

# ANNUAL REPORT

FISCAL YEAR

JULY 1, 2016 TO JUNE 30, 2017

TOWN OF PROCTOR, VERMONT



TOWN OF PROCTOR VOLUNTEER FIRE DEPARTMENT  
LADDER TRUCK No. 1

JOSEPH BERNOR CHIEF OF JUNIOR FIREFIGHTERS  
JUNIOR FIREFIGHTER DEVEN BLOW  
JUNIOR FIREFIGHTER NICK BLONGY  
JUNIOR FIREFIGHTER CHRIS ELRICK (not in photo)

Photo by Proctor Firefighter Joe Bernor

**The 2017 Town Report is dedicated to Richard “Doc” Kelleway in recognition of his 41 years of service to the Town of Proctor as a Volunteer Fireman.**



In late 2017 Richard “Doc” Kelleway retired from the Proctor Fire Department.

Doc has served Proctor since 1975. During his time on the Fire Department he was a Lt. from 1989 to 1992. He served on many committees including the Truck and Parade. Doc was a long time Driver and pump operator.

Doc also served a vital role for the last ten years on the Fire Department he was our Safety Officer. Firefighters are exposed to the most hazardous of situations and greatest risk activities during emergency scene operations. Regardless of the operation, to ensure that firefighters do not become victims, the safety officer must engage in the operations to recognize the hazards, address them in a proactive manner.

We wish Doc a great retirement and thank him for all the time he volunteered to protect the town of Proctor and its surrounding communities.

Photo and Story by Proctor Firefighter Joe Bernor

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## Elected Officials

Position	Length of Term	Term Begins	Term Expires	Elect
Selectboard	3	2015	2018	Thomas Hogan *
	3	2017	2020	Robert Protivansky *
	2	2016	2018	Bill Champine, Chair
	3	2016	2019	Bruce Baccei, Vice Chair
	2	2017	2019	Joseph Manning
Town Clerk	3	2017	2020	Celia Lisananti
Treasurer	3	2017	2020	Celia Lisananti
Collector of Delinquent Taxes	3	2015	2018	Mary Dahlin
School District Clerk	1	2017	2018	Celia Lisananti
Moderator-Town/School	1	2017	2018	Andrew Maass
Town Agent	1	2015	2016	Vacant
Cemetery Commissioners	5	2018	2023	Robert Coons, Chair
	5	2018	2023	Henry Socinski
	5	2018	2023	Donald Russell
	5	2018	2023	Theresa Anderson
	5	2018	2023	Pauline Hogan
School Directors	2	2016	2018	Lisa Miser, Chair
	2	2017	2019	Andy Shaw. Vice Chair
	3	1017	2020	Arthur Saceric, Clerk
	3	2016	2019	Eric Hanson
	3	2015	2018	Joseph McKearin
Justices of the Peace	2	2016	2018	Raymond Beyette
	2	2016	2018	Barbara Corliss
	2	2016	2018	Mary Jane Gatti
	2	2016	2018	Rhoda Grace
	2	2016	2018	Betsy Franzoni
	2	2016	2018	Catherine May
	2	2016	2018	Tracey Lertola Snow

\* Appointed to vacated term

## Appointed Officials

Position	Length of Term	Year Appointed	Year Expires	Appointee
Selectboard Chair	1	2017	2018	William Champine, Chair
Selectboard Vice Chair	1	2017	2018	Bruce Baccei, Vice Chair
Water/Sewage Boards	1	2017	2018	William Champine, Chair
	1	2017	2018	Bruce Baccei, Vice Chair
	1	2017	2018	Joseph Manning
	1	2017	2018	Thomas Hogan
	1	2017	2018	Robert Protivansky
	Zoning Administrator	3	2016	2019
Planning/Zoning Board	3	2015	2018	Richard Homer, Chair
	3	2015	2018	Tom Hogan
	4	2015	2019	Raymond Beyette
	2	2017	2019	Robert Coons
	4	2017	2021	Mary Gilligan
	4	2017	2021	Robert Protivansky
	Recreation Committee	2	2017	2019
2		2016	2018	John Anderson
1		2017	2018	John Corliss
1		2017	2018	Megan Cannucci
2		2017	2019	Denise Anderson
2		2017	2019	Brian Cannucci
Youth League Committee	2	2017	2019	Chris Lee
	2	2017	2019	Lisa Miser
	2	2017	2019	Ron Wood
Assessor	1	2017	2018	Lisa Wright
Constable	1	2016	2017	Donald Russell
Emergency Mgt. Chair	1	2017	2018	Kevin Blongy
Fence Viewer	1	2017	2018	Robert Coons
Fire Warden	5	2015	2020	Albert Wenta
Health Officer	3	2017	2020	Robert Coons
Inspector of Lumber	1	2017	2017	Raymond Beyette
Town Rep. to Library Bd.	3	2017	2020	Mary Fregosi
Marble Valley Transit Rep.	Perm.	2006		Raymond Beyette
RCSWD Rep.	1	2017	2018	John Jozwiak
RCSWD Alternate	1	2017	2018	John Corliss
Regional Ambulance Rep.	3	2016	2019	Joseph Bernor
RRPC Rep.	1	2017	2018	Joseph Manning
RRPC Alt.	1	2017	2018	Richard Horner
Reg. Trans. Council Rep.	1	2017	2018	Bruce Baccei
Reg. Trans. Council Alt.	1	2017	2018	John Corliss
911 Coordinator	1	2017	2020	Joseph Bernor

## REPORT OF THE PROCTOR SELECTBOARD

To Proctor Residents

Your Selectboard is dedicated to making Proctor a great place to live, work and play. It is not a goal that can be accomplished by the Board alone, but takes the involvement and investment of the many people serving on the various commissions, committees and boards or just pitching in when they see something that needs to be done. This year's Annual Report recognizes all the services provided by members of our Volunteer Fire Department. The new ladder truck and Junior Firefighters are featured on the Annual Report cover and the report is dedicated to Richard "Doc" Kelleway for his 42 years of service to the town as a volunteer fireman.

In 2017, the Board held a total of fifty-one (51) regular, special and emergency meetings. Meeting agendas addressed the formal activities needed to keep the town running and many programs, projects and other activities to improve residents' quality of life, maintain town infrastructure and assets and protect the environment. The following are some significant completed or ongoing items that came before the Board during the past year.

In response to many complaints, the Firearms Discharge Ordinance was amended to extend the prohibited discharge area 300 feet each side of Florence Road north of Beaver Pond Road through lands owned by the Town and Omya. Signs have been placed along Florence Road. Reacting to questions and comments regarding the safety and appearance of abandoned properties, a Public Nuisance Ordinance was adopted and went into effect on January 13, 2018. To address the five year review requirements and gain control over delinquent water and sewer accounts, Water System and Sewer System Regulations update is underway.

2017 saw a major turnover in the Highway Department personnel and the current crew is learning the ropes and is doing an exceptional job in identifying and addressing street and sidewalk needs. Due to a number of reasons the 2016 Highway Department paving program was put off to 2017. Ormsbee Avenue resurfacing was deferred until sewer and storm water improvement are completed and work on Cain and Loop Streets was added to the project. Because of many factors the paving program will not be completed until the spring of 2018. Many sidewalks need attention and the Town applied for a VTrans Bike/Ped grant to help fund reconstruction of the sidewalk on South Street between Grove and Main Streets. The Town did not receive the grant and the budgeted sidewalk funds will be used to reconstruct the Park Street sidewalk near the tennis courts. The Town received a \$4,500 Municipal Grant in Aid Pilot Program award and has applied for three Better Roads Grants totaling \$40,116 to assist in addressing the new Municipal Highway General Permit requirements.

The 50 plus year old Town Garage is showing its age and last year the voters established an Highway Building Fund. This action provided the funds to replace the roof this past year. Contract plans and specification are being prepared for a new salt shed and the project will be bid in 2018

VTrans has completed a North Street Railroad Bridge Replacement scoping study and have tentatively scheduled construction in 2021.

The Water System Improvement Program is nearing completion. The Taylor Hill Booster Pump Station was completed and put on line in 2017. This project improved water pressure for homes on Taylor Hill, Bluff Street and Gibb Street and provided increased fire flow from the hydrants located on these streets. Currently, the Town is working with VT DEC to develop a project scope for the

abandonment of the old pipeline and filter plant in Chittenden. This work should take place next summer. Because of overruns on previous contracts, there is not enough funding left from the 2010 bond vote to replace water mains on Park Street and Chatterton Park. To meet this project funding shortfall, an article to authorize use of Chittenden Watershed Timber Harvest revenues to supplement remaining bond authorization is included on the 2018 town Meeting Waring to fund this work.

Active sewer improvement projects include the Willow Street sewer line infiltration/inflow study and the Ormsbee Avenue sewer and storm drain replacement project. The Willow Street study will determine whether it is more cost effective to repair and/or reconstruct sewer lines or to upgrade the pump station to handle the higher flows. The estimated total project cost for the Ormsbee Avenue work is \$790,000 and bond authorization for this amount will be voted at the March 6, 2018 Town Meeting. An anticipated \$300,000 VT DEC bond forgiveness subsidy will reduce the amount to be repaid to \$470,000. An upcoming project will entail a complete evaluation of the sewage collection system. This study will identify and prioritize collection system improvements.

The Town Office Committee working with the Ed Clark of NBF Architects has developed a plan and cost estimate to renovate the current Town Office building to address working condition and space needs and meet American with Disabilities Act (ADA) standards. The Committee has submitted the plan to the Selectboard for consideration. The Selectboard is currently reviewing the project cost estimate and funding options.

VT Shoreland Protection and Lake Alteration and US Corps of Engineers permits have been obtained for dredging and improving the swimming area at the north end and installing a dry hydrant at the south end of Beaver Pond. The town has applied for a \$10,000 VT DEC Watershed Grant to help fund the dredging portion of the project. It is anticipated volunteers will complete the remaining work.

The closing of the last store in town prompted the Planning Commission to take on the role of Economic Development Committee. The Committee is working with the Selectboard to identify incentive programs to assist existing business expansion and attract new business. Tax stabilization, which will be discussed and voted on at Town Meeting, is one program the Town is looking into. The Proctor Prosperity Plan needs to be updated to focus on current development opportunities.

The Selectboard appreciates and thanks the town employees for their hard work and dedication and to all the committee members and volunteers who donate numerous hours to Town recreation, beatification, civic and municipal programs. "Proctor Pride" would not exist without citizen involvement.

As a reminder, the Selectboard will be making appointments to various positions and committees at it March 12, 2018 regular meeting. If you are interested in serving please contact a Selectboard member.

Respectively submitted:

Proctor Selectboard  
William Champine, Chair  
Bruce Baccej, Vice Chair  
Joseph Manning  
Thomas Hogan  
Robert Protivansky



### GRAND LIST HISTORY

	2015-2016	2016-2017	2017-2018
Inner + Partial Districts Real Estate	1,111,971	1,100,950	1,023,151
Inner + Partial Districts Personal	0	0	0
<b>Subtotal Inner + Partial</b>	<b>\$1,111,971</b>	<b>\$1,100,950</b>	<b>\$1,023,151</b>
Outer District Real Estate	107,704	122,383	111,820
Outer District Personal	0	0	0
<b>Subtotal Outer District</b>	<b>\$107,704</b>	<b>\$122,383</b>	<b>\$111,820</b>
<b>Total Inner + Partial and Outer District</b>	<b>\$1,219,675</b>	<b>\$1,223,333</b>	<b>\$1,134,971</b>
Education Homestead	761,295	782,875	714,651
Education Non-Residential	439,104	441,314	421,882
<b>Total Education</b>	<b>\$1,200,399</b>	<b>\$1,224,189</b>	<b>\$1,136,533</b>

### TAX RATE HISTORY

	2015-2016	2016-2017	2017-2018
Municipal Tax Rate:			
Library	0.0531	0.0519	0.0573
Highway	0.2951	0.2884	0.3122
Town General	0.5126	0.5565	0.5867
Marble Bridge	0.0008	0.0008	0.0009
Fire Department Equipment Fund			
Vermont Council on Aging			
Local Tax Agreement Veterans	0.0032	0.0038	0.0046
<b>Subtotal Municipal Tax Rate</b>	<b>0.8648</b>	<b>0.9014</b>	<b>0.9617</b>
Street Lights	0.0393	0.0358	0.0327
<b>Total Municipal Tax Rate</b>	<b>0.9041</b>	<b>0.9372</b>	<b>0.9944</b>
<b>Total Education Homestead Tax Rate</b>	<b>1.4083</b>	<b>1.4234</b>	<b>1.5749</b>
<b>Total Education Non-Residential Tax Rate</b>	<b>1.3820</b>	<b>1.3707</b>	<b>1.4835</b>
<b>Total Tax Rate Municipal &amp; Education Homestead</b>	<b>2.3124</b>	<b>2.3606</b>	<b>2.5693</b>
<b>Total Tax Rate Municipal &amp; Education Non-Residential</b>	<b>2.2861</b>	<b>2.3079</b>	<b>2.4779</b>

### COMPARISON OF MUNICIPAL TAXES TO BE RAISED

	2016-2017	2017-2018	2018-2019	CHANGE
Library	63,500	65,000	65,000	0
Highway	352,801	354,372	391,085	36,713
Town	717,061	706,890	739,546	32,656
Marble Bridge	1,000	1,000	1,000	0
Street Lights	39,382	33,479	28,066	(5,413)
<b>Total Estimated Taxes</b>	<b>\$1,173,744</b>	<b>\$1,160,741</b>	<b>\$1,224,697</b>	<b>63,956</b>

### ESTIMATED TAX BILL IMPACT

Municipal taxes on a \$100,000 home at the actual FY2018 municipal tax rate of 0.9944 = \$994  
Municipal taxes on a \$100,000 home at an estimated FY2018 municipal tax rate of 1.0791 = \$1,079  
Estimated Increase = \$85

## **DELINQUENT PROPERTY TAX SCHEDULE**

<u>Tax Payer</u>	<u>Amount</u>
261 West 22nd Street	1,250.69
Rebecca Abell	752.62
B'S Enterprises	113.69
Michael Bevacqua	10,092.70
Kevin Blongy	1,081.13
Blue Rino	14.32
Charity Buggiani	3,742.14
Robert Burgess Est.	2,317.70
Kevin Burnham	862.12
Phyllis Callahan	13,492.37
David Champine	1,588.97
Paula Chapin	591.36
Pamala Conway	2,246.42
Reed De Remer	1,496.80
Allen Dwight	2,302.85
Frank Beyette	362.44
Roy Godda	3,909.08
Lynn Hill	1,690.87
Elaine Skjetne etal	2,806.86
Rachel Jackson	56.07
Stephan James	3,856.50
Deborah Jones	2.57
Justin Kapitan	8,321.83
Maciej Kuczynski	3,496.62
LaFond Auto Body	1,582.60
John LaFond	10,133.10
MESH LLC	8,482.57
Mark Pangini	573.52
Pockett Marble Gifts	1,614.15
Rutland West	2,470.84
Donald Sevigny	3,147.17
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Delinquent Taxes 1-12-2018	94,452.67
Taxes Collected 1-12-2018	75,535.60
Interest to Town 1-12-2018	12,485.97

## Delinquent Water/Sewer Accounts

B's Enterprises	\$2,645.00	Hilary Lambert	\$460.00
Christopher Beckett	\$1,120.00	Jeffrey Lavoie	\$890.00
Erdeski/Bevaqua	\$2,287.50	Michael Lethbridge	\$1,580.00
Frank Beyette	\$445.00	Louise Linteau	\$3,161.00
Robert Burgess	\$616.90	Timothy Marceau	\$682.00
Kevin Burnham	\$2,790.00	Richard Morris	\$912.50
John Carroll (West St)	\$1,250.00	Michael Muir	\$601.49
John Carroll (Meadow St)	\$642.50	Susan Oliviero	\$890.00
Thomas Carvey	\$855.00	Eric Palmer	\$1,865.00
Chances	\$890.00	Mark Pangini	\$865.00
Paula Chapin	\$1,580.43	Robert Parker	\$340.00
Mark Clough	\$585.00	Mark Poljacik	\$890.00
Pamela Conway	\$445.00	Daniel Pomykala	\$890.00
Pamela Conway	\$890.00	Joal Prior	\$3,165.00
John Coughenour	\$300.00	Jennifer Rinehart	\$716.00
Kim Debeer-Owens	\$1,358.50	Benham Rogers (West St)	\$1,018.90
Kip Denis	\$3,555.00	Benham Rogers (Cain St)	\$5,164.46
James Denko	\$445.00	Kevin Sadowski	\$5,712.00
Kevin Duggan	\$1,330.00	Jason Salgo	\$490.00
Elizabeth Dunbar	\$1,554.00	Santiago Sanchez	\$1,322.00
Ronald Dupuis	\$942.50	Donald Sevigny	\$1,355.00
Ronald Dupuis	\$855.00	Theresa Steady	\$958.10
Ashley Fredette	\$660.00	Scott Stone	\$2,670.00
Donald Gee	\$445.00	Laura Thompson	\$2,610.00
Roy Godda	\$460.00	James Traverse	\$890.00
James Greb	\$215.00	Matthew Trombley	\$935.00
Duane Hall	\$810.00	Ann Tuttle	\$260.00
Kimberly Heath	\$445.00	Edward Upton	\$2,737.50
Terry Heikkinen-Todt	\$1,322.50	Chris Von Trapp	\$890.00
Gary Jennings	\$390.00	Patrick Walsh	\$1,915.00
Christopher Johnson	\$1,171.50	Richard Watkins	\$445.00
John Klem	\$1,322.50	Shannon Watson	\$3,070.00
Lafonds Auto	\$1,015.00	Albert Williams	\$4,665.84
Hilary Lambert	\$920.00	Mark Williams	\$1,093.00

**Total**

**\$92,668.62**

## Town of Proctor Payroll 01-01-2017 to 12-31-2017

<u>Employee</u>	<u>Position</u>	<u>Gross</u>
John Anderson	Rink	9,000.00
	Highway Road crew	838.00
Bruce Baccei	Selectboard	2,084.00
Patrick Banks	Fire Department	522.60
Jason Bates	Fire Department	251.62
Taylor Bates	Fire Department	96.78
Joe Bernor	Fire Department	1,016.16
Raymond Beyette	Planning Commission	360.00
Kevin Blanchard	Fire Department	532.28
Shaun Blanchard	Fire Department	309.69
Shaun Blanchard	Pool	988.43
Kevin Blongy	Fire Department	454.85
Nick Blongy	Fire Department	30.00
Deven Blow	Fire Department	30.00
John Burns	Fire Department	996.81
Brian Cannucci	Highway Road Crew	30,647.96
Megan Cunnucci	Pool	68.25
Peter Carrara	Highway Road Crew	6,648.75
William Champine	Selectboard Chair	2,418.00
Charles Chehy	Fire Department	493.56
Jillian Conway	Pool	1,762.50
Robert Coons	Health Officer	250.00
Robert Coons	Zoning Adm.	605.00
John Corliss	Highway Forman	15,150.25
Mary Dahlin	Town Office Temp	2,250.00
Jeff Duchesne	Fire Department	561.31
Reilly Duggan	Pool	672.50
Chris Elrick	Fire Department	30.00
Reid Farley	Pool	1,265.29
Matthew Fitzsimmons	Highway Road Crew	25,106.58
Vincent Gatti	Fire Department	493.56
Mary Gilligan	Planning Commission	150.00
Rhoda Grace	Asst. Town Clerk/Treasurer	38,960.05
Thomas Hogan	Planning	360.00
Thomas Hogan	Selectboard	1,500.00
Greg Holland	Fire Department	329.04
Richard Horner	Zoning Adm.	540.00
John Jozwiak	Selectboard	334.00
Richard Kelleway	Fire Department	232.27
Heidi Landon	Pool	5,004.38
Tammy Landon	Pool	759.50
Celia Lisananti	Town Clerk/Treasurer	42,886.87
Emma MacPherson	Pool	1,247.50
Joseph Manning	Selectboard	2,000.00
Abigail McKearin	Pool	405.00
Lisa Miser	Selectboard Recording Secretary	1,762.50
Robert Oberg	Highway Road Crew	16,606.24
Meredith Parker	Pool	1,015.00
Robert Protivansky	Selectboard	500.00
Robert Protivansky	Planning	90.00
Matt Razanouski	Fire department	154.84
David Salatino	Fire Department	174.20
Mia Sanborn	Pool	677.50
Patrick Sherwin	Highway Road Crew	483.89
Kyle Thornton	Highway Road Crew	16,448.46
Thomas Valach	Fire Department	377.43
Alex Vida	Fire Department	193.55
Matthew Vida	Fire Department	261.30
Sandor Vida	Fire Department	832.29
Josh Webb	Fire Department	793.57
Stanley Wilbur	Town Manager	69,012.20
Frank Woolf	Selectboard	167.00
Total Payroll		310,193.31

**SUMMARY OF PROPOSED GENERAL FUND REVENUE BUDGETS  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017- 2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	BUDGET CHANGE
<b>Taxes</b>					
Current	1,160,741	616,244	1,000,000	1,224,697	
Delinquent	0	79,758	100,000	0	
Interest on Taxes	9,000	12,738	15,000	9,000	
Current Use	8,319	10,623	10,623	10,623	
<b>Total Taxes</b>	<b>\$1,178,060</b>	<b>\$719,363</b>	<b>\$1,125,623</b>	<b>\$1,244,320</b>	<b>\$66,260</b>
<hr/>					
Office Fees	14,000	7,775	14,000	14,000	
Restoration Fees	0	616	1,000	0	
Beverage Licenses	150	0	150	150	
Dog Licenses	700	128	700	700	
Zoning Permits	700	105	500	500	
Cemetery	650	300	700	700	
School Fees	14,000	0	14,000	0	
Water Financial Services	9,173	0	9,173	9,173	
Wastewater Financial Services	9,173	0	9,173	9,173	
Transfer Station Fees	0	0	0	0	
Sale of Metal Waste	100	0	100	100	
Curbside Fees	500	86	500	500	
Minnie Proctor Pool	2,000	1,924	1,924	2,000	
Pool Pass	1,000	400	1,000	1,000	
Local Ordinance Fines	9,000	3,465	8,000	8,000	
Grant Payments	0	5,326	5,326	0	
Interest Earned	100	0	100	100	
Miscellaneous	0	3,740	4,500	0	
<b>Total Fees-Other</b>	<b>\$61,246</b>	<b>\$23,865</b>	<b>\$70,846</b>	<b>\$46,096</b>	<b>(\$15,150)</b>
<hr/>					
<b>Highway</b>					
State of Vermont	63,668	31,789	63,668	63,668	
Vermont AOT Class II Paving	0	0	0	0	
Labor & Trucking	3,000	0	1,500	1,500	
Sale Supplies	3,500	0	1,000	1,000	
Other	0	0	0	0	
<b>Total Highway</b>	<b>\$70,168</b>	<b>\$31,789</b>	<b>\$66,168</b>	<b>\$66,168</b>	<b>(\$4,000)</b>
<hr/>					
<b>Total Town &amp; Hwy.</b>	<b>\$1,309,474</b>	<b>\$775,017</b>	<b>\$1,262,637</b>	<b>\$1,356,584</b>	<b>\$47,110</b>
<hr/>					

**SUMMARY OF PROPOSED GENERAL FUND EXPENDITURE BUDGETS  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017- 2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	BUDGET CHANGE
Administration	87,057	44,525	90,888	90,526	3,469
Town Clerk & Treas.	142,664	62,375	139,704	147,322	4,658
Listers	15,056	10,231	20,900	20,856	5,800
Elections	2,000	0	2,000	4,000	2,000
Professional Service	28,300	17,341	24,000	22,800	(5,500)
Municipal Building	10,048	3,886	12,575	15,102	5,054
Boards & Agencies	3,955	1,045	3,778	3,955	0
Planning - Local Match	12,000	1,200	1,200	12,000	0
General Insurance	19,763	15,470	14,852	16,248	(3,515)
Solid Waste Disposal	148,262	65,149	137,000	149,983	1,721
Fire Department	144,806	52,117	139,960	146,450	1,644
Police	68,527	31,423	68,292	71,678	3,151
Street Lights	33,479	11,218	26,000	28,066	(5,413)
Swimming Pool	34,335	17,415	33,027	33,531	(804)
Skating Rink	16,375	6,075	16,745	16,261	(114)
Parks	10,316	3,692	10,408	12,350	2,034
Taxes & Assessments	27,251	10,608	27,266	29,055	1,804
Special Appropriations	13,148	8,098	12,570	13,148	0
Marble Bridge	1,000	0	1,000	1,000	0
Library	63,500	32,500	65,000	65,000	1,500
	<b>\$881,842</b>	<b>\$394,368</b>	<b>\$847,164</b>	<b>\$899,331</b>	<b>\$17,489</b>
<b>Highway</b>	<b>424,540</b>	<b>176,678</b>	<b>422,907</b>	<b>457,253</b>	<b>32,713</b>
<b>Total Expenditures</b>	<b>\$1,306,382</b>	<b>\$571,046</b>	<b>\$1,270,072</b>	<b>\$1,356,584</b>	<b>\$50,202</b>

Article 2	65,000
Article 3	457,253
Article 4	834,331
<b>Total</b>	<b>\$1,356,584</b>

**PROPOSED GENERAL FUND EXPENDITURE BUDGETS BY DEPARTMENT  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	CHANGE
<b>Administration</b>					
Selectboard	10,500	5,250	10,500	10,500	
Direct Labor	59,381	29,516	62,000	61,420	
Retirement	2,969	1,747	3,500	3,500	
H & A Insurance	3,029	1,702	3,500	3,564	
FICA	5,493	2,885	5,546	5,502	
Workers Comp Insurance	387	418	418	406	
Unemployment Insurance	223	112	224	234	
Dues	150	85	150	150	
Fees/Travel	550	415	700	600	
Publications	125	50	50	150	
Office Supplies	1,400	472	1,000	1,400	
Postage	200	0	100	200	
Advertising	1,500	1,100	1,500	1,500	
Marking and Promotions	800	80	800	1,000	
Miscellaneous	350	694	900	400	
Tax Abatement	0	0	0	0	
<b>Total Administration</b>	<b>\$87,057</b>	<b>\$44,525</b>	<b>\$90,888</b>	<b>\$90,526</b>	<b>\$3,469</b>
<b>Town Clerk &amp; Treasurer</b>					
Direct Labor	87,148	40,122	87,000	88,839	
Direct Labor Overtime	509	477	800	524	
H & A Insurance	27,742	13,285	27,000	30,778	
Retirement	4,264	1,970	4,350	4,392	
FICA	6,767	3,214	6,717	6,836	
Workers Comp Insurance	397	491	491	407	
Unemployment Insurance	127	73	146	131	
Fees/Travel	800	0	800	800	
Computer & Copier Services	3,895	692	3,000	3,600	
Office Supplies	3,140	1,228	3,000	3,140	
Postage/Envelopes	3,000	672	1,500	3,000	
Advertising	200	0	200	200	
Town Report & Budget	3,975	0	4,000	3,975	
Dog Expense	200	150	200	200	
Delinquent Tax Collector Advertising	0	0	0	0	
Miscellaneous	500	0	500	500	
<b>Total Clerk &amp; Treasurer</b>	<b>\$142,664</b>	<b>\$62,375</b>	<b>\$139,704</b>	<b>\$147,322</b>	<b>\$4,658</b>
<b>Assessor's Office</b>					
Professional Services	14,200	9,819	20,000	20,000	
Property Map Update	0	0	0	0	
Computer Service	0	0	0	0	
Telephone	450	403	600	450	
Office Supplies	206	0	200	206	
Postage/Envelopes	200	10	100	200	
<b>Total Assessor's Office</b>	<b>\$15,056</b>	<b>\$10,231</b>	<b>\$20,900</b>	<b>\$20,856</b>	<b>\$5,800</b>
<b>Elections</b>					
Labor and Expenses	\$2,000	\$0	\$2,000	\$4,000	
<b>Total Elections</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$4,000</b>	<b>\$2,000</b>

**PROPOSED GENERAL FUND EXPENDITURE BUDGETS BY DEPARTMENT  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	CHANGE
<b>Professional Service</b>					
Tax Collector FICA	800	283	500	800	
Audit	21,000	11,145	15,000	15,000	
Internal Control	500	0	500	500	
Legal	6,000	5,913	8,000	6,500	
<b>Total Prof. Service</b>	<b>\$28,300</b>	<b>\$17,341</b>	<b>\$24,000</b>	<b>\$22,800</b>	<b>(\$5,500)</b>
<b>Municipal Building</b>					
Heat	2,500	490	1,800	2,250	
Electricity	1,773	252	1,600	2,037	
Telephone	1,440	1,337	2,600	1,800	
Internet Service	960	369	900	1,140	
Operating Supplies	0	175	300	500	
Website Hosting	875	0	875	875	
Building Imp/Repair	0	44	500	2,000	
Building Maintenance	0	417	500	1,000	
Equipment Maintenance	0	803	1,000	1,000	
Equip. Replacement	2,500	0	2,500	2,500	
Miscellaneous	0	0	0	0	
<b>Total Municipal Bldg.</b>	<b>\$10,048</b>	<b>\$3,886</b>	<b>\$12,575</b>	<b>\$15,102</b>	<b>\$5,054</b>
<b>Planning Commission/Zoning Board</b>					
Commissioners/Board Members	2,280	825	2,000	2,280	
FICA	250	101	153	250	
Operating Expenses	400	0	400	400	
Advertising	500	119	700	500	
Zoning Administrator Expenses	275	0	275	275	
Rutland Reg. Planning Services	250	0	250	250	
<b>Total Plan Commission/Zoning Board</b>	<b>\$3,955</b>	<b>\$1,045</b>	<b>\$3,778</b>	<b>\$3,955</b>	<b>\$0</b>
<b>Planning Grants - Local Match</b>					
Local Match	12,000	0		12,000	
VCDP Museum Grant		0			
LHMP		0			
Bike/Ped		1,200	1,200		
<b>Planning Grants - Local Match</b>	<b>\$12,000</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$12,000</b>	<b>\$0</b>
<b>General Insurance</b>					
Emp. Practices Liability	3,845	3,113	3,113	3,239	
P&C	10,891	7,609	7,609	7,914	
Public Official Liability	5,027	4,130	4,130	4,295	
Special Events	0	618	618	800	
<b>Total General Ins.</b>	<b>\$19,763</b>	<b>\$15,470</b>	<b>\$14,852</b>	<b>\$16,248</b>	<b>(\$3,515)</b>
<b>Solid Waste Disposal</b>					
Transfer Station:	3,000	4,019	7,000	3,600	
Curbside Garbage	109,627	46,321	100,000	109,944	



