP have delayed the adoption of the Montpelier Historic District Amendment. Additionally, there will be a public process to present the amendments to the citizens of Montpelier in 2013. Also, there will be several public meetings and members of the Montpelier Historic District (MHD) will be notified by mail of the disposition of their property.

All of the information regarding the MHD is available online:

<http://www.montpelier-vt.org/department/68.html>

The MHPC is comprised of 5 community members:

- Anthony Otis, Chair – term expires 9/14/14.
- James Duggan – term expires 9/22/14.
- Eric Gilbertson – term expires 9/22/14.
- Helen Husher – expires 9/22/13.
- Tim Senter – term expires 9/22/13.

Development Review – Land Use Regulation

The Planning & Zoning Administrator provides staff support to the Development Review Board and Design Review Committee. During 2012, to date approximately 150 zoning permits were issued. Specifically, DRB approval was required for 48 of the 150 permits, 32 of these permits also required DRC approval, 11 permits were for signs, and 69 permits were administratively approved. Approximately 6 variances were granted by the DRB. Finally, 9 dwelling units were added in 2012, 2 were proposed for removal, for a net gain of 7 units.

Development Review Board (DRB):

- Phil Zalinger, Chair – reappointed, term expires 7/18/15.
- Kevin O’Connell, Vice Chair – term expires 7/23/14.
- James LaMonda was appointed to fill Elizabeth Koenig’s unexpired term – term expires 8/10/14.
- Roger Cranse – reappointed, term expires 7/18/15.
- John Lindley – term expires 7/23/14.
- Dan Richardson – term expires 8/8/13.
- Harvey Golubock was appointed to fill Brian Lane-Karnas’s unexpired term – term expires 7/14/13.
- Alternates – Ali Sarafzadeh – term expires 12/9/12 – and Josh S. O’Hara, Esq. was appointed to fill the unexpired term of Member LaMonda – term expires 7/18/13.

Design Review Committee (DRC):

- Steve Everett, Chair – term expires 9/14/14.
- James Duggan, Vice Chair – reappointed, term expires 10/28/15.
- Jay White – reappointed, term expires 4/11/15.
- Kate Coffey – term expires 9/14/14.

- Eric Gilbertson – term expires 9/14/14.
- Alternates – Zachary Brock resigned – and Tim Senter was reappointed – term expires 10/28/15. City Council created an additional alternate position in September 2012. Seth Mitchell and Liz Pritchett will also serve as alternates to the DRC – their terms expire, collectively, 9/26/15.

Development Review Board and Design Review Committee information is available online: <http://www.montpelier-vt.org/group/64/Development-Review-Board.html> <http://www.montpelier-vt.org/group/63/Design-Review-Committee.html>

Community Development

The Community Development office has hired a permanent CD Specialist to replace Garth Genge, who died in 2011. Kevin Casey joined the department in April of this year, bringing with him over ten years of experience in downtown business recruitment and property management. Ken Russell served as Interim Community Development Specialist in Garth’s absence. Moving forward the office hopes to continue to work on the development of economic opportunities and improved housing for the city.

Economic Development

Shifting our energy use to renewable, low emissions alternatives and increasing energy efficiency will help the city stay economically viable for years to come. Adding alternative means of exchange and building community resilience are also vital parts of local economic health. Energy, food, water, and money are critical economic flows that need to be understood and re-localized in this new era of federal cutbacks, currency instability, and depleted resources.

The major community development projects underway currently are the district energy project, the Carr Lot multi-modal transit center project, and this year saw the completion of the senior center and senior housing project on Barre Street.

Community Development staff has worked closely with members of the Montpelier Alive Economic Development Subcommittees on Infrastructure, Business Development, and Recruitment and Promotion to develop a unified and effective strategy for economic development in the city. Finding a way to move beyond historic obstacles and to shift the narrative within the city on economic development were key values.

Looking forward, we see great hope for significant achievements in a strong business development strategy

for the town including maximizing the utility of the built structure in town, effective understanding and marketing of local resources, and implementation of an effective economic development strategy that reflects both the values and goal expressed in the City of Montpelier Master Plan and the significant momentum achieved in the committee processes.

Areas of growth and potential are the development of incubator spaces for new businesses downtown, the development of business support mechanisms and intellectual and social capital, and an ongoing strategy for maximizing the existing physical structure in the city. The need for a strategic marketing plan that builds on these development strategies was also emphasized. To that end, the department built a new Economic Development section on the city website and is in the process of examining further our marketing presence through collaboration with natural allies. We see an upcoming Town Meeting on economic development as an important opportunity to build on this momentum and all of these good efforts.

Business Development

Community Development has actively sought to connect property owners and tenants in order to facilitate energy and growth in the Downtown in conjunction with Montpelier Alive, individual landlords, and the business community. CD specialist made a concerted participation in the Vermont Business Expo as well as maintain relationships within the local and regional business community. A primary goal of the Community Development Specialist is to increase the role that this department plays in economic development and promotion.

As of this report, the draft text for “Starting a Business in Montpelier” is complete. This guide will act as an informational resource for young entrepreneurs or businesses looking to locate in Montpelier. Graphic Design for web and print will be the final stages to complete the brochure, with a goal of completing it by the end of 2012.

District Heat: Community Development has worked with the City Manager, City Planner, and the Consulting engineers to secure district heat contract agreements. As of this report the bidding process is complete and community development is in contact with interested property owners.

46 Barre Street: Community Development worked with Three not-for-profit organizations collectively known as CALM (Community Arts Learning and Music) to apply for a Community Development Block Grant Funds Planning Grant from the Department of Economic, Housing and Community Development.

CALM pooled resources to form an umbrella non-profit corporation to purchase and renovate property at 46 Barre

Street, Montpelier. The participants are River Rock School for elementary school classrooms, administrative offices and accessory uses; Wood Art Gallery for displays, programs and administrative offices; and Monteverdi Music School for rooms for instruction and practice of various musical instruments and administrative offices. The Summit School for Traditional Music and Culture will also rent space from the consortium for instruction and practice of music and dance. The Planning Grant will support pre-development activities necessary for the purchase and renovation of the property. Notification of Awards will not be released until November 1, 2012.

58 Barre Street Senior Center and Senior Housing:

The Senior Center project at 58 Barre Street was completed on schedule in June 2012. The 58 Barre St. project has been a shining example of a successful community supported project. Following the fire at the building in December 2009 that displaced the Montpelier Senior Activity Center (MSAC), the City Council and the Montpelier Housing Authority (MHA) came together on an agreement to work in partnership to redevelop the property into 14 apartments for seniors and people with disabilities and a reconditioned home for the MSAC. Six months later through the contributions of significant time by community members and with federal, state, and municipal funding participation through VCDP, USDA RD, VHCB, US ARRA Energy Grant Program, City Revolving Loan Funds, an ongoing Capital Campaign being run by the MSAC, and the City commitment to donate the building, the project was fully funded and began the redevelopment process one year after the fire.

The Cities lead and contribution of the fire damaged, extremely energy inefficient building has leveraged a project of over \$5m having a significant impact on two large community needs - senior housing and the MSAC. Designed with the highest standards of energy efficiency this building answers the question the City had been struggling with; where to house the MSAC. The facility in its former condition was prohibitively expensive to run and did not fit the needs of the MSAC for accessibility and space. Now with an elevator expanding access to the entire Center to everybody and a reconfigured space that will use the most efficient planning for the use of the space the MSAC will have a home that works with extremely reduced operating costs for their space.

Dickey Block: City Council reiterated its commitment to maintaining an active role in the Dickey Block redevelopment at its June 27, 2012 Meeting. Community Development is working to address development issues which have been difficult to overcome in the past. Community Development will continue to assist potential developers realize the potential of this crucial piece of downtown.

Housing Task Force: The Housing Task Force worked diligently in 2012 to implement the recommendations which were outlined in the Barriers to Housing Report presented to City Council in the fall of 2011. The report outlined the Barriers to new housing in Montpelier and the loss of young families to the surrounding communities. The report recommended a series of actions that the Housing Task Force could investigate and propose policy recommendations to City Council. The following is an account of the actions taken by the Task Force and Community Development in order to address these barriers and seek creative solutions.

The Housing Task Force is pursuing the potential of Individual Development Accounts (IDA), which would provide first time homebuyers a down payment match as an incentive. The Task Force has sought insight from the Central Vermont Community Action Council as well as the Central Vermont Community Land Trust to investigate the efficacy of creating an IDA program in Montpelier.

The Housing Replacement Ordinance which will force developers to pay a fee if a new development creates a net loss to housing has been discussed by the Housing Task Force and it will make a recommendation to The Planning Commission as well as City Council when work is completed in the fall of 2012.

In response to the Barriers Report, the Housing Task Force focused attention on Barre Street, As the City's densest and most transitional community, Barre Street is beginning to see a resurgence. The completion of the Montpelier Senior Activities Center (MSAC), 14 units of Senior Housing, The Riverstaion Apartments and Condominiums and the Bianchi-Hebert project have all been successful efforts to stabilize the neighborhood. The Barre Street CAN group seeks to further stabilize the neighborhood through community building. The Department of Planning and Community Development has played an integral role in assisting such as engaging landlords to help facilitate Tree Planting, neighborhood visioning, and community building.

Housing Trust Fund: The Housing Trust Fund is one of the most successful Housing Programs that the City has ever undertaken. The completion of 14 Housing Units at 58 Barre Street was due in large part to the City's ability to see that the \$105,000 committed to that project were effectively leveraged along with other local, state, and Federal Dollars.

The Housing Task Force met in October 2012 and released the 2012-2013 Request for Proposals (RFP) on Friday October 19th, 2012. Eligible projects must create or preserve affordable housing opportunities in the City of Montpelier. Generally, projects must be affordable to households with incomes less than or equal to area median income and must guarantee that affordability for a minimum of 15 years.

However, for this RFP, at least half of the HTF funds must be used for housing that is affordable to households with incomes less than or equal to 80% of area median income. Priority will be given to projects that: create new homeownership opportunities, result in a net gain in affordable housing units; are able to repay Housing Trust Funds to the City; assure the long-term affordability of the units (15 year minimum); provide homeownership opportunities for persons living or working in Montpelier; and develop or preserve units that are suitable for family housing. The deadline for proposals to the Department of Planning and Community Development were to be received no later than November 16, 2012. No applications were received in 2012, the funds will be reserved for future housing projects.

Housing Preservation Grant Program: The HPG loan program provides renovation loans to low and moderate income homeowners to help address: code, health and safety issues; accessibility needs; weatherization needs; and overcrowding. Loans are typically without interest with repayment deferred until the property is sold.

To date the program has assisted 116 homeowners and loaned over \$1,069,000.00. In 2012 Two HPG loans were granted, one was secured in order to respond to an emergency water main break in January 2012 and the second, in process as this report is being prepared, was used to correct structural deficiencies which threatened the safety of the homes occupants. There are still funds available for qualified homeowners. For more information, see <http://www.montpeliervt.org/cda/hpg.cfm> or contact Community Development Specialist Kevin Casey at 802-223-9507.

FEMA Grant Application: Application to FEMA completed in October 2012. Upon City Council approval of the application This award will allow the City of Montpelier to assist the CAN (Capitol Area Neighborhoods) Network with a series of workshops for the purpose of empowering neighborhoods and our neighbors with the skills needed to prepare for and respond to crisis.

Bicycle Rack Grant: Montpelier successfully completed and received a grant from the State of Vermont Agency of Transportation for Bicycle Racks. The City of Montpelier received partial funding and new bike racks will be installed at the Library, The Municipal Pool, the Schools and a few other scattered sites in downtown. Further details will be available as the State makes final arrangements for the acquisition of the racks.

Revolving Loan Funds: Community Development completed two loans totaling \$174,500 were in the summer of 2012 to the Montpelier Senior Activities Center for the completion of the Senior Center portion of the 58 Barre

Street Project. The repayment terms of these funds are as follows: \$114,850 at 3.25% for 20 years payable to the CDF Loan Fund, and \$60,000 at 4% for 15 years payable to the Community Development ADA loan fund. These loans will help to insure long term sustainability of the fund. Community Development is looking to increase the use and availability of these funds as well as repackaging and remarketing the Montpelier Business Loan Fund (MBLF) to be more attractive to small scale tech entrepreneurs.

AmeriCorps/VISTA Support

In 2012, the VISTA volunteers on the enVision Montpelier project changed, as Scott Humphrey went off to graduate school in Illinois, and Hannah Snyder returned to Michigan. We are now fortunate to have Luke Rafferty and Drew DeVitis as VISTA staff helping us with the outreach for the zoning revision, supporting the CAN neighborhood associations, the energy committee, and assisting Central Vermont Food Systems Council.

Website/GIS/E911

Geographic Information System: The City's GIS system is an important databank for information, and the GIS Specialist updates and maintains our GIS library, managing a central repository of all of the City's most current and relevant GIS data on the City's common drive, coordinates with VT Agency of Transportation, FEMA, Vermont Center for Geospatial Information (VCGI), and other agencies to obtain the most current GIS data layers and orthophotos for the City's data library, provides landowners with data they need to pursue their projects, including geographic information on floodplain analysis, zoning boundary determinations, and road frontage, provides local schools and colleges with city shape file data to conduct classes using the City of Montpelier as a planning model, and local land trusts and non-profits with data for conservation purposes.

Planning Department projects are supported by our GIS capability, and in 2012, the GIS Specialist was responsible for creating and updating shape files and maps representing CAN neighborhoods and proposed zoning district boundaries for the Citywide rezoning initiative. Eric also worked with the City Parks Department to refine trails data in the City Parks, and completed a full revision of all of the City Parks maps. These are now available on the website at <http://www.montpelier-vt.org/page/459>. Maps will be updated again late Fall of 2012. Eric worked with the City Assessor on updates of the parcel maps, boundary determinations, and maintenance and formatting of parcel data for the City's interactive online parcel maps. 2012 has seen many updates of parcel maps as surveys become available.

These are located at <http://www.ivsgis.com/muniweb/>

[montpelier/mainpage.asp](http://www.montpelier-vt.org/mainpage.asp). He also performed ongoing software updates, as well as troubleshooting of GIS software and data issues, trained various City staff members in the use of ESRI Arcmap software, and continues to be available on an as-needed basis to help with technical issues and questions. He provided help as needed to the Public Works Department, with whom he has begun to create GIS shape files of City easements and has continued to do so in 2012. 2012 has also seen a review and update of all zoning GIS layers, including existing zoning, Designated Downtown, Design Control, National Historic District, and Growth Center, so as to agree with updated parcel boundary information (all edits were reviewed by zoning administrator). In addition, the citywide building footprint GIS data is under revision, and now includes a link to the grand list, as well as "number of living units" information to help determine housing distribution patterns.

E911: The E911 coordinator worked with landowners, the E911 board, and the US Postal Service, and relevant City departments to determine correct E911 numbering for new building sites, as well as existing sites. He worked with the E911 board to check existing E-site information and rectify numbering errors so that the state's E911 database is up-to-date, and responded to calls/emails from telecom/internet services to verify addresses for phone/cable/internet services. 2012 has seen a citywide review of esite information, as of October 2012, more than 85 changes/updates have been made, with more updates pending.

Website: The webmaster works with various City departments and partners to develop, contribute content, and manage and their sections of the website. He works with the site programmer, the site hosting service and the IT department to make sure it runs smoothly and troubleshoot potential issues with its functionality. In 2011, an important focus of work on the website involved making city documents available to the public in an online format. Eric continued to add archival meeting minutes and agendas from the City's boards and commissions to the "Document Archive" section of the website. He also worked with the Planning Assistant to format and upload all recent Zoning documents (from 2007 to current) to the Document Archive. The document Archive can be found at this link: http://www.montpelier-vt.org/browse_historic_documents.html.

In 2011 the City's website became integrated with Facebook and Twitter. When an update is posted to News, Notices or Events, it sends an update to Montpelier's Facebook and Twitter accounts. In 2012, Eric worked with the Mayor to develop an email newsletter to enable the Mayor to send out regular updates to those who do not use Facebook or

Twitter. The newsletter has a signup form which is linked on the main page of the City's website. Two newsletter emails have been sent out since its creation. The website is moving towards meeting ADA standards for accessibility, but we still have some work to do. In Fall 2012 we are integrating new dropdown menus that are ADA compliant, and which will enable all users (as well as those with disabilities) to access all portions of the website in a much more efficient manner.

Management & Support Program

Finance Department

Financial Management & Administrative Services

The mission of the Finance Department is to ensure that all resources of the City of Montpelier are managed and accounted for in an effective and efficient manner, that all financial records are presented in a timely, accurate and meaningful format and that all staff members work toward continuous improvement and professional service.

The Montpelier Finance Department is responsible for maintaining the accounting, payroll, payables, insurance and billing programs for the City of Montpelier. The Finance Department provides regular financial information to Department Heads, the City Manager, the Council and residents. Our department prepares the annual City budget, manages human resources and coordinates the annual audit. The Finance Department also oversees all grant activities to assure proper use and reporting of grant funds.

Many reports are available on the City's web site.

Budget information can be found online at:
<http://www.montpelier-vt.org/group/357.html>

The City of Montpelier Annual Audit can be found online at:
<http://www.montpelier-vt.org/page/286.html>

Employment Agreements can be found online at:
<http://www.montpelier-vt.org/page/430>

Periodically Released Financial Data (Voucher listings, etc.) can be found at:
<http://www.montpelier-vt.org/group/390/Financial-Documents.html>

The City of Montpelier has 22 active funds, 10 departments and 4 labor contracts/employee plans. Montpelier has \$59 million dollars invested in capital assets financed by 41 loans

that total \$23 million dollars. The annual operating budgets for the City's governmental and business-type activities total \$18 million dollars. Our Chart of Accounts has over 2200 accounts which is an indication of the complexity of our financial structure.

Our department is completing a major reorganization which began in 2011 when the City Treasurer position became an appointed rather than elected position. We are combining the treasurer functions with the Finance Department to increase efficiencies and strengthen financial controls. Charlotte Hoyt, Clerk/Treasurer for many years, retired from the City Clerk position in March, 2012. Charlotte returned to City employment in August, 2012 in a part-time Finance position which also includes staying on as the appointed City Treasurer. Charlotte's historical knowledge is important to the success of our department's restructuring. In addition to the reorganization, Sharon Blatchford, our Payroll and HR Manager, helps us achieve our goal to strengthen our human resource services as recommended in the Matrix Management Study.

During 2012, our department also benefitted from another employee retirement. Beverlee Hill, previously the Assistant City Manager and Delinquent Tax Collector, retired in June 2012 and returned to City employment as a part-time tax collector and assistant to the City Manager.

Looking ahead, the City's District Heating Project will be completed in the late fall of 2013. Our department will transition from grant management to fiscal management of this new city utility fund.

At this time the department relies on a Senior Staff Accountant, Ruth Dockter and Accounting Manager, Kristine Morande to oversee the daily financial activity and responsibilities of the department. Loretta Bresette, Billing Clerk and Peggy Bolduc, Accounting Clerk have new job descriptions and successfully transitioned to the Finance Office. Fred Skeels, Information Technology & Communications Manager works with Nick Daniels, Technology Technician, to maintain the citywide computer, network and telephone technology services.

During my six years as the City's Finance Director, the City faced many financial challenges as we strive to minimize the effects of ever-increasing operating and infrastructure costs, unfunded state and federal regulations, and the extremes of Vermont's weather. The flood damages to the City's streets and Waste Water Treatment Plant caused by the May 27, 2011 storm and Hurricane Irene totaled over \$2,000,000. The combination of a slow-growing economy, little growth in the City's grand list and our relatively high property tax rates has resulted in decisions to defer capital improvements, maintenance and equipment replacement. Constant efforts

are required to manage the cost of employee benefits and come up with a multi-year plan to fund improvements to our aging roads, drainage systems, buildings, sewer and water infrastructure.

Our city staff actively pursues state and federal grants to help pay for weather-related damages, new programs, equipment replacement and capital improvement projects. In FY12, the City expended more than \$3.8 million in grant funds on 26 federal and state grant awards. Our efforts to maximize non-property tax revenue and carefully manage expenditures become increasingly important as the City faces the financial challenges ahead.

I appreciate the support that the Finance Department receives from the City Councilors, William Fraser, City Manager and other members of the City's management team. Our office is located in City Hall and is open Monday-Friday from 8:00 AM to 4:30 PM. We welcome city residents' questions, comments and concerns. If I can be of service, do not hesitate to call me at the office (262-6253) or email: sgallup@montpelier-vt.org

SANDRA J. GALLUP, *Finance Director*

Technology Services Division

This division is a part of the Finance Department and provides support for all municipal departments with information systems, telephone and technology services. This support starts with the service and maintenance of our existing technology and continues with forecasting and implementation of upgrades to our existing technology and new applications.

This fiscal year, July 2011 through June of 2012, provided several upgrades to existing technology over several departments. The most significant were an upgrade to vitalizing several servers and upgrading the City hall phone system.

The Technology Services implemented:

Hosted Digital Telephone and Voice Mail system for City Hall.

- Upgrade in hardware and software for our accounting software.
- Purchase and installation of a new backup and recovery system.
- Joining the Multi-State Multi-State Information Sharing and Analysis Center

The City's Wide Area Network is routed through T1's (provided by SoVerNet through FairPoint). This communication network between City Hall and the outlying

facilities of the Public Works Garage, Waste Water Treatment Plant and Water Filtration Facility in Berlin is configured to enhance the secure management of the potable water and waste water systems and radio communications between the garage and various remote units.

The City continues to maintain its communication link with the local and worldwide community via the internet. This communication, information and research tool also provides increasing levels of risk for the City's hardware, software and data. Our goal is to provide the City with a knowledgeable, effective and adequate level of security. The City continues to maintain a sophisticated firewall, virus protection standards and a redundant daily full system backup to insure the integrity and continued performance of the network and its applications.

FRED SKEELS, *Technology Services Manager*

Delinquent Tax Collector

While you didn't need to file the Homestead Declaration form when you did your taxes in 2012 for the 2011 tax year, in 2013, when you file your income taxes for 2012, the Vermont Tax Department is requiring it again this year per updated legislation. I am not sure if this will be annual once again or every other year, but most tax preparers will know, and if you do your own taxes, be sure to check on this each year.

Not filing the Homestead Declaration form when it is required could result in a couple of issues for you. One, being charged the nonresidential rate rather than the residential rate; and more importantly, not qualifying for prebate tax assistance that you might otherwise. Be sure to check with your tax advisor to see what you must do if you sell your homestead, no longer use it as your primary home, becomes an estate situation or you submitted a declaration in error.

Also, be sure to meet all filing deadlines. If possible, file by April 15th so you avoid late penalties that you encounter if you wait till the October 15th late filing deadline – used to be September 1st. If you miss the October deadline, you will most certainly not get a prebate, even if you qualify.

And, again, don't forget to file the Prebate form which in the past has been HS-145 and I am assuming that is the form number again this year, but I haven't seen the 2012 Vermont tax forms yet. If you have a computer, you can go to the Vermont Department of Taxes website to get the form(s) you need to comply with all the tax reporting requirements or call 802-828-2865 (Vermont Tax Department.)

As I have said for years, even if you don't make enough money to have to do a regular Vermont Tax return, be sure to file the Prebate forms, as you, more than anybody, may be eligible for help because of your low income. And, if you think you

make too much money, you could be surprised, too. Certain adjustments are made to the household income and that may bring you down to where you qualify. I tell everybody, it is worth the little time the form takes, just to be sure. What a nice surprise if you found out you did qualify! The State sends the prebate tax help directly to the City and it is credited against the tax bill (spread out over the four payments). The help may be as little as \$1 or it could be as much as \$8,000.

We have one of the lower, if not the lowest, delinquency rates in the State. I am very proud of this record. It requires much attention to each individual delinquency, but this is important to keep revenue current. At the time of this writing (December 20, 2012) prior year delinquencies total approximately \$37,000. Considering that we bill approximately seven million a year, you can see why we are consistently approached by other communities about how we handle delinquencies. And, we have been able to keep it low without having had an actual tax sale in many years, though the process has started in many cases.

Assistant Manager Role:

As recommended by the Matrix report, the duties of the delinquent tax and account collections has been transferred from the Manager's office to the newly restructured Treasurer/Finance Department as a part time position.

In conjunction with that recommendation, Matrix recommended that the position of the Assistant Manager be enhanced to take on more responsibility with communications, project oversight, department oversight, etc. When I look at the activity that flows through the Manager's office compared to when I arrived here 25 years ago, I am in awe of how our present Manager has maintained the level, even with my part-time help when I wasn't attending collections matters.

So, with the choice of either fully retiring, staying on in an enhanced position as Assistant City Manager or taking the part time position with the Treasurer/Finance department, my decision became easy. My city, my manager, my fellow staff deserve a person in a position to give the time, energy and dedication that a full time Assistant Manager position should give to them. I started out as a part-time person doing just collecting – and yes, sounds crazy, but I enjoy working with the people to solve the delinquencies. I still feel I can do a good job for the City in that role and look forward to at least a few more years. My fellow predecessors worked into their 70's!!

To the City as a whole, thank you for letting me serve you in the role of Assistant City Manager. I haven't always been able to meet your expectations or requests, but you were always respectful and appreciative. To William Fraser, our City Manager, for believing in me, for challenging me, for

mentoring me and even humbly accepting my "motherly" instincts at times. Day in and day out in the last 17 years since serving as Interim Manager in 1994-1995, I have commended myself to having been smart enough to tell the council I wasn't qualified enough to be the Manager on a permanent basis and they needed someone more qualified and experienced – Bill, you were and still are the answer. To my fellow staff, while often your dedication may be questioned, I know that you aren't here just for a paycheck. You daily serve the people of our wonderful City. You take pride in what you do. You are humble in your accomplishments and composed when anger is directed towards you. And, finally, to my family, your support has been the most important factor in my life and position, and I include my "extended" family in this.

Bottom line, while this is a goodbye to the Assistant Manager's position, to oversight of the Senior Center, to initial project startups, bike paths, Carr lot, etc., I will still be here working as the "mean 'ole (old) tax collector," the job that brought me to City Hall 25 years ago. And, if once in a while the Manager or Assistant Manager is busy in the future, and I am here, please feel free to ask for my assistance, for that matter, each and every employee of the City of Montpelier will be glad to assist you. Thank You.

Beverlee Pembroke Hill, *Delinquent Tax Collector*

City Clerk's Office

The City Clerk's Office is responsible for the administration of all elections, city business licenses and dog licenses. The City Clerk manages the City's voter checklist, and coordinates the Boards of Civil Authority and Abatement. The office's responsibilities in regards to recording and indexing of land records and vital statistics (births, death & marriages), generating and archiving the official records of the City Council, and maintaining the Grand List, make the Clerk the caretaker of the recorded history of the state capital.

As of the 2012 Annual City Meeting, the City Clerk and Treasurer are separate entities. While the clerk's office shares space with City Finance Department staff and assists that office in collecting payments from Montpelier residents, responsibilities for tax collection and utility billing are no longer under the purview of the City Clerk. Currently, the City Clerk staffing structure consists solely of the Clerk and one Assistant Clerk, as well as temporary poll workers as needed.

In this first year of a new Clerk, there have already been modest changes in the office. For the first time, the Clerk's office last year brought in an intern from Norwich University who worked on the 2012 November General Election, as well as engaging in a review of city ordinances relating to licensing.

The Clerk’s office is now adjacent to the counter, providing easier access to the clerk directly, as well as providing a service window more convenient for citizens requiring wheelchair access. In addition, the indexing of vital records is now entirely online and accessible through the city’s website. A public computer workstation allows citizens access to this index through the office, and can also allow visitors to inspect the Greyhound bus schedule and make online ticket purchases, access the Fish and Wildlife Department’s online interface for licenses, and to make payments via credit card through the city website (as credit card payments cannot be accepted at the counter).

The Clerk’s office is decreasing its operating expense budget by transitioning to alternative land record indexing and access software, and to increase revenues by creating access to those records online (while maintaining tight controls on the accessibility of personal information that could be used for identity theft). The office is also adding two additional voting machines, paid for exclusively by federal funds.

In 2012, the Clerk’s office recorded 67 births and 144 marriages, and licensed 395 dogs.

Assessor’s Office

The Assessor’s Office is responsible for tracking ownership and listing and valuing all real and personal property in the City. The Grand List is prepared as of April 1 each year and filed in mid-June. Building and zoning permits, property transfer tax returns, surveys and field inspections are used to update assessments.

The last appeal pending from the 2010 reappraisal, National Life Insurance Company’s assessment appeal to the Superior Court, was resolved in mediation.

According to the latest equalization study conducted by the Property Valuation and Review Division of the Vermont Department of Taxes, Montpelier’s CLA (Common Level of Appraisal), effective 1/1/2013, is 99.51. This means that, on average, Montpelier properties are assessed at approximately 99.5% of current market value according to the State’s analysis.

Despite declining property values in many parts of the country, values in Montpelier have been stable since the 2010 reappraisal. We continue to monitor value trends as we approach April 1, 2013. The number of real estate sales in Montpelier was up almost 10% as compared to 2011.

Work on our Parcel (Tax) Maps is ongoing. The maps are updated on an annual basis reflecting new surveys, deed research, subdivisions and changes in ownership. I encourage property owners to check the maps for accuracy. Two versions of the maps are now available on the Assessor’s

page of the City of Montpelier website.

Property “Record Cards” for each property in the City, as well as property sales and Grand Lists, are also available on the Assessor’s page of the City website.

The 2012 Grand List includes 2,914 taxable real properties and 524 personal property accounts, plus cable and exempt properties. The final figures in the 2012 Municipal Grand List for taxable properties are as follows:

<u>Property type</u>	<u>Number of parcels</u>	<u>% of Grand List Value</u>
Residential	2,115	58.5%
Commercial	263	24.4%
Commercial Apartments	76	4.9%
Industrial	8	0.3%
Utilities- Electric	3	1.2%
Condominiums	386	7.5%
Misc- Land	63	0.5%
Cable	2	0.1%
Personal Property	524	2.6%

Total taxable property value by category:

Residential	\$489,402,900
Commercial	204,076,800
Commercial Apartments	41,034,200
Condominiums	63,335,100
Industrial	2,705,000
Utilities	10,353,200
Miscellaneous	<u>4,718,400</u>
TOTAL Real Property	\$815,625,600
Cable	735,034
Personal Property	<u>20,873,778</u>
TOTAL TAXABLE PROPERTY	\$837,197,812

From the above, almost \$5.7 million in exemptions for Veterans, tax stabilization agreements and Current Use are deducted, resulting in a Total Municipal Grand List of \$8,315,157.78.

Jane Aldrighetti, my Administrative Assistant, is in the office Monday through Friday. My position is a 60% contracted service. I am usually in the office on Tuesdays, Thursdays and Fridays. If you have questions or concerns regarding the valuation of real or personal property in the City, please feel free to contact our office. Jane’s telephone number is 223-9504; my number is 223-9505.

I will continue to make my best effort to maintain accuracy and fairness in property assessment in the City.

STEPHEN TWOMBLY, *City Assessor*

Montpelier Senior Activity Center

A Gathering Place for Healthy Aging and Lifelong Learning

During FY 2012, Montpelier Senior Activity Center (MSAC) continued to make its temporary home at 46 Barre St. as construction progressed to renovate its permanent home at 58 Barre Street. MSAC staff continued to work with other city staff, advisory board members, Capital Campaign volunteers, and others in the community to raise funds, and the goal of \$200,000 was exceeded by late June thanks to the generosity of hundreds of individual and business donors. Construction was completed in June, and by the end June, MSAC had fully moved back to 58 Barre Street in time for the start of the new fiscal year and a new quarter of activities in early July. The upper floors have been renovated into apartments which are managed by the Montpelier Housing Authority.

We welcome all Montpelier residents to come visit MSAC and see first-hand all that we have to offer people aged 50 and over. Our beautiful new facility is bright, cheerful, energy-efficient and comfortable. Our programming supports healthy and active aging, regular socialization, and lifelong learning. The facility's various rooms are also available for rent for private classes and functions when not in use for regular programming.

Our membership grew by 8% during FY 2012 to 676 paid members. Halfway through FY 2013 (early January 2013), membership has already grown an additional 7% and reached 725. People fifty years and over are eligible to join. Currently, 75% of our members are from the City of Montpelier (up from 61% 1.5 years ago), 17% (up from 13%) are from our "supporting towns" (Berlin, Calais, East Montpelier, Middlesex and Worcester), 6% are from Barre Town and Barre City (down from 18% 1.5 years ago), and the remaining 2% come from other Vermont communities. We are receiving modest tax appropriations from our supporting towns totaling \$2050 in FY 2013 (up from \$1049 in FY 2012) and are aiming to nearly quadruple this amount on Town Meeting Day to \$7800 for FY 2014, in response to the new City policy regarding public funds for services provided to non-residents. We are developing a strategic, public funding strategy for the next five years to gradually increase supporting town funding to 25% and decrease the Montpelier tax-payers funding to 75%, based on the proportions of membership we are seeing now.

As planned for FY 2012 and approved by City Council, \$200,000 was transferred from the Center's Endowment Fund to support the 58 Barre Street Renovation Project. The preparation for and transition from 46 to 58 Barre Street resulted in higher operational expenditures, which will be

better addressed in the FY 2014 budget. In FY 2012, under-budgeted expenses included, most prominently: an increase in staff salaries, benefits and professional development training due to the Director's expanding role (the Assistant City Manager's role decreased) and the increase in another position from 16 to 32 hours; necessary computer equipment and operating supplies to replace the obsolete and prepare for the move; extensive professional services for wiring problems and moving, some of which were reimbursed in FY 2013; decreased revenue from the Corry Fund investments and other fundraising accounts (fundraising focused instead on the Capital Campaign); decreased meal contributions along with increased expenses for contracting meals from outside while we had no kitchen; and the high expense of the tennis program, which has since been significantly modified to more closely cover its costs.

We are grateful to the members and families of members who remember the Montpelier Senior Activity Center through bequests and gifts. These are reserved and invested for Capital Improvements, unless otherwise specified. Our operating expenses for Food Services were minimal during FY 2012 since we were not operating our own kitchen for congregate meals. Before relocating to 58 Barre Street, we were able to have weekly meals at the Montpelier High School and special catered monthly meals at St. Augustine's Church. We look forward to completing the kitchen at 58 Barre Street and ramping up the meal program, as many seniors miss the socialization, nutritional benefits, and camaraderie that come with provided meals at the Center. Plans and fundraising are in the works for a senior garden project and other strategies that will increase the amount of locally produced food served at the Center.

The Center is busy with 40 different weekly classes and activities appealing to all ages and interests. Our regular activities range from painting to tap dancing, living strong exercise programs to yoga in many forms, bowling to swimming, and French, Italian and Spanish conversation classes. In addition, there are classes in writing, rug hooking and other arts and crafts, and film series with Rick Winston. Many people play bridge, mah jongg, cribbage and billiards at the Center. Others take advantage of discounted privileges at a local fitness center. A group of dedicated MSAC members make up the Swingin' Over Sixty Dance Band, and they play weekly at Tuesday lunches. Other members have been studying ukulele, so now there is an MSAC Ukulele group as well. MSAC plays an important role in keeping seniors active, healthy and involved in our community!

MSAC charges Montpelier residents lower class fees (typically \$18 or \$22 for a 10-week class) and give

Montpelier residents priority in signing up for all classes. Members from other towns pay higher membership dues (\$30-40 compared with \$10) and class fees (usually \$26 or \$30). Efforts are made to ensure that all are able to participate, and in the past year we established a formal financial aid fund and confidential application process, which has been utilized by many members. There are also many activities each month that are free and open to the public, such as presentations by community partners and talks by specialists in fields of interest to seniors (including health care and Social Security). MSAC is a place where seniors connect with many community resources that can assist them in maintaining independence and health. The newly established Resource Room contains a library of information for the diverse needs of seniors and caregivers. We have also begun scheduling regular sessions there with community partners such as REACH/ORE Time Bank and Council on Aging. In addition, Lisbeth Dodd is serving an 11 month term as a Neighbor to Neighbor Americorps Member based at MSAC, in partnership with Central Vermont Council on Aging. She has been instrumental in getting the Resource Room up and running. Area seniors and family caregivers can learn more and request direct service help at home from Americorps members by calling the Senior Helpline: 1-800-642-5119.

MSAC has six computers, a multi-function Xerox machine, a digital projector, a sound system, WiFi and a Wii Game System available for members to use. Several volunteers, including from the high school, come weekly to offer drop-in assistance and training with technology. We have many classes available in late afternoons and evenings for those seniors who still work during the day. There is a monthly foot clinic, annual flu clinics, periodic cholesterol and blood pressure screening clinics and free assistance with income tax preparation provided by trained volunteers.

Trips continue to be popular and are facilitated by the use of our 12 passenger van. We have several paid drivers for our day trips throughout Vermont and New England. Trip destinations included Northern Stage Theater in White River Junction, Mass MOCA, Fairbanks Museum, and Boston Flower Show. This small van, and occasional rental of a larger bus, has allowed us to provide very affordable, comfortable, and safe trips for seniors. Trips are financially self-supporting, and the van is occasionally rented to other area senior groups. Getting out and about rather than being homebound is important for many seniors who may no longer be able or comfortable driving or traveling to new places on their own.

The operations of the Center are run through the efforts of the equivalent of 2 full time staff members and 100 volunteers. Volunteers contributed 4000 hours during the

last year. Volunteer opportunities are available helping lead classes and activities, working in the kitchen, driving people to the Center, helping people on the computers, doing organizational projects, assisting with social media, managing events, preparing the mailing of the monthly newsletter, helping in fundraising activities, serving on the Advisory Board, and other tasks and committee work according to need and interest. We are grateful to all of our volunteers for their generous commitments of time and energy that keep MSAC a vibrant place.

Information about MSAC is available through our monthly printed newsletter, Action Times, and is available on our website, www.montpelier-vt.org/msac. MSAC office hours are 9am-4pm Monday through Friday. Stay tuned, as we may be able to offer some weekday evening office coverage in the coming year.

Listed below are our current Advisory Board Members and Staff.

Advisory Board 2012-2013: Tina Muncy (Chair), Jane Osgatharp (Vice Chair), Sylvia Kingsbury (Secretary), Elizabeth Dodge, Fran Krushenick, Peter Harris, Janet Ressler, Brenda Snetsinger, Frank Woods. Thierry Guerlain is the City Council Representative appointed to the Advisory Board.

Staff (two at 32 hours and one at 16 hours, for a total of 2 FTE) Janna Clar, Director; Johanna Nichols, Program Assistant; Susie Gomez, Membership Assistant. Lisbeth Dodd, Americorps Neighbor to Neighbor member

We are extremely grateful for the strong support shown the Senior Activity Center throughout the years.

Janna Clar, *Director*

Montpelier Community Justice Center



The Montpelier Community Justice Center (MCJC) plays a unique role in the community in promoting safety, civility and fairness by providing a full spectrum of programs for resolving conflict and crime in a restorative manner for the citizens of Montpelier and surrounding communities. In this way the MCJC contributes to the healthy human infrastructure that is fundamental to a thriving community. It organizes opportunities for citizens to learn about issues related to conflict and crime and build skills that support non-violent relationships. As needed, it facilitates public forums where people can engage productively in dialogue about compelling or divisive issues. It administers the Conflict Assistance Program, Restorative Justice Alternative Program, Reparative Boards and the Restorative Reentry Program.

The *Conflict Assistance Program* is available to community members who would like to learn skills to manage their problems effectively, get help talking about divisive community issues productively, or have a mediator help them to resolve a dispute. Citizens can call the MCJC directly for help in resolving their disagreements and referrals can be made by city agencies (including law enforcement and the Montpelier Planning Department) when they recognize cases that are appropriate for mediated resolutions. People referred to this program typically want help settling individual neighbor disputes about noise, animals, or property encroachment; whole neighborhood issues; landlord-tenant issues; interpersonal conflict, etc.

In the effort to build community capacity for managing conflict, MCJC has led several educational initiatives this year.

- It delivered four *Insights into Conflict* class sessions, each comprising two, 2½ hour classes for 19 total participants. This class was developed by the MCJC to teach people non-violent and productive ways to address conflict. Offered to people of all ages, participants have expressed surprise at learning that there are different ways to address conflict other than physical violence.
- In order to improve outcomes for children of men who have committed serious and violent offenses and who are inescapably affected by their fathers' actions, the MCJC developed and delivered a series

of classes intended to help these fathers become more responsive to their children's needs. Two 20-hour classes (delivered in ten 2-hour sessions) were offered and served 16 participants.

- The MCJC held a community forum at the Kellogg Hubbard Library, *Building the Foundation for a Safe and Just Community*, presented jointly by the MCJC Director, the Montpelier Police Chief and the Citizen Advisory Board Chair, who is also a former Commissioner of DOC. The forum explored the role that citizens play in ensuring justice and keeping their community safe.
- The Montpelier Community Justice Center partners with the Montpelier Police Department as well as the criminal justice system and the Vermont Department of Corrections to provide a response to crime that tries to mitigate the harm to victims and community and provide the persons responsible for offending a way to learn from their poor choices. It supports victims, and the community, by giving each a voice and an active role in the resolution of the offense against them. Affected parties are invited to participate in a dialogue that prompts those who offended to learn about the harm they caused, take responsibility, and make amends. When MCJC staff members contact victims, they are often told that "this is the first time I have heard anything about the outcome of my case"—even if the case is several years old. Victims express gratitude for being asked to contribute to a restorative process, even if they choose not to participate. The community's voice comes in the form of the citizens who serve on the Reparative Boards, the venue for these conversations. The MCJC now administers five Reparative Boards: three in Montpelier and one each in Northfield and Waterbury, holding eight meetings each month.

The *Restorative Justice Alternative* and *Reparative without Probation* programs were used more this year than in the past, allowing people cited for minor offenses to learn about the harm they caused and make amends instead of being punished, an intervention shown to reduce recidivism. The MCJC is particularly pleased to be able to introduce restorative principles to underage individuals, as it did in many cases this year (19% of the total number served by the MCJC was 21 years of age or younger).

In FY '12, the MCJC continued to operate the *Restorative Reentry Program*, working with people who have committed

serious and violent offenses who are being released from prison to serve their sentences and be supervised in the community. The program creates Circles of Support and Accountability (COSAs) for each core member (the reentry client). In FY '12 six new core members joined the eight already active in the program. All but one either successfully completed his year in the program or are still actively engaged in the process.

The efforts of 58 talented and trained volunteers, who were instrumental in bringing these programs to the community, volunteered 1183.75 hours, valued at \$19,022.86, and made the resolution of crime and conflict a participatory endeavor. The police, State's Attorney, Washington County Sheriff's Department, City personnel, and residents referred cases to the MCJC. Staff delivered 32.5 hours of training to new COSA volunteers and 10.25 hours of training for new Reparative Board volunteers. MCJC held 57 Reparative Board meetings and more than 250 Circles of Support and Accountability (COSA) meetings. The Washington County Court Diversion Program, Barre Probation and Parole and the Greater Barre Community Justice Center referred cases to the MCJC's *Insights into Conflict* class. The MCJC is funded almost completely by state grants.

The MCJC is staffed by a Director (Yvonne Byrd), a Programs Coordinator (Judy Gibson), and a Reentry Specialist (Alfred Mills)—all experienced mediators. In addition, two Adjunct Reentry Specialists were employed on a limited, part-time basis in FY '12 to staff two CoSAs. Together, staff and volunteers touched hundreds of lives, both directly and indirectly, because of the ripple effect of crime and conflict. The MCJC received overwhelmingly positive evaluations from participants in all program areas. The people who volunteer at the MCJC come from all walks of life with great diversity in age, socioeconomic backgrounds and occupations. What defines them as a group is their belief in a humane approach to resolving crime and conflict and the dedication to giving of their time to making their community civil and safe. They are making a significant and positive impact on their community. The staff is grateful to all of them. We are always interested in hearing from others who want to learn more about volunteering for a Reparative Board or COSA.

Montpelier Housing Authority

A Valuable Community Resource

The Montpelier Housing Authority is a local, independent government agency that has served our community for thirty nine years. Our five member Board of Commissioners is appointed by the City Council with commissioners serving staggered five-year terms. The Board employs an Executive Director and staff to oversee its operations. As a local independent agency, we are not a City department. We are funded entirely by federal funds and management fees paid by the properties that we manage. No local or state funds are received to operate our programs.

The Authority operates a wide variety of programs in its continuing effort to meet the need for affordable housing in our community. We own and manage Pioneer and Gould Apartments. We also serve as managing agent for Lane Shops Apartments, Cummings Street Apartments, Prospect Place and two projects for Washington County Mental Health: a group home on St. Paul Street and a small apartment house on Prospect Street. This year we added 58 Barre Street Apartments to our portfolio of managed properties. In addition, we administer the Section 8 Existing Program which totals 122 vouchers. We also administer a home ownership option to our Section 8 participants. Working with the Central Vermont Homeownership Center, this option allows Section 8 tenants to use their vouchers to help pay their mortgage and other pertinent housing expenses. To date, we have had five closings under this option. A total of 324 units of affordable housing are provided through these programs.

Our nonprofit, Capital City Housing Foundation (CCHF) renovated Heaton Woods, an affordable residential care facility. Heaton Woods is a tremendous asset to the community. Several years ago, a generous gift from the Roselli family enabled us to add five more rooms when we renovated the third floor bringing the total number of rooms to 46. The public is welcome any time to tour the facility or visit with the residents. Please call 223-1157 if you have questions.

CCHF also owns Prospect Place and is the general partner for Cummings Street Family Housing Limited Partnership and 58 Barre Street Housing Limited Partnership.

CCHF continues sponsorship of the meals site at Pioneer Apartments. This program has operated continuously since 1973. The Senior Meals Program serves weekday noon meals to the elderly and disabled, along with weekend frozen meals on Fridays for those who need them. They also provide home deliveries to our elderly/disabled buildings and those

living near the meals site. Please call 223-6357 for more information.

The redevelopment of 58 Barre Street into a three unit commercial condominium which includes the Senior Center, fourteen units of housing for the elderly and persons with disabilities, and the play ground, was completed in June. Twelve subsidized units were occupied on July 1. The two market apartments were occupied soon after. The housing is owned by 58 Barre Street Housing Limited Partnership. The housing condominium pays full property taxes to the City adding approximately \$12,500 to the City coffers. We made our first tax payment in August.

The Montpelier Housing Authority is committed to paying our fair share toward City expenses. All projects owned or managed by MHA and CCHF pay full water and sewer charges, including the sewer benefit. Cummings Street Apartments, Prospect Place, Lane Shops Apartments, 7 St. Paul Street group home and the Washington County Mental Health Prospect Street property paid a total of \$96,595.97 property taxes and sewer benefits for the 2011-12 tax year.