**PROPOSED GENERAL FUND EXPENDITURE BUDGETS BY DEPARTMENT  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	CHANGE
Curbside Recycling	35,635	14,809	30,000	36,439	
Bags	0	0	0	0	
<b>Total Solid Waste Disp.</b>	<b>\$148,262</b>	<b>\$65,149</b>	<b>\$137,000</b>	<b>\$149,983</b>	<b>\$1,721</b>
<b>Fire Department</b>					
Direct Labor	10,000	10,000	10,000	10,000	
FICA	765	765	765	765	
Workers Compensation Insurance	2,650	2,540	2,540	2,782	
Heat	3,000	0	2,000	1,885	
Electricity	3,752	1,189	3,000	3,838	
Telephone	900	324	700	804	
Internet Service	0	0	0	0	
Diesel, Gas & Oil	1,750	927	1,700	1,200	
Other Vehicle Expenses	6,500	4,626	6,500	8,500	
General Insurance	12,339	11,055	11,055	13,326	
Dues/Subscriptions/Travel	850	979	1,000	850	
Training	1,000	0	900	1,000	
Information Technology	1,000	0	1,000	1,000	
Operating Supplies	2,000	462	2,000	1,600	
Protective Equipment	2,500	0	2,500	2,500	
Small Tools/Equipment	4,000	0	3,900	4,000	
Communications	4,500	1,151	4,500	5,100	
Uniform Replacement	0	0	0	0	
Fire Prevention	0	0	0	0	
Hepatitis Vaccine	400	0	0	400	
Building Imp/Repair	5,000	2,927	4,000	5,000	
Equipment Imp/Repair	6,900	4,348	6,900	6,900	
Equipment Reserve Fund	65,000	10,825	65,000	65,000	
PPE Reserve Fund	5,000	0	5,000	5,000	
Building Reserve Fund	5,000	0	5,000	5,000	
<b>Total Fire Department</b>	<b>\$144,806</b>	<b>\$52,117</b>	<b>\$139,960</b>	<b>\$146,450</b>	<b>\$1,644</b>
<b>Public Safety</b>					
Contract Service	66,623	31,002	66,623	69,677	
Town Health Officer	250	0	250	250	
Town Health Officer FICA	19	0	19	19	
Traffic Lights Electricity	1,135	421	900	1,232	
Traffic Lights Maintenance	500	0	500	500	
<b>Total Public Safety</b>	<b>\$68,527</b>	<b>\$31,423</b>	<b>\$68,292</b>	<b>\$71,678</b>	<b>\$3,151</b>
<b>Street Lights</b>					
GMP Service	33,479	11,218	26,000	28,066	
<b>Total Street Lights</b>	<b>\$33,479</b>	<b>\$11,218</b>	<b>\$26,000</b>	<b>\$28,066</b>	<b>(\$5,413)</b>
<b>Swimming Pool</b>					
Direct Labor	23,220	11,505	22,000	22,030	
FICA	1,776	930	1,683	1,685	
Workers Comp	1,283	1,945	1,945	1,353	
Unemployment	78	42	84	84	
Electricity	766	181	500	426	

**PROPOSED GENERAL FUND EXPENDITURE BUDGETS BY DEPARTMENT  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	CHANGE
Telephone	180	185	360	240	
General Insurance	1,132	790	790	1,223	
Mowing	600	0	300	600	
Operating Supplies	500	38	500	700	
Monitoring Tests	300	275	375	650	
Building & Grounds Imp/Repair	1,100	364	1,100	1,100	
Advertising	200	0	150	200	
Equipment Purchase	200	0	200	200	
Uniforms	300	0	300	300	
Training	2,000	960	2,000	2,000	
Red Cross Association Dues	200	0	240	240	
Miscellaneous	500	200	500	500	
<b>Total Swimming Pool</b>	<b>\$34,335</b>	<b>\$17,415</b>	<b>\$33,027</b>	<b>\$33,531</b>	<b>(\$804)</b>
<b>Skating Rink</b>					
Direct Labor	9,000	2,250	9,000	9,000	
FICA	689	172	689	689	
Workers Comp.	526	720	720	568	
Unemployment Insurance	98	30	60	106	
Heat	1,275	40	1,000	900	
Electricity	706	212	600	699	
Telephone	180	185	360	240	
General Insurance	1,601	1,216	1,216	1,759	
Operating Supplies	400	0	400	400	
Vehicle Expenses	300	0	100	300	
Building & Grounds Maintenance/Repair	500	1,250	1,500	500	
Skating Equipment	600	0	600	600	
Miscellaneous	500	0	500	500	
<b>Total Rink</b>	<b>\$16,375</b>	<b>\$6,075</b>	<b>\$16,745</b>	<b>\$16,261</b>	<b>(\$114)</b>
<b>Parks</b>					
Parks/Our Yard	2,500	1,250	2,500	2,500	
Main Street Park & Bridge Electricity	3,225	1,248	3,000	3,691	
Park & Bridge Light Maintenance & Repair	1,000	0	1,000	1,000	
Park Maintenance & Repair	0	287	600	1,000	
Youth League Field Electricity	665	181	500	665	
Youth League Field Insurance	526	408	408	526	
Beaver Pond Maintenance	1,000	184	1,000	1,000	
Beaver Pond Insurance	0	0	0	568	
Memorial Day Parade	1,000	49	1,000	1,000	
Wreaths	100	85	100	100	
Cemetery Flags	300	0	300	300	
<b>Total Parks</b>	<b>\$10,316</b>	<b>\$3,692</b>	<b>\$10,408</b>	<b>\$12,350</b>	<b>\$2,034</b>
<b>Taxes &amp; Assessments</b>					
County Tax	9,286	0	9,286	9,286	
Town Forest Tax	300	313	313	300	
Transfer Station Tax	61	63	63	61	
Dam Registration Fees	900	0	900	900	
VLCT	2,965	2,965	2,965	3,028	

**PROPOSED GENERAL FUND EXPENDITURE BUDGETS BY DEPARTMENT  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018- 2019	CHANGE
Rutland Reg. Planning	925	925	925	925	
Marble Valley Transit	5,000	2,500	5,000	5,000	
Regional Ambulance	6,964	3,482	6,964	6,964	
Rutland Eco Dev Corp	500	0	500	500	
Chamber of Commerce	350	360	350	350	
Rutland County Marketing Program	0	0	0	1,741	
<b>Total Taxes &amp; Assess.</b>	<b>\$27,251</b>	<b>\$10,608</b>	<b>\$27,266</b>	<b>\$29,055</b>	<b>\$1,804</b>
<b>Special Appropriations</b>					
Visiting Nurse	3,600	1,800	3,600	3,600	
R.S.V.P.	250	250	250	250	
Rutland Mental Health	2,000	1,000	2,000	2,000	
Vermont Council on Aging	500	500	500	500	
New Story Center	220	220	220	220	
BROC	1,000	500	1,000	1,000	
ARC - Rutland Area	300	300	300	300	
Rutland Conservation Dist.	250	250	250	250	
Neighbor Works of Western Vermont	200	200	200	200	
Vermont Center for Ind. Lv.	250	250	250	250	
Rutland Parent/Child Ctr.	500	500	500	500	
Pittsford Food Shelf	1,000	500	1,000	1,000	
Marble Town Seniors	1,000	500	1,000	1,000	
Mentor Connector	1,500	750	1,500	1,500	
Habitat for Humanity	578	578	578	578	
<b>Total Special Approp.</b>	<b>\$13,148</b>	<b>\$8,098</b>	<b>\$12,570</b>	<b>\$13,148</b>	<b>\$0</b>
<b>Other Commitments</b>					
Marble Bridge	1,000	0	1,000	1,000	
Library	65,000	32,500	65,000	65,000	
<b>Total Other Comm.</b>	<b>\$66,000</b>	<b>\$32,500</b>	<b>\$66,000</b>	<b>\$66,000</b>	<b>\$0</b>
<b>Total Town General &amp; Other Commitments</b>	<b>\$883,342</b>	<b>\$394,368</b>	<b>\$847,164</b>	<b>\$899,331</b>	<b>\$15,989</b>

**PROPOSED HIGHWAY DEPARTMENT BUDGET  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018-2019	CHANGE
<b>Highway</b>					
Direct Labor	\$99,771	48,120	100,000	102,095	
Direct Labor Overtime	\$7,406	5,521	9,000	8,232	
H & A Insurance	\$39,660	11,454	30,000	43,604	
Retirement	\$175	0	0	0	
FICA	\$8,199	4,013	8,339	8,440	
Workers Comp Insurance	\$13,072	14,966	14,966	15,330	
Unemployment Insurance	\$431	184	400	484	
Heat	2,000	1,400	1,800	2,000	
Electricity	1,200	281	12,000	1,578	
Telephone & Internet	1,740	925	1,800	1,740	
Salt Shed Electricity	905	41	800	1,000	
Diesel, Gas & Oil	14,250	2,424	9,000	12,885	
Other Vehicle Expenses	21,000	17,549	24,000	21,000	
General Insurance	16,843	13,290	13,290	13,822	
Fees/Travel	600	267	500	600	
AIRGAS	300	271	271	300	
Tree Work	4,000	0	4,000	4,000	
Mowing	3,845	10,399	10,399	0	
Other Contract Service	1,000	100	1,000	1,000	
Highway Repairs	10,000	3,082	10,000	12,000	
Highway Improvements	55,000	474	55,000	67,750	
Class II Paving	20,000	0	0	26,000	
Uniform	1,500	1,146	2,000	2,000	
Operating Supplies	2,000	1,025	2,000	2,500	
New Small Tools/Equip.	2,500	194	2,000	2,500	
Sand, Salt, Plow Blades	66,000	15,840	66,000	67,750	
Salt Shed Lease	1,643	0	1,643	1,643	
Signs	2,000	1,842	2,000	2,000	
Equipment Rental	500	0	500	500	
Miscellaneous Garage	0	0	500	1,000	
Miscellaneous Hwy	0	1,456	1,700	1,000	
Building Imp/Repair	1,000	9,929	12,000	1,500	
Tools/Equip Maintenance	1,000	485	1,000	1,000	
Equipment Reserve Fund	15,000	0	15,000	20,000	
Garage Reserve Fund	10,000	10,000	10,000	10,000	
<b>Total Expenditures</b>	<b>\$424,540</b>	<b>\$176,678</b>	<b>\$422,907</b>	<b>\$457,253</b>	<b>\$32,713</b>

**PROPOSED WATER DEPARTMENT BUDGET  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017- 2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018-2019	CHANGE
<b>Expenses:</b>					
Direct Labor Regular Time	9,989	2,737	7,000	10,000	\$11
Direct Labor Overtime	500	132	400	800	\$300
H & A Insurance	2,168	0	0	0	(\$2,168)
Retirement	175	0	0	0	(\$175)
FICA	802	217	536	765	(\$37)
Worker's Comp Insurance	0	0	0	0	\$0
Unemployment	0	23	23	0	\$0
Financial Services	9,173	0	9,173	9,173	\$0
Simon Operation Services	64,272	33,296	66,592	68,590	\$4,318
Simon Operation Services OT	2,000	2,160	4,000	2,000	\$0
Heat	2,000	21	1,000	1,000	(\$1,000)
Well House/Tanks Elec.	33,000	12,737	29,000	32,000	(\$1,000)
Pump Station Elec.	8,000	1,539	4,000	5,000	(\$3,000)
Telephone	800	321	700	700	(\$100)
Pump Station Generator Fuel	325	0	325	325	\$0
Vehicle Fund	0	0	0	5,000	\$5,000
Diesel, Gas & Oil	1,000	55	600	600	(\$400)
Vehicle Exp./Repair	1,500	1,909	2,500	1,500	\$0
Taxes Water Shed	5,000	4,362	4,362	4,500	(\$500)
General Insurance	8,000	4,628	4,628	5,091	(\$2,909)
Travel-Meetings	100	20	100	100	\$0
Dues	500	0	500	500	\$0
Contract Service	7,460	1,963	5,000	5,000	(\$2,460)
Engineering Services	2,000	500	2,000	2,000	\$0
Legal Services	1,000	3,002	4,500	1,000	\$0
Printing	1,000	0	1,000	1,000	\$0
Operating Supplies	4,000	1,662	4,000	4,000	\$0
Postage	400	0	400	400	\$0
Advertising	200	84	200	200	\$0
Tools, Equipment	1,000	145	800	1,000	\$0
Chlorine	2,000	408	1,600	2,000	\$0
Fluoride	2,500	0	2,000	2,000	(\$500)
Uniform Rentals	0	0	0	0	\$0
Lab Test	2,000	778	2,000	2,000	\$0
Permit Fees	5,200	1,627	5,200	5,200	\$0
Well House Maint & Repair	1,500	598	1,500	1,500	\$0
Pump Sta Maint & Repair	1,000	0	1,000	1,000	\$0
Line Maint & Repair	25,000	19,415	25,000	25,000	\$0
Tank Maint & Repair	2,000	0	2,000	1,000	(\$1,000)
Equipment Maint & Repair	1,700	547	1,700	1,500	(\$200)
New Equipment	1,000	1,496	2,000	2,000	\$1,000
Mowing	0	1,491	1,491	0	\$0
Miscellaneous	1,000	0	1,000	1,000	\$0
Bond Payment	172,800	172,800	274,780	272,564	\$99,764
Bond Interest	(32,759)	(31,705)	(68,038)	(65,822)	(\$33,063)
Reserve Fund	10,000	0	10,000	10,000	\$0
<b>Total Water</b>	<b>\$361,305</b>	<b>\$238,968</b>	<b>\$416,572</b>	<b>\$423,186</b>	<b>\$61,881</b>

**PROPOSED WASTEWATER DEPARTMENT BUDGETS  
JULY 1, 2018 TO JUNE 30, 2019**

DEPARTMENT	BUDGET 2017-2018	ACTUAL 12-31-17	ESTIMATED 06-30-18	BUDGET 2018-2019	CHANGE
<b>Expenses:</b>					
Direct Labor - Regular Time	9,989	925	5,000	7,500	(\$2,489)
Direct Labor - Overtime	500	243	500	500	\$0
H & A Insurance	2,168	0	0	0	(\$2,168)
Retirement	175	0	0	0	(\$175)
FICA	802	71	421	612	(\$190)
Worker's Comp Insurance	0	0	0	0	\$0
Unemployment	0	23	23	0	\$0
Financial Services	9,173	0	9,173	9,173	\$0
Simon Operation Services	96,408	48,864	97,728	100,660	\$4,252
Simon Operation Services OT	0	1,350	2,000	2,000	
Heat	1,800	118	1,500	1,500	(\$300)
Electricity	47,000	31,303	50,000	50,000	\$3,000
Pump Station Electricity	22,000	3,068	10,000	10,000	(\$12,000)
Telephone	800	652	1,304	800	\$0
Vehicle Fund	0	0	0	5,000	\$5,000
Diesel, Gas & Oil	1,000	55	600	600	(\$400)
Vehicle Exp./Repair	1,500	1,909	2,500	1,500	\$0
Property Taxes	1,189	1,216	1,216	1,300	\$111
General Insurance	8,372	10,328	10,328	11,361	\$2,989
Dues	100	0	100	100	\$0
Travel-Meetings	100	20	100	100	\$0
Legal Services	750	1,094	2,000	1,000	\$250
Engineering Services	750	0	1,000	1,000	\$250
Contract Service	15,000	2,452	10,000	10,000	(\$5,000)
Operating Supplies	2,500	1,091	2,500	2,500	\$0
Postage	100	0	100	100	\$0
Generator Fuel	500	0	250	250	(\$250)
Chemicals	14,000	6,013	14,000	14,000	\$0
Lab Test	1,500	780	1,500	1,500	\$0
Permit Fees	975	975	975	975	\$0
Small Tools	1,000	262	1,000	1,000	\$0
Uniform Rentals	0	0	0	0	\$0
Treatment Plant Repair	5,000	11,082	30,000	5,000	\$0
Pump House Repair	1,000	2,858	3,500	3,000	\$2,000
Line Repair	11,000	7,887	3,500	11,000	\$0
Manhole Repairs	5,000	0	5,000	5,000	\$0
Plant Equip. Repair	3,000	259	2,000	3,000	\$0
Pump House Equip. Rep.	5,000	2,309	4,000	4,000	(\$1,000)
New Plant Equip.	2,000	0	2,000	2,000	\$0
New Pump House Equip.	2,500	0	2,000	2,000	(\$500)
New Collection System Equip	1,000	106	1,000	1,000	\$0
Mowing	0	2,867	2,867	0	\$0
Equip. Maintenance	2,000	0	2,000	2,000	\$0
Miscellaneous	1,000	0	1,000	1,000	\$0
Bond Payment	14,283	14,283	14,238	14,569	\$286
Bond Interest	4,227	4,227	4,227	3,941	(\$286)
Reserve Fund	20,000	0	20,000	20,000	\$0
<b>Total Wastewater</b>	<b>\$317,161</b>	<b>\$158,690</b>	<b>\$323,150</b>	<b>\$312,541</b>	<b>(\$4,620)</b>

**Water Bond Payment Schedule**  
**Backwash Treatment System, Field Street Well Chlorine Contact Time, and Cain Street**  
**Booster Pump Station RF3-117**  
**Maturity Date December 1, 2027**

Date Due	Principal	Interest	Admin Fee	Total Payment
12-01-08	\$39,337.00	\$10,570.00	\$21,140.00	\$71,047.00
12-01-09	\$40,517.11	\$10,176.63	\$20,353.26	\$71,047.00
12-01-10	\$41,732.63	\$9,771.46	\$19,542.92	\$71,047.01
12-01-11	\$42,984.61	\$9,354.13	\$18,708.27	\$71,047.01
12-01-12	\$44,274.14	\$8,924.29	\$17,848.57	\$71,047.00
12-01-13	\$45,602.37	\$8,481.55	\$16,963.09	\$71,047.01
12-01-14	\$46,970.44	\$8,025.52	\$16,051.04	\$71,047.00
12-01-15	\$48,379.55	\$7,555.82	\$15,111.63	\$71,047.00
12-01-16	\$49,830.94	\$7,072.02	\$14,144.04	\$71,047.00
12-01-17	\$51,325.87	\$6,573.71	\$13,147.42	\$71,047.00
12-01-18	\$52,865.64	\$6,060.45	\$12,120.91	\$71,047.00
12-01-19	\$54,451.61	\$5,531.80	\$11,063.59	\$71,047.00
12-01-20	\$56,085.16	\$4,987.28	\$9,974.56	\$71,047.00
12-01-21	\$57,767.71	\$4,426.43	\$8,852.86	\$71,047.00
12-01-22	\$59,500.75	\$3,848.75	\$7,697.50	\$71,047.00
12-01-23	\$61,285.77	\$3,253.74	\$6,507.49	\$71,047.00
12-01-24	\$63,124.34	\$2,640.89	\$5,281.77	\$71,047.00
12-01-25	\$65,018.07	\$2,009.64	\$4,019.29	\$71,047.00
12-01-26	\$66,968.61	\$1,359.46	\$2,718.93	\$71,047.00
12-01-27	\$68,977.66	\$689.78	\$1,379.55	\$71,046.99
<b>Total</b>	<b>\$1,056,999.98</b>	<b>\$121,313.35</b>	<b>\$242,626.69</b>	<b>\$1,420,940.02</b>
<b>Paid Through 12-31-16</b>	<b>\$399,628.79</b>	<b>\$79,931.42</b>	<b>\$159,862.82</b>	<b>\$639,423.03</b>
<b>Balance Remaining</b>	<b>\$657,371.19</b>	<b>\$41,381.93</b>	<b>\$82,763.87</b>	<b>\$781,516.99</b>

**WATER BOND PAYMENT SCHEDULE  
WATER SYSTEM IMPROVMENTS RF3-235  
MATURITY DATE NOVEMBER 1, 2044**

<b>Date Due</b>	<b>Principal</b>	<b>Interest</b>	<b>Admin Fee</b>	<b>Total Payment</b>
11/01/15	\$126,482.73	(57,488.38)	\$0.00	\$68,994.35
11/01/16	\$123,953.08	(54,958.73)	\$0.00	\$68,994.35
11/01/17	\$121,474.02	(52,479.67)	\$0.00	\$68,994.35
11/01/18	\$119,044.53	(50,050.19)	\$0.00	\$68,994.34
11/01/19	\$116,663.64	(47,669.30)	\$0.00	\$68,994.34
11/01/20	\$114,330.37	(45,336.02)	\$0.00	\$68,994.35
11/01/21	\$112,043.76	(43,049.42)	\$0.00	\$68,994.34
11/01/22	\$109,802.89	(40,808.54)	\$0.00	\$68,994.35
11/01/23	\$107,606.83	(38,612.48)	\$0.00	\$68,994.35
11/01/24	\$105,454.69	(36,460.35)	\$0.00	\$68,994.34
11/01/25	\$103,345.60	(34,351.25)	\$0.00	\$68,994.35
11/01/26	\$101,278.69	(32,284.34)	\$0.00	\$68,994.35
11/01/27	\$99,253.11	(30,258.77)	\$0.00	\$68,994.34
11/01/28	\$97,268.05	(28,273.71)	\$0.00	\$68,994.34
11/01/29	\$95,322.69	(26,328.34)	\$0.00	\$68,994.35
11/01/30	\$93,416.24	(24,421.89)	\$0.00	\$68,994.35
11/01/31	\$91,547.91	(22,553.57)	\$0.00	\$68,994.34
11/01/32	\$89,716.95	(20,722.61)	\$0.00	\$68,994.34
11/01/33	\$87,022.62	(18,028.27)	\$0.00	\$68,994.35
11/01/34	\$86,184.16	(17,189.82)	\$0.00	\$68,994.34
11/01/35	\$84,440.88	(15,446.53)	\$0.00	\$68,994.35
11/01/36	\$82,752.06	(13,757.72)	\$0.00	\$68,994.34
11/01/37	\$81,097.02	(12,102.67)	\$0.00	\$68,994.35
11/01/38	\$79,475.08	(10,480.73)	\$0.00	\$68,994.35
11/01/39	\$77,885.58	(8,891.23)	\$0.00	\$68,994.35
11/01/40	\$76,327.87	(7,333.52)	\$0.00	\$68,994.35
11/01/41	\$74,801.31	(5,806.96)	\$0.00	\$68,994.35
11/01/42	\$73,305.28	(4,310.94)	\$0.00	\$68,994.34
11/01/43	\$71,839.18	(2,844.83)	\$0.00	\$68,994.35
11/01/44	\$70,402.42	(1,408.05)	\$0.00	\$68,994.37
<b>Total</b>	<b>\$2,873,539.24</b>	<b>(803,708.83)</b>	<b>\$0.00</b>	<b>\$2,069,830.41</b>
<b>Paid Through 12-31-16</b>	<b>\$250,435.81</b>	<b>-\$112,447.11</b>	<b>\$0.00</b>	<b>\$137,988.70</b>
<b>Balance Remaining</b>	<b>\$2,623,103.43</b>	<b>(691,261.72)</b>	<b>\$0.00</b>	<b>\$1,931,841.71</b>



**WATER BOND PAYMENT  
SCHEDULE  
WATER SYSTEM IMPROVMENTS RF3-289  
MATURITY DATE March 1, 2047**

Date Due	Principal	Interest	Admin Fee	Total Payment
03/01/18	\$101,979.74	(\$35,279.04)	\$0.00	\$66,700.70
03/01/19	\$100,654.00	(\$33,953.30)	\$0.00	\$66,700.70
03/01/20	\$99,345.50	(\$32,644.80)	\$0.00	\$66,700.70
03/01/21	\$98,054.01	(\$31,353.31)	\$0.00	\$66,700.70
03/01/22	\$96,779.31	(\$30,078.61)	\$0.00	\$66,700.70
03/01/23	\$95,521.18	(\$28,820.48)	\$0.00	\$66,700.70
03/01/24	\$94,279.40	(\$27,578.70)	\$0.00	\$66,700.70
03/01/25	\$93,053.77	(\$26,353.07)	\$0.00	\$66,700.70
03/01/26	\$91,844.07	(\$25,143.37)	\$0.00	\$66,700.70
03/01/27	\$90,650.10	(\$23,949.40)	\$0.00	\$66,700.70
03/01/28	\$89,471.65	(\$22,770.95)	\$0.00	\$66,700.70
03/01/29	\$88,308.51	(\$21,607.81)	\$0.00	\$66,700.70
03/01/30	\$87,160.50	(\$20,459.80)	\$0.00	\$66,700.70
03/01/31	\$86,027.42	(\$19,326.72)	\$0.00	\$66,700.70
03/01/32	\$84,909.06	(\$18,208.36)	\$0.00	\$66,700.70
03/01/33	\$83,805.24	(\$17,104.54)	\$0.00	\$66,700.70
03/01/34	\$82,715.78	(\$16,015.08)	\$0.00	\$66,700.70
03/01/35	\$81,640.47	(\$14,939.77)	\$0.00	\$66,700.70
03/01/36	\$80,579.14	(\$13,878.44)	\$0.00	\$66,700.70
03/01/37	\$79,531.62	(\$12,830.92)	\$0.00	\$66,700.70
03/01/38	\$78,497.70	(\$11,797.00)	\$0.00	\$66,700.70
03/01/39	\$77,477.23	(\$10,776.53)	\$0.00	\$66,700.70
03/01/40	\$76,470.03	(\$9,769.33)	\$0.00	\$66,700.70
03/01/41	\$75,475.92	(\$8,775.22)	\$0.00	\$66,700.70
03/01/42	\$74,494.73	(\$7,794.03)	\$0.00	\$66,700.70
03/01/43	\$73,526.30	(\$6,825.60)	\$0.00	\$66,700.70
03/01/44	\$72,570.46	(\$5,869.76)	\$0.00	\$66,700.70
03/01/45	\$71,627.04	(\$4,926.34)	\$0.00	\$66,700.70
03/01/46	\$70,695.89	(\$3,995.19)	\$0.00	\$66,700.70
03/01/47	\$69,776.90	(\$3,076.15)	\$0.00	\$66,700.75
<b>Total</b>	<b>\$2,546,922.67</b>	<b>(\$545,901.62)</b>	<b>\$0.00</b>	<b>\$2,001,021.05</b>
<b>Paid Through 12-31-17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Balance Remaining</b>	<b>\$2,546,922.67</b>	<b>(\$545,901.62)</b>	<b>\$0.00</b>	<b>\$2,001,021.05</b>

**WASTEWATER BOND PAYMENT SCHEDULE  
PARK PUMP STATION CSO PROJECT RF1-107**

**MATURITY DATE NOVEMBER 1, 2029**

Due Date	Principal	Interest	Admin Fee	Total Payment
11/01/10	\$11,314.48	\$0.00	\$5,498.24	\$16,812.72
11/01/11	\$11,540.77	\$0.00	\$5,271.95	\$16,812.72
11/01/12	\$11,771.58	\$0.00	\$5,041.14	\$16,812.72
11/01/13	\$12,007.02	\$0.00	\$4,805.71	\$16,812.73
11/01/14	\$12,247.16	\$0.00	\$4,565.57	\$16,812.73
11/01/15	\$12,492.10	\$0.00	\$4,320.62	\$16,812.72
11/01/16	\$12,741.94	\$0.00	\$4,070.78	\$16,812.72
11/01/17	\$12,996.78	\$0.00	\$3,815.94	\$16,812.72
11/01/18	\$13,256.72	\$0.00	\$3,556.01	\$16,812.73
11/01/19	\$13,521.85	\$0.00	\$3,290.87	\$16,812.72
11/01/20	\$13,792.29	\$0.00	\$3,020.43	\$16,812.72
11/01/21	\$14,068.13	\$0.00	\$2,744.59	\$16,812.72
11/01/22	\$14,349.50	\$0.00	\$2,463.23	\$16,812.73
11/01/23	\$14,636.49	\$0.00	\$2,176.24	\$16,812.73
11/01/24	\$14,929.22	\$0.00	\$1,883.51	\$16,812.73
11/01/25	\$15,227.80	\$0.00	\$1,584.92	\$16,812.72
11/01/26	\$15,532.36	\$0.00	\$1,280.37	\$16,812.73
11/01/27	\$15,843.00	\$0.00	\$969.72	\$16,812.72
11/01/28	\$16,159.86	\$0.00	\$652.86	\$16,812.72
11/01/29	\$16,483.05	\$0.00	\$329.66	\$16,812.71
<b>Total</b>	<b>\$274,912.10</b>	<b>\$0.00</b>	<b>\$61,342.36</b>	<b>\$336,254.46</b>
<b>Paid Through 12-31-16</b>	<b>\$84,115.05</b>	<b>\$0.00</b>	<b>\$33,574.01</b>	<b>\$117,689.06</b>
<b>Balance Remaining</b>	<b>\$190,797.05</b>	<b>\$0.00</b>	<b>\$27,768.35</b>	<b>\$218,565.40</b>

**WASTEWATER BOND PAYMENT SCHEDULE  
SEWER REHABILITATION SLIP LINING AR1-054  
MATURITY DATE DECEMBER 1, 2030**

Due Date	Principal	Interest	Admin Fee	Total Payment
12/1/2011	\$1,715.89	\$0.00	\$833.83	\$2,549.72
12/1/2012	\$1,164.67	\$0.00	\$532.03	\$1,696.70
12/1/2013	\$1,187.96	\$0.00	\$508.74	\$1,696.70
12/1/2014	\$1,211.72	\$0.00	\$484.98	\$1,696.70
12/1/2015	\$1,235.96	\$0.00	\$460.75	\$1,696.71
12/1/2016	\$1,260.67	\$0.00	\$436.03	\$1,696.70
12/1/2017	\$1,285.89	\$0.00	\$410.81	\$1,696.70
12/1/2018	\$1,311.61	\$0.00	\$385.10	\$1,696.71
12/1/2019	\$1,337.84	\$0.00	\$358.86	\$1,696.70
12/1/2020	\$1,364.59	\$0.00	\$332.11	\$1,696.70
12/1/2021	\$1,391.89	\$0.00	\$304.82	\$1,696.71
12/1/2022	\$1,419.72	\$0.00	\$276.98	\$1,696.70
12/1/2023	\$1,448.12	\$0.00	\$248.58	\$1,696.70
12/1/2024	\$1,477.08	\$0.00	\$219.62	\$1,696.70
12/1/2025	\$1,506.62	\$0.00	\$190.08	\$1,696.70
12/1/2026	\$1,536.76	\$0.00	\$159.95	\$1,696.71
12/1/2027	\$1,567.49	\$0.00	\$129.21	\$1,696.70
12/1/2028	\$1,598.84	\$0.00	\$97.86	\$1,696.70
12/1/2029	\$1,630.82	\$0.00	\$65.89	\$1,696.71
12/1/2030	\$1,663.43	\$0.00	\$33.27	\$1,696.70
<b>Total</b>	<b>\$28,317.57</b>	<b>\$0.00</b>	<b>\$6,469.50</b>	<b>\$34,787.07</b>
<b>Paid Through 12-31-2016</b>	<b>\$7,776.87</b>	<b>\$0.00</b>	<b>\$3,256.36</b>	<b>\$11,033.23</b>
<b>Balance Remaining</b>	<b>\$20,540.70</b>	<b>\$0.00</b>	<b>\$3,213.14</b>	<b>\$23,753.84</b>

**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
<b>Fire Department Building Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$15,884</b>	<b>\$0</b>	<b>\$15,884</b>
Revenue			
Interest	\$1		\$1
Allocation	\$30,000		\$30,000
Disbursements			
Engineering Service	\$2,225		\$2,225
Rutland Herald	\$226		\$226
Bill Lohsen Plumbing	\$43,424		\$43,424
<b>Balance June 30, 2017</b>	<b>\$9</b>	<b>\$0</b>	<b>\$9</b>
<b>Fire Department Equipment Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$136,190</b>	<b>\$0</b>	<b>\$136,190</b>
Revenue			
Interest	\$13		\$13
Reim Sutherland Falls Hose	\$897		\$897
Allocation	\$40,000		\$40,000
2015 Adjustment	\$1,000		\$1,000
VLCT Grant	\$1,209		\$1,209
Disbursements			
Earle's Truck Repair	\$1,492		\$1,492
Sutherland Fall Hose	\$897		\$897
Delaware City Fire Co.	\$90,000		\$90,000
Adv. Emergency Products	\$433		\$433
<b>Balance June 30, 2017</b>	<b>\$86,487</b>	<b>\$0</b>	<b>\$86,487</b>
<b>Fire Department PPE Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$30,862</b>	<b>\$0</b>	<b>\$30,862</b>
Revenue			
Interest	\$3		\$3
Allocation	\$5,000		\$5,000
<b>Balance June 30, 2017</b>	<b>\$35,865</b>	<b>\$0</b>	<b>\$35,865</b>
<b>Grand List Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$102,208</b>	<b>\$0</b>	<b>\$102,208</b>

**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
<b>Revenue</b>			
Interest	\$9		\$9
S/O Vermont	\$6,554		\$6,554
Equalization	\$771		\$771
Adj.	\$2		\$2
<b>Disbursements</b>			
CAI Technologies	\$1,800		\$1,800
Patriot Properties	\$2,750		\$2,750
Appraisal Resource Group	\$39,650		\$39,650
<b>Balance June 30, 2017</b>	<b>\$65,344</b>	<b>\$0</b>	<b>\$65,344</b>
<b>Highway Department Salt Shed Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$87,382</b>	<b>\$0</b>	<b>\$87,382</b>
<b>Revenue</b>			
Interest	\$9		\$9
<b>Disbursements</b>			
Dubois & King	\$2,450		\$2,450
<b>Balance June 30, 2017</b>	<b>\$84,941</b>	<b>\$0</b>	<b>\$84,941</b>
<b>Marble Bridge Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$10,143</b>	<b>\$0</b>	<b>\$10,143</b>
<b>Revenue</b>			
Allocation	\$1,000		\$1,000
Interest	\$1		\$1
<b>Disbursements</b>			
Adj	\$4		\$4
<b>Balance June 30, 2017</b>	<b>\$11,140</b>	<b>\$0</b>	<b>\$11,140</b>
<b>Mortimer Proctor Trust Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$23,105</b>	<b>\$0</b>	<b>\$23,105</b>
<b>Revenue</b>			
Interest	\$1		\$1
MRP Grant	\$33,160		\$33,160
Efficiency Vermont	\$250		\$250

**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
Disbursements			
Vermont Tennis Court-Rink	\$15,330		\$15,330
Tom Hogan-Rink	\$2,071		\$2,071
Springfield Fence-Flags	\$7,935		\$7,935
Fabian Earth-Cemetery	\$16,250		\$16,250
Proctor Gas-Bench(s)	\$3,798		\$3,798
Adj	\$2		\$2
<b>Balance June 30, 2017</b>	<b>\$11,130</b>		<b>\$11,130</b>
<b>Restoration Fund</b>			
<b>Balance July 1, 2016</b>	\$1,336	\$0	\$1,336
Revenue			
Due From General Fund	\$6,995		\$6,995
Disbursements			
Kofile	\$1,300		\$1,300
Good Way	\$801		\$801
Adkins	\$50		\$50
<b>Balance June 30, 2017</b>	<b>\$6,180</b>	<b>\$0</b>	<b>\$6,180</b>
<b>Riverside Cemetery Fund</b>			
<b>Balance July 1, 2016</b>	\$738	\$173,537	\$174,275
Revenue			
Sale of Lots-Grave Opening	\$6,600		\$6,600
Interest/Change of Value		\$8,928	\$8,928
Transfer From money Market	\$2,000		\$2,000
Adj	\$3		\$3
Disbursements			
Pat Perkins	\$700		\$700
Steve Mitowski	\$2,700		\$2,700
Fabian Earth	\$300		\$300
Paul Bourn	\$1,120		\$1,120
Financial Services	\$650		\$650
<b>Balance June 30, 2017</b>	<b>\$3,871</b>	<b>\$182,465</b>	<b>\$186,336</b>

**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
<b>Skating Rink Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$1,500</b>	<b>\$0</b>	<b>\$1,500</b>
Revenue			
Donations	\$776		\$776
Donation-OMYA	\$500		\$500
Reimbursement Town General	\$736		\$736
Disbursements			
Equipment & Supplies	\$437		\$437
Kevin Smith Sports	\$1,011		\$1,011
<b>Balance June 30, 2017</b>	<b>\$1,971</b>	<b>\$0</b>	<b>\$1,971</b>
<b>Town Hall Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$12,854</b>	<b>\$0</b>	<b>\$12,854</b>
Revenue			
Interest	\$2		\$2
West Mountain Town Forest Rev.	\$59,320		\$59,320
Disbursements			
NBF Architects	\$8,500		\$8,500
<b>Balance June 30, 2017</b>	<b>\$63,676</b>	<b>\$0</b>	<b>\$63,676</b>
<b>Town Office Equipment Replacement Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$10,590</b>	<b>\$0</b>	<b>\$10,590</b>
Revenue			
Interest	\$1		\$1
Allocation	\$2,500		\$2,500
Disbursements			
Home Depot	\$178		\$178
<b>Balance June 30, 2017</b>	<b>\$12,193</b>	<b>\$0</b>	<b>\$12,193</b>
<b>Highway Department Equipment Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$154,515</b>	<b>\$0</b>	<b>\$154,515</b>
Revenue			
Interest	\$16		\$16

**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
Sale of Stump Grinder	\$1,100		<b>\$1,100</b>
Allocation	\$10,000		<b>\$10,000</b>
<b>Balance June 30, 2017</b>	<b>\$165,631</b>		<b>\$165,631</b>
<b>Beaver Pond Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>
Revenue			
Interest	\$1		<b>\$1.00</b>
Disbursements			
State of Vermont Permits	\$475		<b>\$475.00</b>
<b>Balance June 30, 2017</b>	<b>\$9,526</b>		<b>\$9,526</b>
<b>Water/Wastewater Vehicle Sinking Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$65,210</b>	<b>\$0</b>	<b>\$65,210</b>
Revenue			
Interest	\$6		<b>\$6</b>
Allocation	\$10,000		<b>\$10,000</b>
Disbursements			
LaFond's Auto	\$7,474		<b>\$7,474</b>
John C. Stewart	\$5,446		<b>\$5,446</b>
<b>Balance June 30, 2017</b>	<b>\$62,296</b>	<b>\$0</b>	<b>\$62,296</b>
<b>Peterson Recreation Fund</b>			
<b>Balance July 1, 2016</b>	<b>\$2,085</b>	<b>\$49,249</b>	<b>\$51,334</b>
Revenue			
Edward Jones-Youth Soccer	\$7,327		<b>\$7,327</b>
Change of Value		\$500	<b>\$500</b>
Disbursements			
Youth Soccer	\$5,354		<b>\$5,354</b>
<b>Balance June 30, 2017</b>	<b>\$4,058</b>	<b>\$49,749</b>	<b>\$53,807</b>
<b>Highway Garage Fund</b>			
<b>Balance July 1, 2016</b>			



**SINKING AND REPLACEMENT FUNDS FOR PERIOD OF  
JULY 1, 2016 TO JUNE 30, 2017**

	MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
Revenue			
Highway Surplus	\$50,000		<b>\$50,000</b>
Allocation	\$5,000		<b>\$5,000</b>
<b>Balance June 30, 2017</b>	\$55,000		<b>\$55,000</b>

## Town of Proctor Births 2017

1/29/2017	Saylor Marie Brothers	Heidi M. Johnson Craig A. Brothers
2/15/2017	Kenton Daniel Bennett	Emily D. Abermanis Philip M. Bennett
3/10/2017	Rita Elaine Lake	Jessica L. McMahon Eric T. Lake
5/3/2017	Zahara Grayce Rooney	Melanie A. Rooney
5/4/2017	Margaret Pearl Csizmesia	Meaghan E. Hurd Ryan M. Csizmesia
5/15/2017	Katie Rose Perkins	Victoria R. Guetti Brian W. Perkins
8/17/2017	Porter Preston Garcia	Stacey Anderson Preston P. Garcia
9/2/2017	Wyatt Robert Ladabouche	Kristi N. Pelkey Justin L. Ladabouche
9/4/2017	Caleb James Razanouski	Kayla M. Moody Matthew A. Razanouski
10/24/2017	Carter Blake Pelkey	Amanda C. Murray Gary S. Pelkey
12/2/2017	Logan James Traverse	Lene L. Pidgeon James H. Traverse
12/9/2017	Alaina Mae Farley	Brooke E. Trepanier Joseph D. Farley
12/16/2017	Sofia Rylee Clarke	Felicia A. Turco Colby M. Clarke

## Town of Proctor Marriages

2/17/2017	Donna Lee Trombley Tad Arthur Kemnitzer
5/27/2017	Kristi Noel Pelkey Justin Lee Ladabouche
5/27/2017	Katie Lyn Corliss Taylor Don Johnson
6/3/2017	Kelsie Ann-Marie Ward Nicholas James O'Keefe
7/1/2017	Shaina Leigh Lawrence Michael Earl Lethbridge
8/5/2017	Heidi Elizabeth Conway Tammy Sue Landon
8/26/2017	Brent Thomas Hatley Margaret Jane Ganguly-Kiefner
9/5/2017	Kristina Ann Gallagher Thomas Deforest Doty
10/4/2017	Lucinda Morgan Chappell Tyler Adam Kleven

## Town of Proctor Deaths

Date	Deceased	Age
1/22/2017	Frank R. Malek, Jr.	68
2/1/2017	Ruth E. Gollstrom	91
2/1/2017	Dawsin Bourdeau	2
2/15/2017	Allan S. Noren, Jr.	76
2/28/2017	Ronald F. Frappier	70
3/8/2017	Freda W. Heikkinen	93
3/26/2017	Edith Mary Kleven	81
4/20/2017	William Robert Jones	60
4/30/2017	Charles H. Stagg, Jr.	98
5/8/2017	William Edward King	84
7/20/2017	Helen Elizabeth Mulberry	95
8/19/2017	Richard E. Olson	87
8/28/2017	Irene I. Poljacik	92
9/4/2017	Rufus Packard Cushman III	88
9/26/2017	Michele M. Anderson	61
10/19/2017	Jason Robert Lees	30
10/26/2017	Ann G. Oakman	70
11/27/2017	Floyd H. Lanphere, Jr.	87
12/12/2017	Linda Ann Sabotka	76
12/27/2017	Ella Catherine Taranovich	97

## PROCTOR PLANNING COMMISSION

With a grant provided by a State Municipal Planning Grant the Commission worked with the Rutland Regional Planning Commission to update the Proctor Zoning Regulations. The Commission reviewed the uses and boundaries of the zoning districts, made some minor changes to some of the allowed uses and brought the regulations into conformity with the recently re-adopted Town Plan.

The Commission also reviewed the flood hazard area maps and changed the flood hazard boundaries to better reflect the flood prone areas and to remove sections that are not true flood hazard areas.

The Commission has also taken on the role of Economic Development Committee. We are working with regional economic development organizations to develop a strategy to improve the economic viability of the Town. Proctor certainly has the capacity to improve and expand the business opportunities in our historic town. We will be discussing various strategies with our economic development partners over the next several months. One of the Commission's first projects will be to figure out how to attract a general store to Proctor. Over the years the town has supported many stores and now we find ourselves with no stores.

We will work with the Selectboard and other development agencies to figure out how to attract a store as well as other businesses to locate in Proctor. Even though Proctor has many thriving businesses it would be beneficial to attract additional business and create more opportunities for Proctor to thrive.

After many years of less than full membership the Planning Commission is now at its full compliment of five members. We generally meet on the first Thursday of every month at 6:30 pm at the Town Office meeting room.

Respectfully submitted,  
The Proctor Planning Commission

Dick Horner; Chair, Ray Bayette, Mary Gilligan, Tom Hogan and Bob Protivansky

Town of Proctor  
Zoning Administrator Report

This past year the Zoning Board and the Selectboard made a few changes to the Zoning Ordinance. Much of it was wording changes, but among the more significant changes were:

- 1) No permit necessary for a fence. The rules in the Ordinance still apply and must be followed.
- 2) Tent garages are allowed up to one year. After that will be considered permanent structures and will need a permit. Existing tent garages are grandfathered in.
- 3) South Street Extension (old Route 3) changed zoning designation. It is now zoned Agriculture-Commercial.

A reminder, if you remove an existing structure on your property you should notify the Zoning Administrator to remove it from your tax base.

I am available to assist you in filling out your permit when needed.

Robert Coons, Zoning Administrator  
802-459-2051

## **REPORT OF THE ASSESSOR'S OFFICE**

Proctor has hired Lisa Wright of Wright Appraisal Company to be the contract assessor for the town. She will be assisted in her work by assistant assessor Jacob Dorman. Lisa and Jacob were hired in October of 2017. Lisa will be providing office hours on Tuesdays from 12 to 4, with Jacob on Tuesday mornings and both additional hours as needed. Please feel free to stop by or call in with any questions you may have regarding your assessment.

The town of Proctor completed a town-wide reappraisal for the 2017-2018 tax year. The Listers office was staffed by Chris Landin, who served as the contract assessor from May to August 2017.

The recent receipt from the Division of Property Valuation and Review of the Certified Equalized Education Property Value indicates that the town's Coefficient of Dispersion (COD) is 6.93 % with a Common Level of Appraisal (CLA) of 100.79 % for Fiscal Year 2018 - 2019. Both the CLA and the COD are within acceptable ranges according to Vermont's Division of Property Valuation and Review and meet the goal after a reappraisal of a COD under 10 and CLA at approximately 100%.

It is not necessary for property owners to obtain permits to remove barns, sheds, porches, in ground swimming pools or other attachments to their property; however, you may still be assessed for it. Please send a notice that you have removed an improvement so that your property record can be corrected.

Just a reminder, Proctor's online mapping program is open to the public. Access to the website is [www.caigisonline.com/proctorvt](http://www.caigisonline.com/proctorvt). Help menu provides assistance navigating through the website that uses the latest state-of-the art ESRI ArcServer and Microsoft Silverlight technologies providing Proctor with powerful and proven industry leading GIS Internet services.

## Proctor Property Sales Report

<u>Sale Date</u>	<u>Property Location</u>	<u>Sale Price</u>	<u>Assessment</u>	<u>Ratio</u>
01/19/17	SOUTH STREET 114	\$120,000	\$124,230	103.53%
02/16/17	WARNER AVE 63	\$198,800	\$190,730	95.94%
03/06/17	WEST PROCTOR ROAD 2678	\$112,000	\$112,950	100.85%
03/14/17	GORHAM BRIDGE ROAD 3	\$118,000	\$116,640	98.85%
03/23/17	WEST STREET 134	\$67,000	\$84,070	125.48%
03/30/17	EAST STREET 66	\$108,866	\$103,830	95.37%
04/07/17	GROVE STREET 25	\$184,500	\$160,800	87.15%
04/21/17	NEWTON STREET 16	\$101,000	\$113,580	112.46%
05/04/17	WEST STREET 18-20	\$58,000	\$66,240	114.21%
06/07/17	GORHAM BRIDGE ROAD 7	\$85,000	\$126,150	148.41%
06/15/17	MCGARRY STREET 9 - 11	\$150,000	\$163,240	108.83%
06/15/17	COLUMBIAN AVENUE 3	\$222,000	\$208,170	93.77%
06/22/17	WEST STREET 129	\$164,000	\$157,810	96.23%
07/11/17	HIGH STREET 72	\$190,000	\$219,260	115.40%
07/17/17	EAST STREET 90	\$119,000	\$113,280	95.19%
07/17/17	LARRY LANE, LOT 4	\$101,000	\$94,480	93.54%
07/21/17	SOUTH STREET 25	\$148,000	\$149,020	100.69%
08/02/17	OLYMPUS ROAD 81	\$210,000	\$176,520	84.06%
08/09/17	WEST STREET 1253	\$183,000	\$154,600	84.48%
09/07/17	GREEN SQUARE 9	\$135,000	\$124,580	92.28%
09/27/17	WILLIAMS STREET 13	\$134,000	\$131,680	98.27%
10/02/17	ELM STREET 17-19 1/2	\$129,000	\$99,190	76.89%
11/09/17	EAST STREET 96	\$163,000	\$133,020	81.61%
11/27/17	CAIN STREET 12	\$135,000	\$136,720	101.27%
12/14/17	TOWER ROAD 26	\$181,000	\$245,830	135.82%
	Average			101.62%



Proctor Local Board of Health  
Robert Coons, Town Health Officer

The Local Board of Health is comprised of the Selectboard and the Town Health Officer who acts as secretary and executive officer of the Local Board of Health. A local board of health may make and enforce rules and regulations relating to the prevention, removal, or destruction of public health hazards and the mitigation of public health risks, provided that such rules and regulations have been approved by the Vermont Commissioner of Health.

The Town Health Officer is appointed by the Vermont Commissioner of Health at the recommendation of the Selectboard and the Commissioner may also appoint one or more deputy Town Health Officers. Town Health Officers serve for three years or until a successor is appointed.

A Town Health Officer investigates conditions that may be a public health hazard and may prevent, remove, or destroy any public health hazard and take steps necessary to enforce all health orders. He/She reports to the Vermont Department of Health any violation or public health hazard/risk that involves a food or lodging establishment, or any other matter regulated by the Department of Health rule.

Some examples of Town Health Officer responses include complaints of failing sewage systems that may affect the public's health, rental housing complaints, complaints of animal cruelty and animal bites, closing swimming areas that may be a public health threat and local compliance with Vermont's lead law.

The Town Health Officers may call upon sheriffs, constables and police officers to assist in enforcement issues or upon state health officials for technical or other assistance.

In conclusion the Town Health Officers and the Selectboard, who comprise the Local Board of Health, play an essential role in enforcing the Vermont Statute relating to health. It is through their efforts that the Vermont Department of Health is able to maintain a safe and healthy environment in our communities.

There were four (4) incidents involving the Town Health Officer during this year.

- 1) A possible rat problem
- 2) 2 dog bite issues
- 3) An interior oil spill from an oil tank

If you are aware of any situations involving a health issue you may call me with the information.

Respectively submitted,

Robert Coons, Town Health Officer  
802-459-2051

## Report of the Tree Warden

Annually the Selectboard appoints a Tree Warden from among the legally qualified voters. All shade and ornamental trees within the limits of the public ways and places shall be under the control of the Tree Warden.

During 2017 the Town removed twelve (12) trees along town streets and roads . All these trees were dead or dying and/or safety hazards.

The Tree Warden may maintain the health, appearance and safety of existing trees through feeding, pruning and protecting them from noxious insect and disease pests and by removing diseased, dying or dead trees which create a hazard to public safety or threatens the effectiveness of disease or insect control programs. Unless otherwise provided, a public shade tree shall not be cut or removed, in whole or in part, except by a Tree Warden or by a person having a written permission of a Tree Warden.

Your Tree Warden has participated in Urban Tree Risk Management workshops where the following topics were presented and discussed:

- Do not cut beyond a road right of way
- Roads may be either a 1, 2, 3 or 4 rod right of way. Most roads in Proctor are 3 rod roads (49.5 feet) with the right of way line 24 feet 9 inches from the center line of the road.
- Check to make sure road is in the middle of the right of way
- Diseased or dying trees or trees causing problems in plowing roads should be on a tree cut list.
- A land owner cannot cut a tree on public land without the permission of the Tree Warden
- Any trees under question should come before the Tree Warden. If there is a problem it should be brought to the Selectboard.
- A tree on public land should not be cut or pruned without the Tree Warden's permission.
- If someone disagrees with a tree warden the Selectboard, after a hearing, can make or correct a decision.
- If a land owner has a tree on the side of the road that needs cutting and doesn't want it cut, the Tree Warden may hold a hearing with Selectboard, highway department, and the landowner to resolve the issue.
- No one shall plant trees within a town right of way without the tree warden involved and present at planting.
- Trees under power lines should be trimmed down before they get too big. Trees should not be planted under a power line, TV cable, or telephone line to eliminate future hazards.
- Plant the type of trees that do not grow so tall.

Please contact me if you are concerned about a tree within the Town right of way or have questions regarding the roll of a Tree Warden.

Respectfully submitted:

Raymond Beyette  
Proctor Tree Warden

**PROCTOR VOLUNTEER  
FIRE DEPARTMENT**

EMERGENCY PHONE NO.  
775-6664



**SUTHERLAND FALLS  
HOSE COMPANY**

NON-EMERGENCY PHONE NO.  
459-3640

MAIN STREET, PROCTOR, VT 05765

The department met 101 times including 24 scheduled meetings, 8 special meetings and 69 incidents from December 1, 2016 through November 30, 2017. The members volunteered a total of 2318 hours of community service. The breakdown of the incidents is as follows:

Fire — 14, Rescue/Ems — 10, Hazardous condition (No Fire) — 7, Service call — 1  
Good Intent — 13, False alarm — 15, Explosion — 1, Special type — 8

The stations new heating system is finished. It is a great improvement to the old system. We have also made some safety improvements at the station this year as well. We have moved the fire fighters gear lockers to the back room. This will keep the fire fighters safely away from the trucks as they get there gear on now.

This year we replace our 1981 American LaFrance ladder truck. The decision to replace the truck, was due to it's age and problem in getting parts for it. We purchased a 1994 E-one ladder truck. This ladder truck has the same 75 ft ladder as the old one. It offers a 500 gallon water tank and a 1500 gpm pump. It also offer an enclosed cab with seating for six. We are in the process of trying to sell the old truck.

The fire officers will be as of January 1, 2018,

Joshua Webb — Fire Chief  
Jeffery Duchesne — Deputy Chief  
Kevin Blongy — Captain  
Kevin Blanchard — Lieutenant

I would like to remind every one to check and replace the batteries to there smoke detectors and carbon monoxide detectors twice a year. We also recommend having a family escape plan, and to practice it in case of a fire. Please also remember to get out and stay in the event of a fire.

The Officers and Members sincerely Thank You for your continued support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joshua Webb', written over a light blue horizontal line.

Joshua Webb  
Fire Chief

## **Parks and Recreation Committee**

The committee is responsible for the oversight of the Proctor Pool and Proctor Skating Rink. We encourage and welcome new members! Please contact the Town of Proctor if you are interested in becoming a member of the Parks and Recreation Committee.

Members: Shannon Maass, John and Denise Anderson, John Corliss and Megan and Brian Cannucci

### **Proctor Pool:**

The Proctor Pool experienced many changes throughout the 2017 summer and more will be coming for 2018. We are excited to report that pool Director Heidi Campbell Landon and pool Assistant Director Tammy Campbell Landon will again be on board.

For the 2018 summer, the pool will be offering a Learn to Swim program for children and will continue to improve the grounds for more family fun. In addition, we have new equipment such as Stand Up Paddleboards, a slide for the crib and life vests graciously donated by the Mortimer Proctor Trust.



### **Proctor Skating Rink: 90 Years and Counting!**

Rink hours of operation and general information can be found on the Town of Proctor website @ <http://proctorvermont.com/>



Photo credit: Matthew Anderson

## PROCTOR YOUTH LEAGUE

“Baseball, it is said, is only a game. True. And the Grand Canyon is only a hole in Arizona.”

-George Will



A **HUGE THANK YOU** to **Chris Almond** for his commitment, devotion and enthusiasm for the Proctor Youth League, to the youth of Proctor and the sport of baseball/softball.

Proctor Youth League would like to thank Rick Reed, Jeff Patch and the Mortimer Proctor Trust for their work and support of the organization and facility.

The Softball field improvements have been completed with a grant from the Mortimer Proctor Trust and the dedication to detail from Richard A. Reed & Son.

Electric upgrades were completed by Jeff Patch, who donated his time to the project.

The lights have all been upgraded at the facility, which result in a cost savings to the Town of Proctor.

The Proctor Youth League is a volunteer organization that is responsible for the maintenance and care of the facility, as well as, creating a safe enjoyable environment in which to play ball.

Chris Lee – Lisa Miser – Ron Wood



## **Proctor Youth Soccer League**

The Proctor Youth Soccer League would like to thank all of the parents, players, and coaches as well as the community for their support in the last year. We would especially like to thank the Evelyn Peterson Fund for their financial support. Without it, our program would not be able to grow and be feasible for so many of our community's youth. If you would like more information on this program, please feel free to reach out to Megan Cannucci or Ann Reed.

## PROCTOR FREE LIBRARY

“You may have tangible wealth untold; caskets of jewels and coffers of gold. Richer than I you can never be. I had a mother who read to me.”

-Strickland Gillian

When adults talk to young children, we usually use simple words, baby talk. Most of the 45 million words a toddler hears come from books, which offer richer and more diverse vocabulary. The time-honored bedtime story is not just an important moment for bonding, it's critical for brain development.

The Lorax to the Bible, books contain whole words for you to explore. Adventure, comfort, conversation, knowledge, laughter, mystery and more are possible when you open a book.

Promoting literacy is a core mission of the Proctor Free Library. We offer Summer Reading Programs, Book Club, Pre-School Hour and Backpack Books to assist in literacy proficiency.

Residents use the Proctor Free Library as a gateway to information resources. The library is open 42 hours per week. During this past year, 13,973 patrons visited the library and borrowed more than 51,221 items including audio books, books, DVDs, games, magazines, and puzzles. The library hosted 102 programs; 73 for children and 29 for adults. A total of 2,160 attended the programs, 1,673 children and 487 adults. The library offers 7 public computers with high speed internet access, as well as open WiFi. To keep all Proctorians connected to the library, employees made 49 home deliveries.

Weekly programs offered at the Proctor Free Library; Bone Builders, Knitting Circle, Two O'clock Tuesdays, Yoga.

The Proctor Free Library has partnered with the Vermont Health Department to offer free snowshoe rentals to the Proctor residents.

The 2018 Summer Reading theme is Libraries Rock! Follow us on Facebook for exciting summer events!

Get connected @The Proctor Free Library, your dynamic community resource.

Follow us on Facebook-Proctor Free Library

Proctor Free Library  
Annual Report  
July 1, 2016 – June 30, 2017

**OPERATING INCOME:**

Town of Proctor	63,500.00
Investments	35,597.00
Mortimer Proctor Fund	29,526.48
Other Service Revenue	<u>1,261.48</u>
Total Income	\$129,795.20

**OPERATING EXPENSES:**

Payroll Expenses	63,944.39
Investment Management Fee	8,311.00
Books-Periodicals	8,845.25
Educational Programs	1,192.53
Occupancy	21,732.31
Restricted Account	<u>29,526.48</u>
Total Expenses	\$133,551.96

Librarian – Lisa Miser  
Assistant Librarian – Joan Ratti  
Assistant Librarian– Carol Murdock  
Custodian – Mark Castor  
Bookkeeper – Rosemary Greene

Trustees: Mary Fregosi, Chair  
Phyllis Lanz, Vice -Chair  
Cathy Canty - Treasurer  
Kevin McDonnell - Secretary  
Shannon Maass  
Albert Curtis  
Don Russell

Follow us on Facebook: Proctor Free Library



## Our Yard 2017

Our Yard had a great year in 2017. We took over the organizing of the Memorial Day Parade, which was and will continue to be a great event in our small town. Once again we held the Fall Festival in the park, with the Proctor Fire Department holding a BBQ, local vendors and schools, pony rides, and ending the day with amazing fireworks.

In November Our Yard hosted a Flannel Friday to raise money for the Fall Festival, as well as many of the other contributions we do to help beautify Proctor and offer events to the residents and surrounding Towns. The event was fantastic with an amazing turnout raising money with silent auction items and wine tasting. The support shown from town residents was incredible.

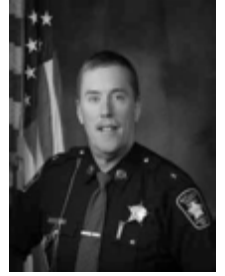
A huge thank you to the Proctor fund for adding the benches and banners throughout the town and for supporting the fireworks at the Fall Festival. We will continue to support this tiny town and offer them events that bring people together and show our appreciation of what community really means!

Thank you all,  
Judy Frazier  
Our Yard Chair



Established  
1781

**RUTLAND COUNTY SHERIFF'S  
DEPARTMENT  
88 GROVE STREET  
P.O. BOX 303  
RUTLAND, VT, 05701  
802-775-8002**



**Stephen P. Benard**  
SHERIFF

## **TOWN OF PROCTOR RUTLAND COUNTY SHERIFF'S TOWN REPORT FOR 2017**

The Rutland County Sheriff's Department has continued to provide law enforcement services to the Town of Proctor during the past year. Proctor and the town of West Rutland share two full time deputies, creating a situation where we can provide 40 hours of actual in town coverage, and another 40 hours of on call coverage. The net is having a deputy available for calls 12 hours per day and 8 hours on Sundays.