Pioneer Apartments paid \$2,465.91 in sewer benefit and \$12,555.03 in PILOT. Gould paid \$481.59 in sewer benefit and \$3,250 in PILOT

The Authority works cooperatively with City departments and other nonprofits, especially the Planning and Development Office and the Central Vermont Community Land Trust. This past year we also worked very closely with the Assistant City Manager and City Assessor who was the City's representative during the construction period. The Executive Director also serves on the Montpelier Housing Task Force and the Washington County Continuum of Care.

The Authority strives to maintain a high level of service to our tenants and the Montpelier community. Please feel free to call our office at 229-9232 if we can be of service to you.

Jo Ann Troiano, *Executive Director*

Green Mount Cemetery

Highlights of 2012

Personnel – After thirteen years our Grounds Supervisor Rick Lee, has taken a position at the Public Works Department. The Commissioners wish him nothing but success in his new position. Our main work force includes eight correctional inmates with a Supervisor that came from the Caledonia County Work Camp. This or a similar type of correctional program of male and female offenders has been working at Green Mount since 1981. We are extremely satisfied with the overall work production of this past year's work crew with special emphasis mainly on lawn care and

leaf pickup in the fall. Personally I do not know what we would be able to do without these incarcerated men.

This Years Work – We continued to maintain Green Mount, Elm Street Cemetery and the various green spaces and traffic circles for the City. At Green Mount, we focused on road work, opening up a new area found on Oak Hill and we began an expansion project above the Tool Shed which we are calling Fox Run. This could be potential burial space in many years down the road. We needed to find a location to store topsoil and compost and a location to place unwanted fill. We purchased a new one ton dump truck in January. Thank you Montpelier Voters for your support.

Next Year's Goals – we will be looking at completing the following projects: continuation of road repairs and improvements, installation of a new flag pole with light, receipt of a detailed analysis on the financial costs of renovation and historic preservation of our chapel – winter vault building, repair of many failed foundations and repair of broken tablets at the elm street cemetery.

Burial and Memorial Lots Available – There is a wide selection of lots available including family estate lots, mausoleum lots, cremation lots nestled within a woodland section. Let us know your needs and we will strive toward developing your personalized burial lot. A new area has been surveyed and is ready for use in our new section "Oak Hill" which can be seen from Interstate 89 as one heads north.

Rules and Regulations – Please, before planning any work on your family's lot including the installation of a monument, contact me for a copy of the Rules and Regulations.

Gift Giving – Giving to Green Mount is truly a community gift. Gifts can be specified toward a certain project or for general use. Present project needs include: Endowment Care funding, Plant Materials (trees, shrubs, perennials) new Flag Pole with lights, Entrance Enhancements, Visitor benches and Monument Repair. Please contact us to discuss your preferred method of presenting a financial gift to Green Mount. Our Commissioners have retained a professional advisor for this private consultation. For a confidential discussion and or a copy of our investment policy, please contact us at 802 - 223 - 5352 or email at cemetery@montpelier-vt.org.

Tours – Walking tours can be given for individuals or for groups of up to 50 participants. These tours may be scheduled for any time with enough notice. Please call the office at 223- 5352 or email your request to cemetery@montpelier-vt.org.

Thank you – to the citizens of Montpelier for your continued financial support and all of those who give us

feedback throughout the year. We also wish to send out a public **Thank You** to Marian Peduzzi for her financial contribution.

Questions/Comments? Please feel free to ask any cemetery related question even if it does not directly pertain to Green Mount. You can always feel free to call me at work at 223 – 5352 or at home in the evening/weekends at 426-3754. My email is cemetery@montpelier-vt.org

This year's advice - In order to purchase the correct monument for your gravesite, first check in with me to find out what specific memorial regulations relate to your lot. Different sections have different requirements. Then proceed to canvas our Cemetery and other local ones to see what features you may wish to have. Once you get an idea of what you are looking for – Contact either or both Montpelier Granite at 223 – 2581 or Northeast Granite at 223 – 3502 for a consultation at your lot. These fine local memorialists will assist you in your design and meeting them on your lot can make a big difference. Feel free to contact me about Green Mount or any other cemetery that you may have a question about.

Patrick Healy, *Director*

Statistics 2012

Burials – 23, (13 Cremations, 10 Casket, 4 Winter burials, 1 infant)

Lots Sold – 12 full burial graves, 2 Cremation Lots

Removals – none

New Monuments installed - 7

Markers installed - 5

Monuments washed - 5

Monuments repaired – 4

Flower/wreath Placement - 12

Mausoleum cleaned - none

Parks, Conservation & Recreation Programs

Parks Commission

2012 Staff and Overview

Montpelier Parks are comprised of over 400 acres of land, over 15 miles of trails and over 7 acres of mowed areas. In 2012, Parks Director, Geoff Beyer, Parks and Trees Assistant, David Brunell, AmeriCorps member, Byron Garcia, and VISTA member, Stephanie Olsen, worked with a record number of groups and volunteers to complete a wide variety

of projects in Montpelier's parks. Of special note this year is that two Department of Labor crews, under Parks Department supervision, provided significant help to the Montpelier parks. One crew was part of a grant to do storm damage repair and the other was through a summer youth job training program. Additionally a Vermont Youth Conservation Crew (VYCC) worked for 7 weeks on the new National Life trail.

Storm Damage Repair

Park staff, a Department of Labor "Storm Crew", and numerous volunteers and groups worked long and hard to continue park and trail restoration from the two major storms we had in 2011. Major work was done to repair damage done to the Peace Park, North Branch Park and, to a lesser extent, Hubbard Park. Additionally, we did a major project to prevent more river bank damage at the Peace Park by putting in a revetment (rocks to slow down water near the bank to encourage sediment to be "dropped" by the bank, instead of continuing to erode). The river bank has been steadily eroding over the years and the bank eroded significantly during the storms in 2011. When the storms occurred last year, many culverts were plugged or washed away particularly in the North Branch Park, and the water then rushed down trails and washed away trail tread. Crews replaced countless tons of tread this summer; rebuilt numerous "headers and tails" of culverts; and built and rebuilt retaining walls on key sections of trails. This is just a snapshot of the extensive storm repair work that was done in 2012.

Tower Landscaping

In the past, the Hubbard Park Vegetative Management Plan has called for periodically removing a percentage of the trees threatening to block the view from the tower. This past year, Geoff Beyer recommended developing a new planting plan that included planting lower growing tree and shrub species that would not need to be cut regularly thus greatly reducing the need for a cyclical heavy cut. After an initial public meeting in 2011, several Parks Commission members, some community volunteers and a member of the Apple Corps group formed a committee to draft a landscaping plan that included edible fruit and nut trees and bushes, as well as other low-growing native species. The plan was presented at a public meeting in March and, with a few final revisions, the plan was approved by the Parks Commission. Now the Tower Landscaping Plan can be seen on the park website, and a substantial number of plants were put in place in the summer of 2012. The plants are a fun mix of fruit, nut and native plants that should eventually beautify the area and help preserve the view from the tower.

National Life Trail

The Parks Department received an AOT Enhancement Grant to continue the work on the National Life Trail. The grant recognizes the potential for the National Life trail to provide an alternative transportation option for many commuters. The Parks Department also had invaluable help from a VYCC crew for seven weeks to build the trail. The Department and crew worked on the most challenging section of the trail this year. The section is the farthest from the road and was a difficult place to get the tons of material in place. The VYCC crew set up a highline and made strategic use of mechanical advantage to move over 30 tons of material to put in the next set of steps. This trail is nearly done and will offer a beautiful connection to the south section of town around Northfield Street. Hopefully we can finish this trail with another few weeks of work in the summer of 2013.

Invasive Species Trail and Management

Stephanie Olsen, the Parks and Conservation Americorps/VISTA member, demonstrating considerable leadership skills, achieved what is probably the most successful year the Parks has had yet battling invasive plants. Volunteers and staff pulled out many hundreds of honeysuckle and barberry bushes, root system and all. Because the plants were pulled when the ground was wet, it made it easier to pull the entire plants successfully. She also played a key role in developing a new Invasive Plant Interpretive Trail that is now located in the North Branch River Park along the river. This trail can educate visitors about key invasive plants we are struggling with locally and what strategies may be employed to control them.

Old Shelter picnic area

Park Staff and volunteers made several improvements to the Old Shelter picnic area including replacing the retaining wall around the parking lot and replacing support posts.

Hubbard Park Dog Survey

Park Staff have noticed an increase in the number of visitors recreating with dogs in Hubbard Park the past several years. The Parks Staff and Parks Commissioners have heard more formal and informal complaints regarding negative dog interactions in the Park over the last couple years. In response, the Parks Staff and the Parks Commission felt the first step in the process of addressing concerns was to gather additional information from people on their experiences with dogs in the park. A survey was released to the public in November, and many citizens attended the December Commission meeting. The deadline for survey responses is mid-January and a public meeting is scheduled for February 2013.

The Parks Department and Commission's hope is for a collaborative community process in 2013 that will help address concerns raised.

Parks Commission

In March of 2012, Kip Roberts began a 5-year term on the Parks Commission. Leigh Seddon stepped down from the Parks Commission after 15 years of dedication to protecting and improving Montpelier's parks. The Commission would like to thank Leigh for his years of leadership and wonderful service.

Park thanks!

We owe thanks to many people, organizations and groups for a record year of park improvements. We want to give special thanks to the Department of Labor for providing numerous job trainees who have conducted strategic storm damage repair, old shelter area improvements, and a wide variety of park improvement and maintenance. This provides Montpelier Parks with great help while providing the trainees with great work experience. We also want to deeply thank The Vermont Youth Conservation Corps, the Barre Vocational Tech Program, the Alternative School, Spruce Mountain, VHCBAmeriCorps group, the entire 9th grade of MHS, the MHS Community Based Learning Program, Norwich University, and the entire 4th grade of Montpelier Union Elementary. The Park Staff and Commission would also like to thank the many other volunteers who helped us accomplish so much this year. These included a number of classes from local schools, and numerous individual citizens who contributed their time in many valuable ways. Their efforts have been critical for helping make Montpelier Parks the wonderful places they are and the Parks Commission and Park Staff deeply appreciate all their help.

Citizen support for Montpelier Parks is always appreciated and donations help us leverage additional support from a variety of sources and volunteers. If you would like to contribute to the Parks or assist in any way, please contact Geoff Beyer at the Park office (223-7335) or speak with a Parks Commissioner.

For information on Montpelier's parks, including maps and natural history information, please visit the Park's website:<http://www.montpelier-vt.org/department/81/Montpelier-Parks.html>. The Parks Commission appreciates and welcomes comments or suggestions from residents as we continue our work of protecting and improving Montpelier's park and trail system.

Lyn Munno, *Commission Chair*

Emily Boedeker, *Commissioner*

Aaron Brondyke, *Commissioner*

Cara Robechek, *Commissioner*

Kip Roberts, *Commissioner*

Conservation Commission

The Montpelier Conservation Commission (MCC) is charged with advising the City Council, the Planning Commission, and other city officials on issues concerning Montpelier's natural resources and engaging residents to protect and enhance the City's natural environment. This year's highlights are described below:

Zoning Revisions

The Conservation Commission has been engaged in the ongoing zoning revisions throughout the year. Most recently we worked with the Central Vermont Regional Planning Commission, the Planning Department, and the Planning Commission to create a Target Resource Overlay District of conservation priority areas that may be considered in the zoning process or informally in the development review process as part of the Technical Review Committee. The map was presented to the Planning Commission. The Conservation Commission sees a great opportunity in zoning to encourage city values outlined in the master planning process that included the input of many residents. Some of the values that came out in the master plan include focusing development in the growth center, increasing housing density where possible, and protecting strategic city natural resources. By allowing for incentives to cluster development in desired conservation areas of the city we see a valuable role in encouraging thoughtful development that protects city goals and values. This work continues from last year. Commission members regularly attend Planning Commission meetings to provide input on conservation issues such as wetlands, buffers, and streams.

Berlin Pond

Commissioners have been active with the changes taking place at Berlin Pond to open the pond to recreation. We have gathered information from City staff on the positions of the City and attended meetings to discuss the pros and cons of limiting access to the pond. The Commission is in favor of closing the pond to public recreation primarily to safeguard our City's drinking water supply that we consider a critical natural resource, but also to protect the ponds rare status as a pond very close to being in a "natural" state. A joint meeting was held with the Berlin Conservation Commission. The Commission has also continued its conservation work in the Berlin Pond watershed and is evaluating a parcel for a possible conservation project. A presentation was given by Vermont Land Trust staff about a possible project for protecting land near the pond. These projects are very important for protecting the City drinking water supply.

High School Students Continue Service on the Conservation Commission

Megan Hoyne-Wingate continued her role as student representative on the Commission for the 2011-2012 school year. Megan previously served as a student representative on the Conservation and Planning Commissions. Past student members include Liam McSweeney, Caitlin Paterson, and Joshua Klavens. We are currently seeking an additional student representative and will be seeking new student representatives this summer. Anyone interested is encouraged to contact Matt McLane, Community Based Learning faculty, at Montpelier High School at 225-8052.

Stormwater Management

Commission members have been participating with the Friends of the Winooski River project to highlight residential stormwater management in Montpelier. Commissioners attended a workshop on rain barrels and residential drainage in the Meadow neighborhood. The Commission funded a portion of this work for the Friends and is now considering sites for a demonstration project in Montpelier. The Commission also wrote a letter of support for a grant that the Friends of the Winooski River is seeking.

River Basin Planning

The March meeting of the Commission featured a presentation by Karen Bates of the Vermont DEC to review the draft of the Winooski River Basin Plan. The public and commissioners provided feedback to the draft plan that is now finalized.

Invasive Species

The Commission continued its role in educating people about and eradicating invasive species in town by funding a UVM intern to work with the Parks Department that focuses on invasive species.

VISTA

The Conservation Commission partially funded the Conservation and Parks VISTA Position again this year that was held by Stephanie Olsen. The VISTA member did substantial work with volunteers and groups to remove invasive species from around Montpelier. A highlight of Stephanie's work was the creation of an Invasive Species Interpretive Trail that allows visitors to learn about invasive plant identification and control. Additionally she has been deeply involved in the development of community gardens in Montpelier.

Hubbard Park Tower Orchard

The Conservation Commission funded part of the plant purchase for the Hubbard Park Tower Landscaping project that planted lower growing fruit, nut and native plants that will not block the tower when they reach maturity.

Tree Grate

The Commission agreed to fund the purchase of a damaged tree grate for a street tree.

Conservation Commission Website

<http://www.montpelier-vt.org/group/62/Conservation-Commission.html>

The Commission is currently working to tune its website to make all information current and provide easy access to past documents such as project reports, annual reports, agendas, and meeting minutes. The objective of this project is to better utilize the website as an electronic archive to make our activities more available and transparent to the public.

Members

Commission members, alternates, and liaisons during all or part of the year included the following people (listed alphabetically).

Geoff Beyer, *Staff Liaison*

Erik Esselstyn

Karen Freeman

Alex Hoffmeier

Christopher Hilke

Roy Schiff, *Chair*

Shawn White

Jeanie Williams

Megan Hoyne-Wingate, *Student Representative*

The Conservation Commission is a group of Montpelier residents who are eager to assist the City in protecting its natural resources. The Commission meets at 7:00 pm at City Hall on the second Thursday of every month. All meetings are open to the public. For more information contact Roy Schiff at 223-7214 or roy.schiff@aya.yale.edu.

Roy Schiff, *Chair*

Montpelier Conservation Commission

Montpelier Tree Board

Purpose of the Tree Board:

The purpose of the Tree Board is to protect the public health and welfare by improving and preserving the beauty of the city as it relates to street trees and park trees. The Board administers and updates a plan for the care, preservation, pruning, planting, removal, or disposition of trees and shrubs in parks, along streets, and in other public areas. The Board meets monthly (1st Thursday) and schedules regular workdays. All are welcome to attend any of our meetings. We also have room on the Board for more members if you want to play a larger role in the City's urban forest.



Current Board Membership:

John Snell, *Co-Chair*

Sarah Hoffmeier, *Co-Chair*

Wendy Blakeman

John Van Deren

Carole Naquin

Abby Colihan

Geoff Beyer, *Tree Warden*



The board and a strong group of volunteers logged more than 1500 hours of service in 2012, from planting to weeding, meetings to completing grant applications. We do all our work with a \$2000 budget from the taxpayers.

Summary of our work for 2012

Tree planting: We continue to plant trees in various locations around town using both trees purchased with grant funds as well as trees grown in our nursery.

GreenUp Day celebration: The Tree Board planted six trees for GreenUp in the downtown using funds from a grant from American Forests.

Arbor Day celebration: The Tree Board planted five trees from our nursery for Arbor Day at Union Elementary School with the assistance of both adult and elementary school volunteers. An Arbor Day Proclamation was read with the students.

Tree maintenance: We continue to expand our work maintaining our existing trees. This summer we focused on the downtown trees, removing all grates and guards to add compost to the planting areas and pruning the trees as needed. Unfortunately many of the grates and guards are in poor conditions and some of the trees struggle because they were planted in soil that is less than adequate. Still, our work showed, as in many instances the trees appear better than ever.

Tree nursery: We maintain a small nursery, The Norm Hudson Nursery, at North Branch Nature Center, which donates the land for our use, where we raise enough trees so that we can plant out 10-20 trees/year. Typically we plant “whips” and raise them for 2-3 years before they are moved. We are working hard to improve the quality of the trees raised as well as refine the species to better suit our needs.

Pruning workshops: The Board and the Tree Warden hosted four hands-on workshops to teach people the basics of small tree pruning. These were attended by over 30 people total, many of whom have continued to volunteer with us since. We also continue to support similar workshops offered by the SOUL program and our local state foresters.

Educational activities: The Board has hosted several educational days at the Farmers Market to help people understand our mission and the needs of the urban forest. In addition we spoke to the entire student body of Union Elementary school as part of a project to plant trees at the school with students.

Volunteers: We have worked hard this year to solicit and use volunteers, with good success! We signed up nearly 30 interested people at workshops and educational activities to help—an arrangement that has been both fun and mutually beneficial. We also introduced a program where a volunteer can earn a Tree Board t-shirt after providing 10 hours of work.

Watering downtown trees: Due to limited quantity of soil in the small downtown tree pits, weekly hand-watering is required. Three volunteer teams did the bulk of the work during this long, dry summer and, as a result, most of the trees came through in excellent condition.

Sidewalk clearance pruning: We have responded to a dozen situations, including several referrals from DPW, where trees overhanging sidewalks were causing problems. We are pleased to be able to provide these services to the city while also assuring the work will be done acceptably to relevant arboreal standards.

Tree City USA: Montpelier once again qualified as a Tree City USA and was honored as such by the Vermont Urban and Community Forestry Program. A Tree City USA must have: (1) a tree board or tree warden; (2) a tree ordinance; (3) a tree program with an annual budget of at least \$2/person; and (4) an annual Arbor Day celebration proclaiming the importance of trees in our lives.

Consulting: We provide informal, free consulting to citizens with questions about their trees. This work ranges from advice on pruning and planting to questions about



tree health or possible removal. In 2012 we provided these services in more than a dozen instances.

Emerald Ash Borer (EAB) Educational Project: we marked all Green Ash trees (20) in town to highlight our vulnerability to this new invasive pest that is on the north and south borders of the state. We also hung two EAB traps (purple rectangular boxes) for educational purposes and held a news conference to educate the city. In addition a member of the Board and one of our prime volunteers have both taken First Detector training to assist in detection of and education about invasive pests.

Update of Tree Plan: The update of our Tree Plan was completed in 2011 and adopted in early 2012. We look forward to consulting this document for guidance in the years to come.

Inventory: We continue to gather data about the Urban Forest and make it available through City GIS. This will help us refine our planning process. We would like to note that fewer than six Elms of any size remain in the city. We face a similar decline with all Ash

species (we have more than 2 dozen Green Ash in the downtown alone) and street and sidewalk Sugar Maples (which have succumbed to salt pollution).

Grants: The City, mainly through the efforts of the Tree Warden, Geoff Beyer, received a \$5000 from American Forests to plant trees that enhance the streetscape in the city. Part of this effort was to plant trees downtown in the spring and another part is a new project to plant a number of new trees in the Barre Street neighborhood as well as other areas this fall.

Planning for the future:

- We will continue targeting neighborhoods for large-scale plantings.
- We will continue to improve the use of the nursery as a way to grow high-quality trees at a lower cost.
- We plan to pursue discussion about having a more formal role in the review of building and zoning applications to ensure the use of trees is optimized.
- We will continue to work with DPW to improve the viability of downtown street trees, including possible testing of new designs for planting areas and better coordination with them on city projects.
- We hope to increase the use of lower cost wood/metal tree guards as a way of reducing costs.
- We will continue to educate community members of all ages as to the importance of Montpelier's trees and how they can better care for those on their property.

We appreciate the support we have from the citizens of Montpelier. Located as we are in the middle of the forest, it is easy to take the urban forest for granted. Many passersby express their appreciation while we are doing our work on the streets and we use the opportunity to let people know what we are up to.



Photo courtesy of Jim Sheridan

Montpelier Recreation Department

As we look back on 2012, the Montpelier Recreation Department made more strides towards the future. This year our new picnic shelter by the pool was open for use by the community. The shelter was used for birthday parties, family reunions, school reunions, and picnics for families. We also painted all the windows and front doors on the Recreation Center that were long overdue. We have been very fortunate to accomplish so many projects that needed to be done.

Our Capital Kids Summer Day Camp program really enjoyed its first summer in the new picnic shelter. The shelter allowed the children a lot more space to eat, play games, and to do more arts and crafts activities that could not be done under the tent. The storage space has helped our camp to keep program equipment a lot more organized. Our numbers for this program continues to increase. The partnership with the Summer Lunch Program was once again very successful. Everybody enrolled could participate in the lunch program that is offered at camp and eligible participants can receive a free lunch to help provide a well-rounded Day Camp experience. Our Vacation Break Day Camps offered during February and April school vacations were also a success. A special thanks to our day camp staff for their wonderful work they do with the children.

The Recreation Department's overall attendance increased in 2012. Many programs saw higher numbers. Tennis Lessons, Swimming Lessons, Hunter Safety, Noontime Basketball, Sunday Basketball, Soccer Camp, Parent / Child Archery, and our Ballroom Dance Classes. Baseball, Basketball, and Fall Soccer maintained close to the same participation as last year.

The Recreation Department offered many new activities including: Ready Set Run, Fitness Hooping, Girls on the Run, Girls on Track, Beginner French, Beginner Italian and Adult Dodgeball just to name a few. We are continuing to see more adult participation in our programs. We also offered several after school classes: Hip Hop Dance, Young Rembrandts Drawing, and Babysitting were among some of the programs.

We conducted our annual special events with more participants than past years. They consisted of: Father/Daughter Valentines Dance, Mother/Son Bowling, Ski & Skate Sale, Halloween party, Easter Egg Hunt, and Touch a Truck.

At the swimming pool, we continue to enjoy our Summer Barbecues, Pizza Night, Moonlight Swim, Family Fun Day, and many other special events. A special thanks to our pool staff for an enjoyable summer at the pool. The weather was nice this past summer and we had over 10,000 people visit the pool. It proved to be a busy summer.

Our association with Ellis and Associates Lifeguard Training

is very successful. We feel that we have one of the top groups of lifeguards anywhere and our audits continue to back this up with the highest possible grades on a continual basis.

Many of our programs rely on volunteers in order to help them run smoothly. We are very fortunate to have such a high number of very qualified and experienced volunteers. The Recreation Department Staff would like to express our gratitude to all our volunteers. Without our volunteers, and supporting organizations, many of our programs would be impossible to run. Along with the volunteers, our Recreation Staff does a great job keeping programs and facilities running smoothly.

We enjoy looking back over the past year at our accomplishments, but are always looking forward to serving the communities needs better. As 2013 approaches, we have a vision of expanding even more of our programs. We hope that each of you will be able to take part in as many of our programs as possible. You may register for many of our programs online. If you are trying to register online for the first time, please call our office for assistance.

If you know of a program you would like to see offered, know of an instructor to teach a class for us, would like to serve on the Advisory Board or if you have any questions, please call

us at 225-8699 or stop by our office at 55 Barre Street.

Don't forget to check us out on the web at www.montpelierrec.org

We are truly one of Montpelier's Best Kept Secrets.

- Arne McMullen, *Director Of Recreation*
- Jenny Bartlett, *Program Coordinator/Pool Manager*
- Penny Downen, *Administrative Assistant*
- Norma Maurice, *Administrative Assistant*
- Rick Lachapelle, *Maintenance Forman*
- Mike Healy, *Maintenance*
- Carl Nunn, *Maintenance, 1/2 Year*

Recreation Advisory Board Members:

- James Surwilo, *Chair*
- Karlynn Koenemann
- Ena Backus
- Brian Murphy
- Courtney Parento
- Sue Aldrich, *School Board Representative*
- Angela Timpone, *City Council Representative*
- Beth McGuire, *Student Representative*

Below is the Proposed FY 14 Budget for the Montpelier Recreation Department. The Recreation Appropriation will be level funded. Thank you and we look forward to serving our community.

FY 14 Recreation Department Budget					
Account	Description	Proposed Budget FY 13	Proposed Budget FY 14	Difference	% Change
06-1570	Administration	286,937	287,933	996	0.35%
06-1571	Recreation Indoor	75,341	75,341	0	0.00%
06-1572	Recreation Outdoor	314,508	323,374	8,866	2.82%
06-1573	Swimming Pool	122,763	120,763	-2,000	-1.63%
06-1574	Indoor Skating	2,027	1,000	-1,027	-50.67%
06 2600	Fund Balance	3,000	0	-3,000	-100.00%
06 5001	VMERS	11,007	10,890	-117	-1.06%
	Totals	815,583	819,301	3,718	0.46%
FY 14 Recreation Department Revenue					
Account	Description	Budget FY13	Proposed Budget FY14	Difference	% Change
06-1000	Rec Appropriation	575,230	575,230	0	0.00%
06-2700	Season Passes - Swim Pool	19,000	19,500	500	2.63%
06-2701	Season Passes - Rec. Center	600	600	0	0.00%
06-2720	Daily Adm. Fees - Swim Pool	9,000	9,500	500	5.56%
06-2721	Daily Adm. Fees - Rec. Center	2,800	2,800	0	0.00%
06-2730	Program Fees - Swim Pool	7,000	7,500	500	7.14%
06-2731	Program Fees - Rec. Center	38,000	40,588	2,588	6.81%
06-2732	Program Fees - Outdoor Fac.	103,496	106,130	2,634	2.55%
06-2740	Concessions - Swim Pool	7,600	7,800	200	2.63%
06-2741	Concessions - Rec. Center	100	0	-100	-100.00%
06-2751	Rentals - Rec. Center	7,000	7,000	0	0.00%
06-2752	Rentals - Outdoor Fac.	8,000	8,000	0	0.00%
06-2798	Ski & Skate Sales	8,500	9,000	500	5.88%
06-2990	Miscellaneous Revenue	7,000	7,000	0	0.00%
06-5900	Rec. Fund Balance	22,257	18,653	-3,604	-16.19%
	Totals	815,583	819,301	3,718	0.46%

North Branch Nature Center



The North Branch Nature Center (NBNC) is a private not-for-profit organization that provides natural science education to all ages in Montpelier and beyond.

NBNC is dedicated to connecting people of all ages with the natural world. The nature center provides a wide variety of nature programs including summer camps (scholarships available), programs for school groups, nature walks, field trips and workshops for all ages, a regular Forest Preschool series and much more.

In 2012, NBNC continued its partnership with the Union Elementary School to offer the ECO (Educating Children Outdoors) program (formerly known as the Nature Adventure Program or NAP) for all children in first and second grade. The nature center also offers a youth birding program, an annual winter lecture series and volunteer opportunities. To find out about upcoming programs, call us for a listing of public events or find us on the web at www.NorthBranchNatureCenter.org.

The North Branch Nature Center serves as a convenient trail head for a walk at the nature center or a more extended hike in North Branch River Park or Hubbard Park. There is also an exhibit room with live turtles, salamanders, snakes and more.

We are located on Route 12 (713 Elm Street) in Montpelier, just 2 miles north of the intersection of State and Elm Street. Our Critter Room is open Monday through Friday, 9 am to 5 pm. Trails are open everyday. For more information call us at 229-6206 or visit our website at www.NorthBranchNatureCenter.org.

The board and staff of the North Branch Nature Center appreciate the continued support of the City of Montpelier and its residents. We look forward to serving as a local resource for natural science education in the coming year.

Chip Darmstadt, *Executive Director*

Cross Vermont Trail Association

Imagine a multi-use, four-season off-road trail across the width of Vermont following the Winooski River & Wells River valleys, a 90 mile greenway for cyclists, skiers and walkers connecting communities, their schools, and the natural areas between. This vision has steadily moved toward reality through the quiet work of the Cross Vermont Trail Association.

The Cross Vermont Trail Association, formed in 1999, is an

incorporated, private non-profit organization that is member-based and volunteer-driven. We are funded by winning competitive grants and through individual donations from trail users. With part-time staff and donated office space, we are large enough to get things done, but small enough to be cost efficient. We work in partnership with community organizations across the state to develop and expand local trails. Already 30 miles of Cross Vermont Trail are signed and open to the public. These 30 miles are complemented by our 60 miles of "on-road" route signs that identify the best roads people can use to link together existing trail sections. Meanwhile, we continue to work towards the ultimate goal of connecting all local trails into a continuous, statewide, off-road network.

Maps and guidebook to the trail route are available free at www.crossvermont.org, or call us at 802-498-0079.

2012 was a busy year, continuing to rebuild from the historic floods of 2011, planting trees to restore natural areas along the rivers the trail follows, and also getting back into action building new sections of trail. Thanks to the over 100 people who volunteered their time this year swinging picks and shovels to improve and expand their local trails! We are working together with interested land owners to establish right-of-way for many miles of new trail at locations across the state, including what will be a watershed project in the history of the Cross Vermont Trail, a new 200 foot bridge over the Winooski River in East Montpelier.

Residents of all towns through which the trail route passes are invited to get involved in the CVTA. Get better trails near where you live. Contact us at 802-498-0079 or at www.crossvermont.org.

Eric Scharnberg, *Executive Director*

Greg Western, *Trail Programs Coordinator*

P.S. We also host numerous recreational outings throughout the year. Check our website for further info on June's Central Vermont Cycling Tour in East Montpelier, the Fall Foliage Ride in Groton, Ryegate and Newbury, and more!

WRIGHTSVILLE BEACH RECREATION DISTRICT



The summer of 2012 was much improved after last year's record water levels. The season started out with warm weather and little rain that encouraged plenty of people to come and enjoy the beach. This was also our first year with an 18 hole disc golf course that brought people from around VT to come and play a round. The nice weather continued all the

way into August resulting in some of the highest attendance and therefore grossing years in recent history.

The WBR District also continued its popular canoeing and kayaking program and added a paddle boat, as well as improved and expanded hiking trails, the 18 hole disc golf course, hosted a variety of day camps and community programs, held the 3rd annual Wrightsville Beach Disk Golf Tournament and the 4th annual Green Mountain Water Skiers Tournament.

The Board of Directors is committed to maintaining and improving the overall recreation experience for all recreation area users. This required continuing investment in the facility for maintenance, operations and capital improvements. The following figures summarize the District's financial operations from January 1, 2012 through year's end:

Revenue

Washington Electric	\$ 9,500
Municipal Assessments	\$ 6,683
Season's User Fees	\$21,633
Prior year's carryover	\$ 5,904
Prior year's reserves	\$ 4,000
Disk Golf Donations	<u>\$ 4,850</u>
Total Revenue	\$52,570

Expenditures

Personnel	\$24,387
Maintenance	\$2,705
Operating	\$6,131
Disc Golf Construction	<u>\$7,507</u>
Total Expenditures	\$40,730

The District has tried to set aside a reserve contribution each year of \$2,000 to use for capital improvements and the purchase of equipment, as needed. The balance in this account at the end of 2012 is \$4,000.

Any carryover from operating revenue and expenditures that is realized in any year is used to fund the next year's operating expenses. Since a successful beach season is contingent on the weather, it is difficult to predict what the user fees will be and whether there will be a carryover from one year to the next. When there is a carryover, however, funds are used for the next year's operations thereby keeping the town dues at \$.50 per capita.

The Board thanks the member communities for their continued support of Wrightsville Beach.

- Carl Witke, *Worcester, Chair*
- Daniel Currier, *Montpelier*
- Jessica Chaves, *Montpelier*
- Martha Israel, *East Montpelier*
- Jane Dudley, *Middlesex*
- Collin O'Neil, *Beach Manager*

Montpelier Community Connections

In 2013, Community Connections begins its twelfth year serving the children and families of Montpelier, Calais, Berlin, East Montpelier, Middlesex and Worcester. Underlying all programming is the mission to make a positive difference in the lives of the area's youth, encourage healthy behaviors and decrease substance abuse. With prevention strategies central to this mission, Community Connections continues to deliver engaging, enriching programs during all out-of-school-time periods – when youth are most vulnerable to risk.

During the past school year, **Montpelier's Community Connections afterschool and summer programming enrolled 108 Union Elementary students, 106 Main Street Middle students, and 185 students from Montpelier High School** including more than 50 members of the Ultimate Frisbee team- now the largest sport in the school. In addition, 59 Montpelier students came to summer camps and 50 came to in-service day camps. Many students spent more days in CC than in school! Across the towns, 1,388 students were served in CC's out-of-school-time programs, which included our second Chinese Exchange camp with 30 Chinese high school students, 12 American peer leaders, and 16 host families.

Community Connections serves a diverse population of Montpelier youth. Our programming, with its focus on healthy risk-taking, fun and enrichment, has offered many students chances to achieve when social, economic, or institutional barriers would otherwise inhibit out-of-school-time involvement.

MHS CC Coordinator Dave Bennett says, "This truly is a community that is invested in helping youth achieve their dreams. To me, it is our duty to provide youth with the skills and support to enjoy life in a safe way. This cannot be attained solely in school or at home but needs a continuum between the two. Community Connections is valuable because its goal is to do just that. We are far more than just a place for your kid to go before you get home from work. We are working to provide safe, fun educational opportunities that fuel youth into working to improve their own lives." MSMS CC Coordinator Drew McNaughton adds, "CC has an intensive focus on community building, leadership, and support. Integral to our program is the idea of peer mentorship and modeling positive support. Our rule: All words will pull us forward; no words will put us down."

Youth Outreach and High School Completion

The **Alternative Path to Diploma** program, shared between Montpelier High School and U-32, graduated 21 students in June 2012 – 11 from Montpelier High and 10 from U-32. Those graduates represented 17% and 7% respectively of

the graduates this year. Currently, Danny Hendershot has a caseload of around 30 students working on one-or two-year graduation plans. In addition to academic tutoring provided by Adult Basic Ed, the plans must include work experience, a community project, a written component and a verbal presentation. Plans may also include college courses, internships, private lessons, and other experiences. Some young people need a different way to complete their high school education, and this program moves us toward the goal of a 100% graduation rate. Funding for the Montpelier Alternative Path to a Diploma program is currently at risk.

Mentoring

Community Connections partners with the Central Vermont New Directions Coalition to bring you **Girls/Boyz First Mentoring, which served over 70 children** last year including 18 Montpelier mentees and 18 adult mentors. Under the guidance of Wendy Freundlich, 40 pairs of adult mentors and youth mentees met weekly to provide a consistent adult presence for selected youth. Wendy also supports the PLAY peer mentoring program, with 60 high school mentors meeting weekly with students at the middle and elementary school. Mentoring is one important part of the community support that is needed for our youth to develop into healthy adults. Mentors encourage, offer perspective, help their mentees develop decision making and

leadership skills, and offer meaningful ways for their mentees to experience engagement in their communities. Some of our mentoring relationships continue until the young person graduates from high school – and unofficially, some continue beyond graduation! Mentoring can help turn young lives around and strengthen both aspiration and achievement.

Some **Girls/Boyz First Mentoring** highlights: skiing at Morse Farm, baking holiday pies with NECI, day-long retreats, celebrating National Mentoring Month with a dance at Capitol Plaza Hotel. Mentor pairs volunteered helping flood victims, and they hiked, skated, baked, read, attended plays and concerts, went to the beach, danced, learned to cook, went to the library, and more. Our mentoring relationships continue to make a huge difference in the lives of the youth that we serve.

Thank you all for supporting these many great youth programs over the course of 2012!

Over 48% of students in our communities attend Community Connections afterschool programs. The impact is even greater when mentoring and the alternative program are added in. However, town and school contributions are minimal and most grant funding has ended. We will need additional support from the community if we are to continue to provide these valuable services.



Hanging out at Main Street Middle School

Area Agencies Social Services

Central Vermont Home Health and Hospice



Central Vermont Home Health & Hospice

A Century of Caring and Quality

Central Vermont Home Health and Hospice (CVHHH) is a 101 year-old full service, not-for-profit Visiting Nurse Association governed by a local voluntary Board of Directors. Serving the residents of 23 Central Vermont towns in the comfort and privacy of their own homes, CVHHH is committed to providing high quality, medically-necessary home health and hospice care to all Central Vermonters regardless of their ability to pay, geographic remoteness or complexity of health care needs. The agency also promotes the general welfare of local community members with long term care and health promotion activities including flu and pneumonia vaccinations, health screenings, foot care clinics, international travelers' health and caregiver support. In addition to direct patient care, our hospice program offers comprehensive bereavement services and volunteer training.

Twelve Month Report of CVHHH Services to the City of Montpelier

December 1, 2011 to November 30, 2012 *

Program	# of Visits
Home Health Care.....	6,980
Hospice Care	1,499
Long Term Care.....	7,238
Maternal Child Health.....	115
TOTAL VISITS/CONTACTS	15,832
TOTAL PATIENTS	394
TOTAL ADMISSIONS	538

*Audited figures not available at the time of report submission. Preliminary figures are not expected to vary significantly.

Town funding will help ensure CVHHH continues these services in Montpelier through 2013 and beyond. For more information contact Sandy Rouse, President/CEO, or Lindsay Kurrle, Community Relations Coordinator, at 223-1878.

People's Health & Wellness Clinic

The Mission of the People's Health & Wellness Clinic is to provide primary health care and wellness education to uninsured and underinsured central Vermont residents who could not otherwise afford these services.

In 2012, the People's Health & Wellness Clinic provided 2544 patient interactions, including 1441 medical visits (a 13% increase over last year), to 550 individual patients. 255 of these patients were new to the Clinic. Our services include screening all patients for eligibility in a variety of health insurance and assistance programs. We also helped many of the 550 patients navigate the application process for a variety of programs including, VHAP, Medicaid, Catamount, Ladies First, Medicare, Healthy Vermonters, Affordable Meds, and Central Vermont Medical Center's patient financial assistance program. We were able to successfully enroll them 402 times, many in more than one program.

Montpelier residents came for 194 medical visits, representing 61 unduplicated patients. We provided 90 case management visits, and 24 medical consults, 81 diagnostic tests (labs, x-rays, etc.) and 49 prescriptions and pharmaceutical samples. We helped 27 individuals enroll in health insurance and assistance programs.

Volunteer practitioners are the heart of our service model. In 2012, over 77 volunteers gave over \$127,000 worth of their time serving our patients. We also received over \$360,000 worth of pharmaceuticals and medical supplies for our patients, paid for \$19,600 of diagnostic testing, and got another \$22,000 of tests donated.

2012 was our third year of providing special Women's Clinics, in collaboration with Central Vermont Medical Center, and funded by the Susan G. Komen Foundation and Ladies First. Complete women's physicals, self-examination techniques, and access to free mammograms, other diagnostic tests, and insurance coverage have brought comprehensive and preventive care to another group of central Vermont's uninsured residents. As in 2011, we did 12 of these clinics – half daytime; half evening.

We define our primary service area as all of Washington County, plus the Orange County towns of Orange, Washington, and Williamstown, but we do not restrict geographic access, and ended up serving people from 45 Vermont towns. While our income guidelines go up to 300% of the Federal Poverty Level (FPL), over 83% of our patients fall under 185% FPL (\$20,448 gross a year for an individual - \$27,480 for a couple).

2013 will bring changes to Vermont's health care system, as the federal Affordable Care Act and state legislation begin to be implemented. A new Health Care Exchange, called

“Vermont Health Connect” will begin by the end of the year. This on-line system will be supplemented by face-to-face “patient navigators,” very much along the lines of what PHWC has been doing for years to assist our patients apply for and enroll in various health insurance and assistance programs.

However, many of Vermont’s current programs will disappear, including Catamount Health Assistance Plan and Vermont Health Access Plan (VHAP). Cost-sharing for patients – premiums, co-pays, and deductibles – are currently proposed to change significantly. Dental care will not be covered under Exchange plans.

This is likely to cause uncertainty and some turmoil among our patients, current policy-holders, and the public, as employees and employers will all be examining how they currently provide and access health coverage. We are intimately involved in the public policy discussions on how these changes will occur and impact our patients, and intend to do all we can to help our patients continue to access quality and affordable health care, both through private and public insurance coverage, and at the Clinic.

We are very grateful to have had the support of every town in central Vermont, including Montpelier, as we do our work. This helps us leverage other funding from foundation and corporation grants. Thank you again for continuing to support the efforts of the People’s Health & Wellness Clinic.

Peter Youngbaer, *Director*

The Vermont Center For Independent Living



Since 1979, The Vermont Center for Independent Living (VCIL) has been teaching people with significant 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 conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

Preliminary numbers for our FY’12 (Oct. 2011-Sept.2012) show VCIL responded to over **2,000** 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 **400** individuals to help increase their independent living skills (including 35 peers who were served by the AgrAbility program). VCIL’s Home Access Program (HAP) assisted **180** households with information on technical assistance and/or

alternative funding for modifications; **56** of these households received financial assistance to make their bathrooms and/or entrances accessible. VCIL’s Sue Williams Freedom Fund (SWFF) provided **200** individuals with information on assistive technology; **51** of these individuals received funding to obtain adaptive equipment. **450** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60.

VCIL’s central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Orleans, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont.

During FY ’12, **54** residents of **Montpelier** received services from the following programs:

- Meals on Wheels (MOW)
(over \$8,800.00 spent on meals for residents)
- Home Access Program (HAP)
- Peer Advocacy Counseling Program (PAC)
- Sue Williams Freedom Fund (SWFF)
(over \$4,000.00 spent on assistive technology)
- 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**.

Project Independence



Project Independence serves **13** people from Montpelier five days a week and **eight** people four days a week.

Our staff is highly trained and skilled, and each one has a history with PI. Each day the staff provides these services so our participants can improve their health, maintain their ability to remain independent and be an active member of the community:

- Physical Therapy Support & *Nursing care
- Balanced meals (breakfast and lunch) & *Activities
- Outings & *Entertainment
- Support groups for family members & *Respite
- Transportation

On June 23, 2010 Project Independence, (PI) Barre purchased a new home for it’s adult day center. The move provides much needed improvements on a number of different levels:

A more central location in downtown Barre for our participants’ to remain being a vital member of their community.

Increased square footage allowing PI to potentially double the number of participants in the near future. Currently we are serving 33 participants and are planning to serve 65.

An upgrade of the physical structure allows for better services. For example, we now have more wheelchair accessible bathrooms and a larger shower; our physical therapy room is more spacious and upgraded; the kitchen is expanded and will easily adapt to providing more meals.

The move means a welcomed improvement for us and more financial obligations.

The participants' call their new space the **PI Palace**. Miracles happen every day at PI and you are welcome anytime to visit and join us for lunch at noon.

Project Independence' Work

Keeping the elderly, frail, mentally and physically disabled at home with their loved ones and independent for as long as possible is at the core of our mission.

Project Independence was founded in 1976 and was housed in the same location up until our new purchase this past June. Yet over the last 30 years the expectations and requirements for adult day care centers have changed. As a society we are expecting to be able to provide more stimuli for our elderly so they may stay physically, socially and mentally active. It is also a sign of the time that more family members are forced to work away from home.

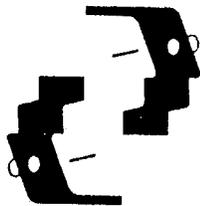
Adult Day, (AD) care centers are the necessary link to make this above goal possible. For the family it means to be able to leave the house knowing their loved ones are safe, cared for and stimulated. AD are also a source of respite and counsel for the caring family.

For the elderly themselves it means to come to a familiar place that offers social, intellectual, physical engagement and medical support.

Dee Rollins, *Executive Director*

Vermont Association for the Blind and Visually Impaired

In Vermont today, over 10,500 residents are blind or visually impaired. Vision problems can complicate an individual's ability to perform daily tasks, stay mobile inside and outside the home, and enjoy leisure activities. Additionally, Vermont's rural nature makes it less likely for those with visual impairments to encounter others who face similar challenges, and thus create feelings of isolation and a



sense that they are not understood.

During Fiscal Year 2012, VABVI served 1,310 clients from all 14 counties in Vermont, including twenty-seven (27) adult clients and two (2) students from the City of Montpelier.

Since 1926, VABVI, a nonprofit organization, has diligently pursued our mission of enabling Vermonters with vision problems, whether blindness or impairment, to achieve and maintain independence. We are the only private agency in Vermont to offer a complete range of services to visually impaired residents – and at no cost to the client.

Services include Rehabilitation (adapting daily living tasks to allow those with low vision to live independently); Orientation and Mobility (providing white cane and guide dog instruction, allowing individuals to navigate through their home and community independently); Assistive Technology (adaptive aids allow clients to successfully perform most activities they desire); Social Networking (improving social skills and providing a support network); and Statewide Transportation (volunteer drivers provide rides to medical appointments, grocery stores and for personal visits).

VABVI has four offices statewide, located in Brattleboro, Montpelier, Rutland and South Burlington. For more information about VABVI's services, or to volunteer, please contact us at (800) 639-5861, email us at general@vabvi.org or visit us our website at www.vabvi.org.

Sexual Assault Crisis Team



The Sexual Assault Crisis Team (SACT) is a private, non-profit organization that offers free of charge advocacy for male and female victims of sexual violence. This advocacy includes emotional support both one on one and groups, 24/7 emergency hotline, legal support, medical and hospital support, emergency overnight shelter support and shelter use for victims/survivors, their non-offending family members during the legal process including court, depositions, rape exam recovery, time before or after individual counseling sessions through private therapist, other times when victims/survivors need a private space or bed for an hour or a day. SACT also provides education around all sexual violence issues for Washington County Schools K-12 and colleges, service groups and other public organizations.