We would like to remind everyone that if you have an emergency please call 911. If we are on duty, the 911 Call Taker will dispatch us to the call. If not, VSP will respond. If you have a non-emergency call or would like to meet with either Deputy Corporal Carter or Deputy 1/C Pennington, please call our office at 775-8002. Please remember we work for you, and it is never a bother to answer your complaints or help address your challenges!

During 2017 we handled 299 complaints in Proctor, compared to 284 complaints in 2016.

During 2017, the Rutland County Sheriff's Department handled 299 cases, including the following:

- 04-911 Hangups
- 10-Motor Vehicle Crashes
- 43-Assists to motorists/citizens
- 26-Suspicious Complaint
- 07-Citizen Dispute
- 07-Vin Inspection
- 07-Family Fight
- 391-Traffic stops (resulting in 245 tickets and 182 warnings)
- 04-Drug cases
- 44-Animal Cases
- 01-Bomb Threat
- 03-Burglaries

Respectfully Submitted,

Stephen P. Benard  
Sheriff



Marble Valley Regional Transit District  
"The Bus"  
2017 Proctor Annual Report

Raymond Beyette, Sr., Proctor Representative  
Jay R. Morel, Community Outreach

Marble Valley Regional Transit District (MVRTD), known as "The Bus" has been providing service to the residents of the greater Rutland area for over forty years. The Transit District is the largest, non-urban, public transportation system in the State of Vermont and provides transportation to the general public throughout Rutland County, as well as to social and human service agencies, the resort communities and area businesses. MVRTD provides an enhanced level of self-sufficiency for the elderly, disabled and transportation disadvantaged who rely on public transportation. System ridership was over 703,000 rides this past year. MVRTD provides 65 jobs year round, with upwards of 80 during the winter peak season.

MVRTD continues to provide service on several highly successful commuter routes both within Rutland County and beyond, making connections to three adjoining counties thus serving the growing population committed to the environmental benefits of public transit use as well as the savings realized in the cost of fuel.

MVRTD provided over 2,400 rides on the Proctor Fixed Route this past year and hundreds of medically necessary trips to Proctor residents. Proctor is also served by the Elderly and Disabled Program in partnership with the Southwestern Vermont Council on Aging.

For more information about services or schedules please call 773-3244 x117 or visit MVRTD's web site at [www.thebus.com](http://www.thebus.com).

MVRTD thanks the residents of Proctor for their continued support of public transit.

Live Green – Ride the Bus

## **Rutland County Solid Waste District Annual Report – Calendar Year 2017**

The Rutland County Solid Waste District offers a variety of solid waste, recycling, waste education, household hazardous waste, composting and administrative support programs for our seventeen member municipalities. Some services are also available to non-District communities on a fee for service basis. In addition, the District operates a regional drop-off center and transfer station at Gleason Road in Rutland City. District program, facility and rate information is now available on our web site, [www.rcswd.com](http://www.rcswd.com).

Solid Waste Implementation Plan (SWIP). The District complied with all the ACT 148 requirements and was able to have their SWIP Plan approved of in August of 2015. The SWIP meets the requirements of the State's Material Management Plan and delineates how solid and hazardous waste will be managed in the District towns for a five year period.

The District started to contact local businesses informing them about recycling composting and hazardous waste and the programs that we offer. The District will also be working with local schools on many of these same issues over the next few years.

**Waste Disposal:** During 2017, residents and businesses in our member municipalities disposed of approximately 34,000 tons of municipal solid waste; nearly all of this was through the District's master disposal contract with Casella Waste Management. The cost of disposal, handling and transportation from the District Transfer Station at Gleason Road to the landfill was \$83.13 per ton. State taxes, district surcharge and the Rutland City Host Community Fee totaled \$26.97, for a final disposal cost of \$110.10 per ton.

**Recycling:** The District owns a Material Recovery Facility (MRF), recycling center in Rutland City that is leased to Casella Waste Management for their operations. The MRF accepts seventeen recyclable commodities from transfer stations, commercial haulers and large generators for processing and sale for re-use. The facility currently receives approximately 35,000 tons of recyclables a year. The MRF had switched over to zero-sort in November of 2011. The equipment is designed to handle up to 15 tons an hour with the capability of expansion overtime. As part of this process, the facility can now take plastics #3 through #7.

**Household Hazardous Waste:** Rutland County Solid Waste District operates an extensive Household Hazardous Waste (HHW) program for district residents. The program operates year-round from the Gleason Road facility, and scheduled collections at twenty town transfer stations through the spring, summer and fall. The HHW program collects and safely disposes of dozens of hazardous, flammable and toxic materials, anti-freeze, pesticides, used motor oil, asbestos, and fluorescent tubes. In 2017 we shipped out 26,570 gallons of HHW. The District also collects electronic waste in 2017 we shipped out 301,546 pounds.

In July of 2014 the District started accepting latex paint as per the new Paint Care Recycling Program. Several local paint stores and hardware stores started accepting it as well. This has been very popular through 2017.

**Other Programs:** The District also offered other waste management, education and reduction programs, including construction and demolition waste, clean wood and composting. The District is continuing with its "Merry Mulch" program in collecting and processing over 1,200 Christmas trees annually. The District also has been working with and providing recycling materials or information to various local organizations including the Rutland Master Gardener's Club, the Rutland Dismas House, Rutland Neighborhood Program, and Vermont Southwestern Council on Aging, Rutland Hospital and Women's Network & Shelter and the Rutland County Humane Society and the College of St. Josephs specifically on composting programs.

In 2017 the District The District also sponsored the Conservation Field Day/Science at the Hatchery with the Rutland Natural Resources Conservation District (RNRCD) and assisted in promoting their seedling tree and bush planting program.

James O'Gorman  
District Manager



Business: 802-773-1746  
Emergency: 911  
FAX: 802-773-1717

**34<sup>th</sup>**  
**ANNUAL REPORT**  
(Fiscal Year Ending June 30, 2017)  
34 Years of Service 1983 - 2017

To the Honorable Citizens of the Town of Proctor:

We are pleased to present our 34<sup>th</sup> annual report to the Citizens we serve. Regional Ambulance Service, Inc. has continually provided emergency and non-emergency ambulance service for thirty-two years. From 1983 to the end of this fiscal year, Regional has responded to 203,070 ambulance calls. This past year, ending June 30, 2017, the service responded to a total of 9,155 ambulance calls in our 12 communities and an additional 233 "Medic One" paramedic intercept calls. We are proud of our accomplishments and look forward to serving the public.

We congratulate Brian Porch, AEMT for being honored as our "Star of Life" at the American Ambulance Association's Stars of Life celebration in our nation's capital.

With the continued support of the citizens, our employees, and community governing bodies, we have been able to level fund or lower our assessment rate for the past 33 years. Since 1990 the Assessment rate has been decreased by 36%. Our current assessment rate is \$4 per capita and remains unchanged for the next fiscal year. The public support of our Membership program, direct donations, memorials and estate gifts have been vital to our continued success. Thank you.

This past year two new ambulances were put into service to replace older ambulances each having more than 100,000 miles of service.

Our motto "Serving People First with Pride, Proficiency and Professionalism" is demonstrated by our employees' commitment to continuing EMS training. Each year our employees have specialized training in Critical Care Paramedicine, ALS, BLS, Prehospital Advanced Trauma Life Support, Pediatric Advanced Life Support, Neonatal Resuscitation, Emergency Vehicle Operations, Bloodborn Pathogens and a variety of continuing education programs. Our professional staff is extremely capable and dedicated.

This year RAS Critical Care Paramedics have had advanced training to deploy the use of ventilator and additional skills. These new equipment and skills will be in use early next year.

Monthly C.P.R. classes are taught at Regional Ambulance. Last year, through the R.A.S. Training Center, 1,840 people were trained in C.P.R. Tours, lectures, demonstrations, and C.P.R. classes are available for the general public. Child Car Seat inspections are held Wednesdays at the Regional Ambulance building and 201 child car seat inspections were completed through this program.

The public is encouraged to visit and talk to the employees and Administrator at our Stratton Road facility. Please feel free to contact Jim Finger, Chief Executive Administrator, or your Representative, if you have any questions concerning the service.

We are proud of our accomplishments and look forward to serving you in the future. The Board of Directors, Administration and employees of Regional Ambulance Service, Inc. will continue working to provide the highest quality of emergency ambulance care at the lowest possible cost to all of the citizens we serve.

Sincerely, Paul Kulig, President  
R.A.S. Board of Directors

Joseph Bernor  
R.A.S. Board of Directors  
Town of Proctor Representative

*Rutland Regional Planning Commission is a resource for towns; is a platform for ideas; and inspires a vision for our future. We balance local desires, best practices, and regional growth for communities that are vibrant today and strong for years to come.*

We enjoyed working with the town of Proctor in 2017, primarily with Stan Wilbur, with whom we worked closely on a number of planning projects. We assisted the planning commission with the update and adoption of the zoning regulations, and we continued to do grant administration for the Marble Museum rehabilitation.

Our Emergency Management division: assisted the town with communicating and coordinating town information to state officials after three weather events impacted the town; hosted five Emergency Management Director and Coordinator roundtables to which town officials participated; and mapped all known reported Tier II sites in town complete with buffer distances for use in case of emergency.

Our mapping team created an updated Firearms Ordinance Map for the Selectboard, a Dry Hydrant location map of Beaver Pond for the town manager, provided energy mapping assistance, and supplied maps for a sidewalk grant application

RRPC also assisted the town in the new Grants in Aid funding for Best Management Practices; provided Better Roads application assistance; coordinated Better Roads Category A work; created a GIS database of all State Register Historic Districts in town; and conducted a multiple day pedestrian count in support of a Bicycle and Pedestrian grant application.

*Here's more about how RRPC assisted your town and other towns in the region in 2017:*

RRPC provided resources for land use planning and community engagement, from assistance with grant applications and mapping; town plan assistance on new water quality requirements and energy planning elements; traffic counts, and culvert studies; to shaping a regional vision for economic growth and walkable communities through the development of the Regional Plan.

RRPC also provided opportunities for collaboration via monthly road commissioner meetings, local emergency management round tables, and water quality convenings.

Thank you for the opportunity to serve your community and, in 2017, celebrating with us our 50<sup>th</sup> year in the Rutland region.

*If you feel inspired to participate in local or regional planning; want to be paired with opportunities to grow your community; or just want to learn more, please visit or give us a call; we'd love to hear from you!*

The Opera House | 67 Merchants Row | Rutland, VT 05701 | (802) 775-0871 | [RutlandRPC.org](http://RutlandRPC.org)

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

VLCT's mission is to serve and strengthen Vermont local government. All 246 Vermont cities and towns are members of VLCT, along with 138 other municipal entities, including villages, solid waste districts, regional planning commissions, and fire districts.

Local governments in Vermont provide essential services to residents and visitors alike. From maintaining roads to providing safety services, recreational programs, water and sewer infrastructure, street lighting, and libraries, the work carried out by appointed and elected officials and community volunteers is both critical and challenging. The demands on local government are complex and require resources that are not always available in every city, town or village in the state.

VLCT is the only statewide organization devoted solely to delivering a wide range of services to local officials who serve municipalities of varying populations and geographic regions but face similar requirements with disparate resources. The organization provides legal, consulting, and education services to its members, offering important advice and responses to direct inquiries, as well as training programs on specific topics of concern to officials as they carry out the duties required by statute or directed by town meeting voters. VLCT represents cities and towns before the state legislature and state agencies, ensuring that municipal voices are heard collectively and loudly, and also advocates at the federal level, primarily through its partner, the National League of Cities.

VLCT offers opportunities to purchase risk management products and services that directly meet the specific and specialized needs of local government through the VLCT Employee Resource and Benefit (VERB) Trust and the VLCT Property and Casualty Intermunicipal Fund (PACIF).

During the 2017 calendar year, in addition to providing responses to more than 3,700 telephone inquiries, holding 16 training sessions, and following approximately 300 separate pieces of legislation, 13 summer study committees, and developing VLCT's legislative platform with five municipal policy committees, VLCT celebrated its 50<sup>th</sup> anniversary. Throughout the year, VLCT recognized local officials and employees who have served a number of communities for 50 years, and highlighted some of the many successes of the organization and local government during the last 50 years. It was also an important year to look ahead, to consider new ideas, and to think about new programs and ways of delivering services to members that will address their changing needs in the coming years. VLCT launched a new website in June 2017 that, despite a few initial glitches, has functioned well and serves as a better connection point for members, thanks to consistent updates, new information, and easier navigation tools. VLCT has also moved the majority of its mission-critical IT systems to the "cloud" in an effort to provide more security for member information, greater protection against hacking attempts, and greater redundancy of access that will help the organization remain operational following a disaster scenario. The move to the cloud also reduces the need to acquire, maintain, and replace costly capital equipment.

At the heart of all these activities is VLCT's commitment to serving as a good steward of member assets, and we are proud of the continued progress being made in that effort. Members are welcome to visit the VLCT office anytime to review the operations of the organization, to ask questions, and to access resources that can help each individual official and employee carry out the important work of local government.

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).

October 11, 2017

RE: Rutland Economic Development Corporation Annual Report (FY2017)

To the Residents, Businesses, and Communities of Rutland County:

We would like to thank you, our partners, for your continued work advancing our region. With your help, together our efforts this year have furthered the major strategic shifts established for REDC in 2016, which were premised on the fact that Rutland County's future business growth will likely come from the success and expansion of existing small businesses and entrepreneurs. Further developed this year, the overarching theme of our strategic effort is to increase Rutland County's population, specifically early- and mid-career professionals and skilled workers, to counter the current and projected trend of regional population decline and the resulting workforce challenges.

**Summary of Strategic Direction:**

- Focus on population growth.
- Leverage the presence of colleges and universities as economic drivers.
- Support the growth of current businesses and industries in the Rutland Region.

**Strategic investments:**

*Focus on population growth.*

- Co-created the Regional Marketing Initiative alongside the Rutland Region Chamber of Commerce and area partners, raising \$200,000 from regional businesses and municipalities to produce a dynamic, long-term campaign focused on promoting our regional assets and opportunities; due to be rolled out in FY2018.
- Supported Rutland Young Professionals workforce attraction and retention programs.
- Continued to work with area developers and experts to establish residential housing goals and downtown development opportunities.
- Supported the third annual Young Professionals Summit of Vermont, a statewide conference on Vermont's future, held in Rutland.
- Emphasized Rutland County as a place for career opportunities through [rutlandeconomy.com/careers](http://rutlandeconomy.com/careers).

*Leverage the presence of colleges and universities as economic drivers.*

- Extended partnership with Castleton University to leverage the expertise and talent represented by the University and its students.
- Streamlined and strengthened Castleton University experiential learning efforts by providing students with opportunities to transition quickly from the classroom to area businesses for internships and careers, creating opportunities for both students and the business community.
- Began collaborative efforts to develop internship/work experience processes with area colleges and universities and the Talent Pipeline Management Project.
- Educated college and high school students (locally and around the state) about local leadership and job opportunities.





*Support growth of current businesses and industries in the Rutland Region.*

- Lending capital committed to Rutland-area businesses: \$280,000.
- Grant money secured for Rutland-area businesses: \$61,500.
- Secured \$750,000 in lending capital available to Rutland County businesses unable to access adequate sources of conventional financing.
- Monitored commercial real estate inventory and trends to match businesses with the best properties available for their needs, and marketing commercial properties through [rutlandeconomy.com/property](http://rutlandeconomy.com/property).
- Connected regional businesses with local, state, and federal resources they need to develop, and interfaced with government agencies to advocate on their behalf.
- Supported the launch and continued growth of The MINT - Rutland's Makerspace with strategic planning, a \$50,000 capital grant, and three years' free rent of 8,000 sq. ft. of space in REDC's building on Quality Lane in Rutland Town.
- Through REDC's Entrepreneurship Committee, began establishing a business development pipeline designed to connect emerging businesses with expertise and technical assistance to support sustainable success.
- Strengthened the newly revived joint REDC-Chamber Policy Committee, defining regional policy objectives designed to fortify our regional business growth and engaged with policy makers and administrators to further these objectives.
- Hosted free business advising and technical assistance through the Vermont Small Business Development Center and Vermont Procurement Technical Assistance Center.

At REDC, we are 100% focused on making the Rutland region the most collaborative, innovative, and friendly place in Vermont to live, work, play and grow a business. With your support, and the support of all our members and partners, we are enabled to strive ever further towards our vision:

**The greater Rutland region is recognized as the most collaborative, innovative and friendly place in Vermont to live, work, play and grow a business.**

Sincerely,

Lyle Jepson, Executive Director

[lyle@rutlandeconomy.com](mailto:lyle@rutlandeconomy.com) or (802) 773-9147



50 Merchants Row, Rutland, Vermont 05701-2413

Phone: 802-773-2747 ~ 800-756-8880

E-mail: [Chamber@RutlandVermont.com](mailto:Chamber@RutlandVermont.com)

[RutlandVermont.com](http://RutlandVermont.com)

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January 2018

The Rutland Region Chamber of Commerce is eager to share some of the significant accomplishments of the past year while we take a look ahead to the amazing future our region holds.

During reflection of the past year, we would like to recognize some of the noteworthy changes that have taken place. We have welcomed a dynamic new Director of Business Development, Chris Shaddock, and look forward to his contributions to the organization. We have three new energized board members, Russ Marsan from Carpenter and Costin, Laura Pierce from the Rutland Young Professionals and Traci Moore from the Rutland Regional Medical Center. All three directors are adding tremendous value to our board.

One of this year's exciting improvements is our new membership directory, ***The Faces of the Rutland Chamber***. This full color publication is one representation of the transformation to the new way of doing things at the Chamber. We believe the Rutland Region is changing and the reason it is changing is because of the real people who are working hard at not only making this a wonderful place to live work and play, but making potential newcomers know about it! It is the supportive members of the Rutland Chamber, along with many partners throughout the County who are making real strides on the betterment of the place we call home.

By far our most ambitious undertaking over the past year has been our Regional Marketing Initiative. With our steadfast partner, The Rutland Economic Development Corporation, we have created and are launching an inspiring campaign about the positive qualities and assets our region has to offer. We have taken the significant issue of population decline and the shortage of a qualified workforce for our major employers, very seriously. With many collaborators – including the business community, municipalities and county residents, we are changing the narrative about the Rutland Region. By extolling the virtues on an exceptional quality of life, dispelling the myth there are no jobs here and emphasizing the strength of tourism, the marketing campaign is directly speaking to the residents of Rutland County, the people of the State of Vermont and those in major markets surrounding Vermont.

It is an exciting time to be part of the Rutland Region Chamber of Commerce. We thank all who have supported us over the past year and are looking to the future with great energy and enthusiasm about the place we call home!

Mary Cohen

Executive Director

Rutland Region Chamber of Commerce

**Marble Town Seniors**  
**Proctor, Vermont 05765**

January 23, 2018

The Marble Town Seniors appreciates the support it receives from the town for its programs for senior citizens in Proctor. The purpose of the organization is to better the health and quality of the life of the senior citizens of Proctor. It was formed in August of 2011 and is open to all residents over the age of 60.

We meet at Franklin's for supper at 4 PM. on the 2nd and 4th Wednesday of each month except November. Due to Thanksgiving, the second supper of the month is on the following Wednesday. Franklin's served 625 suppers in the past year. There were 33 people present at our Christmas supper at Franklin's on December 13 for lunch and many gifts were raffled off with everyone having a wonderful time.

During the past year the Marble Town Seniors organized a trip on The Bus to Killington for a ride on the Gondola and lunch at the Peak Restaurant on July 18. A picnic was also organized at Branbury State Park on Lake Dunmore on August 18.

The Marble Town Seniors are sponsored by the Southwestern Vermont Council on Aging. Every September there is election of officers. The current officers are:

- Elsie Valach – Chair
- Bruce Baccei – Treasurer
- Jean Noren – Secretary
- Jean Baccei – Board Member
- Marie Smith – Board Member
- Jeannie Cushman – Board Member

If you have any questions and need information please contact Jean Noren at 459-3628 or Elsie Valach at 459-3487.

Sincerely

Elsie Valach, Chair



# ARC

## Advocacy \* Resources \* Community

Serving Citizens with Developmental Disabilities and their Families



### BOARD OFFICERS:

Melissa Stevens,  
Interim President

Stevie Smiel,  
Vice President

John B. Wing,  
Treasurer

Kate Tibbs,  
Secretary

### BOARD MEMBERS:

Fred Wortman

Leigh-Ann  
Brown

Herman Goldberg

Becky Bergman

Pam Reed

Nikki Gabcik

### HONORARY MEMBER:

Richard Wildes

Terry Mangieri

## 2017 ANNUAL REPORT ~ PROCTOR

Our mission is to advocate for the rights of individuals and families with Developmental Disabilities to be regarded as valued citizens with the same entitlements as a non-disabled individual, including the right to lifelong opportunities for personal growth and full participation in the community.

- We were representative payee for about 56 clients referred to us by Social Security and other Human Service agencies and organizations.
- Provided Five dances throughout the year: Valentines, End of Winter, Spring Fling, Halloween, and our annual Christmas Dinner Dance – together these events were attended by about 418 people. A newsletter goes out to invite all members and interested parties on the mailing list (approximately 470 addresses), they get updates with valuable information on; upcoming trainings, possible legislative changes, support circles, upcoming events, and some free to low cost activities in the community.
- ARC Rutland Area supported the local Self Advocacy group for people with developmental disabilities; members focus on group-selected goals, share their lives and gain committee meeting experience. They provide an “Abilities” Awareness Training; pennies collected, funds from a car wash, and funds from their bake sales go to adopt a family at Christmas through the Boys and Girls Club. This year a few self advocates joined VT Adaptive Ski and Sport for C.O.R.E.
- ARC continued to support The Rutland Family Support Network, which is lead by parents, is ongoing with their listserve, and provides a space for workshops and informational gatherings.
- Some of our efforts have again gone into the Transportation grant. We used the Elderly & Disabled Grant to help get people with transportation gaps, to where they need to go; meetings, work, events and our dances. We also advocate for voiced transportation needs.
- The AKtion Club, is a group of adults living with disabilities giving back through community service projects and is co sponsored by the Kiwanis Club of Rutland. This year they participated in a pet food drive, Pack the Paramount food drive, Stuff A Bus food drive, Grow and Donate Garden veggies, cards to recovering soldiers, back packs for school children and the Buddy Walk.

On behalf of the Board Members, friends, and families; we are grateful for the support and continued assistance from the citizens of the Rutland Area. We receive neither state nor federal funding, our main sources of income continue to be allocations from United Way and 16 other towns/city in the greater Rutland Area. Our minor sources of income come from our membership, service fees, 50/50 raffles, door donations, and two fundraising events. We thank all who have donated to ARC Rutland Area and made these great things possible. In 2017, there were 9 residents of Proctor, and a total of 1,091 residents in the greater Rutland Area who took advantage of all the opportunities we offered. Our 2018 funding request is \$300. We do all this, with three part-time employed positions, two part-time staff volunteers, volunteer board members and much community support. For those who need to contact us for these wonderful services or want to volunteer, please call 775-1370. Be sure to check out our website at [www.arcrutland.org](http://www.arcrutland.org) or like us at <https://www.facebook.com/arcrutlandareavt/?ref=bookmarks>.



Sincerely,  
  
Lisa S. Lynch  
Executive Director



128 Merchants Row, Suite 302, Rutland, VT 05701-5915~ (802) 775-1370 Fax 775-4544  
Email address: [info@arcrutlandarea.org](mailto:info@arcrutlandarea.org) Website: [www.ARCRutlandArea.org](http://www.ARCRutlandArea.org)

# BROC COMMUNITY ACTION

*In Southwestern Vermont*

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## BROC COMMUNITY ACTION

To the Citizens of the Town of Proctor,

On behalf of BROC Community Action and the thousands of people with low income or living in poverty that we serve in Rutland and Bennington counties, I want to personally thank you for supporting us as a budget line item over the years. BROC Community Action continues to experience many people seeking our programs and services each day.

Over the past year, BROC Community Action has demonstrated strong community impact in the Town of Proctor.

- 116 individuals were assisted and had their needs met including food at our Community Food Shelf, housing counseling, heating and utility assistance, forms assistance for benefits such as 3SqVT, budget counseling and income tax preparation through our Community Services department,
- 4 homes/units were weatherized or had energy efficiency measures performed reducing energy costs through our Weatherization assistance program,
- 3 daycare home providers were partially reimbursed through our Child & Adult Care Food Program for serving USDA recommended meals and snacks to approximately 30 children in their care, and
- 2 individuals worked on starting a small business with our business counselor through our Micro Business Development Program

Despite the significant outcomes BROC Community Action has achieved for the residents of the Town of Proctor over the past year, there is still more work to do. People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your appropriation helps ease the struggle for more than 10,000 people who seek assistance from us each year as we meet the basic needs of their families and provide a path forward.

***Respectfully, our appropriation request for the upcoming year is \$1,000.00.***

We value our partnership with Proctor to assist those most in need.

Sincerely,



Thomas L. Donahue, CEO  
[tdonahue@broc.org](mailto:tdonahue@broc.org)

45 Union Street, Rutland, VT 05701 Phone: 802-775-0878  
broc.org #BROCTALK



# NeighborWorks of Western Vermont

110 Marble Street, West Rutland, VT 05777  
(802) 438-2303 | nwwvt.org | info@nwwvt.org

## 2017 TOWN ANNUAL REPORT

The mission of NeighborWorks of Western Vermont is to strengthen the development of a regional economy by promoting safe, efficient and stable housing, and community projects through education, technical assistance, and financial services. NWWVT strengthens our communities, one home at a time.

We work to help Vermonters become educated about finances and the homebuying process, find homes to purchase, get the loans they need to buy homes, and renovate their existing homes to make them more livable and cost-efficient. We offer financial coaching; homebuyer education; home repair services to address health and safety issues; HEAT Squad energy efficiency services; and affordable loans for mortgages, home repair, energy upgrades, and down payment assistance. We believe that homeownership supports people and families in living healthy and stable lives.

2017 has been quite a productive year for NeighborWorks of Western Vermont. In our service area of Addison, Rutland, and Bennington counties:

- **418 Low-cost, Comprehensive HEAT Squad Energy Audits** were completed on buildings; **139 Home Energy Improvement Projects** were completed and homeowners received a rebate check from Efficiency Vermont; **79 Energy Loans** were issued, a total of \$1,209,730, to help homeowners make energy improvements
- **49 Down Payment Assistance Loans**, a total of \$1,226,373, were made to help homebuyers make it over the 20% down payment barrier (a 200% increase over 2016)
- **35 Rehab Loans**, a total of 710,446, were made to homeowners to make health and safety upgrades to their homes
- **\$42,500** was granted to landlords to bring 10 healthy, safe, and affordable rental units onto the market in Bennington
- **291** homebuyers attended our Homebuyer Education Course (a 150% increase over 2016)
- Assisted **19** households in finding their dream home with our RealtyWorks service

There is always a need and we hope we are always here to help. We welcome the involvement of residents on committees or volunteering time for special projects. Call us at (802) 438-2303 or stop by the office located at 110 Marble Street, West Rutland.

Together we can build strong communities.

Respectfully,  
Ludy Biddle, Executive Director



Rutland West Neighborhood Housing d/b/a NeighborWorks of Western Vermont Licensed Lender #6200 NMLS #194008



# RSVP & The Volunteer Center



Community Care Network  
Rutland Community Programs  
thriving community, empowered lives.

## 2018 REQUEST FOR TOWN FUNDING & Yearly Report for FY17 TOWN OF: PROCTOR AMOUNT REQUESTED: \$250.00

RSVP and The Volunteer Center is an "Invitation to Serve" program for people of all ages who want to meet community needs through meaningful use of their skills, talents, interests and knowledge in volunteer service. Needs are met in critical areas such as human services, elder care, health care, education, literacy, and the arts, just to name a few. RSVP/VC involves individuals in service that matches their personal interests and makes use of their varied life and professional experiences. Through such efforts, RSVP/VC is meeting the needs that strained local budgets cannot afford. RSVP/VC enables people to contribute to their communities while enjoying the personally satisfying and rewarding experience that community engagement offers. Additionally, over the past 15 years RSVP has implemented several "Signature Programs" aimed at addressing pressing community needs. These programs include *RSVP TeleCare*, a telephone reassurance and safety check in program offered FREE to Rutland County seniors, a children's literacy and mentoring program called *RSVP Rutland County Reads*, and after school program called *RSVP After School Buddies*, an osteoporosis prevention program, *RSVP Bone Builders*, which provides FREE strength and balance exercise classes with RSVP/VC volunteer instructors to Rutland County residents, and *RSVP Operation Dolls & More*, in which RSVP/VC volunteers restore and refurbish donated dolls, toys books and games. Last year over 10,000 items were distributed to 2,000 children and over 50 organizations to share with clients.

Locally, RSVP/VC is the largest program of coordinated volunteer services serving the people of Rutland County with 803 volunteers. From April 1, 2016 to March 31, 2017, RSVP/VC volunteers provided 148,669 hours of community service. The cost benefit to the communities of Rutland County in terms of cost of services provided equals \$3,630,497.

Once again this year RSVP is not asking for additional monies from the Town of Proctor. The monies we request are used to help defray the costs of providing services that impact the lives of citizens of all ages throughout Rutland County. I would welcome the opportunity to speak to your town governing board to provide a more detailed report.

**Proctor volunteers donate their services to the following non-profit organizations:** Rutland Regional Medical Center, Proctor Elementary School, Proctor Free Library, Castleton Community Center, The Community Cupboard, Godnick Adult Center, Northwest Elementary School, The Maples Senior Living, Dismas House, RAVNAH, *RSVP Bone Builders* Program., *RSVP Rutland County Reads*, and *RSVP Operation Dolls & More*. Currently, there are *RSVP Bone Builders classes offered in Proctor FREE of charge* to area residents.

The volunteer services they provide include: knitting and sewing items for children, tutoring and mentoring in area schools through the *RSVP Rutland County Reads* program, mailings, greeting people at RRMC and providing information at the front desk, assisting at flu clinics, friendly visitations to the home bound, clerical assistance, *RSVP Bone Builders* osteoporosis program exercise trainer, mentoring youth, volunteering for the *RSVP Operation Dolls & More* program.

On behalf of RSVP & The Volunteer Center, I would like to thank the residents of Proctor for their continued support. As financial constraints effect more and more non-profit organizations, the need for volunteers continues to increase. With your help, RSVP/VC will continue to respond to this need.

Sincerely,

*Nan M. Hart*  
Nan M. Hart, Director  
November 20, 2017



United Way Member Agency

6 Court St. | Rutland, VT 05701 | Office: 802 • 775 • 8220 | Fax: 802 • 775 • 8221

Website: [volunteersinvt.org](http://volunteersinvt.org) | Email: [rsvprutland@aol.com](mailto:rsvprutland@aol.com)

# VNA & HOSPICE

of the Southwest Region  
Serving Bennington and Rutland Counties

*Our family caring for your family since 1946*

November 10<sup>th</sup>, 2017

## Town of Proctor

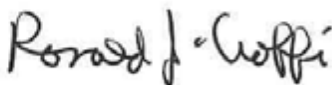
### TO THE OFFICERS AND CITIZENS OF PROCTOR:

In 2016, the Rutland Area Visiting Nurse Association and Hospice (RAVNAH) provided Rutland County residents with exceptional home care, hospice and community health services. From infants with hi-tech needs to our most senior population facing end-of-life care, we continued to bring medically necessary healthcare wherever it is needed, location of residence, or complexity of health issues.

In the face of shrinking government and state reimbursements and rising healthcare costs, RAVNAH has continued to identify community needs and provide essential cost-effective health care services to some of Rutland County's most vulnerable individuals.

In 2016, VNA's dedicated staff made more than 142,884 visits to 3,459 patients. In the town of Proctor, we provided 2,258 visits to 58 individuals.

In closing, we wish to thank you for your past support. With your vote of confidence, we will continue to meet our mission to enhance the quality of life of all we serve through comprehensive home and community health services.



Ronald J. Cioffi, Executive Director



Carrie Allen, President of the Board of Directors



#### MAIN OFFICE

7 Albert Cree Drive  
Rutland, VT 05701  
p 802.775.0568  
f 802.775.2304

#### BENNINGTON

1128 Monument Avenue  
Bennington, VT 05201  
p 802.442.5502  
f 802.442.4919

#### DORSET

909 VT RT 30  
Dorset, VT 05251  
p 802.362.1200  
f 802.362.1412

#### MANCHESTER

5468 Main Street  
Manchester Ctr., VT 05255  
p 802.362.2126  
f 802.362.4884

#### REFERRALS

Main 802.770.1550  
Bennington 802.442.0555  
Toll-free 1.800.244.0568

[www.vermontvisitingnurses.org](http://www.vermontvisitingnurses.org) | A United Way Funded Partner Agency



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## 2017 Rutland County Parent Child Center Report

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Caring for Families - Caring for the Future

Rutland County Parent Child Center Inc.  
61 Pleasant Street, Rutland, Vermont 05701-5009  
Phone 802-775-9711 Fax 802-775-5473  
mary.zigman@rcpcc.org

### 2017-2018 Annual Report

The Rutland County Parent Child Center (RCPCC) is a private, community based, non-profit organization dedicated to supporting and meeting the needs of children and families throughout Rutland County. RCPCC's mission is "To nurture children and families through supportive, positive, educational experiences that enhance their success in our community". RCPCC provides all services at no cost, with the exception of childcare, which is minimal for lower income families.

We provide early childhood education services at childcare centers in Brandon and Rutland City. Additionally, the RCPCC provides family centered services to families and children birth to five years, such as:

- Literacy based playgroups
- Early Intervention programs for children birth to three years old with developmental delays
- A teen parent program that enables young parents to complete their high school education
- Support for young families on public assistance to become independent
- Parent education classes and referral services
- Transitional housing for pregnant and parenting teens (POISE)
- A short-term proactive and preventative program that provides support for families at risk of DCF involvement (VCFCR-Vermont Children and Families Community Response)

Some of these programs serve families of all socio-economic levels but, as a priority, RCPCC seeks out those in need to bring these services into their homes and communities. The Rutland County Parent Child Center is requesting funds in the amount of \$500.00 dollars from **Proctor** in order to continue the RCPCC's efforts to support families and young children in your community. Please contact me if you have any questions or need further information. Thank you for considering our request.

Sincerely,

Mary Zigman  
Executive Director



## Community Care Network Rutland Mental Health Services

In the year 2017, 28 towns in Rutland County supported the work of Rutland Mental Health Services through town giving. Our agency is committed to providing quality services regardless of an individual's ability to pay. The generous support of towns such as the Town of Proctor assures that quality services are available for their families, friends and neighbors. Services provided to town residents include:

- Individual Counseling for Children, Adults and Families
- Substance Abuse Treatment Services
- Emergency/Crisis Services
- Developmental Disability Services

During fiscal year 2017, Rutland Mental Health Services provided 8,128 hours of services to 78 Proctor residents. We value our partnership with the Town of Proctor in providing these much needed services and thank you for your continued support.

*Dick Courcelle*

Chief Executive Officer  
Rutland Mental Health Services, Inc.

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

**Request Amount: \$250.00**

Since 1979, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

Final numbers for our FY'17 (10/2016-9/2017) show VCIL responded to over **3,000** 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 **358** individuals to help increase their independent living skills and **13** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **165** households with information on technical assistance and/or alternative funding for modifications; **84** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **98** individuals with information on assistive technology; **45** of these individuals received funding to obtain adaptive equipment. **534** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also now home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served **49** people and provided **22** peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

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

During FY '17, **8** residents of **Proctor** received services from the following programs:

- Meals on Wheels (MOW)  
(over **\$3,200.00** spent on meals for residents)
- Sue Williams Freedom Fund (SWFF)  
(over **\$1,600.00** spent on assistive technology for residents)
- Peer Advocacy Counseling Program (PAC)
- Information Referral and Assistance (I,R&A)

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



PO BOX 1617  
Rutland, VT 05701  
802.775.3434  
MentorConnector.com

Select Board  
Proctor, VT

October 3, 2017

Dear Board,

Proctor Allocation Request: \$1,500 to continue to guide the youth of Proctor with caring and highly trained mentors.

*"Julie begins the college prep program upward bound in a week. When we chatted this past week she said she never would have been able to get in without me. Now I don't know if that is really true, but it sure made my day"—Mentor Suzanne*

The Mentor Connector has guided 15 youth in Proctor over the past year to increase life skills, school performance, and workforce readiness. Many of these youth are at risk for substance abuse, mental illness, or high-risk behaviors. Yet while involved with a mentor, 90% claim their mentor relationship has helped them improve their self-esteem while 85% said it helped them refrain from drugs or alcohol.

To be successful with each mentor match, we conduct extensive background checks, in-depth training, and ongoing support. This combination has been proven effective at creating matches that last for years. In fact, many of our mentor matches have lasted over five years and some as long as ten years, building on the evidence that the longer the match, the more beneficial the relationship.

But we can't do it alone. We actively work with many community members, businesses, local organizations, banks, and schools to advocate for and support mentoring. I would like to thank Middletown Springs for its support for mentoring. The cost of onboarding one mentor is \$2000. Your aid makes it possible for the Mentor Connector to continue serving vulnerable youth in Proctor.

Would you consider continuing this support with a gift of \$1,500 again this year? Your gift helps offset the cost of background checks, mentor support, and training. With your help, the Mentor Connector can continue to support Rutland County youth.

Warmly,

A handwritten signature in black ink, appearing to read "Hultquist".

Chris Hultquist  
Executive Director

A handwritten signature in black ink that reads "Thank You".

**HAVING FUN CHANGES LIVES**

## **Report to the Citizens of Proctor**

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to older adults who reside in Proctor. The service period reported is from October 1, 2016 through September 30, 2017:

### **Senior Meals**

SVCOA provided 3,346 home delivered meals in your community, through the Meals on Wheels program. In addition, 29 Proctor older adults came together at a luncheon site located in your area to enjoy a nutritious meal and the company of others. Through this site, 699 meals were served to older adults in your community.

### **Case Management Assistance**

SVCOA case management staff helped 15 older adults in your community. A case manager works with an older adult, privately in the individual's home or at another agreed upon location. The case managers assess each person's specific situation in order to tailor a plan unique to that individual. Case managers will work with the older adult to identify their needs and discuss possible services available to address these areas. If the individual desires, the case manager will link the client to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help older adults connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail older adults facing the possibility of long-term care placement who still wish to remain at home. . Options Counseling, which helps older adults create a long term care plan, was used by 1 individual in your community.

### **Other Services and Support**

SVCOA also provided a host of other services to support older adults in your community. These services included:

- 1) "Senior HelpLine" assistance at 1-800-642-5119. Our Senior HelpLine staff provide telephone support to older adults and others, who need information about available programs and community resources;
- 2) Medicare and health benefit counseling information and assistance through our State Health Insurance Program (SHIP);
- 3) Legal service assistance through the Vermont Senior Citizens Law Project;
- 4) Information about elder issues via the "60Plus" column appearing in the Rutland Herald;
- 5) Nutrition education and counseling services provided by SVCOA's Registered Dietician;
- 6) Senior Companion support for frail, homebound older adults;
- 7) Outreach services to older adults dealing with mental health issues through our Elder Care Clinician. SVCOA cooperates with Rutland County Mental Health to provide this service;
- 8) Transportation assistance; and,
- 9) Caregiver support, information and respite to family members and others who are providing much needed help to older adults in need of assistance.

## Pittsford Food Shelf

The Pittsford Food Shelf serves Pittsford, Proctor, Florence and Chittenden. In 2017 we served 110 families and 282 people (many of these families had multiple visits). We were lucky to receive a thousand dollar grant from the Vermont Food Bank to put towards a new refrigerator and a freezer. Both are more energy efficient than the ones we replaced. We received 45,814 lbs of food and 1932 lbs. of produce from the Food Bank. We want to thank Wood's Market again this year and the people of our communities for donating fresh veggies, Vermont Country Store who donated all types of goodies and the US Postal Service for their annual food drive in May. Many churches also helped support us throughout the year. We were very fortunate this year to be able to meet the needs of our clients. During December we received Dolls 'n More from RSVP in Rutland to hand out to the families. We also handed out hats and mittens made by local individuals and groups. Kamauda's did a food drive in December along with the Pittsford Fire Dept and donated an incredible amount of food. We received pet food from Lucy's House a non-profit for helping feed pets in the state of Vermont.

We as a community must not judge those who come to the Food Shelf by the vehicles they drive. We don't know if it is a rental, borrowed or a friend or family member helping out. We all, regardless of our income level have had a need at one time or other or could have a need in the future. Regardless of your income level we at the Food Shelf are here to help. The only verification we need is that you are a resident of Pittsford, Proctor, Florence or Chittenden with an utility bill.

Reminder to all the Food Shelf hours are Mondays 9-11; Thursdays 4-6. The Commodity Food program is administered at the first Wednesday of each month at St Alphonsus Parish Hall. This is an income based program. Usually if you qualify for food stamps, you will qualify for this program as well. If in doubt give Robin a call at 558-5768 or just stop by At Alphonsus Bingo Hall the first Wednesday of the month or the Food Shelf during the days we are opened.

Donations are always welcome. When cleaning out your cabinets, please check the expiration date. If within one year after expiration we can still use it. If it is older, i.e. 2003, 2015 etc pitch it. It is too old for us to use.

Questions or comments, feel free to give Robin a call at 558-5768.

Submitted By: Robin Rowe, Director, Pittsford Food Shelf



## NewStory Center Annual Report 2017

What a year it has been! The Board and Staff of are proud to announce that the Rutland County Women's Network & Shelter is now known as **NewStory Center**. Our new name signifies a renewed commitment to supporting survivors and ending domestic and sexual violence in our community. NewStory Center continues to provide the same comprehensive services but we now have a bigger and brighter future ahead of us.

For 38 years NewStory Center has helped families in Rutland County with services that range from emergency shelter to legal advocacy. We partner with many in our community to help our neighbors and friends break the cycle of abuse.

Over the last year, NewStory Center served a record number of individuals. During FY17, 924 women, men, and children were supported through direct services such as emergency shelter, medical advocacy, legal advocacy, case management, clinical services, and the 24/7 crisis hotline. Additionally, we provide training and technical assistance to our community partners, including local law enforcement, to ensure a more effective community response to domestic and sexual violence.

The Board and Staff of NewStory Center thank the voters of Proctor for their support of our agency. Thanks to you, we are able to continue to provide comprehensive services for survivors of domestic violence and sexual assault from your town.

### REQUEST

**NewStory Center (formerly the Rutland County Women's Network & Shelter)** is requesting the sum of \$220, to be voted on at the town meeting in March 2018, to support victims in Rutland County. We are very thankful for the help that the people of Proctor have given us in the past, and would be very grateful for your continued support of our mission. We provided services for **9 residents of Proctor** this past year. As our services are confidential, in some cases we might not be informed as to where our clients live.

**NewStory Center, Inc.**

P.O. Box 313, Rutland, VT 05702 • [www.nscvt.org](http://www.nscvt.org)

Crisis: (802) 775-3232 • Office: (802) 775-6788 • Fax: (802) 747-0470

## FY2017 RUTLAND CONSERVATION DISTRICT (RNRCD) REPORT

### A sample of the programs/projects the District was involved in during 2016/2017:

#### Education:

**Vermont Envirothon** - The District promotes this program through visits to area high school science departments to encourage student participation. Teams of high school students are challenged to answer questions about conservation issues, and scores are calculated to determine the winning team. The District sponsored three teams from two high schools in the 2017 statewide competition.

**Conservation Field Day/Science at the Hatchery** - The District organized this event at the Dwight D. Eisenhower National Fish Hatchery in Chittenden. More than 100 students from six elementary schools in Rutland County participated. Some of the topics that students learned about were: stream ecology, forests and tree identification, fish shocking and identification, soils and the different fish species raised at the hatchery and their life cycles. Funding for this year's event came from the US Forest Service and the Rutland County Solid Waste District.

#### Organization:

**RNRCD Annual Meeting** -The District held its Annual Meeting at the West Rutland Town Hall on February 13, 2017. Chris Smid with New England Slate provided a presentation titled "The Vermont Slate Industry Today" and Chris Brooks from VT Wood Pellet provided a presentation titled "Responsible Use and Economics of Forest Products".

At the meeting, Jon Satz, owner of Woods Market Garden in Brandon, received an award for the Rutland Natural Resources Conservation District, Conservation Farm of the Year. The Conservation District recognizes farmers who are doing an outstanding job of protecting and conserving soil, water and related natural resources on the land they farm.

**Local Work Group** - Rutland District Supervisors participate in Local Work Group meetings. The focus of these meetings is to assist in setting local priorities for USDA Cost Share Programs administered by the Natural Resources Conservation Service (NRCS).

#### Programs:

**Land Treatment Planning (LTP)** - The District works with a Land Treatment Planner who provides technical assistance to farmers in preparing technical information for the development of Comprehensive Nutrient Management Plans (CMNP'S).

**Portable Skidder Bridges** - The District has two portable skidder bridges available for rent to loggers and consulting foresters. Portable skidder bridges when properly installed and used as a temporary stream crossing structure, will reduce streambank and streambed disturbance as compared to other alternatives, thus minimizing the potential for sedimentation.

#### Outreach:

**Website** - The District hosts a website at [www.vacd.org/rcd](http://www.vacd.org/rcd) that contains information describing the many projects/programs that the District is involved in.

#### Watershed Planning for the Otter Creek and its Tributaries:

The District secured funding through grant sources to:

- Install green stormwater practices (bioretention basin) at Giorgetti Park in the City of Rutland;
- Install a stormwater swirl separator at the outfall of an existing 36" drainage pipe, in the Adams Street right-of-way in the City of Rutland;
- Install green stormwater practices at Rutland Town School in the Town of Rutland;
- Hire consultants to design green stormwater practices at Rutland High School and Stafford Technical Center and for a property acquired by the City of Rutland on Easterly Avenue in the City.
- Hire consultants to develop Stormwater Master Plans in the Town of Wallingford and for the Moon Brook in the City of Rutland.
- Implement the removal of a berm and easement acquisition in the Cold River Watershed in the Town of Clarendon, which will serve to restore floodplain function.
- Work with the farming community to support nutrient reduction, by providing education and outreach regarding Required Agricultural Practices (RAP's) and sponsoring workshops to expand awareness in programs designed to improve water quality.

**For further information on these programs/projects or to be added to our mailing list or list of volunteers, please contact Nanci McGuire at 802-775-8034 ext. 117 or [nanci.mcguire@vt.nacdnet.net](mailto:nanci.mcguire@vt.nacdnet.net). You can also visit us at the USDA Service Center at 170 South Main Street in Rutland. We encourage you to visit our website at [www.vacd.org/rcd](http://www.vacd.org/rcd)**





ANNUAL REPORT TO  
The Town of Proctor

2017

The Rutland County Humane Society is dedicated to advocating for and working towards a responsible and humane community. We provide shelter and adoption opportunities for pets who are homeless and promote animal welfare through community programs that benefit both animals and people.

RCCHS acts as the coordinator for animal cruelty cases in Rutland County and works to provide relief for victims of animal neglect and abuse. We provide information and referral services to people dealing with animal issues.

The RCCHS shelter is the largest program of the agency, taking in more than 1,400 animals in 2016 and our numbers are expected to be about the same for 2017.

Our agency is funded through fees for service, town funding, donations and special events. We thank those who support our operations, including the Town of Proctor.

During the period July 1, 2016 to June 30, 2017, the Rutland County Humane Society took in fifty-five (55) animals from Proctor. Attached is our Budget Summary for 2017.

Please call us at 483-9171 if you would like further information about the Rutland County Humane Society.

October 12, 2017

Dave Pearson,  
Co-President

Andrews Salamon,  
Co-President

John Braun  
Board Member

Paul Brown  
Board Member

Richard Malley,  
Board Member

Jeff Manney,  
Board Member

Eric Solsaa,  
Board Member

Jenna Watson,  
Board Member

Shaun Williams,  
Board Member

*Transforming  
People's Lives and  
Our Community  
by Creating  
Affordable and  
Decent Housing:  
Lifting Up One  
Family at a Time.*

Ms. Celia Lisananti  
Town Clerk and Treasurer  
Town of Proctor  
45 Main Street  
Proctor, Vermont 05765

Reference: FY 2018/2019 appropriation & FY 2017 Community Reports

Dear Celia,

Habitat for Humanity is a global non-profit organization dedicated to eradicate poverty by providing families in need with safe and affordable housing solutions. Habitat for Humanity's vision is a world where everyone has a decent place to live. Habitat's work is anchored on the conviction that safe and affordable housing provides a critical foundation for breaking the cycle of poverty. *Our mission is to "Transform people's lives and our community by creating affordable and decent housing, lifting up one household at a time."*


This year has been an exciting year. We closed on our first house located in Fair Haven. This house was a restoration effort that required complete strip down of the inside, a new foundation, new exterior, redesigned floor plan, and high energy-efficient heating and insulation. It is now home to a family of a single mom with two children. The children can now walk to school every day and live in a safe, comfortable home.

We began our second home this spring. It is located at 42 Cleveland Avenue. This is a new build on a city lot. It will provide a comfortable, warm home for a family of four, a mom, dad, and two children. The house was designed by local Rutland area architect, John Berryhill. John designed the home to fit into the Cleveland Avenue neighborhood.

We are an organization that has no paid employees. It costs us approximately \$150,000 to build one home, to complete critical repairs on several homes, and to pay for minimal administrative expenses (mailings, internet, ink etc.) We hire contractors from time to time depending on our need for expertise that is beyond that of our volunteers. We welcome all volunteers for administrative and construction activities.

All of us at Habitat for Humanity of Rutland County appreciate Proctor's generous appropriation of 50 cents for each registered voter for this year and hope to continue our same relationship with the Town of Proctor in the coming years.

Respectfully Submitted,

  
Paul Brown, Member, Board of Directors

**TOWN OF PROCTOR, VERMONT**

**AUDIT REPORT**

**JUNE 30, 2017**

TOWN OF PROCTOR, VERMONT  
 AUDIT REPORT  
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TOWN OF PROCTOR, VERMONT  
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77 Barre Street  
P.O. Box 947  
Montpelier, VT 05601  
802/223-2352  
[www.sullivanpowers.com](http://www.sullivanpowers.com)

Fred Duplessis, CPA  
Richard J. Brigham, CPA  
Chad A. Hewitt, CPA  
Wendy C. Gilwee, CPA  
VT Lic. #92-000180

## Independent Auditor's Report

Selectboard  
Town of Proctor, Vermont  
45 Main Street  
Proctor, Vermont 05765

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Proctor, Vermont, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Proctor, Vermont's basic financial statements as listed in the Table of Contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town of Proctor, Vermont's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Proctor, Vermont's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to previously present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Proctor, Vermont as of June 30, 2017, and the respective changes in financial position, and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

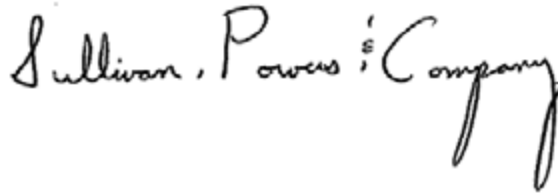
### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Proctor, Vermont's basic financial statements. The combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. These schedules have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

***Other Reporting Required by “Government Auditing Standards”***

In accordance with “Government Auditing Standards”, we have also issued our report dated January 17, 2018 on our consideration of the Town of Proctor, Vermont’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 of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with “Government Auditing Standards” in considering the Town of Proctor, Vermont’s internal control over financial reporting and compliance.

January 17, 2018  
Montpelier, Vermont  
VT Lic. #92-000180

A handwritten signature in black ink that reads "Sullivan, Powers & Company". The signature is written in a cursive style with a large, stylized 'S' at the beginning and a long, sweeping tail on the 'y'.



TOWN OF PROCTOR, VERMONT  
 STATEMENT OF NET POSITION  
 JUNE 30, 2017

	Governmental Activities	Business-type Activities	Total
<b><u>ASSETS</u></b>			
Cash and Cash Equivalents	\$ 1,175,028	\$ 785,185	\$ 1,960,213
Investments	222,243	0	222,243
Receivables (Net of Allowance for Uncollectibles)	211,153	129,136	340,289
Internal Balances	3,387	(3,387)	0
Capital Assets:			
Land	102,780	497,524	600,304
Construction in Progress	43,896	0	43,896
Other Capital Assets, (Net of Accumulated Depreciation)	<u>3,766,063</u>	<u>9,611,005</u>	<u>13,377,068</u>
 Total Assets	 <u>5,524,550</u>	 <u>11,019,463</u>	 <u>16,544,013</u>
<b><u>LIABILITIES</u></b>			
Accounts Payable	21,179	19,353	40,532
Accrued Payroll and Benefits Payable	4,908	0	4,908
Accrued Interest Payable	0	14,287	14,287
Noncurrent Liabilities:			
Due Within One Year	0	207,199	207,199
Due in More than One Year	<u>0</u>	<u>5,787,034</u>	<u>5,787,034</u>
 Total Liabilities	 <u>26,087</u>	 <u>6,027,873</u>	 <u>6,053,960</u>
<b><u>NET POSITION</u></b>			
Net Investment in Capital Assets	3,912,739	4,114,296	8,027,035
Restricted:			
Highways and Streets	577,232	0	577,232
Culture and Recreation	46,479	0	46,479
Cemetery	186,337	0	186,337
Other	27,313	0	27,313
Unrestricted	<u>748,363</u>	<u>877,294</u>	<u>1,625,657</u>
 Total Net Position	 <u>\$ 5,498,463</u>	 <u>\$ 4,991,590</u>	 <u>\$ 10,490,053</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2017

	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Functions/Programs:							
Primary Government:							
Governmental Activities:							
General Government	\$ 543,497	\$ 38,589	\$ 157,045	\$ 0	\$ (347,863)	\$ 0	\$ (347,863)
Public Safety	187,471	10,060	746	0	(176,665)	0	(176,665)
Highways and Streets	428,954	6,175	63,676	5,327	(353,776)	0	(353,776)
Culture and Recreation	151,604	3,585	10,196	0	(137,823)	0	(137,823)
Solid Waste and Recycling	146,412	396	0	0	(146,016)	0	(146,016)
Cemetery	21,720	6,600	16,250	0	1,130	0	1,130
Total Governmental Activities	<u>1,479,658</u>	<u>65,405</u>	<u>247,913</u>	<u>5,327</u>	<u>(1,161,013)</u>	<u>0</u>	<u>(1,161,013)</u>
Business-type Activities:							
Water	370,726	360,591	0	127,568	0	117,433	117,433
Sewer	453,644	327,594	0	0	0	(126,050)	(126,050)
Total Business-type Activities	<u>824,370</u>	<u>688,185</u>	<u>0</u>	<u>127,568</u>	<u>0</u>	<u>(8,617)</u>	<u>(8,617)</u>
Total Primary Government	<u>\$ 2,304,028</u>	<u>\$ 753,590</u>	<u>\$ 247,913</u>	<u>\$ 132,895</u>	<u>(1,161,013)</u>	<u>(8,617)</u>	<u>(1,169,630)</u>
General Revenues:							
Property Taxes					1,137,454	0	1,137,454
Interest on Delinquent Taxes					28,440	0	28,440
General State Grants					8,354	0	8,354
Unrestricted Investment Earnings					11,535	100	11,635
Net Logging Revenue					0	74,555	74,555
Other Revenues					20,303	0	20,303
Total General Revenues					<u>1,206,086</u>	<u>74,655</u>	<u>1,280,741</u>
Change in Net Position					45,073	66,038	111,111
Net Position - July 1, 2016					<u>5,453,390</u>	<u>4,925,552</u>	<u>10,378,942</u>
Net Position - June 30, 2017					<u>\$ 5,498,463</u>	<u>\$ 4,991,590</u>	<u>\$ 10,490,053</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2017

	General Fund	Non-Major Governmental Funds	Total
<u>ASSETS</u>			
Cash	\$ 556,614	\$ 618,414	\$ 1,175,028
Investments	0	222,243	222,243
Receivables (Net of Allowance for Uncollectibles)	211,153	0	211,153
Due from Other Funds	3,372	55,477	58,849
Total Assets	\$ 771,139	\$ 896,134	\$ 1,667,273
<u>LIABILITIES</u>			
Accounts Payable	\$ 21,179	\$ 0	\$ 21,179
Accrued Payroll and Benefits Payable	4,908	0	4,908
Due to Other Funds	0	55,462	55,462
Total Liabilities	26,087	55,462	81,549
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Unavailable Property Taxes and Interest	159,500	0	159,500
Total Deferred Inflows of Resources	159,500	0	159,500
<u>FUND BALANCES</u>			
Restricted	271,661	565,700	837,361
Committed	0	209,628	209,628
Assigned	0	65,344	65,344
Unassigned	313,891	0	313,891
Total Fund Balances	585,552	840,672	1,426,224
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 771,139	\$ 896,134	
Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:			
Capital Assets Used in Governmental Activities are not Financial Resources and, Therefore, are not Reported in the Funds.			3,912,739
Other Assets are not Available to Pay for Current-Period Expenditures and, Therefore, are Deferred in the Funds.			159,500
Net Position of Governmental Activities			\$ 5,498,463

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2017

	General Fund	Non-Major Governmental Funds	Total
<b>Revenues:</b>			
Property Taxes	\$ 1,137,454	\$ 0	\$ 1,137,454
Interest on Delinquent Taxes	28,440	0	28,440
Intergovernmental	246,567	8,071	254,638
Charges for Services	41,425	6,600	48,025
Permits, Licenses and Fees	23,123	1,443	24,566
Fines and Forfeits	10,060	0	10,060
Investment Income	49	11,486	11,535
Donations	0	34,381	34,381
Other	20,303	1,100	21,403
	<u>1,507,421</u>	<u>63,081</u>	<u>1,570,502</u>
<b>Total Revenues</b>			
<b>Expenditures:</b>			
General Government	496,188	58,262	554,450
Public Safety	135,189	0	135,189
Highways and Streets	311,463	0	311,463
Culture and Recreation	121,431	23,255	144,686
Solid Waste and Recycling	146,412	0	146,412
Cemetery	0	21,720	21,720
Capital Outlay:			
General Government	0	8,500	8,500
Public Safety	9,046	137,800	146,846
Highways and Streets	0	2,450	2,450
Culture and Recreation	9,519	0	9,519
	<u>1,229,248</u>	<u>251,987</u>	<u>1,481,235</u>
<b>Total Expenditures</b>			
Excess/(Deficiency) of Revenues Over Expenditures	<u>278,173</u>	<u>(188,906)</u>	<u>89,267</u>
<b>Other Financing Sources/(Uses):</b>			
Transfers In	0	202,820	202,820
Transfers Out	(202,820)	0	(202,820)
	<u>(202,820)</u>	<u>202,820</u>	<u>0</u>
<b>Total Other Financing Sources/(Uses)</b>			
Net Change in Fund Balances	75,353	13,914	89,267
Fund Balances - July 1, 2016	<u>510,199</u>	<u>826,758</u>	<u>1,336,957</u>
Fund Balances - June 30, 2017	<u>\$ 585,552</u>	<u>\$ 840,672</u>	<u>\$ 1,426,224</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2017

Amounts reported for governmental activities in the statement of activities (Exhibit B) are different because:

Net change in fund balances - total government funds (Exhibit D)	\$ 89,267
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets (\$167,315) is allocated over their estimated useful lives and reported as depreciation expense (\$184,084). This is the amount by which depreciation exceeded capital outlays in the current period.	(16,769)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	<u>(27,425)</u>
Change in net position of governmental activities (Exhibit B)	<u><u>\$ 45,073</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>Revenues:</b>			
Property Taxes	\$ 1,173,744	\$ 1,137,454	\$ (36,290)
Interest on Delinquent Taxes	9,000	28,440	19,440
Current Use	0	8,319	8,319
Education Billing Fee Retained	0	3,354	3,354
Recording Fees	14,000	17,935	3,935
Beverage Licenses	150	185	35
Dog Licenses	700	1,022	322
Zoning Permits	200	0	(200)
Cemetery	650	650	0
School District Administrative Fee	14,000	14,000	0
Water Administrative Fee	9,173	9,173	0
Sewer Administrative Fee	9,173	9,173	0
Curbside Fees	2,000	396	(1,604)
Minnie Proctor Pool	2,000	2,705	705
Pool Pass	100	880	780
Local Ordinance Fines	4,000	10,060	6,060
Interest Earned	100	49	(51)
State Highway Aid	63,734	63,676	(58)
Sale of Labor and Trucking	2,000	2,000	0
Sale of Highway Supplies	3,500	176	(3,324)
Bike and Pedestrian Grant Income	0	26,411	26,411
Local Hazard Mitigation Plan Grant Income	0	4,671	4,671
VCDP Museum Grant Income	0	134,336	134,336
Railroad Tax	0	35	35
Highway Charges	0	2,899	2,899
Municipal Planning Grant Income	0	9,119	9,119
Solar Credits	0	19,405	19,405
Other	0	898	898
<b>Total Revenues</b>	<b>1,308,224</b>	<b>1,507,421</b>	<b>199,197</b>
<b>Expenditures:</b>			
<b>Administration:</b>			
Selectboard	10,500	10,836	(336)
Personnel	63,625	64,011	(386)
Retirement	2,386	3,408	(1,022)
Health & Accident Insurance	2,590	3,404	(814)
FICA	5,671	5,700	(29)
Workers' Compensation	0	387	(387)
Unemployment Insurance	130	213	(83)
Dues	150	85	65
Fees/Travel	550	863	(313)
Publications	125	45	80
Office Supplies	1,300	1,375	(75)
Postage	200	0	200
Advertising	800	1,389	(589)
Tax Abatements	1,000	515	485
Miscellaneous	300	0	300
<b>Total Administration</b>	<b>89,327</b>	<b>92,231</b>	<b>(2,904)</b>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>Town Clerk and Treasurer:</b>			
Personnel	\$ 85,063	\$ 86,270	\$ (1,207)
Health & Accident Insurance	33,034	25,824	7,210
Retirement	1,882	3,371	(1,489)
FICA	6,507	6,492	15
Workers' Compensation	0	387	(387)
Unemployment Insurance	86	120	(34)
Fees/Travel	800	320	480
Computer Services	3,872	2,159	1,713
Office Supplies	3,140	3,440	(300)
Postage	3,000	2,653	347
Advertising	1,000	0	1,000
Town Report and Budget	4,160	4,610	(450)
Dog Expense	200	150	50
Delinquent Tax Collector Advertising	1,500	922	578
Miscellaneous	500	0	500
<b>Total Town Clerk and Treasurer</b>	<b>144,744</b>	<b>136,718</b>	<b>8,026</b>
<b>Listers:</b>			
Telephone	450	511	(61)
Office Supplies	260	155	105
Postage	200	0	200
Professional Services	17,000	10,095	6,905
<b>Total Listers</b>	<b>17,910</b>	<b>10,761</b>	<b>7,149</b>
<b>Elections:</b>	<b>4,000</b>	<b>5,061</b>	<b>(1,061)</b>
<b>Professional Services:</b>			
Tax Collector FICA	800	599	201
Audit	19,000	15,195	3,805
Legal	7,000	9,936	(2,936)
Miscellaneous	0	60	(60)
<b>Total Professional Services</b>	<b>26,800</b>	<b>25,790</b>	<b>1,010</b>
<b>Municipal Building:</b>			
Heat	3,250	1,923	1,327
Electricity	1,850	2,599	(749)
Telephone	1,440	1,985	(545)
Internet Service	888	1,128	(240)
Website Hosting	600	249	351
Repairs and Improvements	2,000	103	1,897
Building Maintenance	1,000	4,864	(3,864)
Equipment Maintenance	1,000	714	286
Equipment Replacement	2,500	2,500	0
<b>Total Municipal Building</b>	<b>14,528</b>	<b>16,065</b>	<b>(1,537)</b>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>Boards and Agencies:</b>			
Planning Commission	\$ 2,280	\$ 1,065	\$ 1,215
FICA	174	123	51
Office Supplies	400	248	152
Zoning Administrator Expenses	275	0	275
Rutland Regional Planning	250	0	250
VCDP Museum Grant Expense	0	125,103	(125,103)
Planning Grant Expense	12,000	4,000	8,000
Bike Path Study Grant Expense	0	6,037	(6,037)
Local Hazard Mitigation Plan Grant Expense	0	3,107	(3,107)
<b>Total Boards and Agencies</b>	<b>15,379</b>	<b>139,683</b>	<b>(124,304)</b>
<b>General Insurance:</b>			
Employer Practices Liability	4,020	3,697	323
Property & Casualty	10,215	10,472	(257)
Public Official Liability	4,994	4,834	160
Workers' Compensation	551	0	551
Special Events	0	613	(613)
<b>Total General Insurance</b>	<b>19,780</b>	<b>19,616</b>	<b>164</b>
<b>Solid Waste Disposal:</b>			
Transfer Box	2,500	4,467	(1,967)
Curbside Garbage	107,242	107,028	214
Curbside Recycling	34,308	34,917	(609)
<b>Total Solid Waste Disposal</b>	<b>144,050</b>	<b>146,412</b>	<b>(2,362)</b>
<b>Street Lights:</b>	<b>39,382</b>	<b>26,987</b>	<b>12,395</b>
<b>Fire Department:</b>			
Personnel	10,000	10,000	0
FICA	765	765	0
Heat	4,000	2,206	1,794
Electricity	3,486	4,128	(642)
Telephone	850	742	108
Internet Service	125	0	125
Diesel, Gas & Oil	1,750	874	876
Vehicle Expenses/Repairs	6,500	9,756	(3,256)
General Insurance	16,116	15,276	840
Dues/Subscriptions/Travel	850	1,081	(231)
Training	1,000	260	740
Information Technology	1,000	835	165
Operating Supplies	2,000	278	1,722
Protective Equipment	2,500	1,529	971
Small Tools and Equipment	4,000	4,127	(127)
Communications	4,000	3,873	127
Hepatitis Vaccine	400	0	400
Buildings Improvements/Repairs	5,000	9,886	(4,886)
Machinery and Equipment/Repairs	3,600	4,721	(1,121)

The accompanying notes are an integral part of this financial statement.



TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Fire Department/(Cont'd):			
Equipment Reserve	\$ 40,000	\$ 40,000	\$ 0
Protective Equipment Reserve	5,000	5,000	0
Building Reserve	30,000	30,000	0
	<u>142,942</u>	<u>145,337</u>	<u>(2,395)</u>
Total Fire Department			
Police:			
Contract Services	65,658	65,658	0
Town Health Officer	250	250	0
Traffic Lights Electricity	1,634	1,026	608
Traffic Lights Maintenance	500	0	500
	<u>68,042</u>	<u>66,934</u>	<u>1,108</u>
Total Police			
Swimming Pool:			
Personnel	21,250	17,084	4,166
FICA	1,626	1,257	369
Workers' Compensation	825	1,233	(408)
Unemployment Insurance	0	85	(85)
Electricity	526	348	178
Telephone	180	227	(47)
General Insurance	1,219	1,090	129
Contract Services - Mowing	600	0	600
Operating Supplies	500	629	(129)
Monitoring Tests	300	545	(245)
Building Improvements/Repairs	800	537	263
Advertising	200	86	114
Equipment Purchase	200	624	(424)
Swimsuits	250	112	138
Training	2,000	970	1,030
Miscellaneous	500	271	229
	<u>30,976</u>	<u>25,098</u>	<u>5,878</u>
Total Swimming Pool			
Skating Rink:			
Personnel	9,000	9,000	0
FICA	689	689	0
Workers' Compensation	339	506	(167)
Unemployment Insurance	0	88	(88)
Heat	1,275	827	448
Electricity	870	592	278
Telephone	180	227	(47)
General Insurance	1,747	1,540	207
Operating Supplies	400	379	21
Vehicle Expenses/Repairs	300	31	269
Building Improvements/Repairs	500	4,567	(4,067)
Skating Equipment	600	511	89
Miscellaneous	500	234	266
	<u>16,400</u>	<u>19,191</u>	<u>(2,791)</u>
Total Skating Rink			

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
<b>Parks:</b>			
Parks/Our Yard	\$ 2,500	\$ 2,500	\$ 0
Main Street, Park & Bridge Electricity	3,041	3,333	(292)
Main Street, Park & Bridge Repairs	0	4,139	(4,139)
Park Maintenance	1,000	3,512	(2,512)
Youth League Field Electricity	599	463	136
Youth League Field Insurance	603	506	97
Beaver Pond Maintenance	0	1,381	(1,381)
Beaver Pond Insurance	0	516	(516)
Memorial Day Parade	1,250	774	476
<b>Total Parks</b>	<b>8,993</b>	<b>17,124</b>	<b>(8,131)</b>
<b>Taxes and Assessments:</b>			
County Tax	9,265	8,832	433
Town Forest Tax	293	300	(7)
Transfer Station Tax	54	61	(7)
VLCT	2,865	2,865	0
Rutland Regional Planning	925	925	0
Marble Valley Transit	5,000	5,000	0
Regional Ambulance	6,964	6,964	0
Rutland Economic Development	500	0	500
Dam Registration Fee	0	900	(900)
Rutland Region Chamber of Commerce	0	360	(360)
<b>Total Taxes and Assessments</b>	<b>25,866</b>	<b>26,207</b>	<b>(341)</b>
<b>Special Appropriations:</b>			
Visiting Nurse	3,600	3,600	0
R.S.V.P.	250	250	0
Rutland Mental Health	2,000	2,000	0
Vermont Council on Aging	500	500	0
Rutland County Women's Network and Shelter	220	220	0
BROC	1,000	1,000	0
Association of Retarded Citizens	300	300	0
Rutland Conservation District	250	250	0
Rutland West N.H.S.	200	200	0
Vermont Center for Independent Living	250	250	0
Rutland Parent/Child Center	500	500	0
Pittsford Food Shelf	1,000	1,000	0
Proctor Seniors	1,000	1,000	0
The Mentor Connector	1,500	1,500	0
<b>Total Special Appropriations</b>	<b>12,570</b>	<b>12,570</b>	<b>0</b>
Library:	63,500	63,500	0
Transfer to Marble Bridge Fund:	1,000	1,000	0
Transfer to Town Hall Fund:	0	59,320	(59,320)

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Highway:			
Personnel	\$ 101,859	\$ 98,031	\$ 3,828
Personnel - Overtime	10,000	10,622	(622)
Health & Accident Insurance	40,881	6,564	34,317
Retirement	511	0	511
FICA	8,844	8,170	674
Workers' Compensation	0	13,071	(13,071)
Unemployment Insurance	390	359	31
Heat	2,000	1,000	1,000
Electricity	1,560	1,297	263
Telephone & Internet	840	1,877	(1,037)
Salt Shed Electricity	880	1,103	(223)
Diesel, Gas & Oil	14,250	8,985	5,265
Vehicle Expenses/Repairs	20,000	15,245	4,755
General Insurance	29,530	16,654	12,876
Fees/Travel	600	0	600
AIRGAS	300	365	(65)
Tree Work	4,000	4,363	(363)
Mowing	0	11,520	(11,520)
Contract Services	1,500	3,800	(2,300)
Highway Repairs	4,947	18,102	(13,155)
Highway Improvements	60,000	3,010	56,990
Class II Paving	20,000	0	20,000
Uniforms	2,000	3,174	(1,174)
Operating Supplies	2,000	2,578	(578)
New Small Tools, Equipment	3,000	1,206	1,794
Salt, Sand, Plow Blades	69,000	71,784	(2,784)
Salt Shed Lease	1,643	1,650	(7)
Signs	500	1,106	(606)
Rentals	500	0	500
Miscellaneous Garage	2,500	0	2,500
Miscellaneous Highway	1,000	1,369	(369)
Building Improvements/Repairs	1,000	3,398	(2,398)
Tools/Equipment Maintenance	1,000	1,060	(60)
Equipment Reserve Fund	10,000	10,000	0
Garage Reserve fund	5,000	55,000	(50,000)
	<u>422,035</u>	<u>376,463</u>	<u>45,572</u>
Total Highway			
	<u>1,308,224</u>	<u>1,432,068</u>	<u>(123,844)</u>
Total Expenditures			
Excess of Revenues Over Expenditures	\$ <u>0</u>	75,353	\$ <u>75,353</u>
Fund Balance - July 1, 2016		<u>510,199</u>	
Fund Balance - June 30, 2017		<u>\$ 585,552</u>	

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF FUND NET POSITION  
PROPRIETARY FUNDS  
JUNE 30, 2017

	Water Fund	Sewer Fund	Total
<b><u>ASSETS</u></b>			
Current Assets:			
Cash	\$ 382,368	\$ 402,817	\$ 785,185
Receivables (Net of Allowance for Uncollectibles)	63,041	66,095	129,136
Due from Other Funds	538	0	538
Total Current Assets	<u>445,947</u>	<u>468,912</u>	<u>914,859</u>
Noncurrent Assets:			
Land	493,470	4,054	497,524
Buildings and Building Improvements	8,000,623	4,197,900	12,198,523
Machinery and Equipment	257,992	2,465,330	2,723,322
Water Lines	74,162	0	74,162
Dredging Costs	0	206,520	206,520
Less: Accumulated Depreciation	<u>(1,423,055)</u>	<u>(4,168,467)</u>	<u>(5,591,522)</u>
Total Noncurrent Assets	<u>7,403,192</u>	<u>2,705,337</u>	<u>10,108,529</u>
Total Assets	<u>\$ 7,849,139</u>	<u>\$ 3,174,249</u>	<u>\$ 11,023,388</u>
<b><u>LIABILITIES</u></b>			
Current Liabilities:			
Accounts Payable	\$ 5,959	\$ 13,394	\$ 19,353
Accrued Interest Payable	11,504	2,783	14,287
Due to Other Funds	0	3,925	3,925
General Obligation Bonds Payable - Current Portion	<u>192,916</u>	<u>14,283</u>	<u>207,199</u>
Total Current Liabilities	<u>210,379</u>	<u>34,385</u>	<u>244,764</u>
Noncurrent Liabilities:			
General Obligation Bonds Payable - Noncurrent Portion	<u>5,589,979</u>	<u>197,055</u>	<u>5,787,034</u>
Total Noncurrent Liabilities	<u>5,589,979</u>	<u>197,055</u>	<u>5,787,034</u>
Total Liabilities	<u>5,800,358</u>	<u>231,440</u>	<u>6,031,798</u>
<b><u>NET POSITION</u></b>			
Net Investment in Capital Assets	1,620,297	2,493,999	4,114,296
Unrestricted	<u>428,484</u>	<u>448,810</u>	<u>877,294</u>
Total Net Position	<u>2,048,781</u>	<u>2,942,809</u>	<u>4,991,590</u>
Total Liabilities and Net Position	<u>\$ 7,849,139</u>	<u>\$ 3,174,249</u>	<u>\$ 11,023,388</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN FUND NET POSITION  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2017

	Water Fund	Sewer Fund	Total
Operating Revenues:			
Charges/Rents	\$ 360,566	\$ 327,062	\$ 687,628
Other	25	532	557
Total Operating Revenues	<u>360,591</u>	<u>327,594</u>	<u>688,185</u>
Operating Expenses:			
Salaries and Benefits	4,188	4,375	8,563
Administrative Fees	9,173	9,173	18,346
Utilities	41,360	81,685	123,045
Supplies	2,891	2,607	5,498
Insurances	8,092	8,372	16,464
Machinery and Equipment	1,792	7,962	9,754
Contract Services	73,603	122,118	195,721
Dues and Fees	9,377	3,772	13,149
Repairs and Maintenance	42,579	39,770	82,349
Chemicals	3,127	11,646	14,773
Depreciation	153,472	157,842	311,314
Other	728	0	728
Total Operating Expenses	<u>350,382</u>	<u>449,322</u>	<u>799,704</u>
Operating Income/(Loss)	<u>10,209</u>	<u>(121,728)</u>	<u>(111,519)</u>
Non-Operating Revenues/(Expenses):			
Logging Income	93,194	0	93,194
Logging Expenses	(18,639)	0	(18,639)
Investment Income	83	17	100
Interest Expense	(20,344)	(4,322)	(24,666)
Total Non-Operating Revenues/(Expenses)	<u>54,294</u>	<u>(4,305)</u>	<u>49,989</u>
Net Income/(Loss) Before Capital Contributions and Transfers	<u>64,503</u>	<u>(126,033)</u>	<u>(61,530)</u>
Capital Contributions and Transfers:			
Capital Contributions	127,568	0	127,568
Transfers In	5,000	0	5,000
Transfers Out	0	(5,000)	(5,000)
Total Capital Contributions and Transfers	<u>132,568</u>	<u>(5,000)</u>	<u>127,568</u>
Change in Net Position	197,071	(131,033)	66,038
Net Position - July 1, 2016	<u>1,851,710</u>	<u>3,073,842</u>	<u>4,925,552</u>
Net Position - June 30, 2017	<u>\$ 2,048,781</u>	<u>\$ 2,942,809</u>	<u>\$ 4,991,590</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF PROCTOR, VERMONT  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2017

	Water Fund	Sewer Fund	Total
Cash Flows From Operating Activities:			
Receipts from Customers and Users	\$ 340,018	\$ 310,707	\$ 650,725
Payments for Goods and Services	(181,830)	(265,850)	(447,680)
Payments for Interfund Services	(9,173)	(9,173)	(18,346)
Payments for Wages and Benefits	(4,188)	(4,375)	(8,563)
Net Cash Provided by Operating Activities	<u>144,827</u>	<u>31,309</u>	<u>176,136</u>
Cash Flows From Noncapital Financing Activities:			
Decrease/(Increase) in Due from Other Funds	(538)	226,978	226,440
(Decrease)/Increase in Due to Other Funds	(431,638)	3,925	(427,713)
Transfers Received from Other Funds	5,000	0	5,000
Transfers Paid to Other Funds	0	(5,000)	(5,000)
Net Logging Revenue	74,555	0	74,555
Net Cash Provided/(Used) by Noncapital Financing Activities	<u>(352,621)</u>	<u>225,903</u>	<u>(126,718)</u>
Cash Flows From Capital and Related Financing Activities:			
Proceeds from General Obligation Bonds Payable	803,834	0	803,834
Acquisition and Construction of Capital Assets	(607,653)	0	(607,653)
Principal Paid on General Obligation Bonds Payable	(117,440)	(14,003)	(131,443)
Interest Paid on General Obligation Bonds Payable	(21,216)	(4,507)	(25,723)
Net Cash Provided/(Used) by Capital and Related Financing Activities	<u>57,525</u>	<u>(18,510)</u>	<u>39,015</u>
Cash Flows From Investing Activities:			
Receipt of Interest and Dividends	83	17	100
Net Cash Provided by Investing Activities	<u>83</u>	<u>17</u>	<u>100</u>
Net Increase/(Decrease) in Cash	(150,186)	238,719	88,533
Cash - July 1, 2016	<u>532,554</u>	<u>164,098</u>	<u>696,652</u>
Cash - June 30, 2017	<u>\$ 382,368</u>	<u>\$ 402,817</u>	<u>\$ 785,185</u>
Adjustments to Reconcile Operating Income/(Loss) to Net Cash Provided by Operating Activities:			
Operating Income/(Loss)	\$ 10,209	\$ (121,728)	\$ (111,519)
Depreciation	153,472	157,842	311,314
(Increase)/Decrease in Receivables	(20,573)	(16,887)	(37,460)
Increase/(Decrease) in Accounts Payable	1,719	12,082	13,801
Net Cash Provided by Operating Activities	<u>\$ 144,827</u>	<u>\$ 31,309</u>	<u>\$ 176,136</u>

There was \$110,033 of capital acquisitions in the Water Fund included in accounts payable at June 30, 2016.

The Town recognized a forgiveness of debt in the Water Fund in the amount of \$127,568 from the State of Vermont.

The accompanying notes are an integral part of this financial statement.

The Town of Proctor, Vermont, (herein the "Town") operates under a Selectboard/Manager form of government and provides the following services: public safety, highways and streets, sanitation, health and social services, culture and recreation, community/economic development, public improvements, planning and zoning, water, sewer and general administrative services.

## **I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies adopted by the Town of Proctor, Vermont conform to generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant accounting policies employed in the preparation of these financial statements.

### **A. The Financial Reporting Entity**

This report includes all of the activity of the Town of Proctor, Vermont. The financial reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. The primary government is financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government regardless of whether the organization has a separately elected governing board; a governing board appointed by a higher level of government; or a jointly appointed board. Based on these criteria, there are no other entities that should be combined with the financial statements of the Town.

### **B. Basis of Presentation**

The accounts of the Town are organized and operated on the basis of fund accounting. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts which comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are spent and the means by which spending activities are controlled.

The basic financial statements of the Town include both government-wide statements and fund financial statements. The focus of the government-wide statements is on reporting the operating results and financial position of Town as a whole and present a longer-term view of the Town's finances. The focus of the fund financial statements is on reporting on the operating results and financial position of the most significant funds of the Town and present a shorter-term view of how operations were financed and what remains available for future spending.

Government-wide Statements: The statement of net position and the statement of activities display information about the primary government, the Town. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of activities between funds. These statements distinguish between the governmental and business-type activities of the Town. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities and for each segment of the Town's business-type activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular program or function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Receipts that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Town's funds. Separate statements for each fund category – governmental and proprietary – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining funds are aggregated and reported as nonmajor funds.

The Town reports on the following major governmental fund:

General Fund – This is the Town's main operating fund. It accounts for all financial resources of the Town except those accounted for in another fund.

The Town reports on the following major enterprise funds:

Water Fund – This fund accounts for the operations of the Water Department.

Sewer Fund – This fund accounts for the operations of the Sewer Department.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

### **C. Measurement Focus**

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Government-wide and proprietary fund financial statements are reported using the economic resources measurement focus. This means that all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operation of these funds (whether current or noncurrent) are included on the balance sheet (or statement of net position). Equity (i.e., total net position) is segregated into net investment in capital assets; restricted net position; and unrestricted net position. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net position.



Governmental fund financial statements are reported using the current financial resources measurement focus. This means that only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are generally reported on their balance sheets. Their reported fund balances (net current position) are considered a measure of available spendable resources, and are segregated into nonspendable; restricted; committed; assigned and unassigned amounts. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

#### **D. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide and proprietary fund 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. Nonexchange transactions, in which the Town 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.

Governmental funds are reported using the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. “Measurable” means the amount of the transaction can be determined, and “available” means the amount is collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers all revenues reported in governmental funds to be available if the revenues are collected within sixty (60) days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt and other long-term liabilities which are recognized when the obligations are expected to be liquidated or are funded with expendable available financial resources.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and sales of capital assets are reported as other financing sources.

Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the Town’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.

## **E. Use of Estimates**

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows and inflows of resources and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## **F. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Equity**

### **1. Cash**

Cash balances of most Town funds are deposited with and invested by the Town Treasurer. The Town considers all short-term investments of ninety (90) days or less to be cash equivalents.

### **2. Investments**

The Town invests in investments as allowed by State statutes. Investments with readily determinable fair values are reported at fair value on the balance sheet. Unrealized gains and losses are included in revenue.

### **3. Receivables**

Receivables are shown net of an allowance for uncollectible accounts for the estimated losses that will be incurred in the collection of the receivables. The estimated losses are based on the judgment of management and a review of the current status of existing receivables.

### **4. Internal Balances**

Activity between funds that are representative of lending/borrowing arrangements that are outstanding at the end of the fiscal year are referred to as “advances to/from other funds”. All other outstanding balances between funds are reported as “due from/to other funds.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

### **5. Inventories and Prepaid Expenses**

Inventory quantities are determined by physical count and are valued at the lower of cost or market.

Certain payments to vendors reflect costs that are applicable to future accounting periods and are recorded as prepaid expenses.

Reported inventories and prepaid expenses of governmental funds in the fund financial statements are offset by a nonspendable fund balance as they are not in spendable form.

## 6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statements element, “deferred outflows of resources”, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then. These amounts are deferred and recognized as an outflow of resources in the future periods to which the outflows are related.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, “deferred inflows of resources”, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. These amounts are deferred and recognized as an inflow of resources in the future periods to which the inflows are related or when the amounts become available.

## 7. Capital Assets

Capital assets are reported at actual cost or estimated historical cost based on appraisals or deflated current replacement cost if purchased or constructed. Contributed assets are recorded at their estimated acquisition value at the time received. Major outlays for capital assets and improvements are capitalized as constructed. Interest incurred during the construction phase for proprietary fund capital assets is reflected in the capitalized value of the asset constructed, net of any interest earned on the invested proceeds during the same period. Interest is not capitalized during the construction phase of capital assets used in governmental activities. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets’ lives are not capitalized. Infrastructure assets are reported starting with the fiscal year ended June 30, 2004. The Town has elected to not report major general infrastructure assets retroactively.

Capital assets reported in the government-wide and proprietary fund financial statements are depreciated in order that the cost of these assets will be charged to expenses over their estimated service lives, generally using the straight-line method of calculating depreciation.

Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts) and estimated useful lives of capital assets are as follows:

	Capitalization Threshold	Estimated Service Life
Land	\$ 1,000	Not Depreciated
Construction in Progress	1,000	Not Depreciated
Buildings and Building Improvements	5,000	25-50 Years
Vehicles	5,000	4-15 Years
Machinery and Equipment	1,000	5-10 Years
Infrastructure	5,000	30-50 Years
Water Lines	5,000	40 Years
Dredging Costs	5,000	10 Years

Capital assets are not reported in the governmental fund financial statements. Capital outlays in these funds are recorded as expenditures in the year they are incurred.

## **8. Long-term Liabilities**

Long-term liabilities include bonds payable, notes payable and other long-term obligations. Long-term liabilities are reported in the government-wide and proprietary fund financial statements. Governmental fund financial statements do not include any long-term liabilities as those statements use the current financial resources measurement focus and only include current liabilities on their balance sheets.

## **9. Fund Equity**

Fund equity is classified based upon any restrictions that have been placed on those balances or any tentative plans management may have made for those balances. Restrictions of net position in the government-wide and proprietary fund financial statements represent amounts that cannot be appropriated or are legally restricted for a specific purpose by a grant, contract, or other binding agreement. Fund balances of governmental funds are classified as nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors, or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

## **II. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENTAL FUND AND GOVERNMENT-WIDE STATEMENTS**

Governmental fund financial statements are presented using the current financial resources measurement focus and the modified accrual basis of accounting, whereas government-wide financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. These differences in the measurement focus and basis of accounting lead to differences between the governmental fund financial statements and the government-wide financial statements as follows:

Long-term revenue differences arise because governmental funds report revenues only when they are considered "available", whereas government-wide statements report revenues when they are earned. Long-term expense differences arise because governmental funds report expenditures (including interest) using the modified accrual basis of accounting, whereas government-wide statements report expenses using the accrual basis of accounting.

Capital-related differences arise because governmental funds report capital outlays as current period expenditures, whereas government-wide statements report depreciation as an expense. Further, governmental funds report the proceeds from the sale of capital assets as other financing sources, whereas government-wide statements report the gain or loss from the sale of capital assets as revenue or expense.

Long-term debt transaction differences arise because governmental funds report proceeds of long-term debt as other financing sources and principal payments as expenditures, whereas government-wide statements report those transactions as increases and decreases in liabilities, respectively.

### III. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### A. Budgetary Information

The General Fund budget is approved at the annual Town Meeting in March. Any budget changes require voter approval. There were no budget amendments during the year.

#### B. Excess of Expenditures over Appropriations

For the year ended June 30, 2017, expenditures in the General Fund exceeded appropriations by \$123,844. These over-expenditures were funded by excess revenues.

### IV. DETAILED NOTES ON ALL FUNDS

#### A. Cash and Investments

The Town's cash and investments as of June 30, 2017 consisted of the following:

Cash:

Deposits with Financial Institutions	\$1,957,519
Deposits held by Investment Company	2,644
Cash on Hand	<u>50</u>
Total Cash	<u>1,960,213</u>

Investments:

Certificates of Deposit	77,117
Mutual Funds – Mixed Holdings	<u>145,126</u>
Total Investments	<u>222,243</u>

Total Cash and Investments \$2,182,456

The Town has seven (7) certificates of deposit at various banks ranging from \$4,042 to \$33,296 with interest rates ranging from 0.25% to 2.20%. All certificates of deposit will mature by fiscal year 2021.

#### Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counter-party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in possession of another party. The Town does not have any policy to limit the exposure to custodial credit risk. The mutual funds are in the name of the Town and are not exposed to custodial credit risk. The following table shows the custodial credit risk of the Town's cash and certificates of deposits.

	<u>Book Balance</u>	<u>Bank Balance</u>
Insured by FDIC/SIPC	\$ 329,761	\$ 329,761
Uninsured, Collateralized by U.S. Government Agencies Securities Held by the Pledging Financial Institution's Agent	<u>1,707,519</u>	<u>1,847,445</u>
Total	<u>\$2,037,280</u>	<u>\$2,177,206</u>

The difference between the book and the bank balance is due to reconciling items such as deposits in transit and outstanding checks.

The book balance is comprised of the following:

Cash – Deposits with Financial Institutions	\$1,957,519
Cash – Deposits held by Investment Company	2,644
Investments – Certificates of Deposit	<u>77,117</u>
Total	<u>\$2,037,280</u>

### **Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have any policy to limit its exposure to interest rate risk. The Town's certificates of deposit are exempt from interest rate risk disclosure. The Town's mutual funds are open-ended and, therefore, are also exempt from interest rate risk disclosure.

### **Credit Risk**

Generally, credit risk that is the risk an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. These organizations look at a number of factors in order to evaluate the risk of an obligation and rate the risk. The rating allows the investor to make informed buying and selling decisions. The Town does not have any policy to limit the exposure to credit risk. The Town's certificates of deposit are exempt from credit risk disclosure. The mutual funds are open-ended and, therefore, are also exempt from credit risk disclosure.

### **Concentration of Credit Risk**

Concentration of credit risk is the risk that a large percentage of the Town's investments are held within one security. The Town does not have any limitations on the amount that can be invested in any one issuer. The Town has no investments subject to concentration of credit risk.