This year SACT is facing additional demands on our resources as we attempt to provide the services needed for male and female shelter residents who are leaving behind their homes, belongings and financial resources for medical, food and restart up cost. Victims and survivors not only look to us to provide food, emergency dental and or medical assistance

but also look to us for transportation funds and relocation funds including rent deposits etc.. We have also found our shelter staff are having to provide assistance to people using our shelter to apply for or change location information for SSI and other resource needs. We are working closely with Norwich University and the Vermont National Guard Sexual Violence Response Coordinator to ensure returning soldiers and their family members, who are struggling with sexual violence issues, are offered all of our services to facilitate their transition to civilian life.

SACT operates using paid staff and during 2011-2012 we had five volunteers and seven part time stipend paid hotline staff from local communities who trained for twenty hours to provide confidential advocacy to victims by responding to hotline calls. During 2011-2012 SACT received 1899 calls for services including crisis calls for sexual assaults, requests for emotional support, hospital advocacy, criminal justice advocacy, information and referral, and requests for education and training. These calls for services were handled by both paid staff and volunteers. During fiscal year 2011-2012 SACT provided services to 179 new unduplicated and 7 return clients. SACT served survivors who suffered from a variety of abuse, including sexual assault, sexual abuse, stalking, pornography and human trafficking.

SACT provided shelter for male and females survivors of sexual violence. SACT also provided shelter for male victims of domestic violence and for special needs victims, primarily those needing a handicapped accessible facility which allows the non-offending care provider to stay in shelter with the victim/survivor. During the 2011-2012 fiscal year, SACT provided shelter for 56 people, including 26 adult females and 13 adult males and 12 female children and 1 male child for a total of 744 bed nights. SACT remains dedicated to providing services to all survivors of sexual violence and remains committed to identifying new needs and meeting that challenge.

CIRCLE

The ways in which Circle serves our community does not remain stagnant, and our programs and procedures must accurately reflect these changing times. By reviewing and updating current policies, we have been able to measure our growth, visualize our strengths, and determine what gaps must be addressed in order for us to continue to provide services that address the needs of victims of domestic violence. The work that is done now will have a lasting effect on the entire organization, by providing the framework and direction for the future progression of the services and



work that we do. Throughout our review and updating process, Circle staff and volunteers were kept extremely busy during fiscal year 2012 providing the following services:

- ⇒ Staff and volunteers responded to 5,182 hot line calls, an average of 431 calls per month, and an increase of 15% from last year.
- ⇒ Shelter services were provided to 24 women and 21 children for a total of 2,130 bed nights, which is 334 more bed nights than we offered in the previous year. We also had to refer 29 women to other shelters because ours was at capacity.
- ⇒ Our prevention based programs in schools reached a total of 974 students in Washington County through the 62 presentations and long-term support groups held during this fiscal year.
- ⇒ Circle provided community presentations to 652 individuals through the 44 trainings and workshops offered to individuals and professionals in Washington County.
- ⇒ Advocates provided support to 131 plaintiffs during Final Relief from Abuse Hearings, and assisted 110 individuals file for temporary orders.
- ⇒ Court Education Program was presented to 301 individuals, and our Court Hour Program, which offers one-on-one support to plaintiffs as they prepare for their final hearings, was offered to 43 individuals.
- ⇒ Circle offered numerous day and evening support groups, reaching a total of 10 women.
- ⇒ Over 1,500 people received direct services from Circle, which are maintained by trained staff and volunteers.
- ⇒ Our organization continues to rely heavily on the vast support of its many dedicated volunteers; Board Members, Hotline Advocates, Group Facilitators, and Shelter Support have all contributed over 6,000 hours to the work of Circle.

Our services include:

- ⇒ SHELTER: Emergency Shelter for women and children fleeing from domestic abuse
- ⇒ SHELTER YOUTH PROGRAM: Available to children staying in shelter
- ⇒ TOLL FREE CONFIDENTIAL 24-HOUR HOT LINE (1-877-543-9498)
- ⇒ EMERGENCY, CIVIL and CRIMINAL COURT ADVOCACY

- ⇒ SUPPORT GROUPS
- ⇒ PREVENTION EDUCATION OFFERED TO SCHOOLS THROUGHOUT WASHINGTON COUNTY
- ⇒ EDUCATIONAL PRESENTATIONS and TRAININGS: offered to civic organizations and businesses.
- ⇒ INFORMATION AND REFERRAL: information about domestic violence and community resources, as well as individualized advocacy and referral to social service, legal, employment, counseling, and housing options.

- ⇒ **195 Community Members** were served through the 39th **Community Thanksgiving Dinner** organized by the Bureau (83 of these were provided with home-delivered meals).
- ⇒ **1 Youth** was served through the **VT Green Youth Program** that helps youth living in difficult circumstances in central VT access trainings and certifications that lead to successful employment in the green jobs field.

Referrals to our services come from parents, school personnel, other organizations, the VT Department of Children and Families, the VT Department of Corrections, churches, police officers, and young people themselves. Many are received through our **24-Hour Crisis Response Service**.

The Youth Service Bureau/Boys & Girls Club is a private, non-profit, agency. All programs and services are funded by foundations, state government, federal government, private donations, area towns, Medicaid, private insurance, and fundraising activities.

**For Information and Assistance Call
229-9151 – 24 Hours a Day / 7 Days a Week**

The Washington County Youth Service Bureau/Boys & Girls Club

Is An Important Resource To The Residents of Montpelier

During the past year The Washington County Youth Service Bureau/Boys & Girls Club provided the following services to 426 young people and families in **Montpelier**:



- ⇒ **167 Teens** participated in the **Basement Teen Center** in Montpelier that provides supervised drop-in time, leadership opportunities, and many activities & events.
- ⇒ **21 Youths and their Families** were assisted by the **Country Roads Program** that provides 24-hour crisis intervention, short-term counseling, and temporary, emergency shelter for youth who have runaway, are homeless, or are in crisis.
- ⇒ **27 Teens** were provided with **Substance Abuse Treatment**.
- ⇒ **2 Family members** (1 teen and 1 child) participated in the **Teen Parent Program** that helps teen parents build parenting and life skills, continue their education, and create healthy homes.
- ⇒ **12 Teens** participated in the **Transitional Living Program** that helps homeless young people make the transition to independent living.
- ⇒ **1 Young man** was served by **Return House** that provides transitional assistance to young men who are returning to Barre City from jail. Return House is staffed 24/7.

The Basement Teen Center Boys & Girls Club

The Basement Teen Center Boys & Girls Club, located in the basement of Montpelier's City Hall, is a substance-free, adult-supervised space for teens to gather, attend workshops, learn leadership skills, and have fun. At the Basement, teens have snacks, cook, talk, play pool, listen to music, and participate in a wide variety of special activities. The Basement Teen Center is administered by the Washington County Youth Service Bureau/Boys & Girls Club (WCYSB) with support from the City of Montpelier.

The Basement is open from 2-6 pm Monday through Friday, and from 3-10 pm on Friday. In the last program year (July 1, 2011 – June 30, 2012) the Basement:

- Served a total of 232 youth (72% of Basement teens are Montpelier residents)
- Served 5 to 35 youth per day during drop-in hours
- Engaged 82 volunteers to help lead program activities and special events and to help with drop-in time (331 volunteer hours)
- Implemented more than 30 unique programs (some are ongoing) beyond regular drop-in time (i.e. physical activity, nutrition, music, art, prevention programming, etc.)

- Raised \$6,206 through teen center fundraising activities (most involved Basement teens in the effort)
- Initiated more than 28 formal community collaborations/partnerships that link directly to center programming
- Managed 15 mentors (132 mentoring hours)

More than 80% of Basement Teen Center funding comes from grants and other fundraising initiatives.

For more information, contact the Basement Teen Center at 223-3877 or the WCYSB at 229-9151.

Washington County Diversion Program, Inc.



The Washington County Diversion Program, Inc. (WCDP) is a non-profit organization that provides a comparatively low-cost alternative to the court process for certain criminal offenders. Currently, we serve our clients through several programs: The Court Diversion Program for juvenile and adult offenders, the Juvenile Restorative Program operated in association with The Vermont Department of Children & Family Services for juveniles on probation, and the Teen Alcohol Safety Program for underage individuals ticketed by the police for possession and/or consumption of alcoholic beverages.

Beginning in January 2013, we will implement a new DLS Diversion program established by the legislature aimed at getting individuals with suspended driver's licenses back on track towards reinstatement.

All three programs are intended to have the individual accept responsibility for their actions in front of a Review Panel comprised of citizen volunteers from around the county. If applicable, the individual must participate in substance abuse assessment and any subsequent requirements as determined by the counselor. Oftentimes they reflect on how their actions impacted others in their community and express this in writing or through another creative medium, such as painting. Lastly, they must repair the harm done through community service, restitution, or anything else deemed appropriate.

The number of Montpelier residents served by our programs last year represented 17% of the total number of clients served from Washington County. Of the 79 city residents served, 54% were referred to our Teen Alcohol Safety Program for underage consumption/possession of alcohol. The Montpelier community benefits, in part, by

the community service provided by our clients, which for FY 12 was 359.5 hours. This represents nearly 24% of the total community service hours performed in Washington County. Lastly, we collected just over \$1,500 in restitution to victims of crime from clients.

We appreciate the consistent support that the residents of Montpelier have provided to the Diversion Program over the years. Thank you!

Central Vermont Community Action Council



Since 1965, the Central Vermont Community Action Council has served low-income residents of Lamoille, Orange, and Washington Counties and nine communities in Windsor, Addison, and Rutland Counties. We help people build better lives for themselves, their families and their communities. This year, Central Vermont Community Action Council served 21,754 people in 12,433 Vermont households through Head Start and Early Head Start, business development, financial education, food shelves and nutrition resources, housing counseling, tax preparation, teen parent education, emergency heating assistance, home weatherization, green jobs training, and more. 581 households and 911 family members received recovery assistance and disaster case management following Spring 2011 and Tropical Storm Irene flooding.

Program and services accessed by 537 Montpelier families with 895 residents include:

- 326 households with 631 people found emergency help with food, heating or housing assistance, as well as referrals to other community resources to address critical needs.
- 4 flood-impacted households with 5 family members received disaster case management supports and services to help in their recovery from Spring 2011 and Tropical Storm Irene flooding.
- When their family could not afford groceries, 362 adults & children accessed food through our food shelves.
- Our housing counselors helped 40 families to find and keep affordable, safe housing.
- 59 households with 147 family members were able to keep heating their homes with help from our Crisis & Supplemental fuel programs.

- 30 households received professional, free tax preparation and filing, ensuring the full benefit of refunds, credits and rebates which were due. Tax refunds helped families stretch their budget, build savings or invest in their families and communities.
- 3 households used our Low Income Taxpayer Clinic to resolve IRS controversies and learn about their rights and responsibilities as taxpayers.
- 12 children were in Head Start and Early Head Start programs that supported 22 additional family members.
- 2 pregnant and parenting teens and their children gained literacy skills through our Family Literacy Center.
- 49 homes were weatherized at no charge, making them warmer and more energy efficient for 23 families with 52 people, including 8 seniors.
- 15 Montpelier families learned new energy efficiency habits and practices through Sustainable Energy Resources for Consumers (SERC) program which also installs solar thermal water systems, solar hot air and programmable thermostats.
- 2 people found jobs with help from our work support and re-entry programs.
- 26 people attended classes or met one-on-one with a financial counselor to be better able to manage and grow family finances.
- 26 entrepreneurs received counseling and technical assistance on starting or growing a business.
- 16 women received training, counseling and technical assistance from the Vermont Women's Business Center to pursue dreams of business ownership.
- 12 people saved toward assets that will provide long-term economic security. With their savings, 3 businesses were capitalized and several people enrolled in higher education or training.
- 26 people worked with career counselors to prepare for a job in the green economy and attended training to build green job skills; 26 received industry credentials or certification to get or keep a job.

Community Action thanks the residents of Montpelier for their generous support this year!

Central Vermont Adult Basic Education in Montpelier



~~Local Partnerships in Learning~~

Montpelier adults and teens who want help learning basic reading, writing, math, computer operation and English as another language may receive instruction through a free program provided locally by Central Vermont Adult Basic Education. Students enrolled in the program also have the opportunity to study for their high school equivalency exam (GED) or pursue other diploma options.

Students and teachers meet in classes, one-to-one, and/or small group sessions to complete a learning program which suits the requirements of each student. Individualized instruction ties together basic literacy and math skills with practical interest areas. Helping children with homework, budgeting, filling out forms and applications, applying beginning computer skills, studying for a driver's permit or a Commercial Driving License, reading work related texts, writing reports and preparing for employment or college are just a few of the many areas adults choose to study.

Seventy-four Montpelier residents enrolled in CVABE's free programs last year and twenty-nine volunteers from Montpelier helped make this education service accessible to everyone. Teachers at CVABE's Montpelier Learning Center at 100 State Street extend a warm welcome to all the residents of the city.

Central Vermont Adult Basic Education, a community-based nonprofit organization, has served the people of Washington, Lamoille, and Orange County for forty seven years. For more information about Central Vermont Adult Basic Education programs, please contact:

Central Vermont Adult Basic Education
Montpelier Learning Center
100 State Street---Suite 3
Montpelier, Vermont 05602
(802) 223-3403
~~~~~

Central Vermont Adult Basic Education  
Barre Learning Center (and administrative office)  
46 Washington St.—Suite 100  
Barre, Vermont 05641  
(802) 476-4588

**For information about CVABE's learning sites and services throughout Washington, Lamoille, and Orange Counties, please call CVABE headquarters in Barre: (802) 476-4588 or visit [www.cvabe.org](http://www.cvabe.org)**

## Central Vermont Council on Aging

One call to our Senior Helpline at 1-800-642-5119 can connect an older central Vermonter or a concerned family member with essential services that support an elder in remaining independent. For forty years, Central Vermont Council on Aging (CVCOA) has assisted elders in leading healthy, meaningful and dignified lives in their homes and communities. We provide a network of programs and services to help make this a reality for older residents of Montpelier.

Among the services provided directly by or under contract with CVCOA are health insurance counseling; community and home delivered meals; case management; transportation to essential destinations; family caregiver support and respite grants; mental health services; legal services; food stamp and fuel assistance outreach; companionship; and help with household tasks. Programs sponsored by CVCOA include Senior Companions and Neighbor to Neighbor AmeriCorps.

Older residents of Montpelier often require the services of a case manager to assess their specific needs, develop an individualized care plan, and to connect them with public benefits programs and other community and state resources. The CVCOA Case Manager for Montpelier is Wanda Craig who can be reached at 802-479-7553. CVCOA served 714 residents of Montpelier in fiscal year 2012.

Central Vermont Council on Aging is a private nonprofit organization. There is no charge to elders and their families for services provided. All programs and services are made possible by local communities, state and federal funds, and private donations. CVCOA recognizes and appreciates the valuable support for older central Vermonters provided by the City of Montpelier.

## RSVP FOR CENTRAL VERMONT AND NORTHEAST KINGDOM AND VOLUNTEER CENTER

RSVP is a nationwide program for individuals to help meet community needs through meaningful use of their skills and knowledge in volunteer service to private non-profit organizations. RSVP and The Volunteer Center serves the Counties of Washington, Lamoille, Orleans, Caledonia, Essex and Orange.

During the fiscal year beginning July 1, 2011 and ending June 30, 2012, RSVP was able to involve 71 residents of Montpelier as RSVP volunteers. Those residents gave 4,564 hours of service to 20 organizations within the boundaries, or serving, the City of Montpelier. Organizations and

services such as health clinics, food distribution centers, blood drawings, library service, RSVP bone builders, tax preparation and many, many more were enhanced by the participation of RSVP volunteers.

RSVP members also have played an important part in the recovery from last year's floods by staffing recovery centers and helping in the original response to the damage.

If one uses the State average wage, it means that RSVP volunteers donated the equivalent of \$94,520 of services to Montpelier area residents and organizations. This is proof that volunteers are valuable to our communities.

The Advisory Council, staff and the participants at RSVP are thankful for the support received from the City of Montpelier. Anyone wishing to know more about us should call 828-4770, stop in to see us at our donated office space in Woodridge Nursing Home in Berlin, or visit our website at [www.volunteervt.com](http://www.volunteervt.com).

J. Guy Isabelle, *Director*

## FAMILY CENTER OF WASHINGTON COUNTY

...serving families in Montpelier

The Family Center of Washington County fosters the positive growth and development of young children and their families. The Family Center's array of services includes: infant, toddler and preschool child care, playgroups for children from birth to five, parent education and outreach activities – for mothers and fathers, training for child care providers, assistance to parents in finding and paying for child care, and planning and coordinating the Central Vermont Building Bright Futures Council's region-wide programs for parents as first teachers of their children.

**Among the 951 individuals in Montpelier who benefited from the Family Center's programs and services from July 1, 2011 – June 30, 2012 were:**

- \*261 who consulted our **Child Care** and other **Resource and Referral services**, receiving assistance in finding suitable child care to meet their needs, answering questions related to child care and child development, and receiving information about other community resources available to them.
- \* 88 **families** who received **assistance paying for child care**.
- \* 22 **licensed and registered child care providers** and other support agencies who

consulted our **Provider Support services**, and received monthly newsletters and training on a wide variety of topics through home visits, conferences and workshops. 2 of these providers received intensive mentoring at their child care program.

- \*109 **children and 100 adults** who participated in our **Playgroups**. Playgroups are free, open to all families with children birth to five, and have no eligibility requirements. Children have a chance to play with others in a safe, stimulating and nurturing environment. Parents talk to other parents, draw upon each other for support, learn new skills from Playgroup Facilitators and get information about community resources.
- \* 15 **adults and 17 children** who participated in **Parent Education Workshops** and related activities for children.
- \* 37 **children** who attended our **4 STAR Early Childhood Program**.
- \*137 **children and parents** who attended our **community events**.
- \*127 **individuals** who were served by one of our specialized **Home Visiting** services, providing parent and family education and support.
- \* 22 **community members or child care professionals** who planned local and regional **Building Bright Futures Council** activities.
- \* 8 **children** who received **transportation assistance** through our bus.
- \* 2 **individuals** who received employment training in our **Family Works program**.
- \* 4 **community professionals** who planned and delivered a regional system of **Children's Integrated Services**.

We are grateful for the support shown by the voters of Montpelier. For more information about any of our programs, please contact Lee S. Lauber, Executive Director, at 262-3292, Ext. 118, e-mail us at [familycenter@fcwcv.org](mailto:familycenter@fcwcv.org), or visit our website at [www.fcwcv.org](http://www.fcwcv.org).

**“...fostering the positive growth and development of young children and their families.”**

## Community Services

### Montpelier Food Pantry



**Montpelier  
FOOD PANTRY**

The need for emergency meals remains consistent for residents of the Montpelier area. In 2012, the Montpelier Food Pantry served 75,061 meals. These included 133 holiday baskets.

We are very fortunate to continue our good work with the help & generous support of our many volunteers, the Montpelier area community, service organizations, individuals and local businesses. Together we are meeting the needs with compassion and a spirit of helpfulness.

While food rescue continues to be at the heart of our programming, we also rely on food drives and local donations to keep our shelves stocked throughout the year. We also purchase staples from local businesses and farms.

For more information about the Montpelier Food Pantry please visit:

[justbasicsvt.org](http://justbasicsvt.org) or call Kimberley at 229-9158.

### Green Mountain Transit Agency

GMTA, the public transportation provider for northwest and central Vermont, provides several types of direct or connecting services to the City of Montpelier, including general public service and individual transportation services through the Medicaid and Elderly and Disabled program. The following information is a summary of these various services and the numbers served.



#### General Public Transportation Service

GMTA provides the City of Montpelier traditional fixed route, deviated fixed route, commuter, health care shuttles and demand response services with connections to Chittenden and Caledonia Counties.

Total GMTA general service ridership for all regions served for FY12 was 471,619, an increase of 5.4%.

#### Washington County Ridership Snapshot

| Route                    | Ridership | Growth      |
|--------------------------|-----------|-------------|
| City Commuter            | 57,741    | + 8.6%      |
| City Mid Day             | 36,874    | + 3.8%      |
| *Montpelier Circulator   | 12,977    | New Service |
| Montpelier Hospital Hill | 25,769    | +5.4%       |
| Barre Hospital Hill      | 28,205    | +17.5%      |

|                                     |         |        |
|-------------------------------------|---------|--------|
| Barre Hospital Hill Demand Response | 2,542   | +54.5% |
| Plainfield Health Cntr Shuttle      | 1,034   | +2.3%  |
| Hannaford Shopping Special          | 2,914   | +8.2%  |
| Waterbury Commuter                  | 15,417  | 0.0%   |
| Route 100 Commuter                  | 12,215  | +16.3% |
| Montpelier Link Express             | 102,766 | +15.1% |
| US 2 Commuter                       | 19,056  | +30.0% |

**\*Montpelier Circulator Highlights**

In July of 2011, GMTA began operating the free Montpelier Circulator service within the Montpelier downtown area. The objective of the Montpelier Circulator Route service is to offer a route that meets a variety of goals to offer accessibility to key downtown areas for residents, non-resident commuters and transit dependent individuals alike.

The Circulator service continues to demonstrate positive ridership growth with 12,966 riders in for FY12. Adjustments to the route made in FY12 to better serve riders include year round service to North Branch Nature Center for continuing access to CCV and the Montpelier Recreation Center and a hard stop at 3 Prospect each Saturday. The Circulator also offers same day pick up and on board deviation requests up to ½ mile off the regular route, allowing for greater route flexibility.

**FY11 Circulator Monthly Ridership Growth**

| July | Aug | Sept | Oct  | Nov  | Dec  | Jan  | Feb  | Mar  | Apr  | May  | June |
|------|-----|------|------|------|------|------|------|------|------|------|------|
| 692  | 855 | 811  | 1076 | 1179 | 1007 | 1070 | 1144 | 1320 | 1254 | 1238 | 1320 |

**Individual Transportation Services**

For FY12, GMTA provided ongoing individual service to 285 City of Montpelier residents, equaling 18,351 trips and 79,602 miles driven.

GMTA provides individual medical and daily needs transportation service to those who qualify for Medicaid, Elderly and Disabled funds or both. Qualifying individuals include Medicaid clients, those 60 years of age or older and people with disabilities. GMTA offers individuals the scheduling and payment of rides which are provided through GMTA volunteer drivers, special shuttle or bus service. Trips include coordinated service to local and long distance medical care facilities, dialysis and radiation treatments, meal site programs, senior centers, adult day care, pharmacy and shopping locations.

In addition to local funding assistance, GMTA relies on our long time partnership with area organizations such as the Vermont Center for Independent Living and Central Vermont Council on Aging. Through collaboration, GMTA is able to provide accessible and cost effective transportation service for our most vulnerable population, which in turn supports their continued independence and well being.

Along with our elderly and disabled services, GMTA collaborates with AHS and area agencies to support the needs of those seeking access to human services. Trips can include rides to Reach Up job training and child care sites, Central Vermont Substance Abuse, Washington Family Center, Washington County Mental Health, Vocational Rehabilitation and Vermont Association for the Blind.

**Thank You**

Thank you to the residents of the City of Montpelier for your continued support and use of GMTA’s public transportation service. And to the numerous residents who have dedicated their time as volunteer drivers and employees, we thank you for your commitment to public transportation.

**Information**

Please feel free to contact us with questions or to request additional information on GMTA services at 802.223.7287 or [gmtaride.org](http://gmtaride.org)

The mission of GMTA is to promote and operate safe, convenient, accessible, innovative and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit oriented development and enhance the quality of life for all.

# Community Development

## Montpelier Alive

I have the good fortune, and am honored to serve a second term as Montpelier Alive's Board President. The strength and the accomplishments of this organization are achievable only through the support of Montpelier's one-of-a-kind business community, a tremendously dedicated group of committee members and volunteers and a community which demonstrates a fierce loyalty to our downtown.

Montpelier Alive's most visible contributions naturally become our "identifying" accomplishments. This includes streetscape enhancements, arts events, musical performances, the Independence Day celebration etc. We are committed to maintaining and growing these programs and events which help make Montpelier the very special place that it is.

And, as Montpelier Alive matures and the demands of the community evolve, we are strategically engaging with new and more complex community dialogues and initiatives. From marketing Montpelier throughout the region to business development and recruitment, we understand and appreciate that our long-term downtown vibrancy relies on our ability to attract and retain "feet on the street".

So, in the coming weeks and months, you will likely see evidence of our new initiatives and we ask for your feedback, your ideas and when possible, your support.

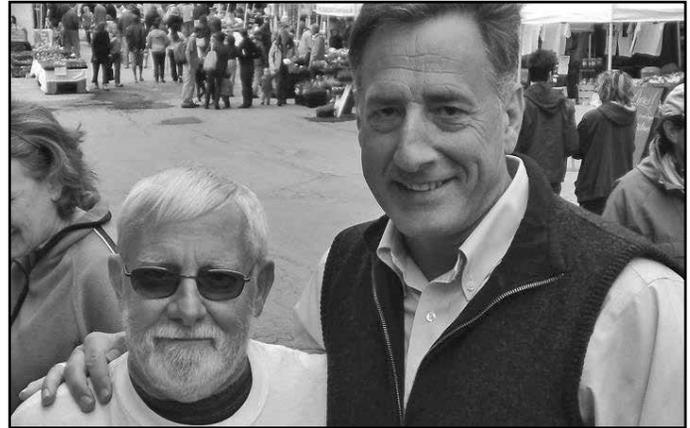
Thank you for shopping local, thank you for supporting Montpelier and we look forward to seeing you downtown.

Greg Guyette, *Board President* (FY12, FY13)  
gguyette@montpelieralive.org

## Montpelier Green Up Committee

Green Up Day started with advance work on Friday, May 4, 2012 with cooperation from the corporate volunteers of National Life Group, Union Mutual, and Vermont Mutual. Friday was Arbor Day and the Tree Board also planted trees at the same time. The general public was able to sign up and participate on the actual Green Up Day, Saturday, May 5, 2012. Sign-ups took place in front of the Farmer's Market on their first day of the summer season, so we had lots of people looking to take part. Even the Governor came down, even though it was the last day of the legislative session!

Between Friday's 110 volunteers, and Saturday's 200 volunteers, we had pretty much every section of town covered. We also want to acknowledge the Main Street Middle School



and the Barre CAN groups for taking care of their own areas. WDEV came down and did a live broadcast to talk about Green Up Day and we also held a raffle for a free Green Up T-shirt for volunteers. The businesses once again offered coupons to thank everyone for the great job. We are grateful for the assistance of Casella Waste Management Systems, Hunger Mountain Coop, Capitol Grounds, Subway, Public Works, and Green Up Vermont for assisting us this year. The City of Montpelier contributed \$300 towards the efforts.

We would also like to note that the 2012 poster was drawn by Abbey Jermyn, a Montpelier High School student. Thanks, Abbey, for a great poster!

Pinky Clark, *Green Up Montpelier Chair*

## Vermont League of Cities and Towns

### Serving and Strengthening Vermont Local Government

The Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization that is owned by its member municipalities and directed by a 13-member Board of Directors comprised of municipal officials from across the state elected by the membership.

VLCT's mission is to serve and strengthen Vermont local government. All 246 Vermont cities and towns are members of VLCT, along with 141 other municipal entities, including villages, solid waste districts, regional planning commissions and fire districts.

Vermonters use local government services, including highways, police, fire, recreation, libraries, sewer, and water, on a daily basis. In large part, volunteer elected and appointed municipal officials lead these local governments.



VLCT provides the following services to its member cities and towns, so that they may provide their citizens with quality services at affordable costs:

- Legal, consulting and education services. In the past year, VLCT responded to more than 3,000 inquiries for assistance from municipal officials. Our Municipal Assistance Center (MAC) conducted 15 workshops that attracted more than 1,300 people. Additionally, we conducted 12 “on-site” workshops held at municipal offices on a wide range of topics. Handbooks produced by MAC may be purchased or accessed free of charge on our website at our Resource Library. The Library also contains nearly 1,000 other electronic documents, including technical papers, model polices and newsletter articles that are currently accessible to the general public. MAC has also retained the services of professionals in municipal finance, administration, and policing to provide consulting advice to towns.
- Advocacy representation before the state and national governments to ensure that municipalities have the resources and authority they need to serve their citizens. VLCT is a leader in the education finance debate, enhancing local voter authority in governance decisions, land use discussions, and securing revenues for town highway and bridge maintenance programs. Municipalities will face significant challenges in the 2013 legislature, as limited financial resources at the national and state level force more demand for services to the local level.
- Purchasing opportunities to provide needed services at the lowest cost. Examples include municipal employee health insurance and liability coverage for town operations. The VLCT Health Trust represents the most affordable option available to provide health insurance to municipal employees. The substantial municipal damages resulting from Irene last year made the value of VLCT Property and Casualty Intermunicipal Fund (PACIF) to all our members painfully clear with members benefitting from the broad coverage, excellent re-insurance and prompt service and claims payments. These two trusts, with the addition of the VLCT Unemployment Trust, were responsible in 2010 for \$43 million in municipal tax dollars spent for insurance and risk management services.

To learn more about the Vermont League of Cities and Towns, including its audited financial statements, visit the VLCT website at [www.vlct.org](http://www.vlct.org).

## Central Vermont Economic Development Corporation

2012 has been a year for rebuilding in the Central Vermont region. Few communities were spared from the spring floods and/or Tropical Storm Irene. Recovery has been slow but productive. In an effort to bring continued assistance to the affected businesses, CVEDC partnered with the Central Vermont Community Action Council (CVCAC) and Green Mountain Economic Development Corporation (GMEDC) to apply for grant funding for the ‘unmet needs’ of our business communities that suffered from the weather events this past year. We are pleased to announce that we have been awarded \$1 Million in CDBG-DR funding to provide business assistance and grant funding to meet businesses’ unmet needs related to the three 2011 disaster events. The primary focus (80%) of the project will be businesses located in Washington and Windsor counties with the remainder located in other hard-hit areas of other Vermont counties. The project will balance low and moderate income benefit with urgent needs. CVCAC will administer the program, with CVEDC and GMEDC providing technical assistance to help businesses apply for the financial assistance. Representatives of the three partners will review grant applications and make decisions based upon the priorities; CVCAC will disburse the funds. All parties will also be responsible for monitoring the use of the funds and evaluating the effectiveness of the program.

We expect the first round of grant awards will be made in January 2013. Businesses should contact any of the following people to find out more information:

- Sam Andersen, Central Vermont Economic Development Corp., 802.223-4654, or [cvedcevp@sover.net](mailto:cvedcevp@sover.net) for businesses located in Washington County and the towns of Orange, Washington, and Williamstown
- Joan Goldstein, Green Mountain Economic Development Corp., 802.295-3710, [jgoldstein@gmedc.com](mailto:jgoldstein@gmedc.com) for businesses located in the rest of Orange County, and all of Windsor County
- Mary Niebling, Central Vermont Community Action Council, 802.476-8493, [mniebling@cvcac.org](mailto:mniebling@cvcac.org) for administrative matters or referrals

CVEDC continues to focus on ‘Retention and Expansion’ of our existing businesses. To accomplish this goal, staff conducts an active Business Contact & Visitation Program. Establishing a working relationship with the Central Vermont business community is paramount. Staff not only gathers information regarding specific challenges and issues for the business but also relays the suite of tools available from the

State of Vermont and other program partners such as USDA Rural Development, the Small Business Administration, as well as our regional partners. CVEDC maintains a strong relationship with the Department of Economic, Housing, and Community Development staff on a regular basis. CVEDC implements a coordinated response to business needs, leveraging all the available economic development tools. CVEDC is actively engaged with over 20 municipal and regional organizations and committees.

The Central Vermont Economic Development Corporation (CVEDC) provides a suite of programs and services that include; promoting our region to those businesses considering relocation to Vermont, and working on improving the infrastructure necessary for economic growth in Vermont. CVEDC has and will continue to work in partnership with all the Central Vermont municipalities, and community stakeholders to advance those initiatives identified by the City of Montpelier as important to their residents and the economic well-being of the community. In addition, the issues of workforce development, telecommunications and housing remain top priorities for CVEDC.

Workforce development is a top priority for CVEDC. CVEDC initiated the first Workforce Investment Board and helped to restructure the organization into the Central Vermont Workforce Development Board. We continue to participate both on the Advisory Board and the Executive Committee. CVEDC is very committed to two of the initiatives as we participate in a leadership role with the Annual Job Fair and the Annual Business Survey. The past year's Fair was held on April 5, 2012. Approximately, 731 students and chaperones attended the morning session and over 500 job seekers attended the afternoon session. A total of 49 businesses and State of Vermont Agencies participated in the event.

CVEDC continues our Revolving Loan Fund for Telecommunications Infrastructure projects. The original initiative, funded by USDA Rural Development, was extended and additional funds were granted so that the service can continue to be brought to un-served municipalities in our region. To date, the initiative has brought high-speed wireless internet to several hundred residents/businesses in our outlying rural communities. This initiative was the first of its kind conducted by a regional development corporation in partnership with a wireless service provider.

CVEDC also continues to administer USDA RBEG/RBOG grants in our region. We have secured funds for a number of small businesses to assist with either marketing initiatives and/or product development. The businesses are from a variety of industry sectors including value-added agri-business, alternative energy, and digital/web services.

On May 24, 2012, CVEDC held its annual business seminar. Approved for continuing education credits by HRIC for Human Resource staff, the event hosted over a hundred business people at Norwich University. This year Dr. Steven Shepard spoke on the topic of 'Managing The Millennials'. He discussed the generational differences from Baby Boomers to Millennials and how they affect business across all sectors whether they are your employees or your clients.

The Small Business Development Center is co-located in CVEDC's offices and continues to provide the City of Montpelier residents with information and assistance regarding starting a new business or providing assistance to an existing business with marketing, financing and other issues. In addition, the 'How to Start Your Own Business' seminars are offered both on line and in person to all Central Vermont residents.

We greatly appreciate the support given to the Central Vermont Economic Development Corporation by the City of Montpelier and we look forward to continuing and strengthening our relationship in the future. Your financial support is critical so that we may continue or work on the issues of economic vitality for the Central Vermont region. We are always available to meet with Town Select Boards, Councils, and special committees on economic development and vitality issues.

## Central Vermont Regional Planning Commission



The Central Vermont Regional Planning Commission is a consortium of 23 towns and cities in Washington County and western Orange County. The Commission has been providing planning and development assistance to communities for over forty years through its experienced and knowledgeable staff. CVRPC is governed by appointed representatives from each municipality in the region.

The Commission provides assistance on municipal plan and bylaw updates, and this year continued its focus on town planning and enhanced consultations with local officials. The Commission's Transportation Advisory Committee (TAC) continued to evaluate the regional inter-modal transportation needs and make recommendations on projects that should be included in the State Transportation Agency's 5 year capital program. CVRPC also continued its work on the development of local hazard mitigation plans, population and housing growth, and river and stream assessments to support transportation and water quality improvements. The Commission has also been actively involved in assisting towns with the development or updates of BEOP's (Basic Emergency Operations Plans). Continuing with its energy

work from 2010, CVRPC provided assistance to local energy committees with implementing the building energy audit recommendations for weatherization of municipal buildings. The Commission's work expanded this year to include assistance to towns on flood issues from Tropical Storm Irene. Assessment and mapping services were provided to those towns impacted, and work is ongoing as it relates to procuring grant funds for repairs to local infrastructure. CVRPC developed a regional broadband plan that directs where infrastructure is needed to support the technology. CVRPC received a grant from the VT Department of Health to begin outreach and development of a food systems plan for the Region.

This year, the Commission supported the efforts of the City by providing administrative assistance to the Wrightsville Beach Recreation District, providing emergency management technical assistance, assisting with the Gallison Hill/Route 2 intersection study, providing continued assistance with development of the Cross Vermont Trail, providing funding for an environmental assessment at 46 Barre Street, providing significant assistance in the City's boundary study and development of neighborhood zoning, and providing input in the review of zoning bylaws.

The Commission also sponsors regional planning programs, provides a forum for inter-municipal cooperation, and participates in state regulatory proceedings for projects that have impact across municipal boundaries. Significant staff time this year was spent working with municipalities on mapping and analysis of current bylaws to understand how they influence future development patterns. CVRPC can also provide model bylaws and assist municipalities with the administration of grants.

Thank you for your continued support for local and regional planning. Please call us for assistance with planning, zoning, transportation, recreation, mapping, or data needs. For more information, you can reach us at (802) 229-0389, or visit our website [www.centralvtplanning.org](http://www.centralvtplanning.org).

Susan M. Sinclair, *Executive Director*

Tina Ruth, *Commissioner*

## Central Vermont Solid Waste Management District

CVSWMD is made up of 17 member cities and towns. Montpelier is represented on the CVSWMD Board of Supervisors by Mia Moore (Alternate - Andy Hooper).



The district continues to provide award-winning programming, including:

- **Flood Relief Grants:** Due to damage from Hurricane Irene in 2011, CVSWMD granted a total of \$8,023 to help district residents recover costs of disposal for flood-damaged property.
- **Lawrence Walbridge Reuse Fund Grants:** \$7,787 was granted in FY12 to local reuse businesses.
- **Residential Composting:** CVSWMD sells Green Cone food digesters and Soilsaver composters at a reduced cost to district residents, and offers support to people composting at home.
- **Business Composting:** CVSWMD has 63 participating businesses and institutions throughout Central Vermont, which, combined, diverted an estimated 1250 tons (more than 2.5 million lbs.!) of food scraps to composting facilities.
- **School Composting (now part of our School Zero Waste Program):** Over the course of the 2011-2012 school year, our schools diverted an estimated 251,770 lbs. or 125.8 tons of food scraps out of Vermont's two landfills. In FY12:
  - Union Elementary School has diverted approximately 7.485 tons of food scraps.
  - Main Street Middle School has diverted approximately 3.67 tons of food scraps.
  - Montpelier High School has diverted approximately 5.815 tons of food scraps
- **Household Hazardous Waste Collections:** 1,110 households participated in our 2012 Household Hazardous Waste collections. We held seven HHW collections throughout the year, including one in Montpelier on September 22 in which we collected 19,964 pounds of HHW, which cost CVSWMD \$19,374 to properly dispose of.
- **Special Collections:** In 2012, participation increased over 40%, from 850 to 1,236 households. On October 13, CVSWMD hosted a free document shred in

Montpellier, in which we collected 1,250 pounds of material from 56 households.

- **The ARCC:** We now hold special collections of hard-to-recycle materials at our Additional Recyclables Collection Center on Mondays & Fridays, 12:30 – 5:30 p.m., 3 Williams Lane, Barre. Go to our website for a complete list of what we collect, and to get directions.

For more information: [www.cvsmd.org](http://www.cvsmd.org) or contact us at 802-229-9383 or [comments@cvsmd.org](mailto:comments@cvsmd.org)

## ECFiber

ECFiber made major progress this past year. Construction of Phase I and Phase II has been completed, covering 42 miles in the towns of Barnard, Bethel, Royalton and the edge of Pomfret. As the end of 2012 more than 300 customers were connected and are enjoying reliable symmetrical high-speed Internet service at 5, 10 or 20 Mbps, at their choice. ECFiber also offers customers Internet Protocol-based telephone service with unlimited long-distance throughout the US and Canada, and a comprehensive package of features. About 70% of customers take telephone service along with Internet service. Additional customers in Phase I and II Service Area continue to subscribe for service. All work was done on budget and ECFiber is meeting all its critical financial targets.

In 2012 ECFiber held three rounds of investment financing through the sale of promissory notes to local investors. As a result, it has now raised over \$3 million in total, all of which is going into the construction of additional route miles and connection of customers along those routes. In 2013 the ECFiber network will reach additional customers in Chelsea, Norwich, Pomfret, Sharon, Strafford, Thetford, Tunbridge, Vershire, and Woodstock over an additional 50+ miles of fiber. Additional investment closings are scheduled for 2013, with the first one scheduled for April 1, 2013.

In 2012 ECFiber also concluded an agreement with the Vermont Telecom Authority, under which ECFiber will be able to connect customers and feeder routes along the VTA's Orange County Fiber Connector. The OCFC consists of 39 miles of fiber being built through Chelsea, Vershire, Thetford, Strafford and Sharon. Under that agreement, ECFiber will be credited with its capital investment for these purposes against the cost of using the VTA's fiber run. ECFiber expects that this will result in its being able to access that fiber at no cost.

ECFiber Governing Board meetings are held on the second Tuesday of every month at 7 pm at Vermont Law School, Royalton. These meetings are open to the public. More information is available at [www.ecfiber.net](http://www.ecfiber.net).

John Bloch, *ECFiber Montpelier Representative*  
Rob Chapman, *ECFiber Montpelier Alternate*

## Culture and The Arts

### T.W. Wood Gallery & Arts Center

The Board of Trustees of the T. W. Wood Gallery and Art Center provides the City with professional care of its art collection and a destination for art lovers, artists and tourists. Many lectures, school tours, intimate theater and musical presentations, and special events have been hosted by the Gallery, in addition to the exhibition of Wood's work and shows by many Vermont contemporary artists.

Previously in residence at Vermont College, the Gallery has moved to 46 Barre St. and is working with architects and museum professionals to plan a new space that will house the permanent collection and exhibit space just a few steps from the City's center. Next to the newly renovated Senior Center, we are working with The Monteverdi Music School and The River Rock School, as part of The Center for Arts and Learning, to create a dynamic interdisciplinary arts space offering classes and studio spaces in addition to gallery space for exhibits and events.

We are presently maintaining office hours during this planning phase as we complete the purchase of the building, finalize design details, and plan a capital campaign and programming for the coming years. At present, we have works on display at the State House, City Hall, and other local and regional venues, including a planned exhibit at Burlington College, and our very successful annual Summer Art Camp for children aged 7 to 14 will continue on the Green at VCFA as in years past. Classes and lectures are also planned and may be offered prior to the full Gallery reopening.

Since 1895, the collection established by Thomas Waterman Wood for the benefit of the city has both offered the opportunity to view the art of a native son of national renown, and depended on the city for support in accomplishing its mission. Resources have not always allowed for all of the Collection's ongoing conservation needs, and much work is needed to assure its preservation for coming generations. It is many years since the Gallery has had a home of its own, having been generously housed in the past by the Kellogg Hubbard Library and the Vermont College of Fine Arts. Having a permanent home can assure facilities dedicated to the proper care and exhibition of this irreplaceable treasure, and the City's ongoing support is greatly appreciated in helping to maintain this unique piece of Montpelier's history.

More information about the gallery's history and past events can be found at our website, [twwoodgallery.org](http://twwoodgallery.org), and updates on our progress will be added as available.

William Pelton, *Acting Executive Director*

## Kellogg-Hubbard Library

The Kellogg-Hubbard Library founded in 1894 by the generous gift of John Hubbard has served as a meeting place and information center for the whole community in the State capital for over a century. Its central location is walking distance to five schools and two colleges and is located in the heart of town. The library by all sense of purpose is probably the most active building in the city and is heavily used by the community as its cultural center. The Kellogg-Hubbard Library Corporation through its endowment, fund-raising and grant writing approach has contributed many millions of dollars in support of this amazing cultural treasure over the centuries which in turn are a gift to all of the citizens of Montpelier.

The Kellogg-Hubbard Library requests that on Town Meeting Day in March 2013 voters be asked to support the library in the amount of **\$308,673.00**. This is an overall increase over 2012 funding (5%) but the library did not receive any increases over the past several years and the funding formula which had been submitted several years ago has now expired. The cost of library services has risen and without this level of financial support the library will not be able to maintain the high standards of service we now offer. The library has made a thorough analysis of its budget approach and we have streamlined services and will continue to do so in the near future. The library reduced its overall budget by 8% in 2012 and will again reduce our overall spending by another 8% in the first 6 months of 2013. The library is changing its budget year from the calendar year to the fiscal year to be more inline with the City of Montpelier and outlying communities.

### Montpelier

Montpelier active registered Patrons **5083**  
(as of 12/31/2012)

Montpelier patrons borrowed items **142,278**  
(as of 12/31/2012)

Currently the library has an ever growing collection of over **76,829** items which includes books, DVD's, Audio-Books, magazines etc. We also have heavy traffic on our high-speed internet service which is available free to the public. As of October 31, 2012, **28,337** internet user sessions have been conducted on our computers. The library is upgrading its broadband services with Fiber-Connect in conjunction with the Vermont Dept. of Libraries. We will be the first library in Vermont to offer Fiber-Connect to our patrons with lightning speed internet access that will allow us to produce video-conferencing from within the library. Patrons have access both onsite and online to the Vermont Online

Library thru the Kellogg-Hubbard Library website. This service offers them an array of digital databases and online periodicals for research and entertainment pleasure. The library subscribes to a number of eBooks and downloadable audio books through **ListenUp! Vermont**. This year alone over 2200 downloads have been checked-out thru this system. We are also in the process of developing a Library Technology Corner which will allow our users to come into the library and try out new electronic gadgets such as Kindle Fire, IPADS and other hand held devices. The Technology Corner will allow our patrons the ability to have first hand use of these devices and use them for a period of time to become familiar with and see firsthand the vast possibilities they offer. We have also created a new user friendly website which goes along with our vision in making materials and services easy to use and available to the outlying communities.

The Kellogg-Hubbard Library has always been a leader in the state with offering a wide variety of cultural and educational programs. Through October 31, 2012 we had 400 programs attended by 9524 persons. We also have the 3rd highest circulation in the state (290,149) 2011 and the 2nd largest book collection available to our patrons.

It has been a strong interest of mine to promote services to the surrounding communities by allowing them now to be able to renew and request items online through **Destiny** (which began on October 12, 2012) and also to have access to an ever expanding collection of digital materials through **Listen Up-Vermont**. In the near future I envision we will also have our own APP which will allow users anywhere to participate via their smartphones or IPAD's in events and programs here at the library along with an array of other services which will be available. We will also be hiring a part-time Technology Services Coordinator to help facilitate our advance movement into the high-tech age.

The Kellogg-Hubbard Library has played a unique role in our region since the late 19<sup>th</sup> century. As we expand services to an ever more discerning and technologically savvy clientele our library must evolve. The Kellogg-Hubbard Library appreciates the support of Montpelier's residents as we continue our mission which is "preserving yesterday, informing today and inspiring tomorrow."

FOTHERGILL SEGALE & VALLEY

Certified Public Accountants



John E. (Jeff) Fothergill, CPA  
Michael L. Segale, CPA  
Sheila R. Valley, CPA  
Teresa H. Kajenski, CPA  
Donald J. Murray, CPA

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

October 16, 2012

To the Board of Trustees  
Kellogg-Hubbard Library  
Montpelier, Vermont

We have compiled the accompanying Statement of Financial Position of the Kellogg-Hubbard Library (a not-for-profit organization) as of September 30, 2012, and the related Statements of Activities and Functional Expenses for the nine months then ended. We have also compiled the accompanying Schedule of Revenues and Expenses – Operating – Budget to Actual which is presented for supplementary analysis purposes only.

We have not audited or reviewed the accompanying financial statements and supplementary schedule, or the budgeted information for the nine months ended September 30, 2012 and year ending December 31, 2012 and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by generally accepted accounting principles. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Library's financial condition. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the organization's financial statements for the nine months ended September 30, 2011, from which the summarized information was derived.

Respectfully submitted,

  
FOTHERGILL SEGALE & VALLEY, CPAs  
Vermont Public Accountancy License #110

KELLOGG-HUBBARD LIBRARY  
STATEMENT OF FINANCIAL POSITION  
SEPTEMBER 30, 2012

EXHIBIT A

ASSETS

|                                         |                     |
|-----------------------------------------|---------------------|
| Cash - checking & petty cash            | \$ 96,100           |
| Cash - money market                     | 241,480             |
| Total cash and cash equivalents         | <u>337,580</u>      |
| Receivable from city/towns              | 204,827             |
| Prepaid expenses                        | 3,898               |
| Investments, at fair value              | 4,135,464           |
| Total current assets                    | <u>4,681,769</u>    |
| Building, furniture and equipment       |                     |
| Building                                | 2,598,007           |
| Furniture and equipment                 | 165,435             |
| Accumulated depreciation                | <u>(888,253)</u>    |
| Total building, furniture and equipment | <u>1,875,189</u>    |
| Total assets                            | <u>\$ 6,556,958</u> |

LIABILITIES AND NET ASSETS

|                                                      |                     |
|------------------------------------------------------|---------------------|
| Liabilities                                          |                     |
| Accounts payable                                     | \$ 9,606            |
| Unearned grant revenue                               | 2,000               |
| Accrued wages and withholdings                       | 19,100              |
| Accrued compensated leave                            | <u>50,800</u>       |
| Total liabilities                                    | <u>81,506</u>       |
| Net assets - unrestricted                            |                     |
| Designated - investment in property - beg. balance   | 1,924,629           |
| Designated - investment in property - current period | <u>(49,440)</u>     |
| Total designated - investment in property            | <u>1,875,189</u>    |
| Designated - investments - beg. balance              | 3,771,311           |
| Designated - investments - current period            | <u>160,714</u>      |
| Total designated - investments                       | <u>3,932,025</u>    |
| Undesignated - beg. balance                          | 143,727             |
| Undesignated - current period                        | <u>119,985</u>      |
| Total undesignated                                   | <u>263,712</u>      |
| Total net assets - unrestricted                      | 6,070,926           |
| Net assets - permanently restricted                  | <u>404,526</u>      |
| Total net assets                                     | <u>6,475,452</u>    |
| Total liabilities and net assets                     | <u>\$ 6,556,958</u> |

KELLOGG-HUBBARD LIBRARY  
STATEMENT OF ACTIVITIES  
NINE MONTHS ENDED SEPTEMBER 30, 2012  
(With Comparative Actual Totals for September 30, 2011)

EXHIBIT B

|                                              | 2012               |                           |                    | (Memo Only)<br>2011 |
|----------------------------------------------|--------------------|---------------------------|--------------------|---------------------|
|                                              | Unrestricted       | Permanently<br>Restricted | Total              |                     |
| <b>REVENUES</b>                              |                    |                           |                    |                     |
| Investment distribution                      | \$ 196,632         | \$ -                      | \$ 196,632         | \$ 140,071          |
| Contributions                                | 107,545            | -                         | 107,545            | 63,203              |
| Bequests                                     | -                  | -                         | -                  | -                   |
| City/Town contributions                      | 405,600            | -                         | 405,600            | 405,600             |
| Program revenue and fees                     | 47,832             | -                         | 47,832             | 50,210              |
| Grant revenue                                | 11,063             | -                         | 11,063             | 68,608              |
| Interest income                              | 169                | -                         | 169                | 447                 |
| Miscellaneous                                | 7,514              | -                         | 7,514              | 8,560               |
| <b>Total revenues</b>                        | <u>776,355</u>     | <u>-</u>                  | <u>776,355</u>     | <u>736,699</u>      |
| <b>EXPENSES</b>                              |                    |                           |                    |                     |
| Program                                      | 479,484            | -                         | 479,484            | 582,210             |
| Supporting Services                          |                    |                           |                    |                     |
| Fundraising                                  | 76,322             | -                         | 76,322             | 89,041              |
| Management & general                         | 65,861             | -                         | 65,861             | 77,440              |
| <b>Total expenses</b>                        | <u>621,667</u>     | <u>-</u>                  | <u>621,667</u>     | <u>748,691</u>      |
| <b>NET REVENUES OVER (UNDER) EXPENSES</b>    | <u>154,688</u>     | <u>-</u>                  | <u>154,688</u>     | <u>(11,992)</u>     |
| <b>NONOPERATING REVENUE (EXPENSES)</b>       |                    |                           |                    |                     |
| Investment income                            | 82,686             | -                         | 82,686             | 74,984              |
| Investment management expenses               | (12,809)           | -                         | (12,809)           | (13,197)            |
| Net realized gain (loss) on investments      | 130,761            | -                         | 130,761            | 75,969              |
| Net unrealized gain (loss) on investments    | 126,642            | -                         | 126,642            | (293,625)           |
| Investment distribution to operating         | (196,632)          | -                         | (196,632)          | (140,071)           |
| Depreciation                                 | (54,077)           | -                         | (54,077)           | (56,472)            |
| <b>Total nonoperating revenue (expenses)</b> | <u>76,571</u>      | <u>-</u>                  | <u>76,571</u>      | <u>(352,412)</u>    |
| <b>INCREASE (DECREASE) IN NET ASSETS</b>     | <u>231,259</u>     | <u>-</u>                  | <u>231,259</u>     | <u>(364,404)</u>    |
| <b>NET ASSETS - BEG. OF PERIOD</b>           | <u>5,839,667</u>   | <u>404,526</u>            | <u>6,244,193</u>   | <u>6,541,488</u>    |
| <b>NET ASSETS - END OF PERIOD</b>            | <u>\$6,070,926</u> | <u>\$404,526</u>          | <u>\$6,475,452</u> | <u>\$6,177,084</u>  |

EXHIBIT C

KELLOGG-HUBBARD LIBRARY  
 STATEMENT OF FUNCTIONAL EXPENSES  
 NINE MONTHS ENDED SEPTEMBER 30, 2012  
 (With Comparative Actual Totals for September 30, 2011)

|                               | 2012              |                     |                         | Total             | (Memo Only)<br>2011 |
|-------------------------------|-------------------|---------------------|-------------------------|-------------------|---------------------|
|                               | Program           | Supporting Services |                         |                   |                     |
|                               |                   | Fundraising         | Management<br>& General |                   |                     |
| EXPENSES                      |                   |                     |                         |                   |                     |
| Books and programs            | \$ 39,468         | \$ 4,935            | \$ 4,933                | \$ 49,336         | \$ 65,455           |
| General and administrative    | 4,722             | 21,796              | 9,808                   | 36,326            | 38,629              |
| Library staff                 | 356,499           | 44,563              | 44,563                  | 445,625           | 534,059             |
| Occupancy                     | 72,173            | 4,010               | 4,010                   | 80,193            | 102,891             |
| Technology and communications | 6,622             | 1,018               | 2,547                   | 10,187            | 7,657               |
| Total expenses                | <u>\$ 479,484</u> | <u>\$ 76,322</u>    | <u>\$ 65,861</u>        | <u>\$ 621,667</u> | <u>\$ 748,691</u>   |

SCHEDULE 1

KELLOGG-HUBBARD LIBRARY  
 SCHEDULE OF REVENUES AND EXPENSES - OPERATING (BUDGET TO ACTUAL)  
 NINE MONTHS ENDED SEPTEMBER 30, 2012  
 (With Comparative Actual Totals for September 30, 2011)

|                                    | 2012              |                   |                  | Budget<br>12/31/12 | (Memo Only)<br>2011 |
|------------------------------------|-------------------|-------------------|------------------|--------------------|---------------------|
|                                    | Actual            | Budget<br>9/30/12 | Variance         |                    |                     |
| <b>REVENUES</b>                    |                   |                   |                  |                    |                     |
| Investment distribution            | \$ 196,632        | \$ 196,632        | \$ -             | \$196,632          | \$ 140,071          |
| Contributions                      | 107,545           | 108,899           | (1,354)          | 145,199            | 63,203              |
| City/Town contributions            | 405,600           | 405,600           | -                | 405,600            | 405,600             |
| Program revenue and fees           | 47,832            | 52,875            | (5,043)          | 70,500             | 50,210              |
| Grants                             | 11,063            | -                 | 11,063           | -                  | 68,608              |
| Interest income                    | 169               | -                 | 169              | -                  | 447                 |
| Miscellaneous                      | 7,514             | 4,500             | 3,014            | 6,000              | 8,560               |
| Total revenues                     | <u>776,355</u>    | <u>768,506</u>    | <u>7,849</u>     | <u>823,931</u>     | <u>736,699</u>      |
| <b>EXPENSES</b>                    |                   |                   |                  |                    |                     |
| Books and programs                 | 49,336            | 51,595            | 2,259            | 68,793             | 65,455              |
| General and administrative         | 36,326            | 48,953            | 12,627           | 65,270             | 38,629              |
| Library staff                      | 445,625           | 483,182           | 37,557           | 644,243            | 534,059             |
| Occupancy                          | 80,193            | 78,975            | (1,218)          | 105,300            | 102,891             |
| Technology and communications      | 10,187            | 9,518             | (669)            | 12,691             | 7,657               |
| Total expenses                     | <u>621,667</u>    | <u>672,223</u>    | <u>50,556</u>    | <u>896,297</u>     | <u>748,691</u>      |
| NET REVENUES OVER (UNDER) EXPENSES | <u>\$ 154,688</u> | <u>\$ 96,283</u>  | <u>\$ 58,405</u> | <u>\$ (72,366)</u> | <u>\$ (11,992)</u>  |

## Lost Nation Theater

*“What a treasure to have Lost Nation Theater in Montpelier. We not only love the amazing productions LNT presents year after year, but we are also so grateful for LNT focus on Theater education. Our daughter has grown a passion for the Theater directly because of LNT Youth Theater labs. Her involvement has helped her grow, not only as an actress, but as a person as well. LNT is truly the cultural Mecca for Vermont.”*



**-Jami & Chris Robertson, parents, LNT Student participant, Montpelier**

**LNT had an amazing year in 2012.**

Perhaps most notably, the mounting of its world-premier adaptation of *Katherine Paterson’s Lyddie* – an original theater piece with dance and music adapted by founding artistic director Kim Bent, conceived and directed by producing artistic director Kathleen Keenan, with music by Keenan and Nicole Carroll, and choreography by Lida Winfield. *Lyddie* was so well received by Ms. Paterson and others that inquiries for performance have come in from round the country.

*Lyddie* started the season and LNT’s production (with Centerstage Theatre) of *Two for Christmas* by David Budbill closed the season - with sold out shows here in Montpelier & also at The Flynn Space in Burlington.

In October 2012, LNT received another national award: “Outstanding Achievement in Theatre Excellence” from the New England Theatre Conference.

Thanks in part to a \$3500 cash contribution from the taxpayers of Montpelier, Lost Nation Theater continued to grow its youth education programs in 2012:

- 11 different Youth Theater Camps and/or Classes serving 130 students age 7-17
  - **-\$6,825 in scholarship assistance** distributed (with \$4,125 going to Montpelier families);
  - -Additionally, LNT “bartered” skills with parents or more experienced/older students to further defray costs for families. The total program cost (for these 11): \$41,000 [\$29,360 (cash); \$12,640 (in-kind)]
- 5 middle/high school students received long-term in-depth mentoring internships (for free)

- 11 special school matinees (with pre/post show discussions with cast and crew and some interactive workshops) – including MPSS, MSMS, & UES were conducted
- 2 LNT professional productions (*Lyddie* and *Hamlet*) provided acting and technical roles for 17 students (age 5-17)

### **Additional 2012 highlights:**

- Lost Nation Theater produces its 24th season as Montpelier’s Resident Professional Theater!
- Continues as Vermont Arts Council “Community Partner.”
- Winner: Best Theater, *The Times Argus* and *Seven Days* Readers Choice Award
- Again named “one of the best regional theaters in America” by the NYC Drama League
- LNT’s “Theater for Kids by Kids” summer shows *Dr Seuss Fast & Loose: The Lorax* and *Into the Woods Jr* sell out shows, and provide increasing challenges for participants.
- LNT produces 5 other groups/artists for their special events.

Thanks to the community and to the support of the City of Montpelier, LNT continued to produce a wealth of performance, education, and outreach programs – bringing acclaimed artists from across the country to Vermont as well as providing opportunities for Vermont’s own stellar theater professionals.

### **The Background:**

LNT is one of the state’s “original” year-round professional theater companies.

Artistic Director Kim Bent founded Lost Nation Theater in 1977 in Bristol, Vermont.

In residence at City Hall Arts Center since 1989, LNT helped transform the Hall into a vital gathering center for theater, music, dances, and community events. LNT’s work now includes musicals, a host of education and professional training programs, and many partnerships with social service and other arts organizations.

In 1989, LNT’s annual budget was under \$20,000.

In 2012 its cash budget was approximately \$275,000 (our matching in-kind budget is more).

LNT’s annual economic contribution is approximately one million dollars.

LNT donates more than \$25,000 in goods and services each year to the community.

### The Programs

**PERFORMANCES!** — *Over 120 each year -- featuring the best Vermont and “Imported” professionals*

- Six Mainstage Shows
- WinterFest!
- An Edgar Allan Poe & Fiends Halloween
- It’s a Wonderful Life-Radio Play
- Vermont Playwrights’ Circle
- Theater For Kids By Kids shows

**EDUCATION!** — *Opportunities for all ages and experience levels*

- *Head Start Arts Partnership* — workshops for Head Start students up to 4 years old, their parents & siblings throughout Central Vermont
- *Youth Theater Classes & Camps* — summer & winter-break day camps for ages 7-16; winter/spring skill development classes – includes technical and performance
- *Professional Theater Training Program*—bridging academic & professional worlds
- *Will on Wheels & other Workshop Programs*—for elementary through college-level students
- *Master-Classes* in specific skills (like stage-combat, acting techniques, directing) for a wide variety of ages and proficiency levels
- Mentorships, Individual Learning Plans, Community Based Learning and Independent Studies

**OUTREACH!** — *A Professional Theater Rooted in Community*

- Benefit Performances
- Ticket Donations to non-profit arts, human service, education & other organizations
- Facility Management of City Hall Auditorium Arts Center, making possible such events as:
- Green Mountain Film Festival, Hunger Mountain Coop’s Food Fair and assisting groups such as Green Mountain Youth Orchestra, Justice Center, Montpelier Alive, CV Land Trust, with their events.
- Mini-Performances to Nursing Homes, Assisted Living Facilities, Adult Day Cares, and Low-Income Children’s Day Care programs

- Custodians of City Hall Auditorium
- Consultation, Referral, & Technical Support Services for area schools and others
- Accessibility Initiatives — with Adult Basic Education, VCIL, Heaton Woods, VSA, Headstart, and many more; plus ASL-interpreted and Audio-Described Performances, large-print programs, assisted listening systems, and reserved seating for those with physical challenges.
- Vermont Foodbank Partnership — standard discount on admission to anyone who brings a non-perishable food item for the Foodbank when they attend Lost Nation Theater.

### 2012 LNT Staff

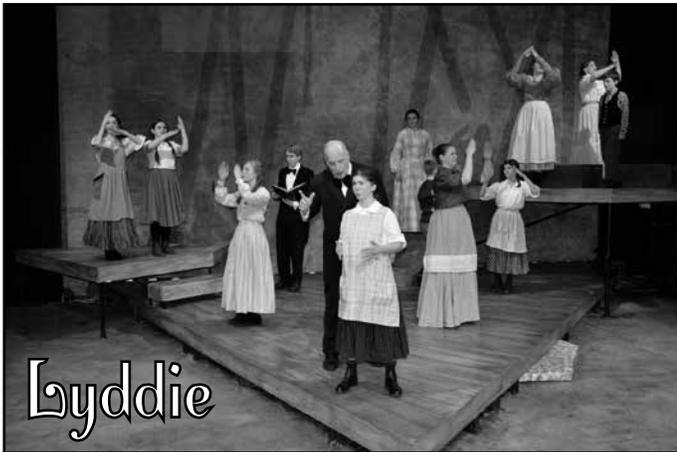
Kim Bent and Kathleen Keenan – *Producing Artistic Directors*  
Casey Covey – *Technical Director/CHAC Facilities Manager*  
Dona Bate – *Outreach Development & Bookkeeping*  
Kris Weir – *Production Stage Manager*

### 2012 LNT Board of Directors & Advisors

Rob Chapman, Dan Jones, Bob Johnson, Warren Kitzmiller– VP, Lindsay Kurrle, Ted Richards, *Secretary*, Amy Willis Dona Bate, Joan Black, Jon Buddington, John Fricke, Linda Henzel, Betty Lord, Rick Mastelli, Eric Michaels, Maura O’Brien, Anthony Otis, Tim Tavcar, Alan Weiss, Ron Wild, Sue Zeller

### Volunteer Staff:

Robyn Osiecki, Un-Ruly-E  
Hank Babcock–*Asst. Technical Director*  
Amanda & Sarah Menard–*Management & Marketing*  
Pat Babcock – *Office Assistant*  
Lauren Aradi and Pat Keenan – *Executive Assistants*  
Louise Menard-Concessions  
Mitch Osiecki – *Volunteer Coordinator*



Top: Lyddie's 1st day in the mill, learning the loom. Photo courtesy of Alex Brown. Bottom Left: Concern over "little Rachel" from the other factory girls in this scene from LNT's original Katherine Paterson's Lyddie by Kim Bent. Photo courtesy of Francis Moran Photography. Bottom Right: Jenny Gundy as Boarding House Mother Mrs Bedlow, Maddie Houston as Rachel, Liz Gilbert as Lyddie and Molly Walsh as Lydia (the adult Lyddie) in this scene from LNT's original Katherine Paterson's Lyddie by Kim Bent. Photo courtesy of Francis Moran Photography. (Directed by Kathleen Keenan, costumes by Cora Fauser, scenic design by Donna Stafford, lighting by Jeff Salzberg, projections by Casey Covey.)



Mary McNulty and Molly Walsh are mothers arguing about their children's behavior, with husband Christopher Colt in the background in this scene from God of Carnage in July. Photo courtesy of Jim Lowe, The Times Argus (directed by Kim Bent, scenic design Donna Stafford, lighting Wendy Stephens, costumes Shawn Sturdevant)



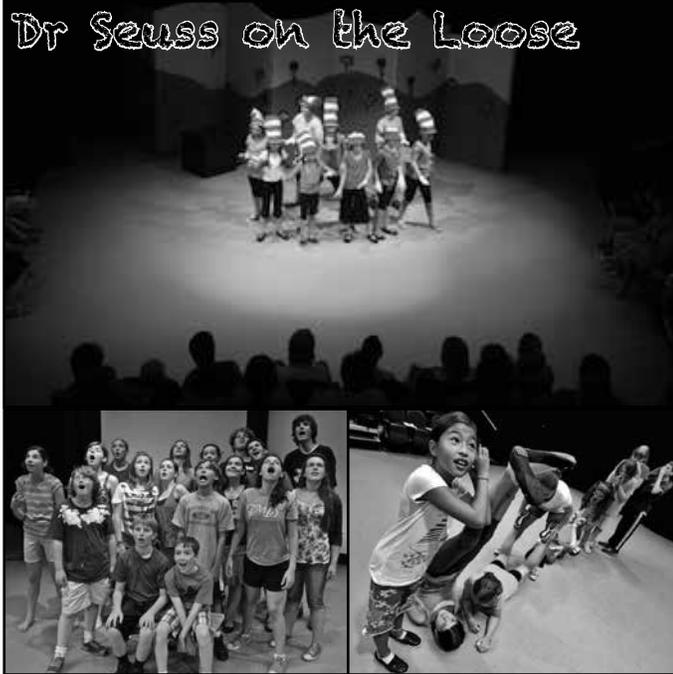
Students in Author Author Actor Actor1 week camp (in writing and performance) introduce themselves to audience of friends & family, July 2012 led by Kathleen Keenan, Photo courtesy of Kris Weir



Montpelier City Hall Arts Center dressed up for Radio Bean Holiday Dance Party, lighting by Casey Covey & Kris Weir. Photo courtesy of Kris Weir, LNT



Top Left: Eric Love (as Horatio) mourns Hamlet's (Caleb Probst) death in this scene from Hamlet by William Shakespeare. Bottom Left: Christopher Scheer and Caleb Probst (as Laertes and Hamlet, respectively) duel in the final moments of LNT's Hamlet, by William Shakespeare. Right: Paul Molnar as King Claudius prays for forgiveness as Caleb Probst (Hamlet) sneaks into his chamber considering murder in this scene from Hamlet by William Shakespeare. Photos courtesy of Francis Moran Photography (directed by Kim Bent, scenic design Kim Bent & Donna Stafford, lighting Cavin Meese, costume design by Nancy Smith)



Top: Seuss in performance - students age 8-13 perform to a capacity crowd. Photo courtesy of Francis Moran Photography. Bottom Left: The gang - 18 of the students onstage in *Into the Woods jr* - LNT's 2-week musical theater production camp, see the giant in the sky. Led by Tara Downs and Dan Boomhower. photo courtesy Francis Moran Photography. Bottom Right: Dr Seuss on the Loose in rehearsal build the "whisper-ma-phone" photo courtesy of Stefan Hard, *The Times Argus*



Mark Roberts, Ben Ash, and Andrew Butterfield in *Two for Christmas* by David Budbill at LNT, Nov 2012. Photo courtesy of Robert Eddy, *First Light Studios*. (directed by Andrew Doe, scenic & lighting design Casey Covey, costumes by Cora Fauser)

## Committees Appointed by City Council

### Conservation Commission

|                                       |                                          |
|---------------------------------------|------------------------------------------|
| Roy Schiff, <i>Chair</i>              | Erik Esselstyn                           |
| Karen Freeman                         | Christopher Hilke                        |
| Alex Hoffmeir                         | Shawn White                              |
| Jeanette Williams                     | Meghan Hoyne Wingate, <i>Student Rep</i> |
| Geoff Beyer, <i>Parks/Tree Warden</i> |                                          |

### Tree Board

|                             |                                 |
|-----------------------------|---------------------------------|
| John Snell, <i>Co-Chair</i> | Sarah Hoffmeir, <i>Co-Chair</i> |
| Wendy Blakeman              | Abby Colihan                    |
| Sarah Mitchell              | Carole Naquin                   |
| John Van Deren              | Geoff Beyer, <i>Tree Warden</i> |

### Design Review Committee

|                                 |                                 |
|---------------------------------|---------------------------------|
| Stephen Everett, <i>Chair</i>   | Kate Coffey                     |
| James Duggan                    | Eric Gilbertson                 |
| Jay White                       | Seth Mitchell, <i>Alternate</i> |
| Liz Pritchett, <i>Alternate</i> |                                 |

### Central Vermont Regional Planning Commission

Tina Ruth, *Representative of the City of Montpelier*

### Montpelier Loan Fund Committee

|               |                |
|---------------|----------------|
| Beth Boutin   | Jo Ann Gibbons |
| Stephen Klein | Kim Phalen     |
| Claude Stone  |                |

**Note: Please advise this office if you know of any alternative needs necessary for reading this report. Phone 802-223-9504.**



Top: (from Left) Taryn Noelle, Natalie Miller, Michael Karraker, and Shawn Sturdevant having wedding day jitters in LNT's *I Love You You're Perfect Now Change* in June. Photo courtesy of Francis Moran Photography



Bottom: (clockwise from Left) Natalie Miller, Taryn Noelle, Michael Karraker, and Shawn Sturdevant as a family out on a drive in LNT's *I Love You You're Perfect Now Change* in June. Photo courtesy of Stefan Hard, *The Times Argus* (directed by Tim Tawcar, music direction by Nancy Hartwick, costumes by Charis Churchill, lighting by Mark Evancho, scenic design by Casey Covey, properties by Kris Weir)

## City Hall Arts Center

In 2012, City Hall Auditorium Arts Center was host to some 40 events (plus some small meetings) over 230 days. And some of these days held multiple events!

These events were diverse occurrences; ranging from rummage sales, annual meetings, craft fairs, Hunger Mountain's Health & Wellness Fair, and education workshops, to the Green Mountain Film Festival and LNT productions, then back again to hosting practices for the Central Vermont Women's Roller Derby Team.

Lost Nation Theater is the facility manager for City Hall Arts Center. What does that mean?

It means helping renters plan their use of the Hall, opening the Hall and then securing it; determining what kind of technical support (lighting, staging, tables, additional electricity) they will need, and arranging for qualified support staff when necessary; and even hanging the banners on the building that advertise events or community projects like Blood Drives.

- It also means the Theater is in charge of maintaining the Hall for all users: changing light bulbs, washing the woodwork, small repairs to the plaster, tile floor, chairs and risers, cleaning the bathroom and making sure supplies are stocked, etc. And in 2012, assisting the City with a massive energy-efficiency improvement project.

In 2012, Lost Nation Theater again donated well over \$5000 worth of technical support and services to other users of City Hall Arts Center. The Theater also continues to make improvements to the Hall to make it as easy as possible for any user of the Hall to create an intimate environment, different areas in which to have "break-out" meetings, or to host 100 vendors at a time. Over the years, LNT has invested well-over \$100,000 in City Hall Arts Center.

## Capital City Band

The Capital City Band had another successful summer season providing ten free concerts on the State House lawn, and was attended by enthusiastic audiences. The Band participated in Montpelier's Independence Day parade and played a concert at the Woodridge Nursing Home at the end of the season. The Band plays a variety of marches, show tunes, popular numbers, old-time favorites and other selections. The total number of Band participants this summer was 53. The Band is open to all band instrument players who like to play. For more information, call 223-7069.

Carolyn Silsby, *Manager*



Photo courtesy of Robyn Osiecki. Winter Concert



Photo courtesy of Robyn Osiecki. - Hunger Mtn Food Fair



Photo courtesy of Robyn Osiecki. - Hunger Mtn Food Fair

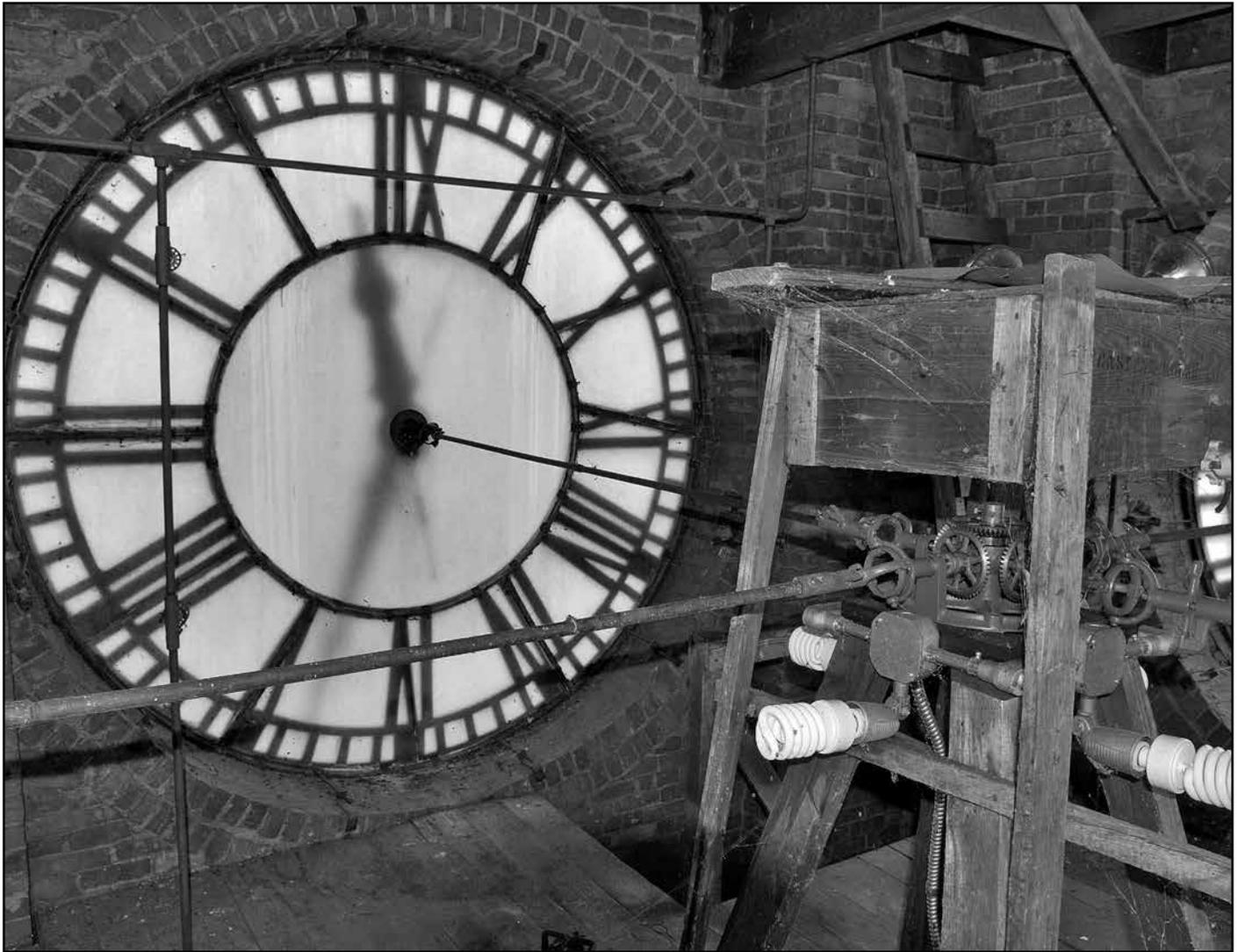
# Tax Exempt Parcels

| <u>Property Owner</u>                                             | <u>Exempt Value</u> | <u>Payment in Lieu of Taxes as of 1/2013</u> | <u>Property Owner</u>                                                                                   | <u>Exempt Value</u> | <u>Payment in Lieu of Taxes as of 1/2013</u> |
|-------------------------------------------------------------------|---------------------|----------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------|----------------------------------------------|
| American Legion<br>21 Main Street                                 | 341,500             | --                                           | Resurrection Baptist Church<br>144 Elm St, 2 properties                                                 | 512,100             | --                                           |
| Brown Johnson Post #792 (VFW)<br>1 Pioneer Center                 | 374,900             | --                                           | Roman Catholic Diocese of VT<br>Rectory/Church, 16 Barre St                                             | 3,528,000           | --                                           |
| Beth Jacob Synagogue<br>Harrison Avenue                           | 235,100             | --                                           | Convent/School, 1 Msgr. Crosby<br>Shepherd of the Hills                                                 | 1,025,200           | --                                           |
| Bethany Church<br>Main Street                                     | 1,814,600           | --                                           | Lutheran Church<br>115 Northfield St.                                                                   | 398,100             | --                                           |
| Capitol City Housing Foundation<br>Heaton Woods                   | 2,394,500           | --                                           | Social Security Building<br>School Street                                                               | 643,700             | --                                           |
| Cemeteries:<br>Elm Street                                         | 76,900              | --                                           | Trinity Methodist Church<br>of Montpelier, VT Inc.<br>Main Street                                       | 1,252,400           | --                                           |
| Green Mount                                                       | 453,000             | --                                           | Unitarian Church<br>Main Street                                                                         | 793,900             | --                                           |
| Roman Catholic                                                    | 99,900              | --                                           | US Post Office<br>State Street                                                                          | 4,818,500           | --                                           |
| Central VT Solid Waste<br>Management District<br>137 Barre Street | 259,800             | --                                           | VT Center for Independent Living<br>11 East State Street                                                | 575,600             | --                                           |
| Christ Church – Episcopal<br>State Street                         | 2,577,800           | -                                            | Vermont College of Fine Arts<br>8 properties                                                            | 8,160,700           | --                                           |
| Family Center of Washington County<br>285 Sherwood Drive          | 1,430,100           | --                                           | College St, West St.                                                                                    |                     |                                              |
| First Baptist Church<br>School Street                             | 484,000             | --                                           | Vermont Humanities Council<br>11 Loomis Street                                                          | 561,000             | --                                           |
| First Church of Christ<br>145 State Street                        | 429,800             | --                                           | VT Institute of Natural Science<br>713 Elm Street                                                       | 299,800             | --                                           |
| Fisher, OM Home<br>149 Main Street                                | 1,122,000           | --                                           | VT Program for Quality in<br>Health Care Inc.                                                           | 296,200             | 1,500.00                                     |
| Kellogg Hubbard Library<br>135 Main Street                        | 1,950,200           | --                                           | Vermont, State of<br>39 properties                                                                      | 116,127,900         | 184,000.00<br>756,841.00                     |
| Montpelier, City of<br>3 school properties                        | 11,692,600          | --                                           | State St., Baldwin St., Gov. Aiken Ave,<br>Green Mt. Dr., Stone Cutters Way,<br>Taylor St., Terrace St. |                     |                                              |
| Montpelier, City of<br>13 properties                              | 12,129,500          | --                                           | Washington, County of<br>3 properties                                                                   | 1,956,000           | --                                           |
| Montpelier Elderly Housing Project<br>155 Main Street             | 2,739,900           | 12,555.03                                    | State Street, Elm Street                                                                                |                     |                                              |
| 120 Northfield Street                                             | 535,100             | 3,250.00                                     | Washington County<br>Mental Health<br>90 & 157 Barre Sts                                                | 421,400             | --                                           |

# Calendar Year 2012 Compensation

| Employee               | Department/Office              | 2012 Wage |
|------------------------|--------------------------------|-----------|
| Aldrighetti, Jane P    | Assessor                       | \$52,497  |
| Alexander, Nancy A     | Election Clerk                 | \$477     |
| Alexander, Priscilla L | Election Clerk                 | \$157     |
| Amaral, Michelle F     | Police                         | \$42,126  |
| Amell, Anthony         | Public Works                   | \$6,084   |
| Apgar, Andrew P        | Police                         | \$52,993  |
| Bagg, Scott            | Police                         | \$3,870   |
| Baker, Burtis W        | Public Works                   | \$35,926  |
| Balseiro, Barbara      | Election Clerk                 | \$314     |
| Bean, Chad             | Police                         | \$53,506  |
| Beyer, Geoffrey        | Parks Director                 | \$55,103  |
| Bilodeau, Michael J    | Public Works                   | \$45,484  |
| Blatchford, Sharon A   | Finance                        | \$57,522  |
| Blodgett, Zachary R    | Public Works                   | \$30,297  |
| Blouin, Tyson J        | Public Works                   | \$51,955  |
| Bolduc, Marguerite A   | Finance                        | \$43,463  |
| Boucher, Conrad        | Community Justice              | \$214     |
| Bousquet, Jeffrey S    | Public Works                   | \$38,478  |
| Breakstone, Leslie A   | Senior Center                  | \$60      |
| Bresette, Loretta      | Finance                        | \$45,605  |
| Bresette, Nicholas P   | Fire                           | \$52,016  |
| Brown, Audra K         | Planning                       | \$46,140  |
| Brunell, David         | Parks                          | \$22,267  |
| Byrd, S. Yvonne        | Community Justice Ctr Director | \$60,073  |
| Casey, Kevin S         | Planning                       | \$39,388  |
| Charron, Paul R        | Fire                           | \$67,761  |
| Chase, Crystal A       | Clerk                          | \$42,576  |
| Christman, Kenneth J   | Fire                           | \$45,223  |
| Clack, Joan            | Clerk                          | \$5,432   |
| Clar, Janna M          | Senior Center Director         | \$36,097  |
| Clark, Mary Alice      | Police                         | \$18,580  |
| Cleveland, Richard D   | Police                         | \$91,426  |
| Clifford, William      | Fire                           | \$11,364  |
| Cochran, Wade R        | Police                         | \$83,042  |
| Conneman, Thomas M     | Police                         | \$60,143  |
| Cowens, Nathan J       | Public Works                   | \$52,362  |
| Cox, Christopher P     | Public Works                   | \$43,365  |
| Daniels, Nicholas M    | Technology                     | \$41,443  |
| Day, Suzanne G         | Election Clerk                 | \$314     |
| Desmet, Clancy I       | Zoning Administrator           | \$51,675  |
| Dockter, Ruth A        | Finance                        | \$38,110  |
| Drake, Adam            | Public Works                   | \$760     |
| Durgin, Steven         | Public Works                   | \$48,387  |
| Eggleston, Leon        | Fire                           | \$63,327  |
| Elliott, Kyle M        | Public Works                   | \$70      |
| Ellis, Frank P         | Public Works                   | \$61,795  |
| Facos, Anthony John    | Police Chief                   | \$77,213  |
| Farnham, Michael       | Public Works                   | \$51,051  |
| Fischer, Robert K      | Public Works                   | \$63,797  |
| Fisk, John             | Public Works                   | \$34,008  |
| Fraser, William J      | City Manager                   | \$99,847  |
| Gallup, Sandra J       | Finance Director               | \$70,885  |
| Gibson, Judith A       | Community Justice              | \$48,811  |
| Gidney, Jane C         | Election Clerk                 | \$477     |
| Golonka, Thomas        | City Council                   | \$1,200   |
| Gomez, Maria A         | Senior Center                  | \$11,865  |
| Goslant, Cheryl C      | Police                         | \$81,438  |
| Gowans, Robert A Jr    | Fire Chief                     | \$74,667  |
| Gray, Christopher C    | Public Works                   | \$36,281  |
| Hallsmith, Gwendolyn   | Planning Director              | \$65,104  |
| Healy, Patrick R       | Cemetery Director              | \$57,240  |
| Higgins, Therese M     | Election Clerk                 | \$78      |
| Hill, Beverlee P       | Finance                        | \$65,981  |
| Hoagland, Devin F      | Public Works                   | \$47,823  |
| Hollar, John           | Mayor                          | \$2,500   |
| Hood, George E         | Public Works                   | \$51,137  |
| Hooper, Mary S         | Mayor                          | \$500     |
| Hooper, Timothy A      | City Council                   | \$1,200   |
| Hotchkiss, Bonnie L    | Police                         | \$43,552  |
| Hoyt, Charlotte L      | Finance                        | \$68,957  |
| Hull, Douglas R        | Public Works                   | \$59,851  |
| Huntsman, William T    | Call Force                     | \$115     |
| Huoppi, Dana L         | Fire                           | \$84,891  |
| Jarvis, Sarah R        | City Council                   | \$800     |
| Jasman, Douglas C      | Fire                           | \$59,785  |
| Jennings, William M    | Police                         | \$23,183  |

|                        |                       |          |                          |                |          |
|------------------------|-----------------------|----------|--------------------------|----------------|----------|
| Kachajian, David W     | Police                | \$64,236 | Parry, Allan L           | Call Force     | \$17     |
| King (Utton), Annette  | Police                | \$61,940 | Pearson, Jeffrey A       | Police         | \$57,317 |
| Knisley, Matthew       | Police                | \$62,733 | Pelletier, Charles E     | Police         | \$12,383 |
| Ladd, Eric R           | Public Works          | \$69,190 | Pembroke, Sheila         | Fire           | \$45,725 |
| Larrabee, Jacob        | Fire                  | \$60,441 | Perry, Daniel            | Public Works   | \$49,752 |
| Larson, Cynthia J      | Election Clerk        | \$105    | Persons, Albert C        | Public Works   | \$42,306 |
| Lavallee, Michelle     | Police                | \$25,478 | Philbrick, Michael B     | Police         | \$51,164 |
| Law, Todd C            | Public Works Director | \$78,969 | Pitonyak, Sandra June    | Manager        | \$50,382 |
| Lee, James G           | Public Works          | \$43,987 | Potter, Michael T        | Public Works   | \$49,925 |
| Lee, Richard W         | Public Works          | \$44,867 | Powers, Scott V          | Public Works   | \$49,179 |
| Lewis, Jeremy A.       | Public Works          | \$38,863 | Provencher, Todd R       | Public Works   | \$36,909 |
| Luce, Peter C          | Public Works          | \$40,206 | Purcell White, Kathryn A | Police         | \$40,208 |
| Lucenti, Salvatore J   | Election Clerk        | \$144    | Quinn, James             | Fire           | \$62,791 |
| Lumbra, Christopher H. | Building              | \$2,668  | Redmond, Justin P        | Fire           | \$45,124 |
| Mackey, Virginia G     | Public Works          | \$45,790 | Redmond, Pauline B       | Election Clerk | \$314    |
| Macura, Joshua J       | Police                | \$59,640 | Richardson, George W Jr  | Public Works   | \$50,135 |
| Marineau, Andrew       | Fire                  | \$44,445 | Rousseau, Frances M      | Fire           | \$37,937 |
| Marold, Glen M         | Fire                  | \$51,105 | Ruggles, Daniel J        | Fire           | \$50,234 |
| Martel, Neil E         | Police                | \$79,383 | Ruggles, Donald E        | Call Force     | \$567    |
| Mcardle, Thomas J      | Public Works          | \$66,631 | Russell, Kenneth G       | Planning       | \$10,104 |
| Mccullough, Adam P     | Call Force            | \$919    | Scharnberg, Eric         | Planning       | \$25,849 |
| Mckain, Diane          | Community Justice     | \$726    | Shaw, Richard            | Police         | \$9,119  |
| Mercadante, Michael    | Public Works          | \$44,087 | Sherman, Nancy G         | City Council   | \$200    |
| Michaud, Benjamin R    | Police                | \$46,172 | Skeels, Frederick H      | Technology     | \$55,672 |
| Mills, Alfred S        | Community Justice     | \$29,123 | Smith, Leslie E          | Public Works   | \$49,116 |
| Moody, Mark L          | Police                | \$64,652 | Snetsinger, Robert W     | Public Works   | \$3,435  |
| Moore, Glenn A         | Building              | \$62,471 | Taylor, Samuel W         | Fire           | \$47,220 |
| Moore, Thomas          | Call Force            | \$17     | Tedesco, Patricia L      | Clerk          | \$248    |
| Morande, Kristine M    | Finance               | \$51,817 | Thereault, Galen         | Fire           | \$47,924 |
| Morse, Chad M          | Fire                  | \$50,583 | Thurston, Peter B        | Call Force     | \$17     |
| Motyka, Kurt           | Public Works          | \$62,218 | Thurston, Richard W      | Call Force     | \$831    |
| Moulton, Kevin T       | Police                | \$71,716 | Tillinghast, Mark A      | Fire           | \$62,435 |
| Naikus, Seth           | Public Works          | \$3,825  | Timpone, Angela M        | City Council   | \$1,200  |
| Naikus, Vytas J        | Public Works          | \$39,917 | Truhan, Christopher M    | Police         | \$60,634 |
| Nichols, Johanna       | Senior Center         | \$25,501 | Tuttle, Brian L          | Public Works   | \$60,020 |
| Nolan, Stephen P       | Police                | \$64,026 | Utton, Michael D         | Public Works   | \$57,678 |
| Nordenson, Eric W      | Police                | \$75,091 | Watson, Anne E           | City Council   | \$400    |
| Odum, John M           | City Clerk            | \$43,270 | Weiss, Alan H            | City Council   | \$1,200  |
| Olson, Sharon K        | Police                | \$51,928 | Wilson, Geoffrey P       | Public Works   | \$63,243 |
| Papineau, Michael V    | Public Works          | \$55,235 | Zeno, Tonia M            | Police         | \$12,356 |



*Photo courtesy of Jim Sheridan*

## **CITY OF MONTPELIER, VERMONT MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2012**

Love, Cody and Company, CPAs conducted an audit of the financial statements for the fiscal year ended June 30, 2012. They performed their audit in accordance with the auditing standards generally accepted in the United States of America. The following Management's Discussion and Analysis is an important section of the audit report.

The Management's Discussion and Analysis for the Year Ended June 30, 2012 is intended to be a readable, objective analysis of the City's financial activity during the year. It contains sections that include Financial Highlights, Net Assets, Capital Assets and Debt Administration as well as Economic Factors. Copies of the full Audit Report, with all the Exhibits and Notes to the Financial Statements are available at the Finance Department at City Hall, located at 39 Main Street in Montpelier. The Audit Report is also available on the City's web site at <http://www.montpelier-vt.org//page/286.html>. If you have questions or comments regarding this financial report, please call or email Sandra Gallup, City Finance Director at 223-9520, [sgallup@montpelier-vt.org](mailto:sgallup@montpelier-vt.org).

**CITY OF MONTPELIER, VERMONT  
Management's Discussion and Analysis  
For the Year Ended June 30, 2012**

Our discussion and analysis of the City of Montpelier, Vermont's financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2012. Please read it in conjunction with the City's financial statements which begin on Exhibit A.

**Financial Highlights**

***Government-Wide Statements***

Net assets of the governmental activities increased by \$3,041,072 or 17 percent. Net assets of the business-type activities increased by \$573,109 or 3 percent. The City's total net assets increased by \$3,614,181 as a result of this year's operations. This increase is the result of a large amount of capital grant, operating grant and contribution revenue.

The cost of all of the City's programs was \$16,975,707 in fiscal year 2012 compared to \$16,541,165 in fiscal year 2011, which is approximately a 3% increase. Total revenue for all the City's programs also increased from \$18,607,279 in 2011 compared to \$20,387,744 in 2012, which is a 9.6% increase from the previous year. This increase in revenue is related to the capital and operating grant activities in public safety, public works, culture and recreation and community development.

***Fund Statements***

During fiscal year 2012, the General Fund reported a net reduction in the fund balance of \$23,522

The General Fund balances totaled \$1,619,523 as of June 30, 2012. The fund balances that are nonspendable, restricted, committed and assigned totaled \$655,382 of June 30, 2012. These fund balances are either nonspendable or have spending constraints placed on the purposes for which they can be used. This leaves an unassigned fund balance of \$964,141 which is \$152,260 lower than the prior year's unassigned fund balance.

The Community Development Fund ended the year with a restricted and committed fund balance of \$459,549, which was \$37,462 higher than the prior year fund balance of \$422,087. This fund balance is reserved by various sources for Community Development programs and activities.

The Capital Projects Fund ended the year with a fund balance of \$777,178 which was \$1,192,094 lower than the prior year fund balance of \$1,969,272. \$592,641 of these funds are restricted by bonding constraints and impact fee ordinances. This leaves a committed/assigned fund balance of \$184,537 for various capital improvement projects. Much of this decrease in the Capital Projects fund balance is the result of the completion of the 58 Barre Street renovation project.

Other nonmajor governmental funds ended the year with a fund balance of \$1,002,502, which was \$460,269 lower than the prior year fund balance of \$1,462,771. Much of this decrease was the reduction in Senior Center Donations for the 58 Barre Street project. \$451,035 of these funds are Non-Expendable by Trust Agreements. \$523,765 of these funds are restricted by donations and permanent funds.

The Water Fund ended the year with net assets of \$8,821,390 which was \$85,534 more than the prior year balance of \$8,735,856. Of the total net asset balance, \$9,275,130 is invested in property and equipment. This leaves an unrestricted deficit of \$453,740 to be recovered in future periods. This unrestricted deficit is \$165,493 less than the \$619,233 unrestricted deficit as of June 30, 2011. \$297,500 of this unrestricted deficit is debt related to the refinancing of the unfunded pension liability. Principal repayments on this debt are not due until November, 2017.

The Sewer Fund ended the year with net assets of \$11,441,907, which was \$515,425 higher than the prior year balance of \$10,926,482. Of the total net asset balance, \$11,407,907 is invested in property and equipment. This leaves an unrestricted net assets balance of \$34,091. Included in this balance is \$402,500 in debt related to the refinancing of the unfunded pension liability. Principal repayments on this debt are not due until November, 2017.

The Parking Fund ended the year with net assets of \$290,222, which was \$27,850 lower than the prior year balance of \$317,872. Of the total net asset balance, \$359,832 is invested in property and equipment and \$2,417 is restricted for

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various projects. This leaves a deficit of \$72,227 to be recovered in future periods. Included in this deficit is \$192,500 in debt related to the refinancing of the unfunded pension liability. Principal repayments on this debt are not due until November, 2017.

**Using This Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (Exhibits A and B) provide information about the activities of the City as a whole and present a longer-term view of the City's finances. Fund financial statements start on Exhibit C. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds.

***Reporting the City as a Whole***

Our analysis of the City as a whole begins on Exhibit A. One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net assets and changes in them. You can think of the City's net assets - the difference between assets and liabilities - as one way to measure the City's financial health, or financial position. Over time, increases or decreases in the City's net assets are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the City's property tax base and the condition of the City's roads, to assess the overall health of the City.

In the Statement of Net Assets and the Statement of Activities, we divide the City into two kinds of activities:

**Governmental activities** - Most of the City's basic services are reported here, including the police, fire, public works, and parks departments, and general administration. Property taxes, franchise fees, and state and federal grants finance most of these activities.

**Business-type activities** - The City charges a fee to customers to help it cover all or most of the cost of certain services it provides. The City's water, sewer and parking activities are reported here.

***Reporting the City's Most Significant Funds***

Our analysis of the City's major funds begins on Exhibit C. The fund financial statements provide detailed information about the most significant funds - not the City as a whole. Some funds are required to be established by State law and by bond covenants. However, the City Council establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (like grants received from the U.S. Department of Housing and Urban Development). The City's two kinds of funds - governmental and proprietary - use different accounting approaches.

**Governmental funds** - Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds on the exhibits that follow each financial statement.

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**Proprietary funds** - When the City charges customers for the services it provides - whether to outside customers or to other units of the City - these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Assets and the Statement of Activities. In fact, the City's enterprise funds (a component of proprietary funds) are the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

**The City as a Whole**

The City's combined net assets increased by \$3,614,181 from a year ago - increasing from \$37,472,460 to \$41,086,641. Our analysis below focuses on the net assets (Table 1) and changes in net assets (Table 2) of the City's governmental and business-type activities.

**Table 1  
Net Assets**

|                                            | June 30, 2012              |                             |                                | June 30, 2011              |                             |                                |
|--------------------------------------------|----------------------------|-----------------------------|--------------------------------|----------------------------|-----------------------------|--------------------------------|
|                                            | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government |
| Current and other assets                   | \$ 6,317,659               | 715,829                     | 7,033,488                      | 8,179,945                  | 397,502                     | 8,577,447                      |
| Capital assets                             | 22,958,068                 | 35,817,293                  | 58,775,361                     | 18,594,888                 | 36,759,161                  | 55,354,049                     |
| <b>Total assets</b>                        | <b>29,275,727</b>          | <b>36,533,122</b>           | <b>65,808,849</b>              | <b>26,774,833</b>          | <b>37,156,663</b>           | <b>63,931,496</b>              |
| Long term liabilities                      | 7,494,327                  | 15,767,516                  | 23,261,843                     | 8,008,432                  | 16,875,937                  | 24,884,369                     |
| Other liabilities                          | 1,248,078                  | 212,287                     | 1,460,365                      | 1,274,151                  | 300,516                     | 1,574,667                      |
| <b>Total liabilities</b>                   | <b>8,742,405</b>           | <b>15,979,803</b>           | <b>24,722,208</b>              | <b>9,282,583</b>           | <b>17,176,453</b>           | <b>26,459,036</b>              |
| Net assets:                                |                            |                             |                                |                            |                             |                                |
| Invested in capital assets,<br>net of debt | 19,337,797                 | 21,042,778                  | 40,380,575                     | 14,683,993                 | 20,747,341                  | 35,431,334                     |
| Restricted                                 | 2,051,598                  | 2,417                       | 2,054,015                      | 2,317,555                  | 41,170                      | 2,358,725                      |
| Unrestricted                               | (856,073)                  | (491,876)                   | (1,347,949)                    | 490,702                    | (808,301)                   | (317,599)                      |
| <b>Total net assets</b>                    | <b>\$ 20,533,322</b>       | <b>20,553,319</b>           | <b>41,086,641</b>              | <b>17,492,250</b>          | <b>19,980,210</b>           | <b>37,472,460</b>              |

As noted earlier, net assets may serve over time to be a useful indicator of a government's financial position.

Net assets of the City's governmental activities increased \$3,041,072 or 17% (\$20,533,322 compared to \$17,492,250). This increase is the result of a large amount of capital grants for storm-related damages and district heat initiatives.

Net assets of the business-type activities increased by \$573,109 (\$20,553,319 compared to \$19,980,210, or 3 percent). This increase is due to \$282,000 a operations surplus, insurance proceeds from wastewater treatment plant flood damage and Federal ARRA/Stimulus Funds that were received for Sewer Fund projects.

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**Table 2**  
**Change in Net Assets**

|                                          | <i>June 30, 2012</i>       |                             |                                | <i>June 30, 2011</i>       |                             |                                |
|------------------------------------------|----------------------------|-----------------------------|--------------------------------|----------------------------|-----------------------------|--------------------------------|
|                                          | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government |
| <b>REVENUES:</b>                         |                            |                             |                                |                            |                             |                                |
| Program revenues:                        |                            |                             |                                |                            |                             |                                |
| Charges for services                     | \$ 954,703                 | 6,397,323                   | 7,352,026                      | 966,684                    | 6,371,444                   | 7,338,128                      |
| Operating grants and contributions       | 1,931,796                  | 0                           | 1,931,796                      | 1,573,857                  | 0                           | 1,573,857                      |
| Capital grants and contributions         | 2,724,031                  | 133,541                     | 2,857,572                      | 983,264                    | 435,646                     | 1,418,910                      |
| General Revenues:                        |                            |                             | 0                              |                            |                             | 0                              |
| Property taxes, penalties and interest   | 7,124,124                  | 0                           | 7,124,124                      | 7,099,779                  | 0                           | 7,099,779                      |
| Payment in lieu of taxes                 | 964,912                    | 0                           | 964,912                        | 930,233                    | 0                           | 930,233                        |
| Unrestricted investment earnings         | 88,998                     | 0                           | 88,998                         | 138,241                    | 0                           | 138,241                        |
| Gain (loss) on sale of capital assets    | 8,328                      | (321)                       | 8,007                          | 22,616                     | 0                           | 22,616                         |
| Other revenues                           | 54,709                     | 0                           | 54,709                         | 79,630                     | 0                           | 79,630                         |
| Contributions to permanent endowments    | 5,600                      | 0                           | 5,600                          | 5,885                      | 0                           | 5,885                          |
| <b>Total revenues</b>                    | <b>13,857,201</b>          | <b>6,530,543</b>            | <b>20,387,744</b>              | <b>11,800,189</b>          | <b>6,807,090</b>            | <b>18,607,279</b>              |
| <b>PROGRAM EXPENSES:</b>                 |                            |                             |                                |                            |                             |                                |
| General government                       | 1,797,853                  | 0                           | 1,797,853                      | 1,744,867                  | 0                           | 1,744,867                      |
| Public safety                            | 4,410,840                  | 0                           | 4,410,840                      | 4,252,181                  | 0                           | 4,252,181                      |
| Public works                             | 2,608,649                  | 0                           | 2,608,649                      | 2,520,455                  | 0                           | 2,520,455                      |
| Culture and recreation                   | 1,348,697                  | 0                           | 1,348,697                      | 1,222,259                  | 0                           | 1,222,259                      |
| Community development                    | 296,673                    | 0                           | 296,673                        | 164,086                    | 0                           | 164,086                        |
| Cemetery                                 | 173,854                    | 0                           | 173,854                        | 178,350                    | 0                           | 178,350                        |
| MontpelierNet                            | 0                          | 0                           | 0                              | 2,664                      | 0                           | 2,664                          |
| Interest on long-term debt               | 233,305                    | 0                           | 233,305                        | 248,767                    | 0                           | 248,767                        |
| Water                                    | 0                          | 2,254,147                   | 2,254,147                      | 0                          | 2,353,052                   | 2,353,052                      |
| Sewer                                    | 0                          | 3,159,956                   | 3,159,956                      | 0                          | 3,183,746                   | 3,183,746                      |
| Parking                                  | 0                          | 691,733                     | 691,733                        | 0                          | 670,738                     | 670,738                        |
| <b>Total program expenses</b>            | <b>10,869,871</b>          | <b>6,105,836</b>            | <b>16,975,707</b>              | <b>10,333,629</b>          | <b>6,207,536</b>            | <b>16,541,165</b>              |
| Excess before special item               |                            |                             |                                |                            |                             |                                |
| and transfers                            | 2,987,330                  | 424,707                     | 3,412,037                      | 1,466,560                  | 599,554                     | 2,066,114                      |
| Flood/Fire Insurance Proceeds            | 43,742                     | 158,402                     | 202,144                        | 851,846                    | 0                           | 851,846                        |
| Property transfer to Housing LP          | 0                          | 0                           | 0                              | (180,000)                  | 0                           | (180,000)                      |
| Capital Asset Impairment                 | 0                          | 0                           | 0                              | 0                          | (12,466)                    | (12,466)                       |
| Transfers                                | 10,000                     | (10,000)                    | 0                              | 9,700                      | (9,700)                     | 0                              |
| <b>Increase (decrease) in net assets</b> | <b>\$ 3,041,072</b>        | <b>573,109</b>              | <b>3,614,181</b>               | <b>2,148,106</b>           | <b>577,388</b>              | <b>2,725,494</b>               |

Our analysis below separately considers the operations of governmental and business-type activities.

**Governmental Activities**

The City's tax rate increased from \$0.8350 to \$0.8480 per \$100 of assessed value from fiscal year 2011 to fiscal year 2012.

Table 3 presents the cost of each of the City's eight largest programs - general government, public safety, public works, culture and recreation, community development, water, sewer and parking - as well as each program's net cost (total cost less revenue generated by the activities). The net cost shows the financial burden that was placed on the

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City's taxpayers by each of these functions.

**Table 3  
Costs of Programs**

|                        | <i>June 30, 2012</i>      |                       |                           |                       | <i>June 30, 2011</i>      |                       |                           |                       |
|------------------------|---------------------------|-----------------------|---------------------------|-----------------------|---------------------------|-----------------------|---------------------------|-----------------------|
|                        | Governmental Activities   |                       | Business-type Activities  |                       | Governmental Activities   |                       | Business-type Activities  |                       |
|                        | Net Revenues              |                       | Net Revenues              |                       | Net Revenues              |                       | Net Revenues              |                       |
|                        | Total Cost<br>of Services | (Cost)<br>of Services |
| General government     | \$ 1,797,853              | (1,364,405)           | 0                         | 0                     | 1,744,867                 | (1,348,242)           | 0                         | 0                     |
| Public safety          | 4,410,840                 | (3,611,000)           | 0                         | 0                     | 4,252,181                 | (3,417,280)           | 0                         | 0                     |
| Public works           | 2,608,649                 | 492,735               | 0                         | 0                     | 2,520,455                 | (1,070,715)           | 0                         | 0                     |
| Culture and recreation | 1,348,697                 | (711,608)             | 0                         | 0                     | 1,222,259                 | (682,986)             | 0                         | 0                     |
| Community development  | 296,673                   | 301,354               | 0                         | 0                     | 164,086                   | 109,251               | 0                         | 0                     |
| Water                  | 0                         | 0                     | 2,254,147                 | 85,534                | 0                         | 0                     | 2,353,052                 | (30,178)              |
| Sewer                  | 0                         | 0                     | 3,159,956                 | 357,344               | 0                         | 0                     | 3,183,746                 | 630,825               |
| Parking                | 0                         | 0                     | 691,733                   | (17,850)              | 0                         | 0                     | 670,738                   | (1,093)               |
| All others             | 407,159                   | (366,417)             | 0                         | 0                     | 429,781                   | (399,852)             | 0                         | 0                     |
| Totals                 | \$ 10,869,871             | (5,259,341)           | 6,105,836                 | 425,028               | 10,333,629                | (6,809,824)           | 6,207,536                 | 599,554               |

**The City's Funds**

As the City completed the year, its governmental funds (as presented in the Balance Sheet on Exhibit C) reported a combined fund balance of \$3,858,752 which is lower than last year's total of \$5,497,175. Included in this year's total change in fund balance are a decrease of \$23,522 in the City's General Fund; an increase of \$37,462 in the Community Development Fund; a decrease of 1,192,094 in the Capital Projects Fund and a decrease of \$460,260 in Other Governmental Funds. The decrease in City Funds is primarily due to the use of capital and donated funds to complete the renovation of the 58 Barre Street property.

**General Fund Budgetary Highlights**

The Excess (deficiency) of Revenues Over Expenditures for the year ending June 30, 2012 is (\$27,318).

Revenue is \$149,270 less than budgeted. Although there are many variances in revenue line items, overall, this shortfall in revenue reflects the City Council's decision to use \$149,275 of prior year fund balance in the FY12 budget.

Expenditures were under budget by \$121,952 (as presented in Exhibit F). Some of the significant unbudgeted expenditures are; \$68,080 in Police Salaries and Overtime which is due to a change in the timing of holiday payout. The \$64,799 overage in Small Equipment is partially offset by grant funds. The retirement of the City Clerk and Assistant City Manager increases salary expenditures by approximately \$36,000. Also, the expenditure of \$27,062 for a Capital Needs Assessment contract is not included in the original budget. Savings of \$68,069 in Fire/EMS Salaries help offset these overages in expenditures.

Employee health insurance costs are lower than anticipated and \$33,000 in funds are set aside (committed) for possible, future health reimbursement arrangement overages.

The unassigned fund balance decreases from \$1,116,401 on June 30, 2011 to \$964,141 on June 30, 2012. This \$152,260 reduction is due to the fiscal year's \$27,318 deficit, other financing sources (the sale of equipment) of \$3,796 and an increase of \$128,738 in non-spendable, restricted and committed funds. The City of Montpelier's Fund Balance Policy sets a goal of an Unassigned Fund Balance that is 15% of budgeted General Fund Expenditures.

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**Capital Asset and Debt Administration**

**Capital Assets**

At June 30, 2012, the City has \$58,775,361 compared to \$55,354,049 at June 30, 2011 invested in a broad range of capital assets, including police, fire, and department of public works equipment, buildings, park facilities, roads, bridges, and sewer lines. (See Table 4 below) This amount represents a net increase (including additions and deductions) of \$3,421,312 over last year. This increase is related to two projects (District Energy and 58 Barre Street Renovations) that are construction in progress. Also, substantial repairs to streets damaged in 2010 storms and the completion of a flood mitigation project added to the city's capital assets.

**Table 4  
Capital Assets at Year-End  
(Net of Depreciation)**

|                                       | <i>June 30, 2012</i>       |                             |                                | <i>June 30, 2011</i>       |                             |                                |
|---------------------------------------|----------------------------|-----------------------------|--------------------------------|----------------------------|-----------------------------|--------------------------------|
|                                       | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government | Governmental<br>Activities | Business-type<br>Activities | Total<br>Primary<br>Government |
| Land                                  | \$ 742,050                 | 250,672                     | 992,722                        | 742,050                    | 250,672                     | 992,722                        |
| Capital improvements<br>and equipment | 19,271,741                 | 35,566,621                  | 54,838,362                     | 16,758,785                 | 36,508,489                  | 53,267,274                     |
| Construction in progress              | 2,944,277                  | -                           | 2,944,277                      | 1,094,053                  | -                           | 1,094,053                      |
| <b>Totals</b>                         | <b>\$ 22,958,068</b>       | <b>35,817,293</b>           | <b>58,775,361</b>              | <b>18,594,888</b>          | <b>36,759,161</b>           | <b>55,354,049</b>              |

This year's major additions included:

|                                       |                     |
|---------------------------------------|---------------------|
| Senior Center Building Renovations    | \$ 1,613,409        |
| Computer equipment                    | 17,140              |
| Police vehicle                        | 20,957              |
| Police - Equipment                    | 19,185              |
| Infrastructure                        | 3,598,114           |
| Cemetery - Vehicle                    | 63,471              |
| Water - 1/2 shared vehicle            | 10,597              |
| Sewer - 1/2 shared vehicle            | 10,598              |
| Sewer treatment improvements          | 37,912              |
| Sewer - equipment                     | 11,474              |
| Parking - Infrastructure Improvements | 38,753              |
| Parking - equipment                   | 12,500              |
|                                       | <u>\$ 5,454,110</u> |

**Long Term - Debt**

At June 30, 2012, the City has \$22,812,377 in bonds and notes outstanding versus \$24,459,616 on June 30, 2011 - a decrease of \$1,647,239 - as shown in Table 5.

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**Table 5  
Outstanding Debt at Year-End**

|                                                 | Balance at<br>June 30, 2011 | Additions     | Payments         | Balance at<br>June 30, 2012 |
|-------------------------------------------------|-----------------------------|---------------|------------------|-----------------------------|
| <i>Notes, capital leases and bonds payable:</i> |                             |               |                  |                             |
| Governmental activities                         | \$ 7,687,488                | 35,000        | 577,126          | 7,145,362                   |
| Proprietary Funds                               | 16,772,128                  | 0             | 1,105,113        | 15,667,015                  |
| <b>Totals</b>                                   | <b>\$ 24,459,616</b>        | <b>35,000</b> | <b>1,682,239</b> | <b>22,812,377</b>           |

New debt resulted from a loan for equipment to be used by the cemetery.

***Economic Factors and Next Year's Budgets and Rates***

The City's elected and appointed officials consider economic factors and the community's priorities when setting the fiscal year 2013 budget, tax rates, and fees that will be charged for the business-type activities.

In recent years, the City of Montpelier's budgets contained no appreciable annual revenue growth or increase in taxable property. Annually, costs rise and demands for services remain. In difficult economic times the need for local government services often increases and winter weather-related expenditures occur regardless of economic climate. The combination of a slow-growing economy, little growth in the grand list and Montpelier's relatively high property tax rates, has resulted in decisions to defer capital improvements, maintenance and equipment replacement. The primary goal of the 2013 Budget is to increase equipment funding, increase capital funding, maintain all services at present levels while holding the tax rate and costs at or below inflation.

Economic factors considered include the unemployment in the City, which stood at 4.1% (August 2011) compared with 5.3% (August 2010). Also considered was the Consumer Price Index percent change over one year (August 2010-August 2011) which was 3.8%.

The 2013 budget maintained funding and staffing levels in Police, Planning, Parks and Roads while increasing the capital plan for infrastructure improvements. The municipal budget requires a three cent tax rate increase which, at 3.9% is consistent with the 3.8% inflation rate for 2011.

Looking ahead, the City is partnering with federal and state agencies to study flood mitigation measures to alleviate the threat of damages due to ice-jam flooding of the Winooski River in the downtown area. The installation of flood gauges significantly improves the City's ability to monitor the river water levels. A new flood mitigation project, which was completed in March of 2012, will reduce risk of ice-jam flooding.

As for the City's business-type activities, water and sewer rates increase 3% effective July 1, 2012. The combination of users' water conservation and the lack of growth in numbers of users provide challenges to the Water and Sewer Funds. The Water and Sewer Rate Committee is managing the rate structure to assure annual revenues will be generated to cover all costs and eliminate previous years' deficits. As of June 30, 2012 the Sewer Fund has a positive Unrestricted Net Assets for the first time since 2006.

Current quarterly water rates are as follows: \$7.73 per 1,000 for the first 50,000 gallons, \$8.21 per 1,000 for the next 200,000 gallons, \$13.32 per 1,000 for over \$250,000 gallons and a fixed charge for all accounts for meter reading, billing and other administrative service costs of \$36.00.

Current quarterly sewer rates are as follows: \$8.72 per 1,000 gallons of water used and a fixed charge for all for meter reading, billing and other administrative service costs of \$31.00.

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**Contacting the City's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Finance Office at the City of Montpelier, 39 Main Street, Suite 6, Montpelier, VT 05602.

## Other Financial Information

**Statement of Taxes (School and City), Sewer Benefit, Sewer Separation (CSO) Charges Raised for Fiscal Year July 1, 2011 – June 30, 2012**

**Taxes & Charges Billed**

|                               |                            |
|-------------------------------|----------------------------|
| Real Estate/Personal Property | \$18,423,373               |
| Sewer Benefit/CSO             | 852,230                    |
| Delinquent Taxes – Total      |                            |
| As of June 20, 2011           | 141,146                    |
| <b>TOTAL TAXES/CHARGES</b>    | <b><u>\$19,416,749</u></b> |

**Accounted For As Follows:**

|                                    |                            |
|------------------------------------|----------------------------|
| Collections/Adjustments/Abatements | \$19,288,824               |
| Delinquent as of June 30, 2012     | 127,925                    |
| <b>TOTAL TAXES/CHARGES</b>         | <b><u>\$19,416,749</u></b> |



*Photo courtesy of Jim Sheridan*

**ANNUAL CITY MEETING  
CITY OF MONTPELIER, VERMONT  
MARCH 6, 2012**

**ARTICLE 1. CANDIDATES**

| POSITION                         | TERM    | CANDIDATES           | VOTES | RESULT  |
|----------------------------------|---------|----------------------|-------|---------|
| Mayor                            | 2 years | John Hollar          | 2160  | Elected |
| City Clerk                       | 3 years | John Odum            | 1205  | Elected |
|                                  |         | Michael Marinelli    | 1087  | -       |
|                                  |         | Jake Brown           | 2102  | Elected |
| Green Mount Cemetery Commisioner | 5 years | Kip Roberts          | 1984  | Elected |
| Park Commissioner                | 5 years | Jennifer Cahill Bean | 1650  | Elected |
| School Commissioner              | 3 years | Charles Phillips     | 1817  | Elected |
|                                  |         | Andy Hooper          | 592   | Elected |
| Council Person District 1        | 2 years | Nancy Sherman        | 371   | -       |
| Council Person District 2        | 2 years | Thierry Guerlain     | 575   | Elected |
| Council Person District 3        | 2 years | Alan Weiss           | 661   | Elected |

**ARTICLE 2.** Shall the voters appropriate the sum of \$6,904,043 for the payment of debts and current expenses of the City for carrying out any of the purposes of the Charter, plus payment of all state and county taxes and obligations imposed upon the City by law to finance the fiscal year July 1, 2012 to June 30, 2013? (Requested by the City Council)  
**YES 1777                      NO 763**

**ARTICLE 3.** Shall the voters appropriate the sum of \$16,153,790 necessary for the support of the public school system for the fiscal year July 1, 2012 to June 30, 2013? (Local budget of \$15,724,940 plus grant budget of \$428,850, for a total school budget of \$16,153,790.) (Requested by the School Board)  
**YES 1757                      NO 819**

**ARTICLE 4.** Shall the voters appropriate the sum of \$575,230 for the support of the Recreation Department for the fiscal year July 1, 2012 to June 30, 2013? (Requested by the School Board)  
**YES 1935                      NO 619**

**ARTICLE 5.** Shall the voters appropriate the sum of \$3,000 as compensation to the Mayor for services for the fiscal year July 1, 2012 to June 30, 2013? (Requested by the City Council)  
**YES 2031                      NO 543**

**ARTICLE 6.** Shall the voters appropriate the sum of \$7,200 (\$1,200 each) as compensation to the Council Members for their services for the fiscal year July 1, 2012 to June 30, 2013? (Requested by the City Council)  
**YES 2006                      NO 568**

**ARTICLE 7.** Shall the voters appropriate the sum of \$7,300 (Chair \$1,300; others \$1,000 each) as compensation to the School Commissioners for their services for the fiscal year July 1, 2012 to June 30, 2013? (Requested by the School Board)  
**YES 1929                      NO 638**

**ARTICLE 8.** Shall the voters authorize the Board of School Commissioners to hold any audited fund balances as of June 30, 2012 in a reserve (restricted) fund to be expended under the control and direction of the Board of School Commissioners for the purpose of operating the school? (Requested by the School Board)  
**YES 1852                      NO 595**

**ARTICLE 9.** Shall the voters authorize the City Council to borrow a sum not to exceed \$870,000 for street improvements including retaining walls, storm drains, culverts and street rehabilitation (\$377,800), fire truck purchase (\$207,500), facilities repairs and American Disabilities Act improvements (\$284,700)? If approved bonds for these capital items would be issued for a term of 20 years. With a 20 year bond, approximately \$23,500 would be required for the first year interest payment and approximately \$74,300 for the second

year principal and interest payment and future payments declining each year as the principal is repaid. (Requested by the City Council)

**YES 1828**                      **NO 700**

**ARTICLE 10.** Shall the city amend Title XII – Section 2 of the city charter to allow for the assessment of a 1% local sales tax as per amendment language filed with the City Clerk on January 4, 2012? 20% of revenues received will be dedicated for business development and/or business promotion. 80% of all revenues received will be dedicated to offset property tax revenue. (Requested by the City Council)

**YES 828**                      **NO 1740**

**ARTICLE 11.** Shall the city amend Title XII – Section 2 of the city charter to allow for the assessment of 1% local rooms, meals and alcohol taxes as per amendment language filed with the City Clerk on January 4, 2012? 100% of revenues received will be dedicated for infrastructure improvements and maintenance. (Requested by the City Council)

**YES 1198**                      **NO 1377**

**ARTICLE 12.** Shall the city amend Title V – Sections 1 and 3 and adding a new section 14 of the city charter (and renumber remaining sections accordingly) to change the signature requirement for legally binding petitions from 5% of registered voters to 10% of registered voters as per amendment language filed with the City Clerk on January 4, 2012? (Requested by the City Council)

**YES 1329**                      **NO 1081**

**ARTICLE 13.** Shall the city continue to pursue the formation of a regional public safety (police, fire, EMS, dispatch) authority with the City of Barre, and the Towns of Barre and Berlin? (advisory only)

**YES 1882**                      **NO 576**

**ARTICLE 14.** Shall the voters appropriate the sum of \$41,000 to be placed in a special revenue account under the name of the Montpelier Housing Trust Fund? Such account, including interest and earnings thereon, shall be used exclusively by the City to award grants and loans to appropriate non-profit organizations to preserve, construct and rehabilitate dwelling units affordable to households with incomes less than or equal to 80% of median income (with a priority for homeownership units) and which are subject to covenants or restrictions that preserve their affordability for a minimum of 15 years. (Requested by the City Council)

**YES 1668**                      **NO 849**

**ARTICLE 15.** Shall the voters appropriate the sum of \$293,975 to be used by the Kellogg-Hubbard Library for the fiscal year July 1, 2012 to June 30, 2013? (This amount

is in addition to the \$43,937 for the library bond payment included in the City General Fund Budget, Article 2.)

**YES 1884**                      **NO 685**

**ARTICLE 16.** Shall the voters appropriate the sum of \$3,075 to be used by the CIRCLE (formerly Battered Women's Services and Shelter) for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1963**                      **NO 5484**

**ARTICLE 17.** Shall the voters appropriate the sum of \$2,000 to be used by the Central Vermont Community Action Council for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1608**                      **NO 899**

**ARTICLE 18.** Shall the voters appropriate the sum of \$6,000 to be used by the Central Vermont Adult Basic Education Inc. for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1708**                      **NO 815**

**ARTICLE 19.** Shall the voters appropriate the sum of \$5,000 to be used by the Central Vermont Community Land Trust for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1484**                      **NO 1023**

**ARTICLE 20.** Shall the voters appropriate the sum of \$5,000 to be used by the Central Vermont Council on Aging for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1828**                      **NO 697**

**ARTICLE 21.** Shall the voters appropriate the sum of \$18,000 to be used by the Central Vermont Home Health and Hospice for the fiscal year July 1, 2012 to June 30, 2013?

**YES 2004**                      **NO 544**

**ARTICLE 22.** Shall the voters appropriated the sum of \$6,000 to be used by Community Connections for programs at Union Elementary, Main Street Middle School and Montpelier High School for the fiscal year July 1, 2012 to June 30, 2013.

**YES 1682**                      **NO 862**

**ARTICLE 23.** Shall the voters appropriate the sum of \$3,500 to be used by the Family Center of Washington County for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1701**                      **NO 822**

**ARTICLE 24.** Shall the voters appropriate the sum of \$2,500 to be used by the North Branch Nature Center for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1644**                      **NO 897**

**ARTICLE 25.** Shall the voters appropriate the sum of \$500 to be used by the Friends of the Winooski River for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1486                      NO 1042**

**ARTICLE 26.** Shall the voters appropriate the sum of \$400 to be used by the Good Beginnings of Central Vermont for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1427                      NO 1051**

**ARTICLE 27.** Shall the voters appropriate the sum of \$1,500 to be used by the Green Mountain Youth Symphony for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1456                      NO 1070**

**ARTICLE 28.** Shall the voters appropriate the sum of \$5,000 to be used by the Montpelier Home Delivery Program (Meals on Wheels) for the fiscal year July 1, 2012 to June 30, 2013?

**YES 2169                      NO 395**

**ARTICLE 29.** Shall the voters appropriate the sum of \$1,500 to be used by the Montpelier Veterans Council for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1597                      NO 896**

**ARTICLE 30.** Shall the voters appropriate the sum of \$1,250 to be used by the People's Health & Wellness Clinic for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1795                      NO 749**

**ARTICLE 31.** Shall the voters appropriate the sum of \$2,000 to be used by the Project Independence-Adult Day Health Services for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1703                      NO 803**

**ARTICLE 32.** Shall the voters appropriate the sum of \$3,000 to be used by the Retired Senior Volunteer Program for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1507                      NO 975**

**ARTICLE 33.** Shall the voters appropriate the sum of \$2,000 to be used by the Sexual Assault Crisis Team for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1877                      NO 654**

**ARTICLE 34.** Shall the voters appropriate the sum of \$500 to be used by the Vermont Association for the Blind & Visually Impaired for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1855                      NO 671**

**ARTICLE 35.** Shall the voters appropriate the sum of \$5,000 to be used by the Vermont Center for Independent Living for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1664                      NO 842**

**ARTICLE 36.** Shall the voters appropriate the sum of \$5,000 to be used by the Washington County Youth Service Bureau for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1673                      NO 833**

**ARTICLE 37.** Shall the voters appropriate the sum of \$15,000 to be used by the Washington County Basement Teen Center for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1528                      NO 971**

**ARTICLE 38.** Shall the voters appropriate the sum of \$1,950 to be used by the Washington County Diversion Program for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1578                      NO 876**

**ARTICLE 39.** Shall the voters appropriate the sum of \$3,500 to be used by the Lost Nation Theater's Youth Educational program for the fiscal year July 1, 2012 to June 30, 2013?

**YES 1278                      NO 1199**

**ARTICLE 40.** In light of the United States Supreme Court's Citizens United decision that equates money with speech and gives corporations rights constitutionally intended for natural persons, shall the city of Montpelier vote on March 6, 2012, to urge the Vermont Congressional Delegation and the U.S. Congress to propose a U.S. Constitutional amendment for the States' consideration which provides that money is not speech, and that corporations are not persons under the U.S. Constitution, that the General Assembly of the State of Vermont pass a similar resolution, and that the town send its resolution to Vermont State and Federal representatives within thirty days of the passage of this measure? (By Petition)

**YES 1967                      NO 503**

**ARTICLE 41.** We, the Montpelier community, are concerned about our ability to grow, buy, sell, and eat local foods – our local food sovereignty. As growing uncertainty develops around industrial agriculture's ability to provide food that is safe, healthy, natural, humane, and compatible with the planet's changing environment, we as a community are choosing a different path of sourcing food:

We choose foods that are healthy and natural instead of those reliant on pesticides, fossil fuels, or genetic modification.