## B. Receivables

Receivables as of June 30, 2017, as reported in the statement of net position, net of applicable allowances for uncollectible accounts, are as follows:

	Governmental Activities	Business-type Activities	Total
Delinquent Taxes Receivable	\$ 170,003	\$ 0	\$ 170,003
Interest Receivable	36,135	0	36,135
Grants Receivable	9,015	0	9,015
Billed Services	0	175,136	175,136
Allowance for Doubtful Accounts - Taxes	(4,000)	0	(4,000)
Allowance for Doubtful Accounts - Water/Sewer	0	(46,000)	(46,000)
<b>Total</b>	<b>\$ 211,153</b>	<b>\$ 129,136</b>	<b>\$ 340,289</b>

## C. Capital Assets

Capital asset activity for the year ended June 30, 2017 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities</b>				
Capital Assets, Not Being Depreciated:				
Land	\$ 102,780	\$ 0	\$ 0	\$ 102,780
Construction in Progress	23,427	20,469	0	43,896
Total Capital Assets, Not Being Depreciated	<u>126,207</u>	<u>20,469</u>	<u>0</u>	<u>146,676</u>
Capital Assets, Being Depreciated:				
Buildings and Building Improvements	830,715	51,151	0	881,866
Vehicles	828,651	95,695	0	924,346
Machinery and Equipment	962,538	0	0	962,538
Infrastructure	3,288,277	0	0	3,288,277
Totals	<u>5,910,181</u>	<u>146,846</u>	<u>0</u>	<u>6,057,027</u>
Less Accumulated Depreciation for:				
Buildings and Building Improvements	636,775	16,134	0	652,909
Vehicles	214,363	43,466	0	257,829
Machinery and Equipment	611,133	45,003	0	656,136
Infrastructure	644,609	79,481	0	724,090
Totals	<u>2,106,880</u>	<u>184,084</u>	<u>0</u>	<u>2,290,964</u>
Total Capital Assets, Being Depreciated	<u>3,803,301</u>	<u>(37,238)</u>	<u>0</u>	<u>3,766,063</u>
Governmental Activities Capital Assets, Net	<u>\$ 3,929,508</u>	<u>\$ (16,769)</u>	<u>\$ 0</u>	<u>\$ 3,912,739</u>

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Business-type Activities</b>				
Capital Assets, Not Being Depreciated:				
Land	\$ 497,524	\$ 0	\$ 0	\$ 497,524
Construction in Progress	298,973	497,620	796,593	0
Total Capital Assets, Not Being Depreciated	<u>796,497</u>	<u>497,620</u>	<u>796,593</u>	<u>497,524</u>
Capital Assets, Being Depreciated:				
Buildings and Building Improvements	11,401,930	796,593	0	12,198,523
Machinery and Equipment	2,723,322	0	0	2,723,322
Water Lines	74,162	0	0	74,162
Dredging Costs	206,520	0	0	206,520
Totals	<u>14,405,934</u>	<u>796,593</u>	<u>0</u>	<u>15,202,527</u>
Less Accumulated Depreciation for:				
Buildings and Building Improvements	3,120,995	245,698	0	3,366,693
Machinery and Equipment	1,908,196	63,763	0	1,971,959
Water Lines	44,497	1,853	0	46,350
Dredging Costs	206,520	0	0	206,520
Totals	<u>5,280,208</u>	<u>311,314</u>	<u>0</u>	<u>5,591,522</u>
Total Capital Assets, Being Depreciated	<u>9,125,726</u>	<u>485,279</u>	<u>0</u>	<u>9,611,005</u>
Business-type Activities Capital Assets, Net	<u>\$ 9,922,223</u>	<u>\$ 982,899</u>	<u>\$ 796,593</u>	<u>\$ 10,108,529</u>

Depreciation was charged as follows:

Governmental Activities:		Business-type Activities:	
General Government	\$ 7,393	Water	\$ 153,472
Public Safety	52,282	Sewer	<u>157,842</u>
Highways and Streets	117,491		
Culture and Recreation	<u>6,918</u>		
Total Depreciation Expense - Governmental Activities	<u>\$ 184,084</u>	Total Depreciation Expense - Business-type Activities	<u>\$ 311,314</u>

#### D. Interfund Balances and Activity

The composition of interfund balances as of June 30, 2017 are as follows:

Fund	Due from Other Funds	Due to Other Funds
General Fund	\$ 3,372	\$ 0
Non-Major Governmental Funds	55,477	55,462
Water Fund	538	0
Sewer Fund	<u>0</u>	<u>3,925</u>
Total	<u>\$ 59,387</u>	<u>\$ 59,387</u>



Interfund transfers during the year ended June 30, 2017 were as follows:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Marble Bridge Fund	\$ 1,000	Appropriation
General Fund	Town Office Equipment Fund	2,500	Appropriation
General Fund	Highway Equipment Fund	10,000	Appropriation
General Fund	Fire Department Fund	75,000	Appropriation
General Fund	Town Hall Fund	59,320	Transfer Surplus
General Fund	Highway Garage Fund	5,000	Appropriation
General Fund	Highway Garage Fund	50,000	Transfer Surplus
Sewer Fund	Water Fund	<u>5,000</u>	Fund Capital Purchase
Total		<u>\$ 207,820</u>	

### E. Deferred Inflows of Resources

Deferred inflows of resources in the General Fund consists of \$159,500 of delinquent property taxes and interest on those taxes not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities.

### F. Long-term Liabilities

The Town issues general obligation bonds to provide resources for the acquisition and construction of major capital facilities and to refund prior issues. General obligation bonds have been issued for proprietary activities. Bonds are reported in governmental activities if the debt is expected to be repaid from governmental revenues and in business-type activities if the debt is expected to be repaid from proprietary fund revenues.

General obligation bonds are direct obligations and pledge the full faith and credit of the Town. New bonds generally are issued as 10 to 20 year bonds. Refunding bonds are issued for various terms based on the debt service of the debt refunded.

The State of Vermont offers a number of low interest and negative interest revolving loan programs to utilize for predetermined purposes. The Town has borrowed money from the State of Vermont Special Environmental Revolving Fund for water and sewer projects.

Long-term liabilities outstanding as of June 30, 2017 were as follows:

#### Business-type Activities:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Improvements, Principal and Interest Payments of \$71,047 Payable on December 1 Annually, Interest at 1%, 2% Administration Fee, Due December, 2027	\$ 707,202	\$ 0	\$ 49,831	\$ 657,371

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Improvements, Principal and Interest Payments of \$67,609 Payable on November 1 Annually, -2% Interest, Due November, 2044. The Town will Recognize Grant Income Annually For the Amount of Forgiven Principal as a Result of the Negative Interest	\$2,724,560	\$ 0	\$153,268	\$2,571,292
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Improvements, Authorized to \$3,251,706 in Total but Eligible for \$169,539 Subsidy, Principal and Interest Payment of \$73,981 Payable on February 1 Annually, - 2% Interest, Due February, 2046. The Town Recognized \$41,909 of the Subsidy during the Year. The Town will Recognize Grant Income Annually For the Amount of Forgiven Principal as a Result of the Negative Interest	1,792,307	803,834	41,909	2,554,232
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Pollution Control Facility, Principal and Administration Fee Payments of \$1,697 Payable on December 1 Annually, 0% Interest, 2% Administration Fee, Due December, 2030	21,802	0	1,261	20,541
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Pollution Control Facility, Principal and Administration Fee Payments of \$16,813 Payable on November 1 Annually, 0% Interest, 2% Administration Fee, Due November 1, 2029	<u>203,539</u>	<u>0</u>	<u>12,742</u>	<u>190,797</u>
Total	<u>\$5,449,410</u>	<u>\$803,834</u>	<u>\$259,011</u>	<u>\$5,994,233</u>

Changes in long-term liabilities during the year were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<b>Business-type Activities</b>					
General Obligation Bonds Payable	\$ 5,449,410	\$ 803,834	\$ 259,011	\$ 5,994,233	\$ 207,199
Total Business-type Activities Long-term Liabilities	<u>\$ 5,449,410</u>	<u>\$ 803,834</u>	<u>\$ 259,011</u>	<u>\$ 5,994,233</u>	<u>\$ 207,199</u>

Debt service requirements to maturity are as follows:

Year Ending June 30	Business-type Activities		
	Principal	Interest	Total
2018	\$ 207,199	\$ 23,948	\$ 231,147
2019	209,025	22,122	231,147
2020	210,902	20,245	231,147
2021	212,833	18,314	231,147
2022	214,818	16,329	231,147
2023-2027	1,105,912	49,821	1,155,733
2028-2032	831,871	4,348	836,219
2033-2037	707,950	0	707,950
2038-2042	707,950	0	707,950
2043-2046	498,750	0	498,750
Principal to be Forgiven (To Be Converted to Grant)	<u>1,087,023</u>	<u>0</u>	<u>1,087,023</u>
Total	<u>\$ 5,994,233</u>	<u>\$ 155,127</u>	<u>\$ 6,149,360</u>

The above maturities include the administration fee as interest.

## G. Fund Balances

GASB Statement No. 34, as amended by GASB Statement No. 54, requires fund balances reported on the governmental fund balance sheet to be classified using a hierarchy based primarily on the extent to which a government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Governmental fund balances are to be classified as: nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

Special revenue funds are created only to report a revenue source (or sources) that is restricted or committed to a specified purpose, and that the revenue source should constitute a substantial portion of the resources reported in that fund. Special revenue funds cannot be used to accumulate funds that are not restricted or committed. These amounts will have to be reflected in the General Fund.

Amounts constrained to stabilization (rainy-day funds) will be reported as restricted or committed fund balance in the General Fund if they meet the other criteria for those classifications. However, stabilization is regarded as a specified purpose only if the circumstances or conditions that signal the need for stabilization (a) are identified in sufficient detail and (b) are not expected to occur routinely. The Town does not have any stabilization arrangements.

Some governments create stabilization-like arrangements by establishing formal minimum fund balance policies. The Town does not have any minimum fund balance policies.

When expenditures are incurred for purposes for which both restricted and unrestricted amounts are available, it is the Town's policy to first consider restricted amounts to have been spent, followed by committed, assigned, and finally unassigned amounts.

The purpose for each major special revenue fund, including which specific revenues and other resources are authorized to be reported in each, are described in the following section.

The fund balances in the following funds are restricted as follows:

Major Funds

General Fund:

Restricted for Highway Expenditures by Statute (Source of Revenue is Highway Property Taxes and State Highway Aid)	<u>\$271,661</u>
--	------------------

Non-Major Funds

Special Revenue Funds:

Restricted for Mortimer R. Proctor Fund Expenses by Donations (Source of Revenue is Donations)	11,130
Restricted for Record Restoration Expenses by Statute (Source of Revenue is Restoration Fees)	6,182
Restricted for Recreation Programs by Donations (Source of Revenue is Donations)	<u>44,507</u>
Total Special Revenue Funds	<u>61,819</u>

Capital Projects Funds:

Restricted for Highway Equipment Expenditures by Statute (Source of Revenue is Highway Property Taxes)	250,571
Restricted for Skating Rink Expenditures by Donations (Source of Revenue is Donations)	1,972
Restricted for Beaver Pond Expenditures by Donations (Source of Revenue is Donations)	10,001
Restricted for Highway Garage Expenditures by Statute (Source of Revenue is Highway Property Taxes)	<u>55,000</u>
Total Capital Projects Funds	<u>317,544</u>

Permanent Fund:	
Restricted for Riverside Cemetery Perpetual Care by Sale of Lots	<u>\$186,337</u>
Total Non-Major Funds	<u>565,700</u>
Total Restricted Fund Balances	<u>\$837,361</u>

The fund balances in the following funds are committed as follows:

Non-Major Funds

Capital Projects Funds:	
Committed for Marble Bridge Expenditures by the Voters	\$ 11,140
Committed for Town Office Equipment Expenditures by the Voters	12,913
Committed for Fire Department Expenditures by the Voters	121,900
Committed for Town Hall Building Expenditures by the Voters	<u>63,675</u>
Total Committed Fund Balances	<u>\$209,628</u>

The fund balances in the following fund is assigned as follows:

Non-Major Funds

Special Revenue Funds:	
Assigned for Reappraisal Expenses	<u>\$65,344</u>
Total Assigned Fund Balances	<u>\$65,344</u>

**H. Restricted and Designated Net Position**

The restricted net position of the Town as of June 30, 2017 consisted of the following:

Governmental Activities:	
Restricted for Highway Expenditures by Statute	\$577,232
Restricted for Mortimer R. Proctor Fund Expenses by Donations	11,130
Restricted for Record Restoration Expenses by Statute	6,182
Restricted for Recreation Programs by Donations	44,507
Restricted for Skating Rink Expenditures by Donations	1,972
Restricted for Beaver Pond Expenditures by Donations	10,001
Restricted for Riverside Cemetery Perpetual Care by Sale of Lots	<u>186,337</u>
Total Governmental Activities	<u>\$837,361</u>

The designated net position of the Town's Proprietary Funds as of June 30, 2017 consisted of the following:

Water Fund:	
Designated for Vehicle Replacement	\$ 62,296
Designated for Water operations	<u>366,188</u>
Total Water Fund	<u>428,484</u>
Sewer Fund:	
Designated for Sewer Operations	<u>448,810</u>
Total Business-type Activities	<u>\$877,294</u>

## V. OTHER INFORMATION

### A. BENEFIT PLAN

The Town offers its employees a deferred compensation plan in accordance with Internal Revenue Code Section 457. The Town is the administrator of the plan. The plan permits employees to defer a portion of their salary until future years. Deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The Town has no liability for losses under this plan, but does have the duty of due care that would be required of an ordinary prudent investor. All of the investments are self-directed by each employee.

The Town has elected to contribute 5% of eligible employees' earnings, limited to forty (40) hours per week, for hourly employees and the weekly salary for salaried employees. Total payroll for the year was \$319,691. Total covered payroll for the year was \$135,578. The contribution by the Town to the deferred compensation plan for the years ended June 30, 2017, 2016 and 2015 were \$6,779, \$6,733 and \$10,160, respectively.

### B. PROPERTY TAXES

The Town is responsible for assessing and collecting its own property taxes, as well as education property taxes for the State of Vermont. Property taxes are assessed based on property valuations as of April 1, the voter approved budgets and the State education property tax liability. Property taxes are collected four (4) times per year. During the tax year ended June 30, 2017, property taxes became due and payable on August 10, 2016, November 10, 2016, February 10, 2017 and May 10, 2017. The penalty is eight percent (8%). Interest is assessed at one percent (1%) per month for the first three months and one and one-half percent (1-1/2%) per month for each month thereafter. Unpaid taxes become an enforceable lien on the property and such properties are subject to tax sale. The tax rates for 2017 were as follows:

	<u>Residential</u>	<u>Non-Residential</u>
Education	1.4234	1.3707
Town	<u>0.9372</u>	<u>0.9372</u>
Total	<u>2.3606</u>	<u>2.3079</u>

### **C. RISK MANAGEMENT**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town maintains insurance coverage through the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund, Inc. covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. Settled claims have not exceeded this coverage in any of the past three fiscal years. The Town must remain a member for a minimum of one year and may withdraw from the Fund after that time by giving sixty days notice. Fund underwriting and ratesetting policies have been established after consultation with actuaries. Fund members are subject to a supplemental assessment in the event of deficiencies. If the assets of the Fund were to be exhausted, members would be responsible for the Fund's liabilities.

The Town is also a member of the Vermont League of Cities and Towns Employment Resource and Benefits Trust. The Trust is a nonprofit corporation formed to provide unemployment coverage and other employment benefits for Vermont municipalities and is owned by the participating members. The agreement does not permit the Trust to make additional assessments to its members. The Town has only elected unemployment coverage with the Trust.

### **D. CONTINGENT LIABILITIES**

The Town is a participating member in the Rutland Solid Waste District (RSWD). The Town could be subject to a portion of the District's debt if they experience financial difficulties.

The Town participates in a number of federally assisted and state grant programs that are subject to audits by the grantors or their representatives. Accordingly, 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 Town expects such amounts, if any, to be immaterial.

TOWN OF PROCTOR, VERMONT  
 COMBINING BALANCE SHEET  
 NON-MAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2017

	Special Revenue Funds	Capital Projects Funds	Permanent Fund Riverside Cemetery Fund	Total
<u>ASSETS</u>				
Cash	\$ 87,383	\$ 527,159	\$ 3,872	\$ 618,414
Investments	39,778	0	182,465	222,243
Due from Other Funds	2	55,475	0	55,477
Total Assets	\$ 127,163	\$ 582,634	\$ 186,337	\$ 896,134
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Due to Other Funds	\$ 0	\$ 55,462	\$ 0	\$ 55,462
Total Liabilities	0	55,462	0	55,462
Fund Balances:				
Restricted	61,819	317,544	186,337	565,700
Committed	0	209,628	0	209,628
Assigned	65,344	0	0	65,344
Total Fund Balances	127,163	527,172	186,337	840,672
Total Liabilities and Fund Balances	\$ 127,163	\$ 582,634	\$ 186,337	\$ 896,134

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TOWN OF PROCTOR, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCES  
 NON-MAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2017

	Special Revenue Funds	Capital Projects Funds	Permanent Fund Riverside Cemetery Fund	Total
<b>Revenues:</b>				
Intergovernmental	\$ 7,325	\$ 746	\$ 0	\$ 8,071
Charges for Services	0	0	6,600	6,600
Permits, Licenses and Fees	1,443	0	0	1,443
Investment Income	510	47	10,929	11,486
Donations	33,410	971	0	34,381
Other	0	1,100	0	1,100
<b>Total Revenues</b>	<u>42,688</u>	<u>2,864</u>	<u>17,529</u>	<u>63,081</u>
<b>Expenditures:</b>				
General Government	58,084	178	0	58,262
Culture and Recreation	22,755	500	0	23,255
Cemetery	16,250	0	5,470	21,720
Capital Outlay:				
General Government	0	8,500	0	8,500
Public Safety	0	137,800	0	137,800
Highways and Streets	0	2,450	0	2,450
<b>Total Expenditures</b>	<u>97,089</u>	<u>149,428</u>	<u>5,470</u>	<u>251,987</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(54,401)</u>	<u>(146,564)</u>	<u>12,059</u>	<u>(188,906)</u>
<b>Other Financing Sources:</b>				
Transfers In	0	202,820	0	202,820
<b>Total Other Financing Sources</b>	<u>0</u>	<u>202,820</u>	<u>0</u>	<u>202,820</u>
Net Change in Fund Balances	(54,401)	56,256	12,059	13,914
Fund Balances - July 1, 2016	<u>181,564</u>	<u>470,916</u>	<u>174,278</u>	<u>826,758</u>
Fund Balances - June 30, 2017	<u>\$ 127,163</u>	<u>\$ 527,172</u>	<u>\$ 186,337</u>	<u>\$ 840,672</u>

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TOWN OF PROCTOR, VERMONT  
 COMBINING BALANCE SHEET  
 NON-MAJOR SPECIAL REVENUE FUNDS  
 JUNE 30, 2017

	Mortimer R. Proctor Fund	Reappraisal Fund	Record Restoration Fund	Recreation Trust Fund	Total
<u>ASSETS</u>					
Cash	\$ 11,130	\$ 65,344	\$ 6,180	\$ 4,729	\$ 87,383
Investments	0	0	0	39,778	39,778
Due from Other Funds	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>
Total Assets	<u>\$ 11,130</u>	<u>\$ 65,344</u>	<u>\$ 6,182</u>	<u>\$ 44,507</u>	<u>\$ 127,163</u>
<u>LIABILITIES AND FUND BALANCES</u>					
Liabilities:	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Fund Balances:					
Restricted	11,130	0	6,182	44,507	61,819
Assigned	<u>0</u>	<u>65,344</u>	<u>0</u>	<u>0</u>	<u>65,344</u>
Total Fund Balances	<u>11,130</u>	<u>65,344</u>	<u>6,182</u>	<u>44,507</u>	<u>127,163</u>
Total Liabilities and Fund Balances	<u>\$ 11,130</u>	<u>\$ 65,344</u>	<u>\$ 6,182</u>	<u>\$ 44,507</u>	<u>\$ 127,163</u>

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TOWN OF PROCTOR, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCES  
 NON-MAJOR SPECIAL REVENUE FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2017

	Mortimer R. Proctor Fund	Reappraisal Fund	Record Restoration Fund	Recreation Trust Fund	Total
Revenues:					
Intergovernmental	\$ 0	\$ 7,325	\$ 0	\$ 0	\$ 7,325
Permits, Licenses and Fees	0	0	1,443	0	1,443
Investment Income	1	8	0	501	510
Donations	<u>33,410</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>33,410</u>
Total Revenues	<u>33,411</u>	<u>7,333</u>	<u>1,443</u>	<u>501</u>	<u>42,688</u>
Expenditures:					
General Government	11,733	44,200	2,151	0	58,084
Culture and Recreation	17,401	0	0	5,354	22,755
Cemetery	<u>16,250</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,250</u>
Total Expenditures	<u>45,384</u>	<u>44,200</u>	<u>2,151</u>	<u>5,354</u>	<u>97,089</u>
Net Change in Fund Balances	(11,973)	(36,867)	(708)	(4,853)	(54,401)
Fund Balances - July 1, 2016	<u>23,103</u>	<u>102,211</u>	<u>6,890</u>	<u>49,360</u>	<u>181,564</u>
Fund Balances - June 30, 2017	<u>\$ 11,130</u>	<u>\$ 65,344</u>	<u>\$ 6,182</u>	<u>\$ 44,507</u>	<u>\$ 127,163</u>

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TOWN OF PROCTOR, VERMONT  
COMBINING BALANCE SHEET  
NON-MAJOR CAPITAL PROJECTS FUNDS  
JUNE 30, 2017

	Marble Bridge Fund	Town Office Equipment Fund	Highway Equipment Fund	Fire Department Fund	Skating Rink Fund	Beaver Pond Fund	Town Hall Fund	Highway Garage Fund	Total
<u>ASSETS</u>									
Cash	\$ 11,140	\$ 12,913	\$ 305,571	\$ 122,362	\$ 1,972	\$ 9,526	\$ 63,675	\$ 0	\$ 527,159
Due from Other Funds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>475</u>	<u>0</u>	<u>55,000</u>	<u>55,475</u>
Total Assets	<u>\$ 11,140</u>	<u>\$ 12,913</u>	<u>\$ 305,571</u>	<u>\$ 122,362</u>	<u>\$ 1,972</u>	<u>\$ 10,001</u>	<u>\$ 63,675</u>	<u>\$ 55,000</u>	<u>\$ 582,634</u>
<u>LIABILITIES AND FUND BALANCES</u>									
Liabilities:									
Due to Other Funds	\$ <u>0</u>	\$ <u>0</u>	\$ 55,000	\$ 462	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ 55,462
Total Liabilities	<u>0</u>	<u>0</u>	<u>55,000</u>	<u>462</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,462</u>
Fund Balances:									
Restricted	0	0	250,571	0	1,972	10,001	0	55,000	317,544
Committed	<u>11,140</u>	<u>12,913</u>	<u>0</u>	<u>121,900</u>	<u>0</u>	<u>0</u>	<u>63,675</u>	<u>0</u>	<u>209,628</u>
Total Fund Balances	<u>11,140</u>	<u>12,913</u>	<u>250,571</u>	<u>121,900</u>	<u>1,972</u>	<u>10,001</u>	<u>63,675</u>	<u>55,000</u>	<u>527,172</u>
Total Liabilities and Fund Balances	<u>\$ 11,140</u>	<u>\$ 12,913</u>	<u>\$ 305,571</u>	<u>\$ 122,362</u>	<u>\$ 1,972</u>	<u>\$ 10,001</u>	<u>\$ 63,675</u>	<u>\$ 55,000</u>	<u>\$ 582,634</u>

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TOWN OF PROCTOR, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCES  
 NON-MAJOR CAPITAL PROJECTS FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2017

2017 ANNUAL REPORT OF PROCTOR, VERMONT

	Marble Bridge Fund	Town Office Equipment Fund	Highway Equipment Fund	Fire Department Fund	Skating Rink Fund	Beaver Pond Fund	Town Hall Fund	Highway Garage Fund	Total
<b>Revenues:</b>									
Intergovernmental	\$ 0	\$ 0	\$ 0	\$ 746	\$ 0	\$ 0	\$ 0	\$ 0	\$ 746
Investment Income	1	1	24	17	1	1	2	0	47
Donations	0	0	0	0	971	0	0	0	971
Other	0	0	1,100	0	0	0	0	0	1,100
<b>Total Revenues</b>	<b>1</b>	<b>1</b>	<b>1,124</b>	<b>763</b>	<b>972</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2,864</b>
<b>Expenditures:</b>									
General Government	0	178	0	0	0	0	0	0	178
Culture and Recreation	0	0	0	0	500	0	0	0	500
Capital Outlay:									
General Government	0	0	0	0	0	0	8,500	0	8,500
Public Safety	0	0	0	137,800	0	0	0	0	137,800
Highways and Streets	0	0	2,450	0	0	0	0	0	2,450
<b>Total Expenditures</b>	<b>0</b>	<b>178</b>	<b>2,450</b>	<b>137,800</b>	<b>500</b>	<b>0</b>	<b>8,500</b>	<b>0</b>	<b>149,428</b>
<b>Excess/(Deficiency) of Revenues</b>									
Over Expenditures	1	(177)	(1,326)	(137,037)	472	1	(8,498)	0	(146,564)
<b>Other Financing Sources:</b>									
Transfers In	1,000	2,500	10,000	75,000	0	0	59,320	55,000	202,820
<b>Total Other Financing Sources</b>	<b>1,000</b>	<b>2,500</b>	<b>10,000</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>59,320</b>	<b>55,000</b>	<b>202,820</b>
<b>Net Change in Fund Balances</b>	<b>1,001</b>	<b>2,323</b>	<b>8,674</b>	<b>(62,037)</b>	<b>472</b>	<b>1</b>	<b>50,822</b>	<b>55,000</b>	<b>56,256</b>
Fund Balances - July 1, 2016	10,139	10,590	241,897	183,937	1,500	10,000	12,853	0	470,916
Fund Balances - June 30, 2017	<u>\$ 11,140</u>	<u>\$ 12,913</u>	<u>\$ 250,571</u>	<u>\$ 121,900</u>	<u>\$ 1,972</u>	<u>\$ 10,001</u>	<u>\$ 63,675</u>	<u>\$ 55,000</u>	<u>\$ 527,172</u>

77 Barre Street  
P.O. Box 947  
Montpelier, VT 05601  
802/223-2352  
[www.sullivanpowers.com](http://www.sullivanpowers.com)

Fred Duplessis, CPA  
Richard J. Brigham, CPA  
Chad A. Hewitt, CPA  
Wendy C. Gilwee, CPA  
VT Lic. #92-000180

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with "Government Auditing Standards"

Selectboard  
Town of Proctor, Vermont  
45 Main Street  
Proctor, Vermont 05765

We have audited, in accordance with the 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, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Proctor, Vermont as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Proctor, Vermont's basic financial statements and have issued our report thereon dated January 17, 2018.

***Internal Control Over Financial Reporting***

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

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town of Proctor, Vermont's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Item 2017-1 to be a material weakness.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Town of Proctor, Vermont's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

We also noted certain other matters that we reported to the management of the Town of Proctor, Vermont in a separate letter dated January 17, 2018.

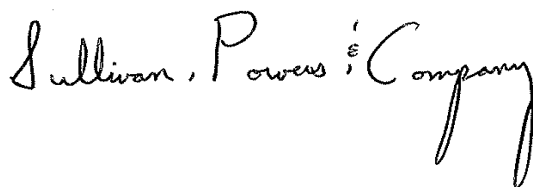
### ***Town of Proctor, Vermont's Response to Deficiency in Internal Control***

The Town of Proctor, Vermont's response to the deficiency in internal control identified in our audit is included with the accompanying Schedule of Findings and Deficiencies in Internal Control. The Town of Proctor, Vermont's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Proctor, Vermont's internal control or on compliance. This report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Proctor, Vermont's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

January 17, 2018  
Montpelier, Vermont  
VT Lic. #92-000180



Deficiencies in Internal Control:

Material Weaknesses:

2017-1 Reconciliation of Balance Sheet Accounts

*Criteria:*

Internal controls should be in place to provide for the reconciliation of all balance sheet accounts to supporting documentation on an annual basis in order to detect and correct errors in account balances.

*Condition:*

A number of balance sheet accounts such as receivables, property, plant and equipment, accumulated depreciation, bonds payable and deferred inflows of resources were not reconciled prior to the audit to the actual balances at year end which resulted in various adjustments to revenue and expenses.

*Cause:*

Unknown.

*Effect:*

The Town's account balances were not completely reconciled which resulted in various adjustments to revenue and expenses.

*Recommendation:*

We recommend that all balance sheet accounts be reconciled to supporting documentation at least annually in order to detect and correct errors.



# Town of Proctor

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45 Main Street  
Proctor, VT 05765

Phone: 802-459-3333  
Fax: 802-459-2356

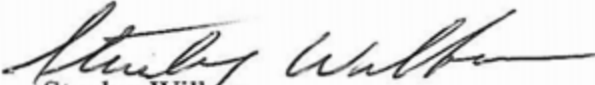
January 22, 2018

Jordon Plummer  
Sullivan, Powers & Co.  
77 Barre St.  
Montpelier, Vt. 05601

Dear Mr. Plummer:

Going forward in accordance with your recommendation we will reconcile all balance sheet accounts to avoid adjustments at year end. My understanding is that these adjustments in the past were handled by the auditors but will now be handled in house.

Very truly yours

  
Stanley Wilbur  
Town Manager

**Proctor**  
Elementary School



Tomorrow's Promise

Proctor Elementary School  
14 School Street  
Proctor, VT 05765  
Christy Coloutti, Principal  
[www.pes.rcsu.org](http://www.pes.rcsu.org)

**Proctor**  
Jr. - Sr. High School



Dream, Invent and Explore

Proctor Jr. Sr. High School  
4 Park Street  
Proctor, VT 05765  
Deborah Rodolfy, Principal  
[www.phs.rcsu.org](http://www.phs.rcsu.org)

February, 2018

Dear Members of the Proctor Community,

We are approaching Town Meeting and the School Board wishes to remind you of changes in the school district budget this year. As a result of a vote of our community last March, effective July 1, 2018, we become part of the Quarry Valley Unified Union School District (QVUUSD). Our new district includes three PK-12 schools: Proctor, Poultney and West Rutland, increasing efficiencies and providing more educational opportunities to our students.

As a result of this Act 46 merger, our school budget is now incorporated in the QVUUSD budget. We invite you to review information concerning the proposed school district budget in the QVUUSD Annual Report. This report is posted on our school and supervisory union websites. In addition, copies are located at the Town Hall, library and schools. You may also request that a copy be mailed to you. Please contact us or Superintendent Dr. Debra Taylor with any questions at 802-775-4342, extension 2103 or [debra.taylor@rcsu.org](mailto:debra.taylor@rcsu.org)

Our Principals, Deborah Rodolfy and Christy Coloutti, and Superintendent Dr. Debra Taylor are continuing with proficiency-based learning in a learner-centered model. In this model students reflect on their learning, think about and make a plan for how to get there, and then are assessed again to see if they have achieved mastery. We have worked diligently to incorporate this model where our students grow and develop self-direction, work ethic, and independence. Our teachers and students have presented at conferences highlighting our excellent work.