We choose a local food system that benefits our neighbors and communities, not the industrial food system that exploits local resources to benefit multinational corporations.

We choose food produced locally and diversely, instead of fossil fuel dependent, global, mono-cultured foods.

And whereas the Farm-to-Plate report highlights the local food shortfalls and a strategic plan to overcome these shortcomings, we as an individual community within

Vermont need to exceed the current statewide local food consumption rate of only five percent.

Therefore, we the citizens of Montpelier declare our right to grow and process local foods. Furthermore, we assert our right to directly sell and purchase these foods both between and from our friends and neighbors. In recognition of Vermont's commitment to freedom and unity, we assert this vital right as the foundation of our local food sovereignty. (By Petition)

**YES 1948                      NO 461**

**ARTICLE 42.** Shall the City of Montpelier appropriate the sum of \$40,000 towards the Montpelier Circulator year-round bus route within the City of Montpelier? This \$40,000 will match approximately \$120,000 from GMTA to fully fund the service for a second year of operation. (This amount is in addition to the \$29,371 for other GMTA services which is included in the City General Fund Budget). (By Petition)

**YES 1663                      NO 843**

## **SPECIAL CITY MEETING CITY OF MONTPELIER NOVEMBER 6, 2012**

**ARTICLE 1.** Shall the voters approve an ordinance moving the portion of the southeastern boundary of District 1 - which currently follows the Winooski River centerline to the confluence of the Winooski and North Branch Rivers, heads north to follow the centerline of the North Branch River until Spring Street, where it follows Spring to the roundabout and then heads easterly on Main Street - to a new southeastern border - which would follow Winooski River centerline past the North Branch River confluence, proceeding northeast on Main Street until the junction of Spring and Main Streets (the roundabout) and then proceed easterly on Main Street - in order to balance the number of voters between city districts?

**YES 3430                      NO 702**



*Photo courtesy of Jim Sheridan*

## School Superintendent's Report

As I consider my first eighteen months as Superintendent of Schools in Montpelier, I continue to be impressed by the commitment of all the professionals in this District to a student-centered and mission-driven education for each young person in our schools. From Union Elementary School to Main Street Middle School, right here to Montpelier High School, we seek to reach each and every learner that comes to our buildings.

My challenge to all the professionals in the District this year was to celebrate more than we currently do. Education, as a profession, must rank near the top of the list of jobs where one does not consistently see the results of one's work. Whether an Instructional Assistant, a Classroom Teacher, a Food Service Professional, the Head Custodian, Principal, an Administrative Assistant, a District-Level Employee, or a Technology Support Specialist; all contribute to this wonderful enterprise that is Montpelier Public Schools. Rarely do we see the results of our efforts.

To continue this theme, I would like to highlight two of our teachers, both of whom were honored as the University of Vermont Outstanding Teacher of the Year. The UVM Teachers of the Year are nominated by their peers and then selected by the Administrative Team.

Colleen Purcell started working at Montpelier High School in 2011. The opportunity to work in the same community she lives in was a primary factor in her decision. Having come to teaching Spanish following a less traditional pathway, her inspiration for teaching came after immersing herself in the language, culture, people and geography of Central America. As a result, her classroom for students is an immersion in the world of Spanish speaking people from around the world. A typical class is a rigorous and relevant mix of history, culture, geography, agriculture, foods, music, and poetry; with the common thread being learning to speak, understand and converse in Spanish.

For the past forty years, Mary Mello has enthusiastically and creatively fostered a safe, fun and powerful learning environment for kindergarten and first grade children in Montpelier. Her masterful teaching appears to be effortless, but in fact comes from countless hours of preparation and professional development outside of the school day. Mary is an expert in designing primary level learning experiences that ensure student engagement and success. Mary is always the first to volunteer for committee work, particularly work that supports her colleagues. She has dedicated years of service to the district's LSB, curriculum design initiatives, mentoring new teachers, and leading her grade-level team in the work of a professional learning community. Mary is highly respected

for her dedication to her profession and the families she serves, but also for her generous grace, humility, quick wit and love of children.

These are just two examples of the education excellence that I see in this District on a daily basis when I visit our schools. Whether in the cafeterias, hallways, offices, gymnasiums, athletic fields, or classrooms, I see adults advocating for children, challenging them to think in a different way, and learning from their students. Make no mistake about it, education in the 21st Century is not a one-way street. No longer are the educational professionals the "keepers" of knowledge and information. Today's students have more knowledge at their fingertips than could be contained in the World Book Encyclopedia set that lived in my family's house while I was in middle and high school.

Our work continues to be guided by the Montpelier Board of School Commissioners. Their thoughtful work allows us to articulate the reality of our mission consistently in the work that we do for our students. The Administrative Team embodies the excellence that is expected of us by the School Board. It is a professional privilege to work with the educational leadership both in words and in deeds.

The students of Montpelier Public Schools remain the sole reason for our work. Every single adult in this District is focused on the goal for all students that they "will be capable, motivated contributors to their local, national, and world communities." We continue to grow as professionals to meet the needs of a diverse group of young people. As life-long learners ourselves, we model this mission-driven expectation for our students. I invite you to visit our schools and see first hand what we are proud of and what we celebrate. Thank you for all the ways that you support our work. I am honored to serve this community as Superintendent of Schools.

Dr. Brian G. Ricca, *Superintendent*

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PRELIMINARY

Three Prior Years Comparisons - Format as Provided by DOE

ESTIMATES ONLY

District: **Montpelier**  
County: **Washington**

**T129**  
**Montpelier**

Enter your choice for FY14 base education amount. See note at bottom of page.

Enter your choice for estimated homestead base rate for FY2014. See note at bottom of page.

**8,915**      **0.92**

| Expenditures                 |                                                                                                                                                                                                                   | FY2011                                      | FY2012                                      | FY2013                                      | FY2014                                      |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------|---------------------------------------------|---------------------------------------------|
| 1.                           | <b>Budget</b> (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)                                                                                        | \$15,579,403                                | \$15,400,250                                | \$16,153,790                                | \$17,359,522                                |
| 2.                           | plus Sum of separately warned articles passed at town meeting                                                                                                                                                     | -                                           | -                                           | -                                           | -                                           |
| 3.                           | minus Act 144 Expenditures, to be excluded from Education Spending                                                                                                                                                | -                                           | -                                           | -                                           | -                                           |
| 4.                           | <b>Act 68 locally adopted or warned budget</b>                                                                                                                                                                    | <b>\$15,579,403</b>                         | <b>\$15,400,250</b>                         | <b>\$16,153,790</b>                         | <b>\$17,359,522</b>                         |
| 5.                           | plus Obligation to a Regional Technical Center School District if any                                                                                                                                             | -                                           | -                                           | -                                           | -                                           |
| 6.                           | plus Prior year deficit reduction if not included in expenditure budget                                                                                                                                           | -                                           | -                                           | -                                           | -                                           |
| 7.                           | <b>Gross Act 68 Budget</b>                                                                                                                                                                                        | <b>\$15,579,403</b>                         | <b>\$15,400,250</b>                         | <b>\$16,153,790</b>                         | <b>\$17,359,522</b>                         |
| 8.                           | S.U. assessment (included in local budget) - Informational data                                                                                                                                                   | -                                           | -                                           | -                                           | -                                           |
| 9.                           | Prior year deficit reduction (if included in expenditure budget) - Informational data                                                                                                                             | -                                           | -                                           | -                                           | -                                           |
| Revenues                     |                                                                                                                                                                                                                   | FY2011                                      | FY2012                                      | FY2013                                      | FY2014                                      |
| 10.                          | Local revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)                                                                                                     | \$3,497,163                                 | \$3,248,640                                 | \$3,669,163                                 | \$3,504,642                                 |
| 11.                          | plus Capital debt aid for eligible projects pre-existing Act 60                                                                                                                                                   | -                                           | -                                           | -                                           | -                                           |
| 12.                          | plus Prior year deficit reduction if included in revenues (negative revenue instead of expenditures)                                                                                                              | -                                           | -                                           | NA                                          | NA                                          |
| 13.                          | minus All Act 144 revenues, including local Act 144 tax revenues                                                                                                                                                  | -                                           | -                                           | -                                           | -                                           |
| 14.                          | <b>Total local revenues</b>                                                                                                                                                                                       | <b>\$3,497,163</b>                          | <b>\$3,248,640</b>                          | <b>\$3,669,163</b>                          | <b>\$3,504,642</b>                          |
| 15.                          | <b>Education Spending</b>                                                                                                                                                                                         | <b>\$12,082,240</b>                         | <b>\$12,151,610</b>                         | <b>\$12,484,627</b>                         | <b>\$13,854,880</b>                         |
| 16.                          | Equalized Pupils (Act 130 count is by school district)                                                                                                                                                            | 965.77                                      | 971.32                                      | 975.39                                      | 997.09                                      |
| 17.                          | <b>Education Spending per Equalized Pupil</b>                                                                                                                                                                     | <b>\$12,510.47</b>                          | <b>\$12,510.41</b>                          | <b>\$12,799.63</b>                          | <b>\$13,895</b>                             |
| 18.                          | minus Less ALL net eligible construction costs (or P&I) per equalized pupil                                                                                                                                       | \$387.12                                    | \$372.03                                    | \$312.86                                    | \$296                                       |
| 19.                          | minus Less share of SpEd costs in excess of \$50,000 for an individual                                                                                                                                            | \$12.98                                     | \$19.24                                     | \$34.92                                     | \$49                                        |
| 20.                          | minus Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed | -                                           | -                                           | -                                           | -                                           |
| 21.                          | minus Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils                                                                                          | -                                           | -                                           | -                                           | -                                           |
| 22.                          | minus Estimated costs of new students after census period                                                                                                                                                         | NA                                          | -                                           | -                                           | -                                           |
| 23.                          | minus Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition                                                                                        | NA                                          | NA                                          | NA                                          | -                                           |
| 24.                          | minus Less planning costs for merger of small schools                                                                                                                                                             | -                                           | -                                           | -                                           | -                                           |
| 25.                          | plus Excess Spending per Equalized Pupil over threshold (if any)                                                                                                                                                  | threshold = \$14,549                        | threshold = \$14,733                        | threshold = \$14,841                        | threshold = \$15,456                        |
| 26.                          | Per pupil figure used for calculating District Adjustment                                                                                                                                                         | \$12,510                                    | \$12,510                                    | \$12,800                                    | \$13,895                                    |
| 27.                          | <b>District spending adjustment (minimum of 100%)</b><br><b>(\$13,895 / \$8,915)</b>                                                                                                                              | 146.424%<br><small>based on \$8,544</small> | 146.423%<br><small>based on \$8,544</small> | 146.734%<br><small>based on \$8,723</small> | 155.864%<br><small>based on \$8,915</small> |
| Prorating the local tax rate |                                                                                                                                                                                                                   | FY2011                                      | FY2012                                      | FY2013                                      | FY2014                                      |
| 28.                          | Anticipated district equalized homestead tax rate to be prorated (155.864% x \$0.920)                                                                                                                             | \$1.2592<br><small>based on \$0.86</small>  | \$1.2739<br><small>based on \$0.87</small>  | \$1.3059<br><small>based on \$0.89</small>  | \$1.4339<br><small>based on \$0.920</small> |
| 29.                          | Percent of Montpelier equalized pupils not in a union school district                                                                                                                                             | 100.000%                                    | 100.000%                                    | 100.000%                                    | 100.000%                                    |
| 30.                          | Portion of district eq homestead rate to be assessed by town (100.000% x \$1.43)                                                                                                                                  | \$1.2592                                    | \$1.2739                                    | \$1.3059                                    | \$1.4339                                    |
| 31.                          | <b>Common Level of Appraisal (CLA)</b>                                                                                                                                                                            | 91.49%                                      | 98.24%                                      | 99.62%                                      | 99.51%                                      |
| 32.                          | Portion of actual district homestead rate to be assessed by town (\$1.434 / 99.51%)                                                                                                                               | \$1.3763<br><small>based on \$0.860</small> | \$1.2967<br><small>based on \$0.87</small>  | \$1.3109<br><small>based on \$0.89</small>  | \$1.4410<br><small>based on \$0.92</small>  |
| 33.                          | Anticipated income cap percent to be prorated (155.864% x 1.80%)                                                                                                                                                  | 2.64%<br><small>based on 1.80%</small>      | 2.64%<br><small>based on 1.80%</small>      | 2.64%<br><small>based on 1.80%</small>      | 2.81%<br><small>based on 1.80%</small>      |
| 34.                          | Portion of district income cap percent applied by State (100.000% x 2.81%)                                                                                                                                        | 2.64%<br><small>based on 1.80%</small>      | 2.64%<br><small>based on 1.80%</small>      | 2.64%<br><small>based on 1.80%</small>      | 2.81%<br><small>based on 1.80%</small>      |
| 35.                          | Percent of equalized pupils at union 1                                                                                                                                                                            | -                                           | -                                           | -                                           | -                                           |
| 36.                          |                                                                                                                                                                                                                   | -                                           | -                                           | -                                           | -                                           |

If the district belongs to a union school district, this is only a PARTIAL homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage.

- Following current statute, the base education amount would be \$9,151 That would require base education tax rates of \$0.94 and \$1.43. The tax commissioner has suggested allowing one year of inflation, resulting in a base amount of \$8,915 and base tax rates of \$0.92 and \$1.41. The administration also has stated that tax rates could remain flat at \$0.89 and \$1.38 if statewide education spending is level and the base education amount is set at \$8,915. Final figures will be set by the Legislature during the legislative session and approved by the Governor.  
- The base income percentage cap is 1.80%.

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Comparative Data for Cost-Effectiveness  
16 V.S.A. § 165(a)(2)(K)

School: Union Elementary School  
S.U.: Montpelier S.D.

A list of schools and school districts in each cohort may be found on the DOE website under "School Data and Reports":  
<http://www.state.vt.us/educ/>

FY2012 School Level Data

Cohort Description: Elementary school, enrollment ≥ 300  
(25 schools in cohort)

Cohort Rank by Enrollment (1 is largest)  
8 out of 25

| School level data                  |                                | Grades Offered | Enrollment    | Total Teachers | Total Administrators | Stu / Tchr Ratio | Stu / Admin Ratio | Tchr / Admin Ratio |
|------------------------------------|--------------------------------|----------------|---------------|----------------|----------------------|------------------|-------------------|--------------------|
| Smaller →                          | Middlebury ID #4 School        | K - 6          | 399           | 36.00          | 2.00                 | 11.08            | 199.50            | 18.00              |
|                                    | Neshobe School                 | PK - 6         | 403           | 25.41          | 1.00                 | 15.86            | 403.00            | 25.41              |
|                                    | Founders Memorial School       | 3 - 5          | 413           | 30.13          | 1.00                 | 13.71            | 413.00            | 30.13              |
|                                    | <b>Union Elementary School</b> | <b>K - 5</b>   | <b>422</b>    | <b>37.60</b>   | <b>1.00</b>          | <b>11.22</b>     | <b>422.00</b>     | <b>37.60</b>       |
|                                    | Thatcher Brook Primary USD #45 | PK - 4         | 424           | 28.90          | 2.00                 | 14.67            | 212.00            | 14.45              |
| ← Larger                           | Essex Elementary School        | PK - 2         | 434           | 31.40          | 1.00                 | 13.82            | 434.00            | 31.40              |
|                                    | J F Kennedy Elementary School  | PK - 5         | 437           | 34.98          | 1.78                 | 12.49            | 245.51            | 18.65              |
| <b>Averaged SCHOOL cohort data</b> |                                |                | <b>409.00</b> | <b>33.68</b>   | <b>1.63</b>          | <b>12.15</b>     | <b>251.66</b>     | <b>20.72</b>       |

School: Main Street School  
S.U.: Montpelier S.D.

A list of schools and school districts in each cohort may be found on the DOE website under "School Data and Reports":  
<http://www.state.vt.us/educ/>

FY2012 School Level Data

Cohort Description: Middle school  
(25 schools in cohort)

Cohort Rank by Enrollment (1 is largest)  
22 out of 25

| School level data                  |                                          | Grades Offered | Enrollment    | Total Teachers | Total Administrators | Stu / Tchr Ratio | Stu / Admin Ratio | Tchr / Admin Ratio |
|------------------------------------|------------------------------------------|----------------|---------------|----------------|----------------------|------------------|-------------------|--------------------|
| Smaller →                          | Twin Valley Joint Contract Middle School | 6 - 8          | 116           | 13.30          | 1.02                 | 8.72             | 113.73            | 13.04              |
|                                    | Harwood Union Middle UHSD #19            | 7 - 8          | 153           | 15.40          | 0.40                 | 9.94             | 382.50            | 38.50              |
|                                    | Winooski Middle School                   | 6 - 8          | 155           | 16.42          | 0.80                 | 9.44             | 172.22            | 18.24              |
|                                    | <b>Main Street School</b>                | <b>6 - 8</b>   | <b>176</b>    | <b>19.45</b>   | <b>1.00</b>          | <b>9.05</b>      | <b>176.00</b>     | <b>19.45</b>       |
|                                    | Woodstock Union Middle School            | 7 - 8          | 180           | 15.80          | 1.00                 | 11.39            | 180.00            | 15.80              |
| ← Larger                           | Bellows Falls Middle School              | 5 - 8          | 249           | 23.60          | 2.00                 | 10.55            | 124.50            | 11.80              |
|                                    | Milton Middle School                     | 7 - 8          | 257           | 19.25          | 1.00                 | 13.35            | 257.00            | 18.25              |
| <b>Averaged SCHOOL cohort data</b> |                                          |                | <b>315.08</b> | <b>28.89</b>   | <b>1.70</b>          | <b>10.91</b>     | <b>185.25</b>     | <b>16.99</b>       |

School: Montpelier High School  
S.U.: Montpelier S.D.

A list of schools and school districts in each cohort may be found on the DOE website under "School Data and Reports":  
<http://www.state.vt.us/educ/>

FY2012 School Level Data

Cohort Description: Senior high school  
(28 schools in cohort)

Cohort Rank by Enrollment (1 is largest)  
24 out of 28

| School level data                  |                                            | Grades Offered | Enrollment    | Total Teachers | Total Administrators | Stu / Tchr Ratio | Stu / Admin Ratio | Tchr / Admin Ratio |
|------------------------------------|--------------------------------------------|----------------|---------------|----------------|----------------------|------------------|-------------------|--------------------|
| Smaller →                          | Windsor High School                        | 9 - 12         | 232           | 25.60          | 1.00                 | 9.06             | 232.00            | 25.60              |
|                                    | Winooski High School                       | 9 - 12         | 261           | 26.04          | 1.32                 | 10.02            | 197.73            | 19.73              |
|                                    | Peoples Academy                            | 9 - 12         | 297           | 23.75          | 1.00                 | 12.51            | 297.00            | 23.75              |
|                                    | <b>Montpelier High School</b>              | <b>9 - 12</b>  | <b>308</b>    | <b>36.41</b>   | <b>1.00</b>          | <b>8.46</b>      | <b>308.00</b>     | <b>36.41</b>       |
|                                    | Bellows Free Academy High School (Fairfax) | 9 - 12         | 336           | 29.60          | 1.00                 | 11.35            | 336.00            | 29.60              |
| ← Larger                           | Bellows Falls UHSD #27                     | 9 - 12         | 344           | 40.17          | 2.00                 | 8.58             | 172.00            | 20.09              |
|                                    | Woodstock Senior UHSD #4                   | 9 - 12         | 350           | 41.70          | 2.60                 | 8.39             | 134.62            | 16.04              |
| <b>Averaged SCHOOL cohort data</b> |                                            |                | <b>651.29</b> | <b>56.15</b>   | <b>2.89</b>          | <b>11.60</b>     | <b>225.02</b>     | <b>19.40</b>       |

School District: Montpelier  
LEA ID: T129

Special education expenditures vary substantially from district to district and year to year. Therefore, they have been excluded from these figures.

The portion of current expenditures made by supervisory unions on behalf of districts varies greatly. These data include district assessments to SUs. Doing so makes districts more comparable to each other.

FY2011 School District Data

Cohort Description: K - 12 school district  
(33 school districts in cohort)

Grades offered in School District

Current expenditures per student FTE EXCLUDING special education costs

Cohort Rank by FTE (1 is largest)  
9 out of 33

School district data (local, union, or joint district)

| Grades offered in School District           | Student FTE enrolled in school district | Current expenditures per student FTE EXCLUDING special education costs | Cohort Rank by FTE (1 is largest) |
|---------------------------------------------|-----------------------------------------|------------------------------------------------------------------------|-----------------------------------|
| Smaller →                                   | Stowe                                   | K-12 886.14                                                            | \$11,600                          |
|                                             | Winooski ID                             | PK-12 806.71                                                           | \$12,158                          |
|                                             | Fairfax                                 | PK-12 855.13                                                           | \$9,936                           |
|                                             | <b>Montpelier</b>                       | <b>K-12 888.00</b>                                                     | <b>\$13,144</b>                   |
|                                             | Morrisville                             | K-12 916.73                                                            | \$10,047                          |
| ← Larger                                    | Springfield                             | K-12 1,308.17                                                          | \$14,138                          |
|                                             | Hartford                                | PK-12 1,574.74                                                         | \$12,412                          |
| <b>Averaged SCHOOL DISTRICT cohort data</b> |                                         | <b>797.21</b>                                                          | <b>\$12,511</b>                   |

Current expenditures are in effort to calculate an amount per FTE spent by a district on students enrolled in that district. This figure excludes tuition and assessments paid to other providers, construction and equipment costs, debt service, adult education, and community service.

FY2013 School District Data

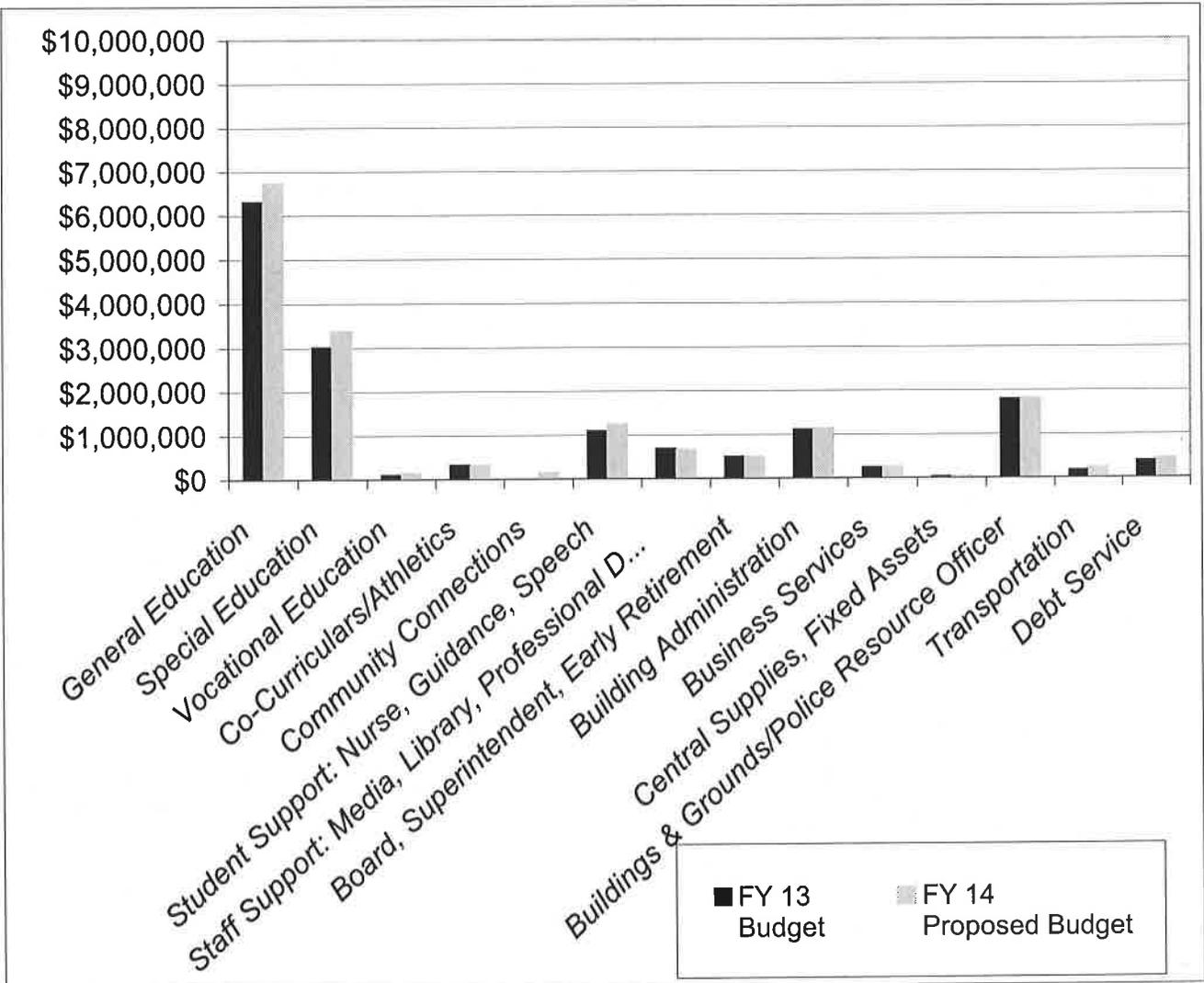
| LEA ID    | School District | Grades offered in School District | School district tax rate |                                                |                                         | Total municipal tax rate, K-12, consisting of prorated member district rates |                               |                                  |
|-----------|-----------------|-----------------------------------|--------------------------|------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------|-------------------------------|----------------------------------|
|           |                 |                                   | SchDist Equalized Pupils | SchDist Education Spending per Equalized Pupil | SchDist Equalized Homestead Ed tax rate | MUN Equalized Homestead Ed tax rate                                          | MUN Common Level of Appraisal | MUN Actual Homestead Ed tax rate |
| Smaller → | T071            | Fairfax                           | PK-12 757.80             | 11,232.99                                      | 1.1461                                  | 1.1461                                                                       | 93.36%                        | 1.2276                           |
|           | T132            | Morrisville                       | K-12 817.10              | 11,257.16                                      | 1.1486                                  | 1.1486                                                                       | 97.14%                        | 1.1824                           |
|           | T249            | Winooski ID                       | PK-12 938.70             | 11,572.61                                      | 1.1807                                  | 1.1807                                                                       | 98.81%                        | 1.1937                           |
|           | T129            | <b>Montpelier</b>                 | <b>K-12 975.39</b>       | <b>12,799.63</b>                               | <b>1.3059</b>                           | <b>1.3059</b>                                                                | <b>99.62%</b>                 | <b>1.3109</b>                    |
| ← Larger  | T193            | Springfield                       | K-12 1,373.85            | 15,503.51                                      | 1.5818                                  | 1.5818                                                                       | 105.43%                       | 1.5003                           |
|           | T093            | Hartford                          | PK-12 1,610.31           | 12,427.72                                      | 1.2690                                  | 1.2690                                                                       | 96.37%                        | 1.3158                           |
|           | T126            | Milton                            | PK-12 1,701.47           | 11,933.25                                      | 1.2175                                  | 1.2175                                                                       | 104.41%                       | 1.1661                           |

The Legislature has required the Department of Education to provide this information per the following statute:  
16 V.S.A. § 165(a)(2) The school, at least annually, reports student performance results to community members in a format selected by the school board. . . . The school report shall include:

(K) data provided by the commissioner which enable a comparison with other schools, or school districts if school level data are not available, for cost-effectiveness. The commissioner shall establish which data are to be included pursuant to this subdivision and, notwithstanding that the other elements of the report are to be presented in a format selected by the school board, shall develop a common format to be used by each school in presenting the data to community members. The commissioner shall provide the most recent data available to each school no later than October 1 of each year. Data to be presented may include student-to-teacher ratio, administrator-to-student ratio, administrator-to-teacher ratio, and cost per pupil.

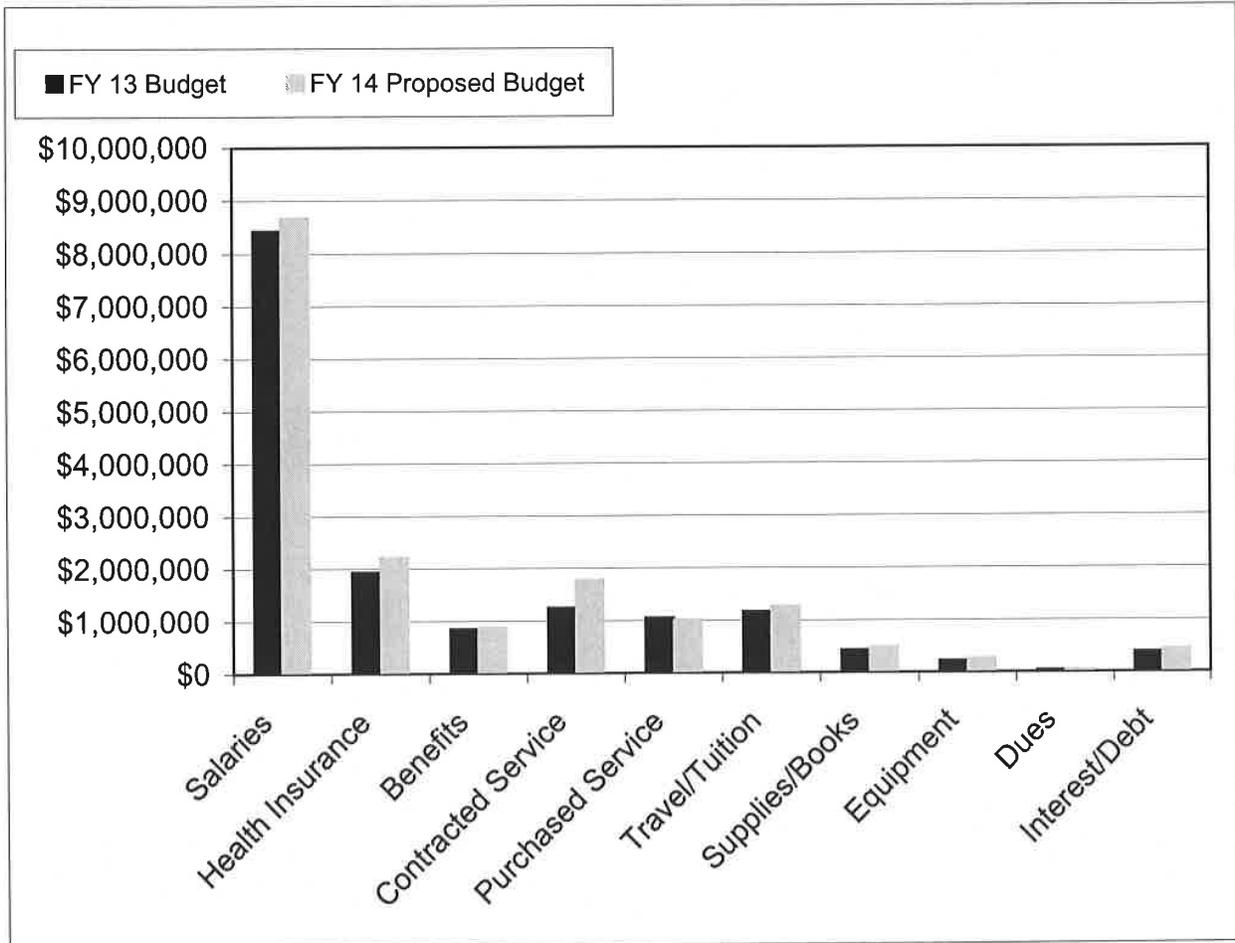
# Budget Overview FY14 - Program Analysis

| Program                                                 | FY 13<br>Budget     | FY 14<br>Proposed<br>Budget | Dollar<br>Increase/<br>Decrease | Percent<br>Increase/<br>Decrease |
|---------------------------------------------------------|---------------------|-----------------------------|---------------------------------|----------------------------------|
| General Education                                       | \$6,304,910         | \$6,738,277                 | \$433,367                       | 6.87%                            |
| Special Education                                       | 3,011,041           | 3,375,604                   | 364,563                         | 12.11%                           |
| Vocational Education                                    | 100,818             | 133,850                     | 33,032                          | 32.76%                           |
| Co-Curriculars/Athletics                                | 321,822             | 316,202                     | -5,620                          | -1.75%                           |
| Community Connections                                   | 0                   | 145,000                     | 145,000                         | 100.00%                          |
| Student Support: Nurse, Guidance, Speech                | 1,089,308           | 1,240,749                   | 151,441                         | 13.90%                           |
| Staff Support: Media, Library, Professional Development | 684,992             | 662,445                     | -22,547                         | -3.29%                           |
| Board, Superintendent, Early Retirement                 | 492,630             | 496,909                     | 4,279                           | 0.87%                            |
| Building Administration                                 | 1,108,307           | 1,139,543                   | 31,236                          | 2.82%                            |
| Business Services                                       | 241,827             | 257,297                     | 15,470                          | 6.40%                            |
| Central Supplies, Fixed Assets                          | 26,650              | 26,000                      | -650                            | -2.44%                           |
| Buildings & Grounds/Police Resource Officer             | 1,789,944           | 1,814,222                   | 24,278                          | 1.36%                            |
| Transportation                                          | 170,128             | 213,300                     | 43,172                          | 25.38%                           |
| Debt Service                                            | 382,563             | 427,518                     | 44,955                          | 11.75%                           |
| <b>Total General Fund</b>                               | <b>\$15,724,940</b> | <b>\$16,986,916</b>         | <b>\$1,261,976</b>              | <b>8.03%</b>                     |
| <b>Total Grant Funds</b>                                | <b>\$428,850</b>    | <b>\$372,606</b>            | <b>-\$56,244</b>                | <b>-13.12%</b>                   |
| <b>Total General Fund &amp; Grant Funds</b>             | <b>\$16,153,790</b> | <b>\$17,359,522</b>         | <b>\$1,205,732</b>              | <b>7.46%</b>                     |



# Category Analysis Budget FY14

| Category                                    | FY 13 Budget        | FY 14 Proposed Budget | Dollar Increase/Decrease | Percent Increase/Decrease |
|---------------------------------------------|---------------------|-----------------------|--------------------------|---------------------------|
| Salaries                                    | \$8,431,036         | \$8,672,225           | \$241,189                | 2.86%                     |
| Health Insurance                            | 1,930,801           | 2,206,921             | 276,120                  | 14.30%                    |
| Benefits                                    | 845,564             | 865,012               | 19,448                   | 2.30%                     |
| Contracted Service                          | 1,244,346           | 1,773,287             | 528,941                  | 42.51%                    |
| Purchased Service                           | 1,048,376           | 1,003,120             | -45,256                  | -4.32%                    |
| Travel/Tuition                              | 1,163,207           | 1,272,291             | 109,084                  | 9.38%                     |
| Supplies/Books                              | 427,355             | 474,079               | 46,724                   | 10.93%                    |
| Equipment                                   | 218,092             | 259,723               | 41,631                   | 19.09%                    |
| Dues                                        | 33,600              | 32,740                | -860                     | -2.56%                    |
| Interest/Debt                               | 382,563             | 427,518               | 44,955                   | 11.75%                    |
| <b>Total General Fund</b>                   | <b>\$15,724,940</b> | <b>\$16,986,916</b>   | <b>\$1,261,976</b>       | <b>8.03%</b>              |
| <b>Total Grant Funds</b>                    | <b>\$428,850</b>    | <b>\$372,606</b>      | <b>-\$56,244</b>         | <b>-13.12%</b>            |
| <b>Total General Fund &amp; Grant Funds</b> | <b>\$16,153,790</b> | <b>\$17,359,522</b>   | <b>\$1,205,732</b>       | <b>7.46%</b>              |



# Budget Summary FY14

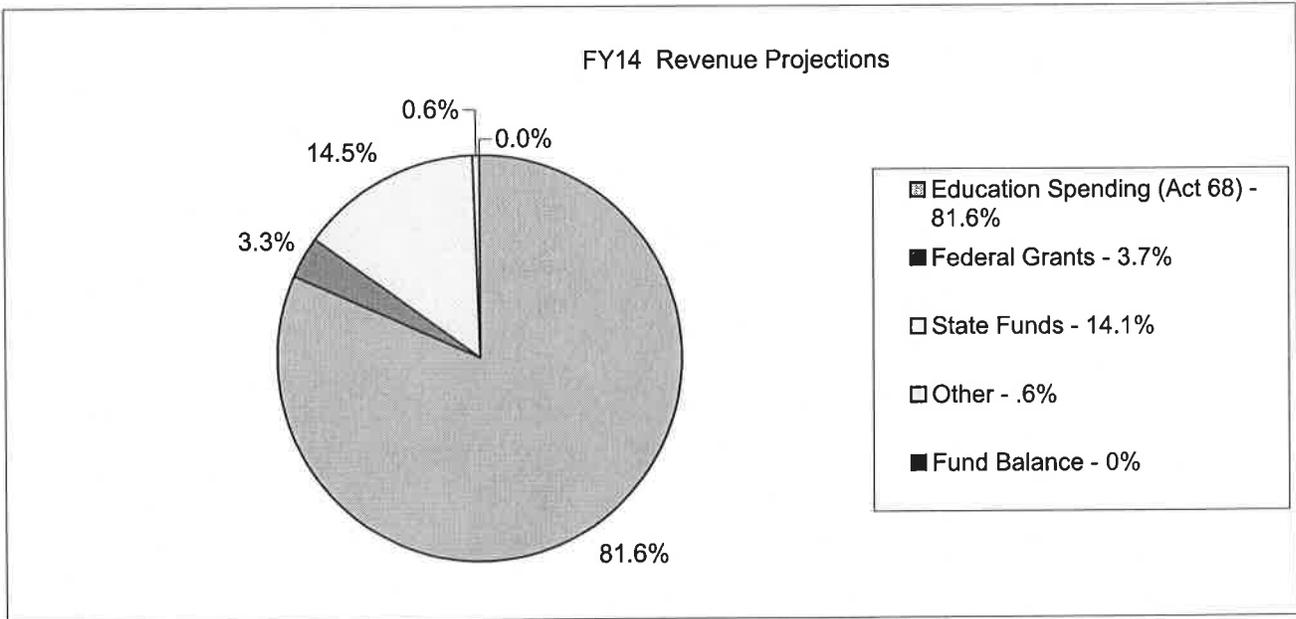
| <b>Program</b>                     | <b>FY13<br/>Budget</b> | <b>FY14<br/>Proposed<br/>Budget</b> | <b>Dollar<br/>Increase/<br/>Decrease</b> | <b>Percent<br/>Increase/<br/>Decrease</b> |
|------------------------------------|------------------------|-------------------------------------|------------------------------------------|-------------------------------------------|
| General Fund                       | 518,826                | 590,709                             | 71,883                                   | 13.85%                                    |
| Multiple Pathways                  | 164,181                | 150,149                             | -14,032                                  | -8.55%                                    |
| Art                                | 208,121                | 229,048                             | 20,927                                   | 10.06%                                    |
| Driver Education                   | 73,022                 | 77,032                              | 4,010                                    | 5.49%                                     |
| English (7-12)                     | 359,039                | 339,684                             | -19,355                                  | -5.39%                                    |
| Foreign Language                   | 315,886                | 337,389                             | 21,503                                   | 6.81%                                     |
| Family and Consumer Science        | 67,135                 | 78,101                              | 10,966                                   | 16.33%                                    |
| Tech Education                     | 84,215                 | 90,269                              | 6,054                                    | 7.19%                                     |
| Math                               | 385,004                | 323,748                             | -61,256                                  | -15.91%                                   |
| Music                              | 239,683                | 240,672                             | 989                                      | 0.41%                                     |
| Science                            | 347,881                | 331,564                             | -16,317                                  | -4.69%                                    |
| Social Studies                     | 258,052                | 254,683                             | -3,369                                   | -1.31%                                    |
| Physical Education                 | 335,987                | 292,738                             | -43,249                                  | -12.87%                                   |
| Health                             | 20,603                 | 61,780                              | 41,177                                   | 199.86%                                   |
| Title 1 - Reading and Math Support | 314,024                | 290,499                             | -23,525                                  | -7.49%                                    |
| Literacy                           | 7,250                  | 7,250                               | 0                                        | 0.00%                                     |
| Kindergarten                       | 322,711                | 282,934                             | -39,777                                  | -12.33%                                   |
| Grade 1                            | 260,761                | 359,713                             | 98,952                                   | 37.95%                                    |
| Grade 2                            | 308,258                | 282,082                             | -26,176                                  | -8.49%                                    |
| Grade 3                            | 269,727                | 356,855                             | 87,128                                   | 32.30%                                    |
| Grade 4                            | 218,109                | 214,935                             | -3,174                                   | -1.46%                                    |
| Grade 5                            | 199,760                | 292,965                             | 93,205                                   | 46.66%                                    |
| Grade 6                            | 226,192                | 234,029                             | 7,837                                    | 3.46%                                     |
| UES Science                        | 19,600                 | 19,600                              | 0                                        | 0.00%                                     |
| Computer Technology                | 182,144                | 210,792                             | 28,648                                   | 15.73%                                    |
| 504 Accommodations                 | 7,000                  | 0                                   | -7,000                                   | -100.00%                                  |
| ELL                                | 118,098                | 152,547                             | 34,449                                   | 29.17%                                    |
| Regular Education Support          | 59,050                 | 139,331                             | 80,281                                   | 135.95%                                   |
| Team Multi-Age (Grades 7 & 8)      | 133,267                | 160,019                             | 26,752                                   | 20.07%                                    |
| Team Sirius (Grades 7 & 8)         | 281,324                | 302,015                             | 20,691                                   | 7.35%                                     |
| SOAR Program                       | 0                      | 35,145                              | 35,145                                   | 100.00%                                   |
| Special Education Tuition          | 649,369                | 670,184                             | 20,815                                   | 3.21%                                     |
| Idea B - Special Education         | 42,308                 | 43,300                              | 992                                      | 2.34%                                     |
| Special Education                  | 1,378,458              | 1,607,463                           | 229,005                                  | 16.61%                                    |
| Special Education IA's             | 940,906                | 1,054,657                           | 113,751                                  | 12.09%                                    |
| Vocational Education               | 100,818                | 133,850                             | 33,032                                   | 32.76%                                    |
| Co-Curriculars/Athletics           | 321,822                | 316,202                             | -5,620                                   | -1.75%                                    |
| Community Connections              | 0                      | 145,000                             | 145,000                                  | 100.00%                                   |
| Guidance                           | 360,595                | 390,847                             | 30,252                                   | 8.39%                                     |

# Budget Summary FY14

| Program                                 | FY13<br>Budget      | FY14<br>Proposed<br>Budget | Dollar<br>Increase/<br>Decrease | Percent<br>Increase/<br>Decrease |
|-----------------------------------------|---------------------|----------------------------|---------------------------------|----------------------------------|
| Student Assistance Program              | 0                   | 36,765                     | 36,765                          | 100.00%                          |
| Student Records                         | 71,435              | 80,201                     | 8,766                           | 12.27%                           |
| Nurses                                  | 182,570             | 195,069                    | 12,499                          | 6.85%                            |
| Physical Therapy                        | 35,000              | 64,619                     | 29,619                          | 84.63%                           |
| Occupational Therapy                    | 50,000              | 67,619                     | 17,619                          | 35.24%                           |
| Social Work General Fund                | 0                   | 36,745                     | 36,745                          | 100.00%                          |
| Social Workers/Evaluations/Psychologist | 105,193             | 113,601                    | 8,408                           | 7.99%                            |
| Speech/Language                         | 274,115             | 243,683                    | -30,432                         | -11.10%                          |
| Graduation/Assemblies                   | 10,400              | 11,600                     | 1,200                           | 11.54%                           |
| Curriculum Coordinator                  | 104,774             | 41,550                     | -63,224                         | -60.34%                          |
| Professional Development/Inservice      | 50,000              | 50,000                     | 0                               | 0.00%                            |
| Library                                 | 244,490             | 272,736                    | 28,246                          | 11.55%                           |
| Media                                   | 1,800               | 2,000                      | 200                             | 11.11%                           |
| Technology                              | 283,928             | 296,159                    | 12,231                          | 4.31%                            |
| School Board                            | 12,888              | 12,888                     | 0                               | 0.00%                            |
| Early Retirement                        | 0                   | 14,095                     | 14,095                          | 100.00%                          |
| Legal                                   | 30,000              | 59,662                     | 29,662                          | 98.87%                           |
| Audit                                   | 14,500              | 14,500                     | 0                               | 0.00%                            |
| Insurance                               | 154,718             | 87,340                     | -67,378                         | -43.55%                          |
| Superintendent's Office                 | 280,524             | 308,424                    | 27,900                          | 9.95%                            |
| Principal's Office                      | 926,817             | 955,092                    | 28,275                          | 3.05%                            |
| Special Education Administration        | 181,490             | 184,451                    | 2,961                           | 1.63%                            |
| Business Services                       | 241,827             | 256,347                    | 14,520                          | 6.00%                            |
| Fixed Asset                             | 650                 | 950                        | 300                             | 46.15%                           |
| Central Supplies                        | 26,000              | 26,000                     | 0                               | 0.00%                            |
| Buildings & Grounds                     | 1,714,994           | 1,738,129                  | 23,135                          | 1.35%                            |
| Crossing Guards                         | 32,059              | 31,915                     | -144                            | -0.45%                           |
| Police Resource Officer                 | 42,891              | 44,178                     | 1,287                           | 3.00%                            |
| Special Ed Transportation               | 52,628              | 70,974                     | 18,346                          | 34.86%                           |
| Transportation                          | 117,500             | 142,326                    | 24,826                          | 21.13%                           |
| Debt Service                            | 382,563             | 427,518                    | 44,955                          | 11.75%                           |
| <b>TOTAL LOCAL BUDGET</b>               | <b>\$15,724,940</b> | <b>\$16,986,916</b>        | <b>\$1,261,976</b>              | <b>8.03%</b>                     |
| <b>Other Grant Funds</b>                | <b>\$428,850</b>    | <b>\$372,606</b>           | <b>-\$56,244</b>                | <b>-13.12%</b>                   |
| <b>TOTAL BUDGET &amp; Grant Funds</b>   | <b>\$16,153,790</b> | <b>\$17,359,522</b>        | <b>\$1,205,732</b>              | <b>7.46%</b>                     |

# Revenue Projections FY14

| Revenue                                | FY13<br>Budget      | FY14<br>Proposed    | Difference         | Explanation                                                                                   |
|----------------------------------------|---------------------|---------------------|--------------------|-----------------------------------------------------------------------------------------------|
| Education Spending (Act 68 definition) | 12,484,627          | 13,854,880          | 1,370,253          | Amount from state to fund education spending.                                                 |
| Title 1 Grant                          | 314,024             | 290,499             | (23,525)           | Federal funds for remedial programs.                                                          |
| Special Ed Intensive                   | 1,257,090           | 1,457,289           | 200,199            | State special education funding estimated at 56% for reimbursement of costs exceeding grants. |
| Special Ed Block Grant                 | 339,141             | 339,141             | 0                  | State provides sum of money based on enrollment and core special ed staffing.                 |
| Special Ed Excess Costs                | 0                   | 0                   | 0                  | Sp Ed Costs paid for by another LEA.                                                          |
| Special Ed Extraordinary               | 561,929             | 606,001             | 44,072             | State provides sum of money for extraordinary costs.                                          |
| IDEA B Grant                           | 275,064             | 278,462             | 3,398              | Reflects level funding for Federal Gran.                                                      |
| Tuition                                | 38,130              | 72,500              | 34,370             | Tuition estimate from other LEA's and private sources.                                        |
| Rentals                                | 15,000              | 14,500              | (500)              | Income received for use of facilities.                                                        |
| Vocational Transportation              | 13,667              | 13,940              | 273                | State reimbursement for transportation expenses.                                              |
| Driver Education                       | 5,225               | 7,050               | 1,825              | State reimbursement for driver education expenses.                                            |
| Miscellaneous                          | 3,500               | 2,000               | (1,500)            | Miscellaneous revenue and donations received.                                                 |
| Transportation Aid                     | 43,482              | 41,654              | (1,828)            | State reimbursement for K-12 transportation expenses estimated at 45%                         |
| Interest                               | 5,000               | 9,000               | 4,000              | Anticipated interest earned.                                                                  |
| Balance Forward                        | 369,061             | 0                   | (369,061)          | Fund Balance                                                                                  |
| <b>Total General Fund</b>              | <b>\$15,724,940</b> | <b>\$16,986,916</b> | <b>\$1,261,976</b> | <b>8.03%</b>                                                                                  |
| <b>Other Grant Funds</b>               | <b>\$428,850</b>    | <b>\$372,606</b>    | <b>-\$56,244</b>   | <b>-13.12%</b>                                                                                |
| <b>Total General &amp; Grant Funds</b> | <b>\$16,153,790</b> | <b>\$17,359,522</b> | <b>\$1,205,732</b> | <b>7.46%</b>                                                                                  |



## Salaries For 2012 -- Montpelier School District

Salaries include all School and Recreation Department employees. These include substitute teachers and instructional assistants, other temporary employees, and Recreation Department summer camp and pool employees.

|                            |         |                               |        |                             |        |
|----------------------------|---------|-------------------------------|--------|-----------------------------|--------|
| Phyllis A. Abbatiello      | \$5,600 | Zephyr C. Billingsley         | 3,558  | Lisa M. Cassetty            | 16,989 |
| Susan R. Abrams            | 67,867  | Elizabeth R. Bingham          | 2,660  | Duane Lyman Castle          | 30,060 |
| Ellen L. Adams             | 9,079   | Jennifer L. Blacklock         | 4,216  | Linnea M. Cecere            | 35     |
| Tess A. Adams              | 737     | Anita M. Blakely              | 185    | Louis A. Cecere III         | 2,285  |
| Sarah R. Adelman           | 175     | Sarah E. Blakely              | 1,470  | Toni L. Ceckler             | 51,111 |
| Gabriel J. Aguilar         | 4,813   | Carrie E. Blodgett            | 40,181 | Katherine A. Chabot         | 16,630 |
| Suzanne Kennedy Aldrich    | 1,300   | Paul C. Boffa                 | 8,330  | Lauren P. Chabot            | 46,618 |
| Fiona M. Allen             | 2,813   | Brenda L. Bolio               | 56,694 | Jo-Anne H. Chaloux          | 39,459 |
| Ronald L. Allen            | 49,204  | Jennifer L. Bones             | 9,733  | Nancy F. Chase              | 36,589 |
| Kristina Applegate Lutes   | 3,290   | Ariel G. Borgendale           | 4,635  | Myles G. Chater             | 47,332 |
| Pamela J. Arnold           | 88,214  | Alexis H. Boucher             | 1,957  | Aldo M. Ciampi, Jr.         | 1,205  |
| Barbara J. Austin-Hutchins | 69,261  | Rhonda M. Brace               | 31,095 | Pinky Clark                 | 9,832  |
| Sabrina E. Bador-Morse     | 3,018   | Owen R. Bradley               | 89,188 | Alexia J. Clary             | 140    |
| Michael R. Baginski        | 60,585  | Jenna L. Bravakis             | 40,403 | Sheila Cleary               | 293    |
| Eric R. Bagley             | 2,360   | Grace M. Brigham              | 2,885  | Catherine H. Clements       | 54,141 |
| Elizabeth A. Bailey        | 33,553  | Margaret E. Brigham           | 19,885 | Jill A. Closter             | 41,381 |
| Shellie Bailey             | 735     | Matthew D. Brittenham         | 34,760 | Danielle L. Cloutier-Simons | 1,575  |
| Shannon M. Baker           | 44,508  | Samuel E. Bromley             | 11,201 | J. Peter Cobb               | 1,446  |
| Danielle N. Baroudi        | 2,972   | Timothy C. Brooks             | 804    | Dena T. Cody                | 49,148 |
| Anthony J. Barrows         | 131     | Kevin M. Brown                | 17,619 | Sidney E. Collier           | 575    |
| Jenny L. Bartlett          | 34,337  | Brian P. Browning             | 1,071  | Judy U. Colombo             | 910    |
| John H. Bate               | 26,141  | Cassandra H. Brush            | 706    | Jean L. Commito             | 63,330 |
| Heather A. Bates           | 17,530  | Cindy P. Bubrouski            | 25,094 | Gregory J. Conk             | 45,595 |
| Emma O. Bay-Hansen         | 140     | Geraldine Bucci               | 1,600  | Carrie S. Cook              | 48,148 |
| Ashley M. Beach            | 43,904  | William H. Bugbee             | 11,404 | Elizabeth M. Cookson        | 4,752  |
| Jennifer C. Bean           | 500     | Adam D. Bunting               | 46,000 | Sarah D. Cooper             | 76     |
| Linda C. Beaupre           | 68,530  | Ludovic Buret                 | 12,619 | Sarah Freddie Cousins       | 42,714 |
| Jeremy L. Beauregard       | 525     | Janet G. Burke                | 19,547 | Maurice E. Cowan            | 2,940  |
| Andrew J. Becker           | 2,078   | Kristie W. Bush               | 66,292 | Nathan J. Cowens            | 2,312  |
| Zachary A. Beechler        | 1,435   | Anthony H. Bushway            | 15,808 | James Cross                 | 1,162  |
| Susan N. Beem              | 54,037  | Susan T. Bussolotti           | 1,820  | Roland E. Cross             | 3,289  |
| Valerie W. Belanger        | 38,432  | Cathleen Butterfield-Heitmann | 58,365 | Colby O. Cunningham         | 2,328  |
| Daniel E. Bennett          | 1,934   | Jo-Ann L. Buzzi               | 35,963 | Julie E. Curran             | 2,632  |
| Rebecca E. Bennett         | 210     | Esther M. Byam                | 12,207 | Patricia F. Curran          | 5,100  |
| Josee C. Bevington         | 26,616  | Brian A. Cain                 | 1,826  | Heather L. Cutler           | 70     |
| Timothy M. Bianchi         | 1,826   | Mallory A. Cano-Scribner      | 708    | Suzanne J. Da Via           | 55,462 |
| Ana Bikic                  | 2,881   | Phillip B. Carr               | 17,345 | Adam S. Daley               | 1,634  |
| Janice M. Billings         | 10,051  | Carolyn S. Casagrande         | 500    | Beth Damon                  | 140    |

|                              |        |                           |        |                         |        |
|------------------------------|--------|---------------------------|--------|-------------------------|--------|
| Anna W. Davis                | 700    | Julia G. Francis          | 1,750  | Robert A. Hitzig        | 840    |
| Gabriele A. Davis            | 66,636 | Paula E. Francis          | 385    | Terence L. Hodgdon      | 8,990  |
| Laura A. Delcore             | 19,884 | Anne O. Fraser            | 19,841 | Norris L. Holt          | 1,071  |
| Thomas J. Dellipriscoli      | 721    | Megan E. Fuller           | 1,081  | Cynthia C. Hooker       | 35,213 |
| Dana N. DeMartino            | 30,215 | Laura H. Furber           | 1,558  | J. Gregory Hooker       | 905    |
| Jocelyn B. DiFazio           | 5,370  | Brian J. Gallagher        | 51,104 | Sam J. Horchler         | 2,695  |
| Stephanie J. Dilena          | 56,870 | Debra S. Garrett          | 34,435 | Mary Hoyne              | 17,130 |
| Linda S. Dostie              | 43,501 | Lance Garrett             | 342    | Caitlin F. Hughes       | 2,567  |
| Patricia Dow Collier         | 62,731 | Patricia H. Gaston        | 43,644 | Marcia Kelley Hunter    | 70     |
| Allyson Rae Downen           | 230    | Michael C. Gaydos         | 2,168  | Glen C. Hutcheson       | 140    |
| Kendra K. Downen             | 751    | Hannah R. Geier           | 13,172 | Acacia A. Jackson-Vance | 13,075 |
| Penny L. Downen              | 29,035 | J. Gregory Gerdel         | 3,485  | Brandi M. Jagemann      | 2,660  |
| Matthew R. Dowling           | 2,845  | Paula E. Gervia           | 57,233 | Jeffrey W. Jarrad       | 50,414 |
| Ashley T. Dubois             | 38,661 | Donna M. Gibbs            | 23,310 | Marie L. Jennings       | 12,787 |
| Lloyd M. Dugger III          | 26,005 | Christine E. Gibson-Davis | 10,902 | Karl H. Johnson         | 175    |
| Laura M. Dunwoody            | 16,950 | Michael D. Gibson-Davis   | 1,024  | Kevin S. Johnson        | 1,829  |
| Kylee J. Duplessis           | 4,620  | Theresa A. Giffin         | 67,985 | Annie R. Jones          | 2,261  |
| Sharyn E. Duplessis          | 20,700 | Anne E. Giroux            | 37,861 | Kenneth C. Jones        | 1,000  |
| Scott E. Durkee              | 1,140  | Morgan H. Glines          | 5,115  | Sharon A. Joslyn        | 6,026  |
| Lawrence M. Dwyer            | 669    | Hilary L. Goldblatt       | 40,634 | Mark W. Joy             | 3,900  |
| Jane S. Edwards              | 17,278 | Alice R. Goltz            | 3,718  | Kristina L. Kane        | 40,403 |
| Taryn N. Eisenberg           | 1,452  | Diana C. Goodell          | 22,878 | Rachael J. Keaton       | 26,235 |
| Trees-Ah M. Elder            | 29,197 | Linda L. Goodell          | 42,881 | Todd A. Keller          | 44,236 |
| Sophia T. Eldridge           | 1,558  | Margaret L. Gordon        | 2,184  | Carol A. Kelley         | 49,244 |
| Emme D. Erdossy              | 46,356 | Gail P. Gorman            | 36,776 | Windy L. Kelley         | 54,917 |
| Marci R. Eschenbach          | 4,509  | Eleanor M. Gowans         | 4,657  | Garrett J. Kely         | 2,812  |
| Christa J. Evans             | 3,751  | Corinne M. Gretch         | 18,264 | Nancy R. Kennedy        | 7,944  |
| Peter Evans                  | 62,450 | Kelly A. Grey             | 17,232 | Richard A. Kennison     | 34,726 |
| Irene M. Facciolo            | 7,817  | Daniel J. Gribbin         | 1,015  | Eric P. Kerin           | 13,016 |
| Sylvia A. Fagin              | 38,955 | Gary M. Griffith          | 60,311 | William D. Kerr, Jr.    | 2,208  |
| Audrey Famette               | 19,890 | Barry Gruessner           | 26,281 | Kimberly J. Kidney      | 21,682 |
| Erica B. Farnham             | 46,799 | Christopher L. Guros      | 41,098 | James M. Kiefer         | 1,598  |
| Kyle M. Ferguson             | 2,898  | Sarah G. Guyette          | 17,654 | Amy L. Kimball          | 54,995 |
| Mackenzie K. Ferguson        | 920    | Sarah A. Halpine          | 53,595 | John Klimenok, Jr.      | 350    |
| Joyce G. Ferris              | 19,240 | Elizabeth K. Hammond      | 43,459 | Sarah E. Knauss         | 49,849 |
| Paulette Fiorentino-Robinson | 40,681 | Heath W. Haskell          | 2,245  | Hannah M. Koch          | 2,371  |
| Nicholas B. Fischer          | 11,007 | Janet L. Hatch            | 1,050  | Susan E. Koch           | 53,165 |
| Barbara Fisk                 | 5,534  | Daniel L. Haviland        | 1,758  | Zachary A. Koch         | 720    |
| Bonnie S. Flanagan           | 16,786 | Michael Healy             | 31,142 | Karlynn C. Koenemann    | 16,643 |
| Brendan Y. Flanagan          | 2,614  | Michael C. Hendrix        | 15,229 | Mathew J. Koenemann     | 560    |
| Richard A. Forcier           | 35     | Amy M. Herrick            | 20,073 | Diana B. Koliander-Hart | 3,882  |
| Nicholas Foster              | 2,435  | Debra A. Hickey           | 46,994 | Kirk D. Kreitz          | 14,186 |
| Pamela J. Foster             | 1,190  | Renee E. Hinton           | 4,608  | Colleen F. Kresco       | 1,288  |

|                         |        |                            |        |                          |        |
|-------------------------|--------|----------------------------|--------|--------------------------|--------|
| Eric A. Labor           | 2,168  | Jonathan E. McDonald       | 33,691 | Alexis Y. Murphy-Egri    | 25,261 |
| Richard T. Lachapelle   | 49,745 | Marita C. McDonald-Frey    | 41,857 | Henry O. Murray          | 11,322 |
| Rebecca E. Lafay        | 16,598 | David C. McGraw            | 44,368 | Andrea H. Myotte         | 55,841 |
| Jennifer Lahr           | 29,741 | Jody B. McGraw             | 44,947 | Carole J. Naquin         | 2,940  |
| William G. Laidlaw      | 50,896 | Wendy J. McGuiggan         | 41,529 | Colin J. Nealon          | 1,401  |
| Robert N. Lamoy         | 1,820  | Brendan N. McLane          | 44,158 | Ann L. Nelson            | 50,286 |
| Matthew J. Lane         | 280    | Heather J. McLane          | 11,481 | John L. Nelson-Miles     | 21,894 |
| Elizabeth G. Lawson     | 18,190 | Matthew B. McLane          | 51,799 | Britt Nielsen            | 32,735 |
| Judith D. Lawson        | 6,236  | Martin F. McMahon III      | 1,295  | Judith M. Nolan          | 10,693 |
| Shawn E. Leene          | 2,438  | Arne T. McMullen           | 57,228 | Timothy J. Noonan        | 2,360  |
| Russell C. Leete        | 34,760 | Kaitlyn E. McMullen        | 1,177  | Linda Normandeau         | 140    |
| Daniel J. LeFebvre      | 38,465 | Meghan M. McMullen         | 172    | Salih Numanovic          | 36,441 |
| Emily E. LeFebvre       | 37,226 | Seth T. McMullen           | 3,292  | Carlyle M. Nunn          | 32,778 |
| Mary Catharine LeFebvre | 46,500 | Marianne McNamara          | 40,793 | Kaitlyn J. O'Donnell     | 70     |
| Matthew Lieb            | 428    | Nancy L. Mears             | 2,310  | Thomas O'Grady           | 490    |
| Matthew P. Link         | 12,068 | Stephen A. Mears           | 69,042 | Cailin O'Hara            | 18,174 |
| Jessica B. Little       | 43,442 | Sarah E. Mele              | 5,350  | Mary T. O'Neill          | 32,609 |
| Morgan E. Lloyd         | 42,355 | Mary Mello                 | 68,617 | Patricia O'Regan         | 140    |
| Christopher M. Luce     | 31,903 | Sarah Jane Merritt         | 720    | Susan V. O'Regan         | 350    |
| Jeneane Lunn            | 5,607  | Hope A. Metcalf            | 560    | James N. Olmsted         | 17,103 |
| Becky S. Lussier        | 1,540  | Heather J. Michaud         | 44,747 | Brigitte M. Orliac       | 35,800 |
| Nicole I. Lussier       | 1,715  | Julie J. Michaud           | 19,715 | Carol Paquette           | 1,000  |
| Gwendolyn W. Lyons      | 1,483  | Jason P. Miles             | 57,319 | Mary Anderson Parento    | 2,022  |
| Linda C. Macdonald      | 62,756 | Deann N. Miller            | 902    | Robert J. Parento        | 669    |
| Whitney W. Machnik      | 19,586 | Karl S. Miller             | 79     | Melissa M. Parker        | 48,898 |
| Gretchen E. Mack        | 2,170  | Daniel M. Miller-Arsenault | 55,299 | Laura C. Parker-Noyes    | 3,891  |
| Ashley B. Magoon        | 2,921  | Teresa B. Milne            | 18,303 | Bonnie E. Parry          | 10,274 |
| Patricia M. Magoon      | 63,784 | Judy A. Milstein           | 9,232  | Joy L. Partridge         | 11,458 |
| Benjamin G. Mallery     | 1,520  | Shelby L. Mintz            | 327    | Brooke Pearson           | 49,943 |
| Laxmi Malraj            | 774    | Susan M. Monmaney          | 46,492 | Edward F. Pelkey         | 4,103  |
| Dennis Maranville       | 50,828 | Paige M. Montague          | 10,757 | John Pellegrini          | 1,904  |
| Gerald L. Maranville    | 181    | Carlos E. Montero          | 21,539 | Danielle R. Pepin        | 1,330  |
| Andrew H. Marquis       | 1,505  | Elizabeth A. Moody         | 50,654 | Pascale Philibert        | 10,293 |
| Adena B. Martin         | 300    | Stephen R. Moore           | 385    | Charles S. Phillips      | 1,000  |
| Chad F. Martin          | 5,141  | Donald L. Morgan           | 8,157  | Katrina K. Phillips      | 20,185 |
| Austin A. Martineau     | 3,295  | Michael A. Morgenbesser    | 350    | Melissa J. Pierce        | 49,897 |
| Kolby L. Martineau      | 3,894  | Robin C. Morissette        | 14,044 | Sharon L. Pine           | 44,457 |
| Brian J. Massey, Jr.    | 4,042  | Carolyn R. Morris          | 494    | Michelle Pitzner         | 13,831 |
| Norma L. Maurice        | 28,706 | Shirley R. Morse           | 1,155  | Emily D. Pizzale         | 405    |
| Robert C. Maurice       | 33,658 | Julie A. Morton            | 27,064 | James A. Plummer         | 8,890  |
| Karoline J. May         | 32,609 | Gaen Murphree              | 3,852  | Catherine Arielle Powers | 315    |
| Kerrin A. McCadden      | 51,174 | Cynthia A. Murphy          | 48,254 | Mary Ann Powers          | 175    |
| James B. McCarthy       | 2,360  | John R. Murphy             | 2,323  | Corey C. Pulsifer        | 20,325 |

|                           |         |                          |        |                          |        |
|---------------------------|---------|--------------------------|--------|--------------------------|--------|
| Colleen K. Purcell        | 40,211  | Reuben S. Sherman        | 3,500  | Thomas H. Van Meter      | 3,920  |
| Shelby P. Quinn           | 40,403  | Allegra M. Signorino     | 1,995  | Lowell J. VanDerlip      | 1,000  |
| David R. Rapacz           | 34,701  | Marianne Signorino       | 54,160 | Paula J. Verrastro       | 388    |
| Nancy G. Reagan           | 29,425  | Lara B. Slesar           | 49,048 | Rosana Vestuti           | 1,925  |
| Dorothy A. Redmond        | 19,240  | Andra A. Smith           | 37,331 | Doris C. Viens           | 35,445 |
| Mary C. Redmond           | 60,881  | Jesse P. Smith           | 310    | Jillyan A. Viens         | 9,020  |
| Allison N. Reilly         | 9,280   | Jessica Smith            | 5,152  | Jennifer Wall Howard     | 54,490 |
| Paul K. Reynolds          | 7,990   | Nancy L. Smith           | 6,081  | Noah G. Warnke           | 1,085  |
| Emmanuel O. Riby-Williams | 15,148  | Suzanne D. Smith         | 1,416  | Anne E. Watson           | 48,112 |
| Brian G. Ricca            | 100,000 | Gabriel J. Sortino       | 2,380  | Barbara L. Watson        | 1,500  |
| Denise L. Ricker          | 3,200   | Aaron P. Southworth      | 595    | Peggy A. Watson          | 350    |
| Robin L. Ricker-Lumsden   | 21,701  | Sarah Squier             | 55,866 | Wendy C. Watson          | 2,360  |
| Mary M. Ritze             | 8,913   | Evelyn Stack             | 4,692  | Peter G. Watt            | 19,789 |
| Ryan T. Robbins           | 1,795   | Fiona N. Steele          | 651    | Pamela L. Watts          | 595    |
| Carolyn S. Roberge        | 55,170  | Susan Steinhurst         | 5,826  | Nancy A. Webb            | 13,982 |
| Jeffrey W. Robie          | 1,848   | Jean B. Stetter          | 17,768 | Scott R. Weigand         | 2,968  |
| Norman E. Robinson        | 1,749   | Elizabeth A. Strobell    | 23,918 | Patricia M. Welsh        | 23,671 |
| Steven P. Robinson        | 1,000   | Morgan C. Strojny        | 140    | Devin J. Wendel          | 17,432 |
| Karen Rodis               | 12,671  | Fiona E. Sullivan        | 595    | Clayton S. Wetzel III    | 3,435  |
| Eli S. Rosenberg          | 52,444  | Kara A. Sullivan         | 1,525  | Meagan K. Whalen         | 105    |
| Neil W. Rosenblad         | 39,254  | Douglas J. Surwilo       | 111    | Kathleen J. Wheeler      | 4,575  |
| Vincent L. Rossano        | 73,040  | Carol R. Sweeney         | 910    | Ashley T. White          | 827    |
| Cynthia E. Rossi          | 87,347  | Elizabeth J. Swenson     | 19,425 | Justin C. White          | 3,696  |
| Daniel E. Rowe            | 1,734   | Ernest L. Swenson        | 1,826  | Jacqueline L. White-Love | 9,632  |
| Dorothy J. Rowe           | 29,409  | Peter B. Taffel          | 15,708 | Jennifer L. Williams     | 1,715  |
| Kaitlyn E. Roy            | 2,948   | Donald H. Taylor III     | 49,718 | Ryan H. Wingate          | 1,155  |
| Willow L. Runninghawk     | 70      | Molly M. Taylor          | 140    | Thomas K. Wood           | 66,522 |
| Marijke Russo             | 55,342  | Cheryl Ann Tetreault     | 5,075  | Dakota J.a. Woodworth    | 3,364  |
| Thomas J. Sabo, Jr.       | 44,224  | Joy E. Thomas            | 36,164 | April J. Wortman         | 3,350  |
| Hilary Sales              | 41,859  | Peggy A. Thompson        | 20,616 | Emily A. Wrigley         | 43,197 |
| Karuna Michael Sarsozo    | 280     | Richard I. Thompson, Jr. | 12,688 | Charlotte K. Younger     | 420    |
| Geoffrey C. Sather        | 62,699  | James W. Thurber         | 1,225  | Virginia Q. Zahner       | 56,175 |
| Richard E. Scharf         | 19,671  | Claudia G. Thurston      | 420    | Ivy Zeller               | 48,128 |
| Adam M. Schersten         | 350     | Diana M. Tierney         | 22,436 | Ethan J. Zorzi           | 2,978  |
| Patrick C. Schlott        | 252     | Jerry E. Tillotson       | 53,517 | Kerri B. Zurowski        | 40,011 |
| D. Andrew Scott           | 49,819  | Devon M. Tomasi          | 2,018  | Timothy W. Zurowski      | 1,943  |
| Kimberly A. Scott         | 36,533  | Isabel R. Tomasi         | 1,036  |                          |        |
| Tiffany S. Seitz          | 1,090   | Phillip R. Tomasi        | 11,913 |                          |        |
| Ellen C. Selkowitz        | 66,952  | Pamela A. Towne          | 54,336 |                          |        |
| Linda Senecal             | 1,411   | Robert T. Tuohey         | 175    |                          |        |
| Anju Sharma               | 1,610   | Michele A. Turcotte      | 1,190  |                          |        |
| Laura R. Sharpless        | 245     | Christopher A. Turley    | 3,350  |                          |        |
| Madeline A. Sharrow       | 770     | Nancy C. Vachon          | 9,378  |                          |        |

**MONTPELIER PUBLIC SCHOOL SYSTEM**  
**AUDIT REPORT AND FINANCIAL STATEMENTS**

**JUNE 30, 2012**

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FOTHERGILL SEGALE & VALLEY

Certified Public Accountants



John E. (Jeff) Fothergill, CPA  
Michael L. Segale, CPA  
Sheila R. Valley, CPA  
Teresa H. Kajenski, CPA  
Donald J. Murray, CPA

INDEPENDENT AUDITOR'S REPORT

December 18, 2012

To the School Board  
Montpelier Public School System  
Montpelier, Vermont

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Montpelier Public School System, as of and for the year ended June 30, 2012, which collectively comprise the Montpelier Public School System's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of Montpelier Public School System's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Montpelier Public School System, as of June 30, 2012, and the respective changes in financial position, and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2012, on our consideration of Montpelier Public School System's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing on internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. Schedules 1 and 2 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Respectfully submitted,

*Fothergill Segale & Valley, CPAs*

FOTHERGILL SEGALE & VALLEY, CPAs  
Vermont Public Accountancy License #110

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2012

Our discussion and analysis of Montpelier Public School System's financial performance provides an overview of the School System's financial activities for the fiscal year ended June 30, 2012. A comparative analysis of government-wide data is presented. The intent of this discussion and analysis is to look at the School System's financial performance as a whole; readers should also review the basic financial statements, which begin on Exhibit A.

**Financial Highlights**

- The School System's net assets increased by \$130,670 in fiscal year 2012, compared to an increase of \$319,834 in the prior year. The increase was mostly due to favorable budget results.
- The cost of all of the School System's programs was \$17,763,846 this year compared to \$17,568,260 last year, an increase of \$195,586, or 1.1%.
- The General Fund had a decrease in fund balance of \$117,618 this year compared to an increase of \$223,671 in the prior year. The increase in fund balance for fiscal year 2012 was \$149,882 better than what was budgeted.
- The total fund balance for the General Fund was \$1,079,009 as of June 30, 2012, of which \$369,061 is assigned for FY13 revenues, \$45,000 is assigned for a new cooler, \$97,225 is committed for asbestos removal and \$567,723 is assigned for future revenues after FY13.
- The Recreation Fund had a decrease in fund balance of \$30,282 this year compared to a decrease of \$9,412 in the prior year. The fund balance of the Recreation Fund as of June 30, 2012 was \$182,134. \$22,257 is assigned for fiscal year 2013 and \$159,877 is assigned for future recreation fund expenditures.
- The Grants Fund had a zero year end fund balance because revenues are recognized as expenditures are incurred. During fiscal year 2012 revenues of \$734,535 were offset by expenditures of the same amount.
- The Capital Projects Fund had a zero year end fund balance as of June 30, 2012. During fiscal year 2012, capital project expenditures were greater than revenues by \$3,454.
- The Food Service Fund ended the year with a fund balance of \$25,014. \$11,016 is non-expendable due to inventory and \$13,998 is assigned for future food service expenditures. During fiscal year 2012, food service expenditures exceeded revenues by \$364.

**Using This Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the School System as a whole and present a longer-term view of the School System's finances. Fund financial statements provide another level of detail. For governmental funds, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the School System's operations in more detail than the government-wide statements by providing information about the School System's most significant funds. All other non-major funds are presented in total in a single column. The remaining statement provides financial information about activities for which the School System acts solely as a trustee or agent for the benefit of those outside the government.

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2012

*Reporting the School System as a Whole*

The financial statements of the School System as a whole are included on Exhibit A and B. One of the most important questions asked about the School System's finances is, "Is the School System as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities report information about the School System as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenue and expenses are taken into account regardless of when cash is received or paid.

These two statements report the School System's net assets and changes in them. You can think of the School System's net assets – the difference between assets and liabilities – as one way to measure the School System's financial health, or financial position. Over time, increases or decreases in the School System's net assets are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the School System's property tax base and the condition of the School System's capital assets, to assess the overall health of the School System.

All of the School System's basic services are governmental activities. They include regular and special education for Kindergarten through 12th grade, support services, administrative services, transportation, food services, interest on long-term debt and other activities. Act 68 state aid, property taxes, and state grants finance most of these activities.

*Reporting the School System's Most Significant Funds*

The financial statements of the School System's governmental funds are reflected on Exhibit C – Exhibit F. The fund financial statements provide detailed information about the most significant funds – not the School System as a whole. The School System establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money (like grants received from the State of Vermont Department of Education). The School System's major funds are the General Fund, Recreation Fund and Grants Fund.

*Governmental Funds*

All of the School System's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the School System's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the School System's programs. We describe the differences between governmental activities and governmental funds in Exhibits C and E that are included in the financial statements.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2012

*The School System as Agent*

The School System is the fiscal agent for funds held for various school related activities. The School System's fiduciary activities include Agency Funds and Private Purpose Trust Funds and are reported in a separate Statement of Fiduciary Net Assets and Changes in Fiduciary Net Assets on Exhibit G and Exhibit H. We exclude these activities from the other financial statements because the School System cannot use these assets to finance its operations. The School System is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

**The School System as a Whole**

The perspective of the Statement of Net Assets is of the School System as a whole. Table 1 provides a summary of the School System's net assets for 2012 and 2011.

Table 1 - Net Assets

|                                            | 2012                | 2011                | Change            |
|--------------------------------------------|---------------------|---------------------|-------------------|
| Current and other assets                   | \$ 2,680,787        | \$ 2,802,829        | \$ (122,042)      |
| Capital assets                             | 8,035,699           | 8,169,742           | (134,043)         |
| Total assets                               | <u>10,716,486</u>   | <u>10,972,571</u>   | <u>(256,085)</u>  |
| Long-term liabilities                      | 4,222,786           | 4,631,174           | (408,388)         |
| Other liabilities                          | 1,438,926           | 1,417,293           | 21,633            |
| Total liabilities                          | <u>5,661,712</u>    | <u>6,048,467</u>    | <u>(386,755)</u>  |
| Net assets:                                |                     |                     |                   |
| Invested in capital assets,<br>net of debt | 5,408,765           | 5,163,384           | 245,381           |
| Restricted                                 | 0                   | 7,832               | (7,832)           |
| Unrestricted                               | (353,991)           | (247,112)           | (106,879)         |
| Total net assets                           | <u>\$ 5,054,774</u> | <u>\$ 4,924,104</u> | <u>\$ 130,670</u> |

The unrestricted net asset balance is negative due to the bond which was taken out to fund the retirement plan lump sum payment during 2009. The District does not own any assets related to this debt.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2012

Table 2 reflects the change in net assets for the fiscal years 2012 and 2011.

Table 2 - Change in Net Assets

|                                      | 2012              | 2011              | Change              |
|--------------------------------------|-------------------|-------------------|---------------------|
| <b>REVENUES</b>                      |                   |                   |                     |
| Program revenues:                    |                   |                   |                     |
| Charges for services                 | \$ 637,754        | \$ 711,353        | \$ (73,599)         |
| Operating grants and contributions   | 4,470,543         | 4,405,039         | 65,504              |
| General revenues:                    |                   |                   |                     |
| Act 68 State Aid                     | 12,151,610        | 11,669,953        | 481,657             |
| Property taxes                       | 605,230           | 605,230           | 0                   |
| ARRA education spending              | 0                 | 412,287           | (412,287)           |
| Other general revenues               | 29,379            | 84,232            | (54,853)            |
| Total revenues                       | <u>17,894,516</u> | <u>17,888,094</u> | <u>6,422</u>        |
| <b>PROGRAM EXPENSES</b>              |                   |                   |                     |
| Instruction                          | 5,991,737         | 6,263,027         | (271,290)           |
| Special education                    | 3,076,034         | 2,671,019         | 405,015             |
| Vocational                           | 76,729            | 60,300            | 16,429              |
| Co-curricular                        | 276,256           | 280,782           | (4,526)             |
| Support services - student           | 1,108,124         | 968,668           | 139,456             |
| Support services - staff             | 662,963           | 678,188           | (15,225)            |
| School Board/Superintendent's office | 382,127           | 399,528           | (17,401)            |
| Building administration              | 1,046,599         | 1,007,063         | 39,536              |
| Business office                      | 251,716           | 279,538           | (27,822)            |
| Building maintenance                 | 1,893,320         | 1,847,837         | 45,483              |
| Transportation                       | 207,529           | 218,964           | (11,435)            |
| Food service                         | 469,660           | 471,430           | (1,770)             |
| Recreation programs                  | 827,287           | 817,645           | 9,642               |
| Grant programs                       | 734,535           | 865,110           | (130,575)           |
| Interest on long-term debt           | 217,930           | 236,661           | (18,731)            |
| On behalf payments                   | 541,300           | 502,500           | 38,800              |
| Total program expenses               | <u>17,763,846</u> | <u>17,568,260</u> | <u>195,586</u>      |
| Increase (decrease) in net assets    | <u>\$ 130,670</u> | <u>\$ 319,834</u> | <u>\$ (189,164)</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2012

Revenues increased by \$6,422, or .04%. Program expenses increased by \$195,586, or 1.1%. The Act 68 State increase of \$481,657 was offset by the decrease in the ARRA education spending grant by \$412,287. Special education expenses increased by \$405,015 but was offset by increases in State aid for special education. Instruction expenses decreased by \$271,290 due to scheduled decreases expected in the budget, the discontinuation of the regional education specialist grant as well as better than expected results for various expenses. Support services for students increased mostly due to the needs of special education students.

Table 3 presents the cost of each of the School System's largest programs as well as each program's net cost (total cost less revenue generated by the activities). The net cost shows the financial burden that was placed on the School System's taxpayers by each of these functions.

Table 3

|                            | Total Cost<br>of Services | Net (Revenue)/<br>Cost of Services | Total Cost<br>of Services | Net (Revenue)/<br>Cost of Services |
|----------------------------|---------------------------|------------------------------------|---------------------------|------------------------------------|
|                            | 2012                      | 2012                               | 2011                      | 2011                               |
| Instruction                | \$ 5,991,737              | \$ 5,524,960                       | \$ 6,263,027              | \$ 5,695,610                       |
| Special education          | 3,076,034                 | 526,584                            | 2,671,019                 | 410,867                            |
| Support services - student | 1,108,124                 | 1,108,124                          | 968,668                   | 968,668                            |
| Building maintenance       | 1,893,320                 | 1,859,831                          | 1,847,837                 | 1,776,687                          |
| Building administration    | 1,046,599                 | 1,046,599                          | 1,007,063                 | 1,006,763                          |
| All others                 | 4,648,032                 | 2,589,451                          | 4,810,646                 | 2,593,273                          |
| Totals                     | <u>\$ 17,763,846</u>      | <u>\$ 12,655,549</u>               | <u>\$ 17,568,260</u>      | <u>\$ 12,451,868</u>               |

*The School System's Funds*

As the School System completed the year, its governmental funds (as presented in the Balance Sheet on Exhibit C) reported a combined fund balance of \$1,286,157, which is less than last year's total of \$1,437,875 by \$151,718. The total fund balance for the General Fund was \$1,079,009 as of June 30, 2012, of which \$369,061 is assigned for FY13 revenues, \$45,000 is committed for capital expenditures (new cooler), \$97,225 is committed for asbestos removal, and \$567,723 is assigned for future revenues after FY13. The fund balance of the Recreation Fund as of June 30, 2012 was \$182,134, of which \$22,257 is assigned for fiscal year 2013 expenditures and \$159,877 is assigned for future recreation fund expenditures. The Food Service Fund ended the year with a \$25,014 fund balance, of which \$11,016 is non-expendable due to inventory and \$13,998 is assigned for future food service expenditures.

Included in this year's total decrease in fund balance of \$151,718 is a decrease of \$117,618 in the General Fund, a decrease of \$30,282 in the Recreation Fund, a decrease of \$3,454 in the Capital Projects Fund, and a decrease of \$364 in the Food Service Fund.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2012

*General Fund Budgetary Highlights*

The General Fund had a decrease in fund balance of \$117,618 which was \$149,882 better than what was budgeted. Exhibit F shows the budgetary information on the General Fund. The following are the major variances:

|                                        | Budget       | Actual       | Favorable<br>(Unfavorable)<br>Variance |
|----------------------------------------|--------------|--------------|----------------------------------------|
| <b>Revenues</b>                        |              |              |                                        |
| State special education reimbursements | \$ 1,735,016 | \$ 2,251,392 | \$ 516,376                             |
| Tuition special education              | 54,516       | 8,639        | (45,877)                               |
| Tuition regular                        | 26,600       | 66,419       | 39,819                                 |
| <b>Expenditures</b>                    |              |              |                                        |
| Instruction                            | 6,070,941    | 5,883,297    | 187,644                                |
| Special education                      | 2,531,108    | 3,075,109    | (544,001)                              |
| Building maintenance                   | 1,470,555    | 1,561,228    | (90,673)                               |
| Building administration                | 1,025,430    | 1,055,773    | (30,343)                               |
| School Board/Superintendent's office   | 500,119      | 388,328      | 111,791                                |
| Transportation                         | 146,668      | 189,955      | (43,287)                               |
| Capital outlays                        | 129,321      | 199,116      | (69,795)                               |

Special education reimbursements, tuition for special education, and the special education expenditures net out to an unfavorable variance of \$73,502. The favorable variance in instruction had many different reasons. The largest single item was that the kindergarten program cost \$72,720 less than budget due to moving a kindergarten teacher to third grade. Most of the favorable variance in instruction was due to change in staff. The favorable variance in the school board/superintendent office function is mostly due to workers compensation expenditure budgeted in this category but the actual expenditure was allocated to different functions which created an \$88,449 favorable variance and actual legal fees being less than budget by \$24,316. The additional costs related to transportation were due to special education transportation. The additional capital outlays were building related improvements.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 MANAGEMENT'S DISCUSSION AND ANALYSIS  
 YEAR ENDED JUNE 30, 2012

**Capital Asset and Debt Administration**

*Capital Assets*

At June 30, 2012, the School System had \$8,035,699 invested in a broad range of capital assets, including school buildings, improvements, machinery and equipment, and vehicles. (See Table 4 below) This amount represents a net decrease (including additions and deductions) of \$134,043 compared to last year.

Table 4 - Capital Assets at Year-End  
 (Net of Accumulated Depreciation)

|                            | 2012                | 2011                | Change              |
|----------------------------|---------------------|---------------------|---------------------|
| Land improvements          | \$ 910,400          | \$ 965,830          | \$ (55,430)         |
| Buildings and improvements | 6,761,372           | 6,843,276           | (81,904)            |
| Machinery and equipment    | 346,366             | 334,532             | 11,834              |
| Vehicles                   | 17,561              | 26,104              | (8,543)             |
| Totals                     | <u>\$ 8,035,699</u> | <u>\$ 8,169,742</u> | <u>\$ (134,043)</u> |

This year's additions were:

|                                          |                   |
|------------------------------------------|-------------------|
| Computer equipment                       | \$ 61,177         |
| Wireless access point                    | 18,144            |
| Re-wire stage and auditorium tower       | 11,655            |
| Remove VCT and CPT floor                 | 9,465             |
| Re-work computer room layout             | 40,999            |
| Replace fire rated doors                 | 14,075            |
| Ceiling tiles                            | 11,182            |
| New electrical panel and circuits        | 6,445             |
| Renovation of facilities director office | 25,974            |
| Recreation construction of pavilion      | 57,720            |
| John Deere four wheeler                  | 13,975            |
| Total additions                          | <u>\$ 270,811</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
YEAR ENDED JUNE 30, 2012

*Debt Administration*

At June 30, 2012, the School System had \$4,096,934 in bonds and leases outstanding versus \$4,479,812 on June 30, 2011 – a decrease of \$382,878 – as shown in Table 5.

Table 5  
Outstanding Debt at Year-End

|                                                     | 2012                | 2011                | Increase<br>(Decrease) |
|-----------------------------------------------------|---------------------|---------------------|------------------------|
| Vermont Municipal Bond - MHS, MSMS Renovations      | \$ 840,000          | \$ 980,000          | \$ (140,000)           |
| Vermont Municipal Bond - Union Addition             | 0                   | 45,000              | (45,000)               |
| Vermont Municipal Bond - 2009 various renovations   | 1,270,000           | 1,345,000           | (75,000)               |
| Vermont Municipal Bond - VMERS lump sum             | 1,470,000           | 1,470,000           | 0                      |
| Capital Leases - various equipment and improvements | 516,934             | 639,812             | (122,878)              |
| Totals                                              | <u>\$ 4,096,934</u> | <u>\$ 4,479,812</u> | <u>\$ (382,878)</u>    |

During fiscal year 2012, the School System made payments on bonds of \$260,000 and lease payments of \$122,878. There were no loan or lease proceeds in fiscal year 2012.

**Current Issues**

Enrollment in the Montpelier School System was 917 for the 2011-12 school year compared to 922 in the prior year. Under the formula employed by the State of Vermont to determine the local tax rate, enrollment poses a significant budgeting challenge. Because costs associated with the basic infrastructure of the school (utilities, maintenance, transportation, administration) are not reduced at all by a reduction in student population (capped by the State in its funding formula at 3.5%), it is very difficult to produce a budget that doesn't have a significant increase in per pupil spending. The community's Common Level of Appraisal (CLA) was 98.2% for fiscal year 2012. This means that property values in Montpelier are close to 100% of fair market value.

The School System has responded to budget challenges by reducing professional and support staff positions in those grades with lower enrollment. The School System is also continuing to focus on improving facilities, with a special focus on heating needs and energy efficiency.

**Contacting the School System's Financial Management**

This financial report is designed to provide our citizens, taxpayers and creditors with a general overview of the School System's finances, and to reflect the School System's accountability for the monies it receives. Questions about this report or additional financial information needs should be directed to Cynthia Rossi, Business Manager, or Brian Ricca, Superintendent, Montpelier Public School System, 5 High School Drive, Unit 1, Montpelier, Vermont 05602.

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT A

STATEMENT OF NET ASSETS

JUNE 30, 2012

|                                                                | <u>Governmental<br/>Activities</u> |                         |
|----------------------------------------------------------------|------------------------------------|-------------------------|
| <b>ASSETS</b>                                                  |                                    |                         |
| Cash                                                           | \$ 2,431,167                       |                         |
| Accounts receivable - State                                    | 225,713                            |                         |
| Accounts receivable - other                                    | 12,891                             |                         |
| Inventory                                                      | 11,016                             |                         |
| Capital assets, net of accumulated depreciation of \$6,005,528 | <u>8,035,699</u>                   |                         |
| <br>Total assets                                               |                                    | <br>10,716,486          |
| <b>LIABILITIES</b>                                             |                                    |                         |
| Accounts payable                                               | 68,082                             |                         |
| Accrued salary and benefits                                    | 981,897                            |                         |
| Deferred revenue                                               | 344,651                            |                         |
| Accrued interest                                               | 44,296                             |                         |
| Leases payable due in one year                                 | 97,233                             |                         |
| Bonds payable due in one year                                  | 215,000                            |                         |
| Termination benefit payable due in one year                    | 14,095                             |                         |
| Compensated absences                                           | 97,663                             |                         |
| Termination benefit payable due after one year                 | 14,094                             |                         |
| Leases payable due after one year                              | 419,701                            |                         |
| Bonds payable due after one year                               | <u>3,365,000</u>                   |                         |
| <br>Total liabilities                                          |                                    | <br><u>5,661,712</u>    |
| <b>NET ASSETS</b>                                              |                                    |                         |
| Unrestricted                                                   | (353,991)                          |                         |
| Invested in capital assets, net of debt                        | <u>5,408,765</u>                   |                         |
| <br>Total net assets                                           |                                    | <br><u>\$ 5,054,774</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT B

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2012

| Functions/Programs                   | Expenses             | Charge<br>for Services | Operating<br>Grants and<br>Contributions | Net (Expenses)<br>Revenues and<br>Changes<br>in Net Assets<br>Governmental<br>Activities |
|--------------------------------------|----------------------|------------------------|------------------------------------------|------------------------------------------------------------------------------------------|
| Governmental Activities:             |                      |                        |                                          |                                                                                          |
| Instruction                          | \$ 5,991,737         | \$ 66,419              | \$ 400,358                               | \$ (5,524,960)                                                                           |
| Special education                    | 3,076,034            | 8,639                  | 2,540,811                                | (526,584)                                                                                |
| Vocational                           | 76,729               | 0                      | 14,815                                   | (61,914)                                                                                 |
| Co-curricular                        | 276,256              | 0                      | 0                                        | (276,256)                                                                                |
| Support services - students          | 1,108,124            | 0                      | 0                                        | (1,108,124)                                                                              |
| Support services - staff             | 662,963              | 0                      | 0                                        | (662,963)                                                                                |
| School Board/Superintendent's office | 382,127              | 0                      | 0                                        | (382,127)                                                                                |
| Building administration              | 1,046,599            | 0                      | 0                                        | (1,046,599)                                                                              |
| Business office                      | 251,716              | 0                      | 0                                        | (251,716)                                                                                |
| Building maintenance                 | 1,893,320            | 33,489                 | 0                                        | (1,859,831)                                                                              |
| Transportation                       | 207,529              | 0                      | 43,480                                   | (164,049)                                                                                |
| Food service                         | 469,660              | 318,971                | 156,308                                  | 5,619                                                                                    |
| Recreation programs                  | 827,287              | 210,236                | 38,936                                   | (578,115)                                                                                |
| Grant programs                       | 734,535              | 0                      | 734,535                                  | 0                                                                                        |
| Interest on long term debt           | 217,930              | 0                      | 0                                        | (217,930)                                                                                |
| On behalf payments                   | 541,300              | 0                      | 541,300                                  | 0                                                                                        |
| <b>Total governmental activities</b> | <b>\$ 17,763,846</b> | <b>\$ 637,754</b>      | <b>\$ 4,470,543</b>                      | <b>(12,655,549)</b>                                                                      |
| General Revenues:                    |                      |                        |                                          |                                                                                          |
|                                      |                      |                        |                                          | 12,151,610                                                                               |
|                                      |                      |                        |                                          | 605,230                                                                                  |
|                                      |                      |                        |                                          | 6,493                                                                                    |
|                                      |                      |                        |                                          | 22,886                                                                                   |
|                                      |                      |                        |                                          | <u>12,786,219</u>                                                                        |
|                                      |                      |                        |                                          | 130,670                                                                                  |
|                                      |                      |                        |                                          | <u>4,924,104</u>                                                                         |
|                                      |                      |                        |                                          | <u>\$ 5,054,774</u>                                                                      |

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT C

BALANCE SHEET - GOVERNMENTAL FUNDS  
AND RECONCILIATION TO STATEMENT OF NET ASSETS  
JUNE 30, 2012

|                                                                                                                                                                                                                                     | Major Funds         |                    |                   | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|-------------------|--------------------------------|--------------------------------|
|                                                                                                                                                                                                                                     | General<br>Fund     | Recreation<br>Fund | Grants<br>Fund    |                                |                                |
| <b>ASSETS</b>                                                                                                                                                                                                                       |                     |                    |                   |                                |                                |
| Cash                                                                                                                                                                                                                                | \$ 2,386,809        | \$ 21,022          | \$ 0              | \$ 23,336                      | \$ 2,431,167                   |
| Accounts receivable - State                                                                                                                                                                                                         | 75,306              | 8,882              | 141,525           | 0                              | 225,713                        |
| Accounts receivable - other                                                                                                                                                                                                         | 5,751               | 6,650              | 0                 | 490                            | 12,891                         |
| Inventory                                                                                                                                                                                                                           | 0                   | 0                  | 0                 | 11,016                         | 11,016                         |
| Due from other funds                                                                                                                                                                                                                | 0                   | 186,008            | 317,614           | 83                             | 503,705                        |
| <b>Total assets</b>                                                                                                                                                                                                                 | <b>\$ 2,467,866</b> | <b>\$ 222,562</b>  | <b>\$ 459,139</b> | <b>\$ 34,925</b>               | <b>\$ 3,184,492</b>            |
| <b>LIABILITIES AND FUND BALANCES</b>                                                                                                                                                                                                |                     |                    |                   |                                |                                |
| <b>LIABILITIES</b>                                                                                                                                                                                                                  |                     |                    |                   |                                |                                |
| Accounts payable                                                                                                                                                                                                                    | \$ 52,130           | \$ 13,204          | \$ 2,595          | \$ 153                         | \$ 68,082                      |
| Accrued salary and benefits                                                                                                                                                                                                         | 946,330             | 27,224             | 8,343             | 0                              | 981,897                        |
| Deferred revenue                                                                                                                                                                                                                    | 4,447               | 0                  | 330,446           | 9,758                          | 344,651                        |
| Due to other funds                                                                                                                                                                                                                  | 385,950             | 0                  | 117,755           | 0                              | 503,705                        |
| <b>Total liabilities</b>                                                                                                                                                                                                            | <b>1,388,857</b>    | <b>40,428</b>      | <b>459,139</b>    | <b>9,911</b>                   | <b>1,898,335</b>               |
| <b>FUND BALANCES</b>                                                                                                                                                                                                                |                     |                    |                   |                                |                                |
| Nonspendable - inventory                                                                                                                                                                                                            | 0                   | 0                  | 0                 | 11,016                         | 11,016                         |
| Committed for asbestos removal                                                                                                                                                                                                      | 97,225              | 0                  | 0                 | 0                              | 97,225                         |
| Assigned for capital expenditures                                                                                                                                                                                                   | 45,000              | 0                  | 0                 | 0                              | 45,000                         |
| Assigned for fiscal year 2013 revenue                                                                                                                                                                                               | 369,061             | 22,257             | 0                 | 0                              | 391,318                        |
| Assigned for future years revenues                                                                                                                                                                                                  | 567,723             | 0                  | 0                 | 0                              | 567,723                        |
| Assigned for food service                                                                                                                                                                                                           | 0                   | 0                  | 0                 | 13,998                         | 13,998                         |
| Assigned for recreation fund                                                                                                                                                                                                        | 0                   | 159,877            | 0                 | 0                              | 159,877                        |
| <b>Total fund balances</b>                                                                                                                                                                                                          | <b>1,079,009</b>    | <b>182,134</b>     | <b>0</b>          | <b>25,014</b>                  | <b>1,286,157</b>               |
| <b>Total liabilities and fund balances</b>                                                                                                                                                                                          | <b>\$ 2,467,866</b> | <b>\$ 222,562</b>  | <b>\$ 459,139</b> | <b>\$ 34,925</b>               | <b>\$ 3,184,492</b>            |
| <b>RECONCILIATION TO STATEMENT OF NET ASSETS</b>                                                                                                                                                                                    |                     |                    |                   |                                |                                |
| Total fund balances of all Governmental Funds                                                                                                                                                                                       |                     |                    |                   |                                | \$ 1,286,157                   |
| Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets is \$14,041,227, and the accumulated depreciation is \$6,005,528. |                     |                    |                   |                                | 8,035,699                      |
| Long-term liabilities and accrued interest, including bonds payable, are not due and payable in the current period and therefore are not reported as liabilities in the funds. These liabilities at year end consist of:            |                     |                    |                   |                                |                                |
| Bonds and notes payable                                                                                                                                                                                                             |                     |                    |                   | 3,580,000                      |                                |
| Leases payable                                                                                                                                                                                                                      |                     |                    |                   | 516,934                        |                                |
| Termination benefit payable                                                                                                                                                                                                         |                     |                    |                   | 28,189                         |                                |
| Accrued compensated absences                                                                                                                                                                                                        |                     |                    |                   | 97,663                         |                                |
| Accrued interest                                                                                                                                                                                                                    |                     |                    |                   | 44,296                         |                                |
| <b>TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES (EXHIBIT A)</b>                                                                                                                                                                       |                     |                    |                   |                                | <b>\$ 5,054,774</b>            |

MONTPELIER PUBLIC SCHOOL SYSTEM  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS  
YEAR ENDED JUNE 30, 2012

EXHIBIT D

|                                              | Major Funds         |                    |                | Other                 | Total               |
|----------------------------------------------|---------------------|--------------------|----------------|-----------------------|---------------------|
|                                              | General<br>Fund     | Recreation<br>Fund | Grants<br>Fund | Governmental<br>Funds |                     |
| <b>REVENUES</b>                              |                     |                    |                |                       |                     |
| Act 68 State Aid                             | \$ 12,151,610       | \$ 0               | \$ 0           | \$ 0                  | \$ 12,151,610       |
| Property taxes                               | 0                   | 605,230            | 0              | 0                     | 605,230             |
| Intergovernmental - State                    | 2,316,737           | 0                  | 80,595         | 71,442                | 2,468,774           |
| Intergovernmental - Federal                  | 611,214             | 10,470             | 351,903        | 156,379               | 1,129,966           |
| Medicaid                                     | 0                   | 0                  | 202,109        | 0                     | 202,109             |
| Investment earnings                          | 6,303               | 50                 | 0              | 140                   | 6,493               |
| Tuition                                      | 75,058              | 0                  | 0              | 0                     | 75,058              |
| Program fees                                 | 0                   | 210,236            | 0              | 313,879               | 524,115             |
| Other revenue, private grants                | 56,916              | 28,466             | 99,928         | 5,092                 | 190,402             |
| On-behalf payments                           | 541,300             | 0                  | 0              | 0                     | 541,300             |
| Total revenues                               | <u>15,759,138</u>   | <u>854,452</u>     | <u>734,535</u> | <u>546,932</u>        | <u>17,895,057</u>   |
| <b>EXPENDITURES</b>                          |                     |                    |                |                       |                     |
| Current Expenditures                         |                     |                    |                |                       |                     |
| Instruction                                  | 5,883,297           | 0                  | 0              | 109,807               | 5,993,104           |
| Special education                            | 3,075,109           | 0                  | 0              | 0                     | 3,075,109           |
| Vocational                                   | 76,729              | 0                  | 0              | 0                     | 76,729              |
| Co-curricular                                | 276,256             | 0                  | 0              | 0                     | 276,256             |
| Support services - students                  | 1,041,376           | 0                  | 0              | 64,700                | 1,106,076           |
| Support services - staff                     | 629,662             | 0                  | 0              | 0                     | 629,662             |
| School Board/Superintendent's office         | 388,328             | 0                  | 0              | 0                     | 388,328             |
| Building administration                      | 1,055,773           | 0                  | 0              | 0                     | 1,055,773           |
| Business office                              | 251,716             | 0                  | 0              | 0                     | 251,716             |
| Building maintenance                         | 1,561,228           | 0                  | 0              | 3,454                 | 1,564,682           |
| Transportation                               | 189,955             | 0                  | 0              | 17,574                | 207,529             |
| Food service                                 | 0                   | 0                  | 0              | 463,725               | 463,725             |
| Recreation programs                          | 0                   | 802,048            | 0              | 0                     | 802,048             |
| Grant programs                               | 0                   | 0                  | 734,535        | 0                     | 734,535             |
| On-behalf payments                           | 541,300             | 0                  | 0              | 0                     | 541,300             |
| Debt service                                 |                     |                    |                |                       |                     |
| Interest - capital leases                    | 28,767              | 0                  | 0              | 283                   | 29,050              |
| Principal - capital leases                   | 118,270             | 0                  | 0              | 4,608                 | 122,878             |
| Interest - bonds                             | 178,765             | 10,991             | 0              | 7,167                 | 196,923             |
| Principal - bonds                            | 260,000             | 0                  | 0              | 0                     | 260,000             |
| Capital outlays                              | 199,116             | 71,695             | 0              | 0                     | 270,811             |
| Total expenditures                           | <u>15,755,647</u>   | <u>884,734</u>     | <u>734,535</u> | <u>671,318</u>        | <u>18,046,234</u>   |
| <b>EXCESS REVENUES (EXPENDITURES)</b>        | <u>3,491</u>        | <u>(30,282)</u>    | <u>0</u>       | <u>(124,386)</u>      | <u>(151,177)</u>    |
| <b>OTHER FINANCING SOURCES (USES)</b>        |                     |                    |                |                       |                     |
| Flood expenditures net of insurance recovery | (541)               | 0                  | 0              | 0                     | (541)               |
| Transfers from (to) other funds              | (120,568)           | 0                  | 0              | 120,568               | 0                   |
| Total other financing sources (uses)         | <u>(121,109)</u>    | <u>0</u>           | <u>0</u>       | <u>120,568</u>        | <u>(541)</u>        |
| <b>NET CHANGE IN FUND BALANCES</b>           | <u>(117,618)</u>    | <u>(30,282)</u>    | <u>0</u>       | <u>(3,818)</u>        | <u>(151,718)</u>    |
| FUND BALANCES - JULY 1, 2011                 | <u>1,196,627</u>    | <u>212,416</u>     | <u>0</u>       | <u>28,832</u>         | <u>1,437,875</u>    |
| FUND BALANCES - JUNE 30, 2012                | <u>\$ 1,079,009</u> | <u>\$ 182,134</u>  | <u>\$ 0</u>    | <u>\$ 25,014</u>      | <u>\$ 1,286,157</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT E

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT  
OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
TO THE STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2012

TOTAL NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS \$ (151,718)

Amounts reported for governmental activities in the statement of activities  
are different because:

Capital outlays are reported in governmental funds as expenditures. However,  
in the statement of activities, the cost of those assets is allocated over their  
estimated useful lives as depreciation expense. This is the amount by which  
depreciation expense of \$404,854 exceeds capital outlays of \$270,811. (134,043)

Repayment of bond and notes principal is an expenditure in the  
governmental funds, but the repayment reduces long-term liabilities  
in the statement of net assets. 382,878

In the statement of activities, termination benefits and compensated absences are  
measured by the amounts incurred during the year. In the governmental funds,  
however, expenditures for these items are measured by the amount of financial  
resources used (essentially, the amounts actually paid). This year, termination benefits  
and compensated absences used exceeded the amounts earned by \$25,510. 25,510

Interest on long-term debt in the statement of activities differs from the amount  
reported in the governmental funds because interest is recognized as an expenditure  
in the funds when it is due, and thus requires the use of current financial resources.  
In the statement of activities, however, interest expense is recognized as the  
interest accrues, regardless of when it is due. The reduction in interest reported  
in the statement of activities is because accrued interest on bonds and notes  
payable decreased by \$8,043. 8,043

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ 130,670

MONTPELIER PUBLIC SCHOOL SYSTEM  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
 IN FUND BALANCE COMPARED TO BUDGET - GENERAL FUND  
 YEAR ENDED JUNE 30, 2012

EXHIBIT F

|                                                 | Original<br>and Final<br>Budget | Actual              | Variance<br>Favorable<br>(Unfavorable) |
|-------------------------------------------------|---------------------------------|---------------------|----------------------------------------|
| <b>REVENUES</b>                                 |                                 |                     |                                        |
| Act 68 State Aid                                | \$ 12,151,610                   | \$ 12,151,610       | \$ 0                                   |
| Intergovernmental - State                       |                                 |                     |                                        |
| State Transportation Aid                        | 42,973                          | 43,480              | 507                                    |
| Special education - mainstream block grant      | 336,702                         | 336,701             | (1)                                    |
| Special education - intensive reimbursement     | 1,119,939                       | 1,284,517           | 164,578                                |
| Special education - extraordinary reimbursement | 278,375                         | 440,534             | 162,159                                |
| Special education - state placed students       | 0                               | 189,640             | 189,640                                |
| Drivers education                               | 4,250                           | 7,050               | 2,800                                  |
| Vocational                                      | 13,943                          | 14,815              | 872                                    |
| Intergovernmental - Federal                     |                                 |                     |                                        |
| IDEIA B                                         | 277,171                         | 289,419             | 12,248                                 |
| Title I                                         | 334,746                         | 321,795             | (12,951)                               |
| Tuition - regular                               | 26,600                          | 66,419              | 39,819                                 |
| Tuition - special education                     | 54,516                          | 8,639               | (45,877)                               |
| Investment earnings                             | 10,000                          | 6,303               | (3,697)                                |
| E-rate communications reimbursement             | 0                               | 22,113              | 22,113                                 |
| Rental income                                   | 11,250                          | 14,330              | 3,080                                  |
| Energy rebate                                   | 0                               | 19,159              | 19,159                                 |
| Other revenue                                   | 2,000                           | 1,314               | (686)                                  |
| Total revenues                                  | <u>14,664,075</u>               | <u>15,217,838</u>   | <u>553,763</u>                         |
| <b>EXPENDITURES</b>                             |                                 |                     |                                        |
| Current Expenditures                            |                                 |                     |                                        |
| Instruction                                     | 6,070,941                       | 5,883,297           | 187,644                                |
| Special education                               | 2,531,108                       | 3,075,109           | (544,001)                              |
| Vocational                                      | 79,689                          | 76,729              | 2,960                                  |
| Co-curricular                                   | 294,617                         | 276,256             | 18,361                                 |
| Support services - students                     | 1,062,589                       | 1,041,376           | 21,213                                 |
| Support services - staff                        | 652,733                         | 629,662             | 23,071                                 |
| School Board/ Superintendent's office           | 500,119                         | 388,328             | 111,791                                |
| Building administration                         | 1,025,430                       | 1,055,773           | (30,343)                               |
| Business office                                 | 268,207                         | 251,716             | 16,491                                 |
| Building maintenance                            | 1,470,555                       | 1,561,228           | (90,673)                               |
| Transportation                                  | 146,668                         | 189,955             | (43,287)                               |
| Debt Service                                    |                                 |                     |                                        |
| Interest - capital leases                       | 28,767                          | 28,767              | 0                                      |
| Principal - capital leases                      | 118,270                         | 118,270             | 0                                      |
| Interest - bonds                                | 178,766                         | 178,765             | 1                                      |
| Principal - bonds                               | 260,000                         | 260,000             | 0                                      |
| Capital Outlays                                 | 129,321                         | 199,116             | (69,795)                               |
| Total expenditures                              | <u>14,817,780</u>               | <u>15,214,347</u>   | <u>(396,567)</u>                       |
| EXCESS REVENUES OVER (UNDER) EXPENDITURES       | <u>(153,705)</u>                | <u>3,491</u>        | <u>157,196</u>                         |
| <b>OTHER FINANCING SOURCES (USES)</b>           |                                 |                     |                                        |
| Flood expenditures net of insurance recovery    | 0                               | (541)               | (541)                                  |
| Transfers to other funds                        | (113,795)                       | (120,568)           | (6,773)                                |
| Total other financing sources (uses)            | <u>(113,795)</u>                | <u>(121,109)</u>    | <u>(7,314)</u>                         |
| NET CHANGE IN FUND BALANCE                      | <u>\$ (267,500)</u>             | <u>(117,618)</u>    | <u>\$ 149,882</u>                      |
| FUND BALANCE - JULY 1, 2011                     |                                 | <u>1,196,627</u>    |                                        |
| FUND BALANCE - JUNE 30, 2012                    |                                 | <u>\$ 1,079,009</u> |                                        |

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT G

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2012

|                                                 | Private Purpose<br>Trust Funds | Agency<br>Funds |
|-------------------------------------------------|--------------------------------|-----------------|
| <b>ASSETS</b>                                   |                                |                 |
| Cash                                            | \$ 220,020                     | \$ 52,917       |
| Investments                                     | 65,120                         | 0               |
| Total assets                                    | 285,140                        | 52,917          |
| <b>LIABILITIES</b>                              |                                |                 |
| Due to student organizations                    | 0                              | 52,917          |
| <b>NET ASSETS</b>                               |                                |                 |
| Held in Trust for Individuals and Organizations | \$ 285,140                     | \$ 0            |

MONTPELIER PUBLIC SCHOOL SYSTEM

EXHIBIT H

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

YEAR ENDED JUNE 30, 2012

|                                | Private Purpose<br>Trust Funds |
|--------------------------------|--------------------------------|
| <b>ADDITIONS</b>               |                                |
| Contributions and bequests     | \$ 63,686                      |
| Investment earnings:           |                                |
| Interest and dividends         | 3,301                          |
| Unrealized gain on investments | 1,205                          |
| Net investment income          | 4,506                          |
| Total additions                | 68,192                         |
| <b>DEDUCTIONS</b>              |                                |
| Scholarships                   | 57,524                         |
| Total deductions               | 57,524                         |
| CHANGE IN NET ASSETS           | 10,668                         |
| NET ASSETS - JULY 1, 2011      | 274,472                        |
| NET ASSETS - JUNE 30, 2012     | \$ 285,140                     |

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

The Montpelier Public School System is a department of the City of Montpelier, Vermont authorized by Title VI of the City Charter. The School System operates under its separately elected Board of School Commissioners who appoints a Superintendent, and provides education services for kindergarten through 12<sup>th</sup> grade in the City of Montpelier. The School System also manages the Recreation Department. The Recreation Department is responsible for general recreation activities in the City.

The School System, for financial reporting purposes, includes all of the funds relevant to the operations of the Montpelier Public School System. The financial statements presented herein do not include agencies which have been formed under applicable state laws or separate and distinct units of government apart from the Montpelier Public School System.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The School System's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is primarily responsible for establishing GAAP for state and local governments through its pronouncements (including Statements and Interpretations). The more significant accounting policies established in GAAP and used by the School System are discussed below.

*Reporting Entity*

A reporting entity is composed of the primary government, component units, and other organizations that are included to insure the financial statements are not misleading. The primary government of the School System consists of all funds, departments, boards, and agencies that are not legally separate from the School System. For Montpelier Public School System, this includes general operations and student related activities of the School System.

Component units are legally separate organizations for which the School System is financially accountable. The School System is financially accountable for an organization if the School System appoints a voting majority of the organization's governing board and (1) the School System is able to significantly influence the programs or services performed or provided by the organization; or (2) the School System is legally entitled to or can otherwise access the organization's resources; the School System is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization or the School System is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the School System in that the School System approved the budget, the issuance of debt, or the levying of taxes. There are no component units of the Montpelier Public School System.

The Montpelier Public School System is considered a primary government for financial reporting purposes in accordance with the standards set forth in Governmental Accounting Standards Board Statement No. 14, "Defining the Financial Reporting Entity". This Standard is based on the concept that financial reporting by a local government should report the accountability of

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Reporting Entity (Continued)*

elected officials for organizations under their control. Although the Montpelier Public School System is referred to as a department in the charter of the City of Montpelier it meets the three criteria set forth in the standard for determining a primary government. Those criteria are:

- a) It has a separately elected governing body. The voters of the City of Montpelier elect a Board of seven school commissioners who are charged with the exclusive management and control of the public schools and of all school property of the City. Vacancies in the office of school commissioner are filled by the remaining members of the Board of school commissioners.
- b) It is legally separate as defined in the standard. The Montpelier Public School System possesses the corporate powers that would distinguish it as being legally separate including the capacity to have its own name, the right to sue and be sued in its own name without recourse to the City of Montpelier, and the right to buy, sell, lease and mortgage property in its name, subject to the approval of the voters. The Board of school commissioners have all powers of a Vermont town school district except the power to call elections or take property.
- c) It is fiscally independent of other state and local governments. All monies received by the Montpelier Public School System from tuition and other sources, and all funds received from the issuance of bonds or notes authorized by the voters of the City of Montpelier for school purposes are restricted for school purposes. The Montpelier Public School System determines its own budget (the City has a ministerial approval power over the budget but does not have the authority to modify the budget), has its own tax appropriation approved by the voters of the City of Montpelier and sets rates or charges for tuition and other services without approval of any other government. As is the case in Vermont municipalities generally, issuance of bonded debt is subject to the approval of the voters.

The City Council of the City of Montpelier has a ministerial power in that the School Board must submit its request for debt to the City Council which is required to submit it to the voters for approval. No financial burden or benefit accrues to the City of Montpelier from the Montpelier Public School System.

Additionally, under state law, the laws governing education and regulations of the State Board of Education apply to all school districts unless otherwise specifically provided for in the charter of a city. Under Vermont law, school districts are considered separate legal entities from other municipal governments which exist in the same geographic boundaries and have the same voters.

*Basis of Presentation*

The School System's basic financial statements include both government-wide (reporting the School System as a whole) and fund financial statements (reporting the School System's major funds).

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Basic Financial Statements – Government-Wide Financial Statements*

The Statement of Net Assets and the Statement of Activities display information about the School System as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. All the activities of the School System are governmental in nature and none are considered business-type activities.

The Statement of Net Assets presents all of the School System's activities on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The School System's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The School System first utilizes restricted resources to finance qualifying activities for which both restricted and unrestricted resources are available.

The Statement of Activities reports both the gross and net cost of each of the School System's governmental functions. The functions are also supported by general government revenue (assessments and other local revenue). The Statement of Activities reduces gross expenditures (including depreciation) by related program revenue, consisting of operating grants and contributions. Program revenue must be directly associated with the governmental function (regular education, special education, etc.). Operating grants include operating-specific and discretionary (either operating or capital) grants.

The net costs (by governmental function) are normally covered by general revenue (assessments, interest income, etc.).

This government-wide focus is more on the sustainability of the School System as an entity and the change in the School System's net assets resulting from the current year's activities.

*Basic Financial Statements – Fund Financial Statements*

The financial statements of the School System are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenue and expenditures/expenses. The various funds are reported by major funds within the financial statements. The School System has two categories of funds: governmental and fiduciary.

The emphasis in fund financial statements is on the major funds in either the governmental activities categories. GASBs No. 34 and No. 37 set forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures of either fund category or the governmental and enterprise funds combined) for the determination of major funds. The General Fund, Recreation Fund and Grants Fund are shown as major governmental funds of the School System. All other funds are Nonmajor and are combined in a single column in each of the respective fund financial statements.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The School System reports on the following governmental funds:

General Fund is the main operating fund of the School System. It is used to account for all financial resources except those required to be accounted for in another fund.

Recreation Fund is used to account for the activities of the recreation department.

Grants Fund is used to account for the various activities funded with Federal, State and Local grants.

Other Governmental Funds are used to account for activities related to food service, early education program, capital projects and other minor funds.

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support School System programs. The reporting focus is on net assets and changes in net assets are reported using accounting principles similar to proprietary funds.

The School System's fiduciary funds are presented in the fiduciary fund financial statements by type (private purpose and agency). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, etc.) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements. The School System's agency fund accounts for various student-managed activities.

*Basis of Accounting*

Basis of accounting refers to the point at which revenue or expenditures are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Basis of Accounting (Continued)*

The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Non-exchange transactions, in which the School System gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenue is recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The School System considers all revenues reported in governmental funds to be available if the revenues are collected within sixty days after year end, or shortly thereafter. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

Under the terms of grant agreements, the School funds certain programs by a combination of specific cost reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets available to finance the program. It is the School's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

*Cash and Cash Equivalents*

The School System has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agent. Additionally, each fund's equity in the School System's investment pool is treated as a cash equivalent because the funds can deposit or effectively withdraw cash at any time without prior notice or penalty.

*Investments*

Investments are stated at fair value (quoted market price or the best available estimate).

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Inventory*

Inventories are determined by physical count and are valued at cost. Inventory represents food and supplies in the Food Service Fund.

*Capital Assets*

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The School System does not capitalize its library books because they are considered a collection. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

|                            |               |
|----------------------------|---------------|
| Land improvements          | 15 – 50 years |
| Buildings and improvements | 15 – 50 years |
| Machinery and equipment    | 5 – 20 years  |
| Vehicles                   | 5 – 15 years  |

*Accrued Compensated Absences*

Government-Wide Financial Statements – All vested or accumulated vacation leave is reported as a liability and an expense on the government-wide financial statements.

Fund Financial Statements - Vested or accumulated vacation leave that has matured is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are not reported as a liability in the fund financial statements and no expenditure is reported for these accounts.

*Fund Equity*

GASB Statement 54 “Fund Balance Reporting and Governmental Fund Type Definitions” defines fund balance categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable fund balances - Indicates the portion of fund equity that cannot be spent due to their form (e.g. inventories and prepaids) or funds that legally or contractually must be maintained intact.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Restricted fund balances - Indicates the portion of fund equity that is mandated for a specific purpose by external parties, constitutional provisions, or enabling legislation (e.g. federal and state grants, bondholders, trust and trustee accounts).

Committed fund balances - Indicates the portion of fund equity that is set aside for a specific purpose by the School Board. Formal action must be taken prior to the end of the fiscal year (e.g. capital projects, compensated absences). The same formal action must be taken to remove or change the limitations placed on the funds.

Assigned fund balances - Indicates the portion of fund equity that is set aside with the intent to be used for a specific purpose by the School Board or body or official that has been given the authority to assign funds (e.g. encumbrances, subsequent budgets). Assigned funds cannot cause a deficit in unassigned fund balance.

Unassigned fund balances - Indicates the portion of fund equity that has not been classified in the previous four categories. All funds in this category are considered spendable resources. This category provides the resources necessary to meet unexpected expenditures and revenue shortfalls.

The School Board establishes (and modifies or rescinds) fund balance commitments by passage of a resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as special incentives). Assigned fund balance is established by the School Board through adoption or amendment of the budget as intended for specific purposes (such as the purchase of fixed assets, construction, debt service or other purposes).

When an expenditure is incurred that would qualify for payment with either restricted or unrestricted funds, it will be paid from restricted funds.

When an expenditure is incurred that qualifies for payment from either of the three unrestricted fund balance categories, it will be applied in the following order:

1. Committed
2. Assigned
3. Unassigned

*Net Assets*

Net assets represent the difference between assets and liabilities in the Statement of Net Assets. Net resources invested in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by School System legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Budgets and Budgetary Accounting*

The School follows these procedures in establishing the General Fund budgetary data reflected in the financial statements:

- The School Superintendent submits to the School Board a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and special revenues.
- Public hearings are conducted at locations throughout the City to obtain taxpayer comments. The proposed budget is required to be distributed to the legal voters of the City at least 10 days before the public hearing.
- The School Board then reviews the School budget and adopts it with or without change.
- The School Superintendent may at any time transfer an unencumbered balance or portion thereof between budget lines. Transfers over \$500 are included in quarterly financial reports to the Board. Expenditures over \$5,000 not planned for in the budget are submitted to the Board for prior approval. The Board approves a prioritized list of capital expenditures.

The Recreation Fund and the Grants Fund are not legally required to adopt budgets.

*Interfund Activities*

Interfund activities are reported as either loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund activities are treated as transfers.

*Use of Estimates*

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*On Behalf Payments*

On behalf payments are contributions made by the State of Vermont to the State Teachers' Retirement System on behalf of the School System's teaching employees. The General Fund budget does not include on behalf payments as a revenue or expense.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 2 - DEPOSITS AND INVESTMENTS**

*Deposits*

Custodial credit risk is the risk that in the event of a bank failure, the School System's deposits may not be returned to it. As of June 30, 2012, none of the School System's bank balances of \$2,448,582 was exposed to custodial credit risk. \$253,136 was insured by the FDIC and \$2,195,446 was collateralized with investments at Peoples United Bank and insurance from the Federal Home Loan Bank of Boston.

*Investments – Trust Fund*

The fair value of the investments at June 30, 2012 was \$65,120 with a cost of \$57,761 and consisted of a cash money market account of \$6,216, and mutual funds of \$58,904. The Mutual Funds are balanced funds that include approximately 65% in Domestic and Foreign Equities, approximately 30% in Domestic and Foreign Bonds and about 5% in cash. These allocations change as the markets change. The fair value is based on quoted market prices.

The School System has an investment policy related to these investments. The policy allows for the investments in mutual funds that are either equity, balanced or fixed income that have a track record of at least ten years and net assets of at least \$500 million. Investment income for fiscal year included interest and dividends of \$2,402 and unrealized gains of \$1,205.

**NOTE 3 – RECEIVABLES**

Receivables at June 30, 2012, consisted of accounts (rents and services) and intergovernmental grants and services. All receivables are considered collectible in full due to the stable condition of State programs and the current year guarantee of federal funds.

**NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES**

The School System has combined the cash resources of its governmental funds for accounting and reporting purposes. That portion of the pooled cash balance is reported in the specific fund as an interfund balance. Interfund balances at June 30, 2012 are as follows:

|                         | <u>Receivable</u> | <u>Payable</u>   |
|-------------------------|-------------------|------------------|
| General Fund            | \$ 0              | \$385,950        |
| Recreation Fund         | 186,008           | 0                |
| Grants Fund             | 317,614           | 117,755          |
| Nonmajor funds          |                   |                  |
| Early Education Program | 83                | 0                |
|                         | <u>\$ 503,705</u> | <u>\$503,705</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 5 - CAPITAL ASSETS**

The summary of capital assets as of June 30, 2012 is as follows:

|                                    | Balance<br>June 30, 2011 | Additions         | Depreciation        | Balance<br>June 30, 2012 |
|------------------------------------|--------------------------|-------------------|---------------------|--------------------------|
| <b>Capital assets depreciated:</b> |                          |                   |                     |                          |
| Land improvements                  | \$ 1,154,210             | \$ 0              | \$ 0                | \$ 1,154,210             |
| Building & improvements            | 11,839,008               | 177,515           | 0                   | 12,016,523               |
| Machinery and equipment            | 715,822                  | 93,296            | 0                   | 809,118                  |
| Vehicles                           | 61,376                   | 0                 | 0                   | 61,376                   |
| Total capital assets depreciated   | <u>13,770,416</u>        | <u>270,811</u>    | <u>0</u>            | <u>14,041,227</u>        |
| <b>Accumulated depreciation:</b>   |                          |                   |                     |                          |
| Land improvements                  | 188,380                  | 0                 | 55,430              | 243,810                  |
| Building & improvements            | 4,995,732                | 0                 | 259,419             | 5,255,151                |
| Machinery and equipment            | 381,290                  | 0                 | 81,462              | 462,752                  |
| Vehicles                           | 35,272                   | 0                 | 8,543               | 43,815                   |
| Total accumulated depreciation     | <u>5,600,674</u>         | <u>0</u>          | <u>404,854</u>      | <u>6,005,528</u>         |
| Total capital assets               | <u>\$ 8,169,742</u>      | <u>\$ 270,811</u> | <u>\$ (404,854)</u> | <u>\$ 8,035,699</u>      |

Depreciation was charged to building maintenance (\$326,728), food services (\$5,935), recreation programs (\$25,239), support services – staff (\$33,301), instruction (\$12,726) and special education (\$925).

**NOTE 6 – LONG-TERM DEBT AND LIABILITIES**

*Compensated absences*

The School System has agreed to permit support staff, custodians and administrators to accumulate earned but unused vacation days up to different limits based on longevity. Employees are not eligible to be paid for unused sick days upon termination. The liability as of June 30, 2012 was \$97,663 compared to \$102,879 as of June 30, 2011. None of the year end balance will be paid from current financial resources.

*Termination benefits*

In prior years, teachers who elected to take early retirement were eligible for a termination benefit that was paid over various terms. During fiscal year 2012, payments of \$20,294 were made related to termination benefits. The balance as of June 30, 2012 was \$28,189. \$14,095 is due in fiscal year 2013; \$14,094 is due in the fiscal year 2014.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 6 – LONG-TERM DEBT AND LIABILITIES (Continued)**

*Bonds and Capital Leases payable*

The following is a summary of bonds and capital leases payable at June 30, 2012 for the School System:

|                                                                                                                                                                                                                                                                   | <u>Total</u>        | <u>Due in<br/>One Year</u> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------------|
| Bond payable with Vermont Municipal Bond Bank, interest between 5.05% and 5.4% paid semi-annually on 6/1 and 12/1, principal of \$140,000 due on December 1st of each year until 2017, for Montpelier High School and Main Street Middle School renovations.      | \$ 840,000          | \$ 140,000                 |
| Bond payable with Vermont Municipal Bond Bank, interest between 1.9% and 4.65% paid semi-annually on 5/15 and 11/15, principal of \$75,000 due on November 15th of each year until 2028, for various renovations at all three schools.                            | 1,270,000           | 75,000                     |
| Bond payable with Vermont Municipal Bond Bank, interest of 6.5% paid semi-annually on 5/15 and 11/15, principal starting at \$10,000 on November 15, 2017 and increasing each year until 2032, used to fund the retirement plan lump sum payment.                 | 1,470,000           | 0                          |
| Capital lease with Sun Trust, interest at 4.29%, annual principal and interest payments that range from \$94,250 to \$111,600 through July 1, 2015 with a final payment of \$43,647 due on July 1, 2016, used to finance energy efficiency building improvements. | 420,730             | 84,567                     |
| Capital lease with Sun Trust, interest at 4.49%, annual principal and interest payments that range from \$17,000 to \$44,417 through July 1, 2016, used to finance energy efficiency building improvements and computer equipment.                                | <u>96,204</u>       | <u>12,666</u>              |
| Total bonds and leases payable                                                                                                                                                                                                                                    | <u>\$ 4,096,934</u> | <u>\$ 312,233</u>          |

The interest paid on bonds totaled \$178,765 and the interest paid on leases totaled \$28,767 during fiscal year 2012.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 6 – LONG-TERM DEBT AND LIABILITIES (Continued)**

Bonds and leases payable will mature approximately as follows:

|           | Bond<br>Principal   | Bond<br>Interest    | Bond<br>Total       | Lease<br>Principal | Lease<br>Interest | Lease<br>Total    |
|-----------|---------------------|---------------------|---------------------|--------------------|-------------------|-------------------|
| 2013      | \$ 215,000          | \$ 185,720          | \$ 400,720          | \$ 97,233          | \$ 22,417         | \$ 119,650        |
| 2014      | 215,000             | 175,880             | 390,880             | 104,309            | 18,211            | 122,520           |
| 2015      | 215,000             | 167,663             | 382,663             | 114,799            | 13,701            | 128,500           |
| 2016      | 215,000             | 157,484             | 372,484             | 132,869            | 8,731             | 141,600           |
| 2017      | 215,000             | 147,180             | 362,180             | 67,724             | 2,965             | 70,689            |
| 2018-2022 | 624,000             | 604,133             | 1,228,133           | 0                  | 0                 | 0                 |
| 2023-2027 | 740,000             | 437,340             | 1,177,340           | 0                  | 0                 | 0                 |
| 2028-2032 | 920,000             | 211,547             | 1,131,547           | 0                  | 0                 | 0                 |
| 2033-2037 | 221,000             | 7,184               | 228,184             | 0                  | 0                 | 0                 |
|           | <u>\$ 3,580,000</u> | <u>\$ 2,094,131</u> | <u>\$ 5,674,131</u> | <u>\$ 516,934</u>  | <u>\$ 66,025</u>  | <u>\$ 582,959</u> |

Changes of long-term liabilities for the year ended June 30, 2012 were:

|                      | Balance<br>June 30, 2011 | Increases        | Reductions          | Balance<br>June 30, 2012 | Due in<br>One Year |
|----------------------|--------------------------|------------------|---------------------|--------------------------|--------------------|
| Bonds payable        | \$ 3,840,000             | \$ 0             | \$ (260,000)        | \$ 3,580,000             | \$ 215,000         |
| Capital leases       | 639,812                  | 0                | (122,878)           | 516,934                  | 97,233             |
| Compensated absences | 102,879                  | 14,298           | (19,514)            | 97,663                   | 0                  |
| Termination benefits | 48,483                   | 0                | (20,294)            | 28,189                   | 14,095             |
| Total                | <u>\$ 4,631,174</u>      | <u>\$ 14,298</u> | <u>\$ (422,686)</u> | <u>\$ 4,222,786</u>      | <u>\$ 326,328</u>  |

**NOTE 7 - RECONCILIATION OF EXHIBIT D TO EXHIBIT F**

Amounts recorded in the Statement of Revenues, Expenditures and Changes in Fund Balance Compared to Budget – General Fund (Exhibit F) are reported on the basis budgeted by the School System. Amounts recorded in the Statement of Revenues, Expenditures and Changes in Fund Balances (Exhibit D) for the General Fund were adjusted for on behalf payments (see Note 8) as follows:

|                    | Revenues             | Expenditures         |
|--------------------|----------------------|----------------------|
| Exhibit D          | \$ 15,759,138        | \$ 15,755,647        |
| On behalf payments | <u>(541,300)</u>     | <u>(541,300)</u>     |
| Exhibit F          | <u>\$ 15,217,838</u> | <u>\$ 15,214,347</u> |

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 8 - PENSION AND RETIREMENT PLANS**

*Vermont State Teachers' Retirement System*

The teachers employed by the School System are covered by the Vermont State Teachers' Retirement System which is a single employer retirement system. Vermont State statutes provide the authority under which benefit provisions and the State's obligation to contribute are established. Required contributions to the System are made by the State of Vermont based upon a valuation report prepared by the System's actuary.

The contribution amount made by the State on behalf of the participants in the State Teachers' Retirement System is \$541,300.

All teachers become members of the retirement system upon employment. Teachers who became members before July 1, 1990 are Group A members. All other teachers are Group C members. Members who have Group A coverage are required to contribute at a rate of 5.5% of earnable compensation and members in Group C are required to contribute at a rate of 5.0% of earnable compensation. Vesting in both groups occurs upon reaching five years of creditable service. Of the School System's total payroll of \$9,400,894, \$6,405,361 was covered under the Vermont State Teachers' Retirement System.

The State of Vermont issues an audited Financial Report that includes financial statements and required disclosures. This report may be obtained by writing the State Auditor of Accounts, 132 State Street, Montpelier, VT 05602.

*Vermont Municipal Employees Retirement System (VMERS)*

The Vermont Municipal Employees Retirement System (VMERS) is a cost sharing multiple employer plan administered by a Board of Trustees. The VMERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members who are municipal employees other than teachers and licensed professional education support staff, and their beneficiaries.

Until December 31, 2004, the Montpelier Public School System contributed to the City of Montpelier Retirement Plan (CMRP), a cost-sharing multiple-employer defined benefit pension plan administered by the City of Montpelier. CMRP provided retirement, disability benefits, and death benefits to plan members and beneficiaries. The Charter of the City of Montpelier assigns the authority to establish and amend benefit provisions to the City Council. Effective January 1, 2005, the City joined the Vermont Municipal Employees Retirement System.

Vermont Statutes Annotated established VMERS and its benefit level. The Board of Trustees establishes contribution rates based on advice of actuaries. Vermont municipalities, including school districts, may voluntarily participate in the plan. There are four levels of contributions and benefits in VMERS called Group A, B, C and D. The School System participates in Group B and Group C. For Group B, employee contributions are 4.5% of gross pay and employer contributions are 5% of gross pay. For Group C, employee contributions are 9.25% of gross pay and employer contributions are 6.5% of gross pay. VMERS issues a publicly available financial report which may be obtained from the Vermont State Treasurer's Office, Montpelier, Vermont 05602.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2012

**NOTE 8 - PENSION AND RETIREMENT PLANS (Continued)**

The School System's contributions to VMERS for the years ended June 30, 2012, 2011, and 2010 were \$70,379, \$71,922, and \$78,683 respectively, equal to the required contributions for each year. Total covered payroll for fiscal year 2012 was \$1,323,543 out of a total payroll of \$9,400,894.

**NOTE 9 - DEFERRED REVENUE**

The deferred revenue at June 30, 2012 consisted of:

|                               |                   |
|-------------------------------|-------------------|
| General Fund                  |                   |
| IDEA B Basic                  | \$ 3,384          |
| Title 1-A                     | 1,063             |
| Total General Fund            | <u>4,447</u>      |
| Grant Funds                   |                   |
| Act 230/ BEST grant           | 926               |
| Act 176                       | 7,581             |
| Act 117                       | 38,441            |
| Rowland grant                 | 37,910            |
| Title IIA                     | 8,520             |
| Title III                     | 933               |
| Title IV                      | 950               |
| MHS Schools of Success        | 2,046             |
| VSBIT Wellness                | 22,441            |
| VSBIT grant                   | 5,000             |
| Fit and healthy grant         | 3,000             |
| Tobacco grant                 | 2,770             |
| Gardens grant                 | 671               |
| America's promise grant       | 447               |
| Standards board               | 36                |
| Medicaid EPSDT                | 22,539            |
| Medicaid IEP                  | 176,235           |
| Total Grants Fund             | <u>330,446</u>    |
| Nonmajor Funds                |                   |
| Food Service student accounts | <u>9,758</u>      |
| Total deferred revenue        | <u>\$ 344,651</u> |

**NOTE 10 - INTERFUND TRANSFERS**

During the year one transfer occurred between funds. The operating transfer was made in accordance with budgetary authorizations. Interfund transfers for the year ended June 30, 2012 consisted of \$120,568 from the General Fund to the Early Education Program.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 11 – INSURANCE RECOVERY**

During fiscal year 2012, the School System incurred \$67,272 in expenditures to repair flood damage at the Middle School. \$66,731 of insurance proceeds were used to cover most of the costs.

**NOTE 12 – CONTINGENCIES AND COMMITMENTS**

The School System participates in a number of federally and state assisted grant programs, principal of which are the ESEA Title I Compensatory Education, Child Nutrition, Education of the Handicapped, Early Education and Special Education programs. The programs are subject to program compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 2012, have not yet been completed. Accordingly, the School System's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the School System expects such amounts, if any to be immaterial.

The School System entered into a contract in March 2007 to make energy efficient improvements to its school buildings. The contract includes a ten year service agreement with a total cost of \$754,109, payable in semiannual amounts starting with \$34,664 and increasing 3 % annually. The related expenditure in fiscal year 2012 was \$79,200.

**NOTE 13 - RISK MANAGEMENT**

The School System covers its significant risks of loss, which are identified with the assistance of insurance agents, by commercial insurance. There have been no significant reductions in insurance coverage or settlement amounts exceeding insurance coverage for the current or three (3) prior years.

In addition, Montpelier Public School System is a member of Vermont School Boards Association Insurance Trust, Inc. (VSBIT) Medical Benefits Program. VSBIT is a non-profit corporation formed in 1978 to provide insurance and risk management programs for Vermont school districts and is owned by the participating districts.

To provide health insurance coverage, VSBIT has established a self-funded fully insured program in conjunction with Blue Cross and Blue Shield. A portion of member contributions is used to purchase reinsurance and to fund a reserve required by the reinsurance. Contributions in excess of claims requirements, reserve fund requirements, reinsurance and administrative costs are returned to participants. The pooling agreement does not permit the pool to make additional assessments to its members.

MONTPELIER PUBLIC SCHOOL SYSTEM  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2012

**NOTE 14 – CONCENTRATION OF REVENUE**

The School System receives approximately 77% of its General Fund revenue from Act 68 State Aid. The amount of Act 68 State Aid received by the School System is equal to the budgeted expenditures approved by the voters less expected other revenues for the year. Act 68 State Aid is funded with statewide property taxes. The State determines a different education property tax rate for homestead and non-homestead properties based on statewide information. The tax rate on homesteads in Montpelier is adjusted based on the amount of Act 68 State Aid in relation to the number of students in Montpelier. The tax rate for non-homestead property in Montpelier is not impacted by the amount of Montpelier's Act 68 State Aid. The State uses a common level of appraisal to equalize property values between communities.

In addition to Act 68 State Aid, the School System receives grants from the State of Vermont for special education, transportation and other programs.

**NOTE 15 – BUDGETED DEFICIT**

The School System elected to budget expenditures in excess of revenues by \$267,500 in the General Fund in order to reduce the prior year fund balance. This is reflected as a budgeted deficiency in revenues over expenditures on Exhibit F.

**NOTE 16 – EXPENDITURES AND TRANSFERS IN EXCESS OF BUDGET**

During fiscal year 2012, expenditures and transfers were greater than budget by \$403,881. The additional amounts were covered by additional revenues.

**NOTE 17 - SUBSEQUENT EVENTS**

Management has evaluated subsequent events through December 18, 2012, the date which the financial statements were available for issue.

In May 2011, and then again in August 2011, heavy rains caused flooding of property operated by the School System, especially one of the fields operated by the Recreation Department. The School System is still assessing the extent of the damage, and filing claims with FEMA. The extent of the monetary damage to the School System is expected to be approximately \$10,000. The work was completed during the fall of 2012.

On July 10, 2012, the School System entered into a lease for eight copiers under a three-year agreement that requires monthly payments of \$1,584. The future minimum payments under this lease are \$19,008 per year for fiscal year 2013, 2014 and 2015.

On May 30, 2012, the School System entered into leases for three postage machines under a five year agreement. The first payment is due in fiscal year 2013 and is due in 20 quarterly payments of \$2,025. The future minimum payments under this lease are \$8,100 per year for fiscal years 2013, 2014, 2015, 2016 and 2017.

MONTPELIER PUBLIC SCHOOL SYSTEM  
 COMBINING BALANCE SHEET  
 ALL NONMAJOR FUNDS  
 JUNE 30, 2012

SCHEDULE 1

|                                                | Special Revenue Funds         |                         |                             | Total<br>Nonmajor<br>Funds |
|------------------------------------------------|-------------------------------|-------------------------|-----------------------------|----------------------------|
|                                                | Early<br>Education<br>Program | Food<br>Service<br>Fund | Capital<br>Projects<br>Fund |                            |
| <b>ASSETS</b>                                  |                               |                         |                             |                            |
| Cash                                           | \$ 0                          | \$ 23,336               | \$ 0                        | \$ 23,336                  |
| Accounts receivable - other                    | 0                             | 490                     | 0                           | 490                        |
| Inventory                                      | 0                             | 11,016                  | 0                           | 11,016                     |
| Due from other funds                           | 83                            | 0                       | 0                           | 83                         |
| <b>Total assets</b>                            | <b>\$ 83</b>                  | <b>\$ 34,842</b>        | <b>\$ 0</b>                 | <b>\$ 34,925</b>           |
| <b>LIABILITIES AND<br/>FUND BALANCES</b>       |                               |                         |                             |                            |
| <b>Liabilities</b>                             |                               |                         |                             |                            |
| Accounts payable                               | \$ 83                         | \$ 70                   | \$ 0                        | \$ 153                     |
| Deferred revenue                               | 0                             | 9,758                   | 0                           | 9,758                      |
| <b>Total liabilities</b>                       | <b>83</b>                     | <b>9,828</b>            | <b>0</b>                    | <b>9,911</b>               |
| <b>Fund Balances</b>                           |                               |                         |                             |                            |
| Nonspendable - inventory                       | 0                             | 11,016                  | 0                           | 11,016                     |
| Assigned - food service                        | 0                             | 13,998                  | 0                           | 13,998                     |
| <b>Total fund balances</b>                     | <b>0</b>                      | <b>25,014</b>           | <b>0</b>                    | <b>25,014</b>              |
| <b>Total liabilities and<br/>fund balances</b> | <b>\$ 83</b>                  | <b>\$ 34,842</b>        | <b>\$ 0</b>                 | <b>\$ 34,925</b>           |

MONTPELIER PUBLIC SCHOOL SYSTEM

SCHEDULE 2

COMBINING SCHEDULE OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
ALL NONMAJOR FUNDS

YEAR ENDED JUNE 30, 2012

|                                      | Special Revenue Funds         |                         |                             | Total<br>Nonmajor<br>Funds |
|--------------------------------------|-------------------------------|-------------------------|-----------------------------|----------------------------|
|                                      | Early<br>Education<br>Program | Food<br>Service<br>Fund | Capital<br>Projects<br>Fund |                            |
| REVENUES                             |                               |                         |                             |                            |
| Intergovernmental - Federal          | \$ 6,087                      | \$ 150,292              | \$ 0                        | \$ 156,379                 |
| Intergovernmental - State            | 65,426                        | 6,016                   | 0                           | 71,442                     |
| Fees for service                     | 0                             | 313,879                 | 0                           | 313,879                    |
| Interest on investments              | 0                             | 140                     | 0                           | 140                        |
| Miscellaneous                        | 0                             | 5,092                   | 0                           | 5,092                      |
| Total revenues                       | <u>71,513</u>                 | <u>475,419</u>          | <u>0</u>                    | <u>546,932</u>             |
| EXPENDITURES                         |                               |                         |                             |                            |
| Current                              |                               |                         |                             |                            |
| Instruction                          | 109,807                       | 0                       | 0                           | 109,807                    |
| Support services - students          | 64,700                        | 0                       | 0                           | 64,700                     |
| Building maintenance                 | 0                             | 0                       | 3,454                       | 3,454                      |
| Transportation                       | 17,574                        | 0                       | 0                           | 17,574                     |
| Food service                         | 0                             | 463,725                 | 0                           | 463,725                    |
| Debt Service                         |                               |                         |                             |                            |
| Interest - capital leases            | 0                             | 283                     | 0                           | 283                        |
| Interest - bonds                     | 0                             | 7,167                   | 0                           | 7,167                      |
| Principal - capital leases           | 0                             | 4,608                   | 0                           | 4,608                      |
| Total expenditures                   | <u>192,081</u>                | <u>475,783</u>          | <u>3,454</u>                | <u>671,318</u>             |
| EXCESS EXPENDITURES OVER REVENUES    | <u>(120,568)</u>              | <u>(364)</u>            | <u>(3,454)</u>              | <u>(124,386)</u>           |
| OTHER FINANCING SOURCES (USES)       |                               |                         |                             |                            |
| Operating transfers in (out)         | 120,568                       | 0                       | 0                           | 120,568                    |
| Total other financing sources (uses) | <u>120,568</u>                | <u>0</u>                | <u>0</u>                    | <u>120,568</u>             |
| NET CHANGE IN FUND BALANCE           | 0                             | (364)                   | (3,454)                     | (3,818)                    |
| FUND BALANCE - JULY 1, 2011          | <u>0</u>                      | <u>25,378</u>           | <u>3,454</u>                | <u>28,832</u>              |
| FUND BALANCE - JUNE 30, 2012         | <u>\$ 0</u>                   | <u>\$ 25,014</u>        | <u>\$ 0</u>                 | <u>\$ 25,014</u>           |

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| <p><b>ABACUS</b><br/>BOOKKEEPING &amp;<br/>TAX SERVICE<br/><i>Denice K. Brown, E.A.</i><br/>Accountant, Owner, Tax Specialist<br/>28 Barre St., Montpelier<br/>FAX 802-225-8991 abacusvt.com</p>    | <p><i>Civil &amp; Structural Engineers</i><br/><b>DeWOLFE</b><br/>ENGINEERING ASSOCIATES, INC.<br/>81 River St., Montpelier<br/>802-223-4727<br/>www.dirtsteel.com</p> | <p><b>GUARE &amp; SONS</b><br/>FUNERAL HOME<br/>Paul S. Guare<br/>30 School St., Montpelier<br/>802-223-2751</p>                                                                |
| <p><b>JAN'S BEAUTY</b><br/>BOUTIQUE<br/>Hairstyling, Colors, Perms<br/>Waxing, Manicures &amp; Pedicures<br/>78 Barre St. • Montpelier<br/>229-0366 • 229-0367</p>                                  | <p><b>EDWARD JONES</b><br/><i>Mark Perry</i><br/>Financial Advisor<br/>3 Pitkin Court, Montpelier<br/>802-223-3425<br/>Member SIPC</p>                                 | <p><b>LAMBERTON</b><br/>ELECTRIC<br/>91 Granite Shed Lane<br/>Montpelier<br/>802-223-0016</p>                                                                                   |
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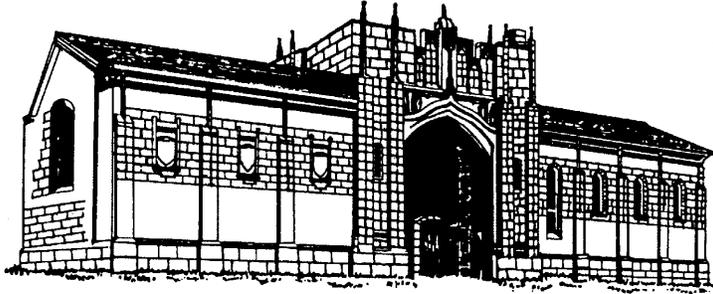
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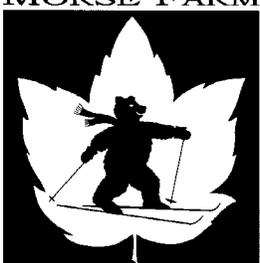
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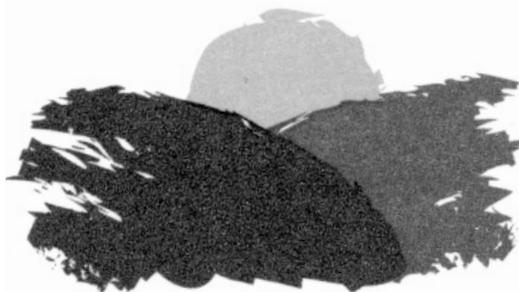
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# City of Montpelier Directory

**Mayor:** John Hollar.....(Home) 223-4651

**City Council:**

T. Andrew Hooper.....(Home) 229-1237  
Council Member, District 1  
Tom Golonka.....(Home) 223-3657  
Council Member, District 1  
Thierry Guerlain.....(Home) 229-5686  
Council Member, District 2  
Anne Watson.....(Home) 595-1734  
Council Member, District 2  
Angela Timpone.....(Home) 225-5901  
Council Member, District 3  
Alan Weiss.....(Home) 229-0068  
Council Member, District 3

**City Hall:**

39 Main Street  
8:00 AM - 4:30 PM, Monday - Friday  
City Manager, *William Fraser*.....223-9502  
wfraser@montpelier-vt.org  
Assistant City Manager, *Beverlee Hill*.....223-9512  
bhill@montpelier-vt.org  
City Clerk, *John Odum*.....223-9500  
jodum@montpelier-vt.org  
City Assessor, *Stephen Twombly*.....223-9504  
stwombly@montpelier-vt.org  
Zoning Administrator.....223-9506  
Asst. Building Inspector, *Chris Lumbra*.....262-6170  
Public Works Department.....223-9508  
*Todd Law*, Director  
tlaw@montpelier-vt.org  
Planning & Development.....223-9506  
*Gwendolyn Hallsmith*, Director  
ghallsmith@montpelier-vt.org  
Health Officer, *Robert Gowans*.....229-4913  
Finance Director, *Sandra Gallup*.....223-9514  
sgallup@montpelier-vt.org  
Emergency Management System.....229-4913  
*Robert Gowans*, Coordinator  
Green Mount Cemetery.....223-5352  
*Patrick Healy*, Director  
cemetery@montpelier-vt.org  
Hubbard Park.....223-7335  
*Geoffrey Beyer*, Director  
gbeyer@montpelier-vt.org  
Montpelier Senior Activity Center  
*Janna Clar*, Director.....223-2518  
jclar@montpelier-vt.org

**Police/Fire/Ambulance Emergency..... 911**

Montpelier Police Dept. (Non-Emergency).....223-3445  
*Anthony Facos*, Police Chief  
afacos@montpelier-vt.org  
Montpelier Fire Department and  
Ambulance Service (Non-Emergency).....229-4913  
*Robert Gowans*, Fire Chief  
rgowans@montpelier-vt.org

**Other Departments:**

**Montpelier School Department**

5 High School Drive  
*Brian Ricca*, Superintendent.....223-9796  
brian@mpsvt.org

**Montpelier Recreation Dept**

55 Barre Street.....223-5141  
*Arne McMullen*, Director  
arne@mpsvt.org

**Montpelier Housing Authority**

155 Main Street  
*Joann Troiano*, Executive Director

**Appointed Officials**

**Development Review Board**

Phil Zalinger, *Chair*  
Kevin O'Connell, *Vice Chair*  
Joshua O'Hara  
John Lindley, III  
Daniel Richardson  
Roger Cranse  
Harvey Golubock  
James Lamonda  
Ali Sarafzadeh, *Alternate*

**Planning Commission**

Jesse Moormann, *Chair*  
Jon Anderson, *Vice Chair*  
Alan Goldman  
John Bloch  
Kim Cheney  
Eileen Simpson  
Tina Ruth

**Housing Authority**

John McCullough, *Chair*  
Edward Larson  
Paul Audy  
Cristine Zern  
Stephen Coble

**Tree Warden:** Geoff Beyer

**Elected Officials**

**School Commissioners**

Sue Aldrich, *Chair*  
Steven Robinson, *Vice Chair*  
Charles Phillips  
Jennifer Cahill Bean  
Lowell Vanderlip  
Ken Jones  
Carol Paquette

**Cemetery Commissioners**

Meri Nielsen, *Chair*  
Dan Richardson  
Darragh Ellerson  
Jake Brown  
Charles Wiley

**Park Commissioners**

Lyn Munno, *Chair*  
Aaron Brondyke  
Kip Roberts  
Cara Robecheck  
Emily Boedecker

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Robert Gross  
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Margaret Lucenti  
Nick Marro  
John J. McCullough, III  
Marjorie Power  
William R. Steinhurst  
Claude Stone  
Lynne Cleveland Vitzthum  
Ron Wild  
Philip H. Zalinger Jr.

**Regular City Meetings**

**City Council**

Meetings held second and fourth  
Wednesdays at 6:30 p.m.  
Council Chambers, City Hall

**Planning Commission**

Meetings held first and third  
Mondays at 7:30 p.m.  
Council Chambers, City Hall

All City Council, Development  
Review Board & Planning  
Commission meetings are  
televised on Channel 17.

Public Notices published every  
Monday and Thursday in the  
Times Argus and are also located  
on the City's website:  
www.montpelier-vt.org

**School Board**

Meetings held first and third  
Wednesdays at 7:00 p.m.  
Montpelier High School Library

School Board meetings are televised  
on Channel 16.

**Additional boards and committees  
are listed on page 86**

## Montpelier City Council – 2012



(Left to right): Council Member Alan Weiss, Council Member Anne Watson, Council Member Thierry Guerlain, Council Member Andy Hooper, Council Member Tom Golonka, Mayor John Hollar, City Manager William Fraser, Council Member Angela Timpone.

## Montpelier School Board – 2012



Sitting (left to right): School Board Vice Chair Steve Robinson, School Board Chair Sue Aldrich, Superintendent Brian Ricca, School Board Member Ken Jones.

Standing (left to right): School Board Member Lowell vanDerlip, School Board Member Charles Phillips, School Board Member Carol Paquette, School Board Member Jennifer Cahill Bean.