Teachers at both schools continue to work in partnership with the Tarrant Institute - here experienced teacher-trainers are supporting our teachers through modeling, regular weekly meetings and inservice sessions which transform teaching and learning district-wide. Visit our school websites and follow us on Twitter for more information on the exciting work underway!

The School Board hopes to see you at Town Meeting where we will provide information on our accomplishments and plans. In addition to learning about the school budget for the coming year, you will receive an update on the QVUUSD transition plan. This is an opportunity for you to ask questions and make suggestions concerning the School District.

We are proud of our history and traditions in Proctor. We appreciate your support and look forward to seeing you.

Sincerely yours,

The Proctor School Board

***Lisa Miser, Chair***

***Andy Shaw, Vice-Chair***

***Art Saceric, Clerk***

***Eric Hanson, Member***

***Joseph McKearin, Member***

January, 2018

It is with great honor that I serve my sixth year as principal of Proctor Elementary School with a current enrollment of 159 students, Pre-K (including our private partnerships) through grade 6.

The faculty and staff strive to build a positive school climate so that our students are successful academically, socially and emotionally. We have implemented Positive Behavior Interventions and Supports (PBIS) for the past five years and focus on treating each other with dignity and respect. We have been recognized for multiple years by the VT Agency of Education for our strong implementation. PBIS provides proactive strategies for defining, teaching, and supporting appropriate student behaviors to create a positive school environment. As you will see when you walk into our school, we follow the motto of Respect Self, Others, and the Environment. As a number of visitors have mentioned, there is a strong sense of community when you enter our school.

Proctor Elementary School has been implementing Proficiency-Based Learning, a system of academic instruction, assessment, grading, and reporting that is based on students demonstrating mastery of the knowledge and skills they are expected to learn before moving on to the next subject, class, or graduation. By definition, PBL provides a framework, while giving schools the flexibility to develop tools and assessments that work best for their students. Teachers have been continuing their professional development around PBL. They have been learning to use “learning targets” and “proficiency scales” which are tools used to focus on student learning and provide necessary feedback based on where students are in relation to expected proficiencies. Teachers have also been training to use a new proficiency-based grading platform, Jump Rope.

The students at PES engage in a rigorous, proficiency-based curriculum in all subject areas. PES prides itself in differentiating and extending its use of proficiency-based curricular programs and practices, including Readers Workshop, Foundations, Bridges in Mathematics and College Prep Math. Our teachers have used their professional development time to learn about, develop and implement proficiency-based programming and to create lessons that allow students to have considerable voice and choice with their learning. Teachers are focusing on supporting students in developing and growing in terms of the transferable skills necessary for all successful 21st century students (and all high school graduates beginning with the class of 2020):

- Clear and Effective Communication
- Creative and Practical Problem Solving
- Informed and Integrative Thinking
- Responsible and Involved Citizenship
- Self-Direction

In the area of mathematics, Proctor Elementary School continues to provide embedded professional development for teachers. All teachers participate in lesson studies where they observe each other and participate in pre- and post discussions focusing on solid teaching practices. Monthly professional development is offered by the math interventionist and is focused on looking at the content as it develops through different grade levels or these meetings address indicators of effective math learning schoolwide. The math interventionist visits classrooms often and meets weekly with each teacher to discuss student progress and to create plans to address that progress. Diagnostic information about math progress for individual students is also available through probing by the math interventionist using a variety of resources.

In the area of literacy, PES is focusing on understanding and implementing the components of a Balanced Literacy program in order to develop teacher expertise and to bring coherence and consistency of practice across the grade levels. There are interventions and enrichment opportunities to support all learners. There is a strong focus across all content areas to encourage a strong love for reading.

Technology has been strongly incorporated into the daily proficiency-based lessons for students across all grade levels. Students have access to many devices and use technology as a primary learning tool. We have created a wonderful makerspace where students are able to work on projects while sharing ideas, equipment, and knowledge. Our makerspace inspires students to become participatory learners to uncover their talents, needs, and interests by making, producing, solving, creating, collaborating and thinking. We have received many donated items from the community such as electronics and craft items to expand this space.

There is a strong need for volunteers in our school system; I am very proud and appreciative of the support from our Parent Teacher Organization and our volunteers of the Four Winds Science Program. The volunteers play an active role in providing opportunities for our students. The PTO is responsible for promoting activities to build stronger cultural experiences through field trips, guest speakers, and enrichment materials. Our Four Winds volunteers instruct in the classroom each month. Four Winds is a collection of natural science lessons and explorations designed to get children and adults outside learning together in every season. Each unit supports the [Next Generation Science Standards](#) and Common Core with a focus on the practices of science. These volunteers bring an added educational layer to our school environment.

Highlights for the year include:

- Weekly Spanish offerings and enrichment opportunities for students in pre-school through grade 6.
- A full time pre-school program: These young students have the opportunity to participate in library, physical education, music, art and Spanish.
- Full-time music program: The music program includes chorus, band, handbells, and musical instruments. We have over 45 students in grades 3-6 participating in additional musical activities above their weekly scheduled classes.
- Grant recipient from the UVM Tarrant Institute for increased student-centered learning opportunities.

In closing, I would like to thank you, the community, for supporting our school, staff and students. I would like to thank the committee of the Mortimer Proctor Trust for their continuous support throughout the years. Please visit our website or call to request a copy of our weekly newsletter to learn more about our exciting educational opportunities!

Respectfully submitted,

Christy Coloutti  
Principal of Proctor Elementary School  
[christy.coloutti@rcsu.org](mailto:christy.coloutti@rcsu.org)  
[pes.rcsu.org](http://pes.rcsu.org)

**Town Report 2018**  
**PHS Principal's Letter**

**Dear Parents, Guardians & Community Members,**

Our work continues at Proctor Junior/Senior High School to personalize learning for your students and help them to become self-directed learners in pursuit of the transferable skills of: Clear and Effective Communication, Creative and Practical Problem-Solving, Informed and Integrative Thinking, Responsible and Involved Citizenship, and Self-Direction.

**Proficiency-Based Learning (PBL):** As we proceed with our move to Proficiency-Based Learning and reporting, we have moved to a new reporting system this year called JumpRope. The JumpRope system uses a proficiency scale vs. traditional letter/number grades. Each learning target (standard) has a learning scale that students and teachers use to track their learning. The reports that are generated from this system allow students, parents and teachers to see progress on each learning standard, which gives a more accurate picture of the students' progress. In a more traditional system all the scores within an area of content would be averaged together and which content/skills the student had mastered would not be as evident. In addition, a student's Habits of Work are scored separately from content.

**Tarrant Institute:** Our teachers are in the second year of work with the Tarrant Institute. This year our teachers have worked to diligently to restructure our PLP program and to prepare each student for student-led conferences at PHS. This fall we were pleased to have over 80% of our parents support their children at these conferences!

**Multi-Tiered System of Supports (MTSS):** At PHS we strive to ensure that all of our students succeed at high levels. To do this we implement three tiers of instruction. Tier one is high quality first instruction in the classroom. Our goal is to identify students who are struggling as early as possible. In tier one we make classroom-based instructional adjustments and monitor progress. Our next step is to use evidence-based more intensive tier two intervention and monitoring. If we find that a child is not progressing, we look at even more intensive, tier three intervention. There are numerous programmatic elements that help to make our MTSS weave more supportive for students, including summer learning opportunities and specialized individual supports for students who struggle with emotional / behavioral regulation through our Applied Behavioral Analyst and Student Support Counselor. Our hope is to use this system of supports to bridge the achievement gap for struggling learners.

**Facilities:** Thanks to the hard work of our custodians, our building is looking ship-shape. We have installed new flooring in the weight room and are looking forward to upgrading our kitchen facilities this summer thanks to the taxpayers and the Mortimer Proctor Fund.

**Technology:** PHS continues to expand the opportunities for utilizing technology through continued implementation of Chromebooks. It is not uncommon for assignments to be turned in, assessed, revised and noted in a JumpRope report for families, without using a sheet of paper. Every student has access to a personal Chromebook, allowing learners to utilize their technology access whenever it supports the learning objectives of the day.

**Kindness Matters:** We continue our emphasis on a positive school climate through continuation of our Mentoring Program at PHS and the Big Buddy Program at PES. We are very proud of the giving nature of our students and all that they are willing to do for each other.

## Highlights:

- Two of our students presented with their teachers at the NESSC Annual Conference in Hartford, CT.
- Seniors have completed the TIPPS program and five students are now actively participating in internship opportunities.
- Students planned, directed and produced an all-school assembly in December.
- Student Council continues to plan for Winter Carnival.
- The Class of 2017 had a 100% graduation rate and 73% college enrollment. We continue to help our students pursue post secondary options.
- Emma Shaw was awarded the Green & Gold UVM Scholarship for the Class of 2018.
- October of 2017, Sergeant Luke Hall from the Vermont State Police Crime Scene Search Team visited the forensic science class at PHS. He reviewed several recent cases with students and gave them a tour of the small van which the State Police bring to crime scenes for evidence collection.
- PHS was runner up for Best Costumed Marching Unit in the 2017 Halloween Parade.
- Miranda Martin and Arielle Oechsle were accepted into the Castleton University Honors Music Festival and Miranda was also accepted into the Green Mountain Music District V Band (Districts).
- Sixteen students are taking at least one dual enrollment class.
- Sarah Pecor represented PHS at the 2017 "Poetry Out Loud" Competition.
- Fifteen students participated in the Model United Nations at Yale University. Model UN is an authentic simulation of the UN General Assembly which introduces students to the world of diplomacy, negotiation, and decision-making.
- Twenty students participated in the production of "High School Musical" in April. Thanks to Arlen Bloodworth who was so helpful and took video of the PHS rendition of the production. All set pieces were designed and created by PHS students (with some parental assistance). Big thanks again goes to those parents there to support us through construction and feeding the troops!
- Girls soccer competed in the Division IV State Championship game.

As we continue our transition to the new Quarry Valley Unified Union School District, we look forward to working with our learning and teaching partners at Poultney and West Rutland Schools to enhance opportunities for all our learners.

I feel very fortunate to be part of such a great school, and a community that is so incredibly supportive of the work our PHS team does for the children of Proctor. I thank you all for making this work possible through your continued generosity.

Sincerely,  
Deborah J. Rodolfy  
Principal



February, 2018

Dear Parents, Guardians and Community Members,

I am honored to continue to serve our schools and communities as Superintendent and am very grateful for our excellent teachers, support staff and leaders. As I visit our schools and classrooms, I see growth and learning. I am proud of our successes and our schools' efforts to support each and every student - ensuring that all students learn at high levels.

Our parents and community members continue to support and work in partnership with our schools. We are so appreciative of your ongoing support. Students in all our schools have performed many acts of kindness to help others in our communities. This overarching spirit of cooperation and generosity is the hallmark of our school cultures and community connections.

We are about to embark on a new chapter in our educational journey as we merge governance with our neighboring districts to the southwest forming the Greater Rutland County Supervisory Union beginning on July 1, 2018. Our new school system includes Ira, Quarry Valley, Rutland Town and Wells Springs School Districts.

Our merger transition boards for the Greater Rutland County Supervisory Union and Districts have been working diligently in preparation for the coming year. Thanks to the excellent leadership of our School Boards and administrators, we are actively engaged in many transition activities, and unification of our school system is underway!

In September, we initiated our joint leadership team for successful unification including central office and school leadership from both Rutland Central and Rutland Southwest SU. Our leaders are actively engaged in several transition activities including vision, mission, communications plan development, curriculum planning and more!

Last fall, I met with all faculty, staff and administrators to gain insight into their values as we develop our vision and mission for the future of our newly unified school system. Based on their positive and forward-thinking ideas, the concepts were refined by administrators and will be adopted by the Greater Rutland County Supervisory Union (GRCSU) Board later this month.

Our School Boards adopted the GRCSU and District Budgets for our newly merged school systems and continuing single districts who are part of our new supervisory union. In December, the GRCSU Board appointed all central



office leadership and support personnel for the coming school year effective July 1, 2018. We have begun transition to a new accounting and human resource software, Infinite Visions, and a newly merged domain for email and website communication.

We have drafted unified board policies which are scheduled to be reviewed and adopted by our School Boards throughout the second half of the school year. Our Joint Board Negotiations Committee has initiated negotiations for a unified teacher and support staff contract for 2018.

**Future Planning:** More exciting unification plans are on the horizon! Our excellent educational opportunities will grow and expand in our new unified school system. We will continue to implement student-centered learning in proficiency-based personalized environments where all students learn at high levels. While some savings have been achieved and new educational opportunities will begin as early as July 1, 2018, such as centralized technology and joint educational program offerings, our future will continue to unfold in a positive and productive manner as our Board and administration engage in a planning process to build our collective future plan for years to come.

**Community Outreach:** During our many community conversations throughout the Act 46/49 study process, I repeatedly heard about the need to have deeper discussions around issues that impact our schools. We will hold school-based forums throughout the winter and spring to present information about our newly unified school system, our vision, mission and plans. Look for additional announcements through our email alerts and website in mid-January. I encourage you to participate in these conversations. I believe that as a school system we will become stronger as a result of robust and productive community engagement.

**District Annual Reports and Budget Presentations:** Each School Board will hold public meetings to present the annual education budget for voter approval. Mark your calendars for these important meetings: Quarry Valley Unified Union School District Annual Meeting on Tuesday, February 27; Wells Springs Unified Union School District Annual Meeting on Wednesday, February 28; Ira School District Town Meeting on March 5; and Rutland Town School District Town Meeting on March 5. Through our community outreach and engagement efforts, annual reports, forums and annual meetings, we hope all of you will become familiar with our school budgets and the important educational programs and plans they support.

Please remember to vote on Town Meeting Day, March 6, 2018.

Thank you for your support of all our students. Remember, we have a proud past and a bright future, and together we are better!

Yours in Education,

*Debra J. Taylor*

Debra J. Taylor, Ph.D.  
Superintendent

# RUTLAND CENTRAL SUPERVISORY UNION

16 Evelyn Street  
Rutland, Vermont 05701-4910

Office of the Superintendent

Phone: (802) 775-4342

Fax: (802) 775-7319

January 24, 2018

To Whom It May Concern:

The Town of Proctor School District audit of the financial statements as of and for the year ended June 30, 2017 by A. M. Peisch & Company, LLP has recently been completed. Copies of the report will be available for review at the Town Hall upon receipt of the final report.

Sincerely,



Brittany Gilman  
Business Manager

## RUTLAND CENTRAL SUPERVISORY UNION

CHILDREN with DISABILITIES  
AGES 0-21 YEARS  
2017-2018

### NOTICE

The Rutland Central Supervisory Union (Proctor, Rutland Town and West Rutland), in meeting the requirements of its Local Education Agency Plan, is attempting to identify any and all area resident children between the ages of 0-21 years who may be considered to have a disability. Also, any person between the ages of 3 and 21 who is in need of special education and related services is entitled to a free and appropriate public education. It is possible that the Rutland Central Supervisory Union may not be aware of the residence of all children with disabilities. If you know of a child who might be eligible for educational services and is not in school, please notify Christine Kamm, Director of Student Services, 16 Evelyn Street, Rutland, Vermont, 05701, or phone 802-775-4342, ext. 105.

Any parent of a child who attends a school that receives Title 1 funds has the right to request information regarding the professional qualifications of their child's teacher (ESSA). Contact the Rutland Central Supervisory Union office for further information.

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### NOTIFICATION OF ASBESTOS MANAGEMENT PLAN AVAILABILITY

The Asbestos Hazard Emergency Response Act (40 CFR 763.93 (g) (4)) requires that written notice be given that the following schools have management plans for the safe control and maintenance of asbestos-containing materials found in their buildings. These management plans are available and accessible to the public at the administrative office of each facility listed below:

Rutland Central Supervisory Union  
16 Evelyn Street  
Rutland, VT 05701  
775-4342

Proctor Elementary School  
14 School Street  
Proctor, VT 05765  
459-2225

Proctor High School  
4 Park Street  
Proctor, VT 05765  
459-3353

***Notice to Voters of Poultney, Proctor and West Rutland***

**The combined budget booklet for the new  
Quarry Valley Unified Union School District 2018-19 Budget  
will be available at the following locations:**

**Rutland Central Supervisory Union Office**

**Rutland Southwest Supervisory Union Office**

**Poultney Elementary School**

**Poultney High School**

**Poultney Library**

**Poultney Town Hall**

**Proctor Elementary School**

**Proctor Junior/Senior High School**

**Proctor Library**

**Proctor Town Hall**

**West Rutland School**

**West Rutland Library**

**West Rutland Town Hall**

**RCSU.org**

Town of Proctor Annual Meeting  
March 6, 2017

School Meeting was called to order by Andrew Maass, Moderator at 7:00 PM. Motion to recess school meeting until after town was made by Ray Ault and seconded by Kim Baccei. Town meeting called to order followed by the Pledge of Allegiance.

Mr. Maass opened with a reading of the rules (Roberts Rules). Motion made by Kevin Blongy and seconded by Ted Schaft to limit discussion to 3 minutes for each person until everyone is heard.

Representative Dave Potter addressed the meeting with highlights from the legislative session.

A check in the amount of \$650.00 was presented to the PHS Senior Class for the delivery of Town Reports and accepted by Ms. Tate of the Senior Class.

Article 1: To hear and act upon the reports of the Town Officers. No discussion

Article 2: Shall the Town vote the amount of \$65,000 for the Proctor Free Library for the period of July 1, 2017 to June 30, 2018? Motion made by Paul Brown, Second by Bob Coons; no discussion. Motion passes by voice vote.

Article 3: Shall the Town vote the amount of \$424,540 for the maintenance and repairing of town highways for the period of July 1, 2017 to June 30, 2018? Motion made by Andrea Varney, second by Paul Brown. Dick Horner questioned balance of \$158,000 of this year's budget and made a motion to amend 2017-2018 budget by a reduction of \$150,000, seconded by Dan Kearney. Discussion ensued regarding amendment should be for paving only and question regarding fixing lawns and plowing addressed. Stan Wilbur, Town Manager, spoke regarding surplus. Amendment vote called and failed. Article 3 passes by voice vote.

Article 4: Shall the Town vote the amount of \$819,934 for current expenses of the Town for the period of July 1, 2017 to June 30, 2018? Motion made by Kevin Blongy, second by Bob Coons. No discussion, motion passes by voice vote.

Article 5: Shall the Town vote to collect its taxes on real and personal property in four installments on August 10, November 10, February 10 and May 10 for the period of July 1, 2017 to June 30, 2018 and shall each installment bear interest at the maximum rate as provided by law? Motion made by Andrea Varney and seconded by Claire Molner. No discussion, motion passes by voice vote.

Article 6: Shall the Town vote to continue the practice of adding fluoride to the public drinking water? Motion made by Vince Gatti and seconded by Claire Molner. Motion made to allow non registered voters to speak to the issue. Motion failed 62-41. Dick Horner questioned why there is a vote when the Selectboard voted not to add fluoride previously. Town's people had requested it be on the ballot. Discussion for and against ensued. Motion passes by voice vote.

Article 7: Shall the Town vote to authorize the elimination of the Office of Lister and replace it with a professionally qualified assessor appointed by the Selectboard who shall have the same powers, discharge the same duties, proceed in the discharge thereof in the same manner, and be subject to the

same liabilities as are prescribed for listers or the board of listers under the provisions of Title 32? Motion made by Alan George, second by Paul Brown. Motion passes by voice vote.

Article 8: Shall the Town vote to authorize the establishment of a Highway Garage Maintenance and Improvement Reserve Fund and to transfer \$50,000 from the Highway Department cumulative surplus to the Highway Garage Maintenance and Improvement Reserve Fund? Motion made by Vince Gatti, second by Paul Brown. Questions: balance, \$176,573; how much will be added to the budget going forward, \$10,000. Concerns aired: spending surplus, garage needs repair, paving should be done first. Motion passes 47-45.

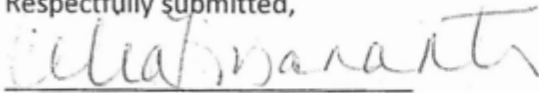
Article 9: Shall the town vote to transfer the \$59,320 net revenue generated from the West Mountain Town Forest FY2012, FY2013 and FY2015 timber harvests from the General Fund to the Town Hall Building Fund and to designate net revenue from future West Mountain Town Forest timber harvests to the Town Hall Building fund? Motion made by Vince Gatti, second by Bob Coons. Discussion ensued including questions about investing and why this isn't in the budget. People spoke for and against renovation of the existing office. Article passes by voice vote.

Article 10: Shall the town appropriate 50 cents per registered voter to Habitat for Humanity of Rutland County, Vermont in support of our efforts to bring more safe, decent and affordable housing to hard working residents of Rutland County, Vermont in accordance with 24 V.S.A. 2691? Motion made by Jim Corbo, second by Penny Inglee. Paul Brown, Habitat Board member spoke to need and work done. Motion passes by voice vote.

Article 11: To transact any other non-binding business as legally may come before meeting at this time. Andrea Varney spoke about the role of Town Service Officer. Dick Horner spoke about needing members for the planning commission. Joe Gradziel said the Taylor Hill water project was a good job and Lisa Miser for the Our Yard Committee thanked the MRP fund for the money to replace benches around town, new banners and fireworks for the Fall Festival.

Meeting was recessed at 8:30 PM until March 7, 2017 at 10 AM.

Respectfully submitted,

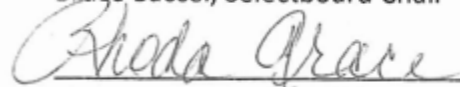


Celia Lisananti, Clerk

We accept the minutes of the Town of Proctor Annual Meeting as written:



Bruce Baccei, Selectboard Chair



Rhoda Grace, Justice of the Peace

OFFICIAL BALLOT  
TOWN OF PROCTOR  
SPECIAL MEETING JUNE 13, 2017

ARTICLE 1

Will the Town of Proctor, Vermont take advantage of the provisions of Chapter 37 of Title 24 of Vermont Statutes Annotated and authorize the Selectboard to employ a Town Manager?

YES

132

NO

105

rg

Town of Proctor School District Annual Meeting  
March 6, 2017

Meeting was called to order at 7:00 PM by Andrew Maass, Moderator. Motion to recess school until after the Town Meeting was made by Ray Ault and seconded by Kim Baccei. Meeting was reconvened at 8:30 PM.

Article 1: Shall the voters of the Town School District approve the School Board to expend \$4,880,935 which is the amount the School Board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$16,556.39 per equalized pupil. This projected spending per equalized pupil is 7.06% higher than spending for the current year. Motion made by Paul Brown and seconded by Cathy Canty. A presentation regarding the budget and Act 46 was made by Andrew Shaw, School Board Chair. Questions and discussion followed regarding new Student Management Position, per pupil cost, number of students and why they aren't under one roof to cut expenses, why no librarians and why are we teaching Spanish.

Motion to extend meeting by ½ hour made and seconded.

Article 1 by paper ballot, passes 87-17.

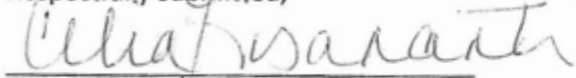
Article 2: Moot

Article 3: Shall the voters of the Town of Proctor School District appropriate the sum of up to \$23,222 from the Capital Projects Fund for replacement of food service equipment and improvement to athletic facilities and grounds? Motion made by Paul Brown, second by Lloyd Hughes. Discussion regarding expenses. Article passes by voice vote.

Article 4: To transact any other business that may legally come before the meeting.

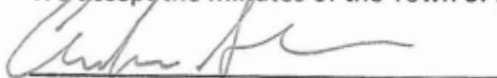
Meeting was recessed at 9:22 PM until March 7, 2017 at 10 AM

Respectfully submitted,

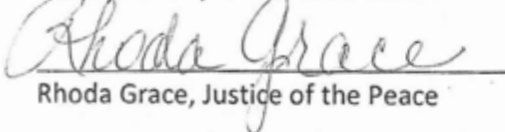


Celia Lisananti, Clerk

We accept the minutes of the Town of Proctor School District Annual Meeting as written:



Andrew Shaw, School Board Chair



Rhoda Grace, Justice of the Peace



## Town of Proctor Warning

The legal voters of the Town of Proctor are hereby warned to meet at the Proctor Junior-Senior High School gymnasium on Monday, March 5, 2018 at 7:00 P.M. to transact the following business not involving voting by Australian ballot:

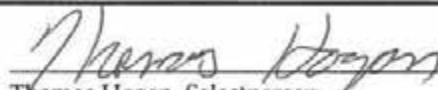
- Article 1: To hear and act upon the reports of the Town Officers.
- Article 2: Shall the Town vote the amount of \$65,000 for the Proctor Free Library for the period of July 1, 2018 to June 30, 2019?
- Article 3: Shall the Town vote the amount of \$457,253 for the maintenance and repairing of town ghways for the period of July 1, 2018 to June 30, 2019?
- Article 4: Shall the Town vote the amount of \$834,331 for current expenses of the Town for the period of July 1, 2018 to June 30, 2019?
- Article 5: Shall the Town vote to collect its taxes on real and personal property in four installments on August 10, November 10, February 10, and May 10 for the period of July 1, 2018 to June 30, 2019 and shall each installment bear interest at the maximum rate as provided by law?
- Article 6: Shall the Town vote to provide general authority to the Selectboard to enter into tax stabilization contracts with owners of new or existing but scheduled to be improved, industrial or commercial properties, for periods not to exceed 5 years, under and pursuant to the authority contained in 24 V.S.A. § 2741? (requires a two-thirds [2/3] majority vote of those present and voting to authorize tax stabilization)
- Article 7: Shall the Town vote to authorize the Selectboard to expend up to \$15,000 for adulticide mosquito control in the Town of Proctor for the period of July 1, 2018 to June 30, 2019?
- Article 8: Shall the Town vote to authorize the use of Chittenden Watershed timber harvest revenue to fund a portion of the 2010 Water System Improvement Project?
- Article 9: To transact any other non-binding business as legally may come before meeting at this time.

At the close of the above business, the meeting shall be recessed until Tuesday, March 6, 2018 at 10:00 A.M. at the Proctor Junior-Senior High School gymnasium to vote by Australian ballot on the following matters to wit:

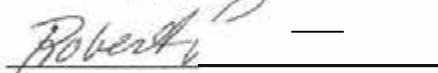
- Article 1: To elect a moderator for the ensuing year.
- Article 2: To elect other Town Officials as required by law.

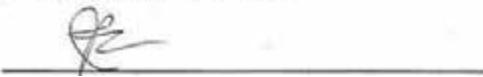
POLLS WILL BE OPEN AT THE RECESSED MEETING ROOM FROM  
10:00 A.M. TO 7:00 P.M.

  
William E. Champine, Chair

  
Thomas Hogan, Selectperson

  
Bruce E. Baccei, Vice Chair

  
Robert Protivansky, Selectperson

  
Joseph Manning, Selectperson

Dated: January 29, 2018

WARNING

The legal voters of the Town of Proctor, Vermont, are hereby notified and warned to meet at the Proctor High School in the Town of Proctor on Tuesday, March 6, 2018, between the hours of ten o'clock (10:00) in the forenoon (a.m.), at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.), at which time the polls will close, to vote by Australian ballot upon the following Article of business:

ARTICLE I

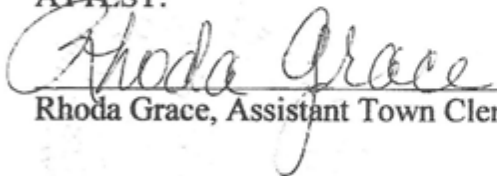
Shall general obligation bonds or notes of the Town of Proctor in an amount not to exceed Seven Hundred Ninety Thousand Dollars (\$790,000), subject to reduction from the receipt of available state and federal grants-in-aid, be issued for the purpose of financing the cost of making sewage system improvements on Ormsbee Avenue, the estimated cost of such improvements being Seven Hundred Ninety Thousand Dollars (\$790,000)?

The legal voters of the Town of Proctor are further notified that voter qualification, registration and absentee voting relative to said special meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

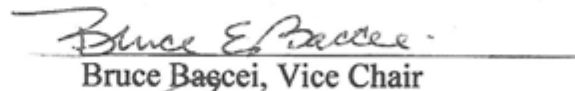
The legal voters of the Town of Proctor are further notified that an informational meeting will be held on Tuesday, February 27, 2018 at the Proctor Free Library in the Town of Proctor at seven o'clock (7:00) in the evening, for the purpose of explaining the proposed improvements and the financing thereof.

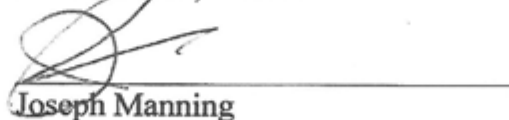
Adopted and approved at a regular meeting of the Selectboard of the Town of Proctor duly called, noticed and held on January 16, 2018. Received for record and recorded in the records of the Town of Proctor on January 17, 2018.

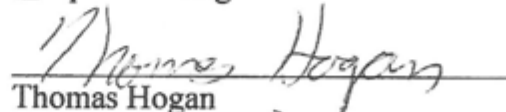
ATTEST:

  
Rhoda Grace, Assistant Town Clerk

  
William Champine, Chair

  
Bruce Bascei, Vice Chair

  
Joseph Manning

  
Thomas Hogan

  
Robert Protivansky

**TOWN OF PROCTOR SCHOOL DISTRICT WARNING**  
**Annual School District Meeting**  
**March 5 and March 6, 2018**

The legal voters of the Town of Proctor School District are hereby notified and warned to meet at the gymnasium of the Proctor High School in said Town on Monday, March 5, 2017 at 7:00 p.m. to transact the following business from the floor:

**March 5, 2018**

Article 1. To hear the reports of the School Board and other District officials and act thereon.

Article 2. To transact any other lawful business to come before the meeting.

**March 6, 2018**

The legal voters of the Town of Proctor School District are hereby further warned to meet at Proctor High School on Tuesday, March 6, 2018 at 10:00 a.m. at which time the polls will open and remain open until 7:00 p.m. to vote on the following articles by Australian ballot:

Article 3. To elect a moderator for the ensuing year.

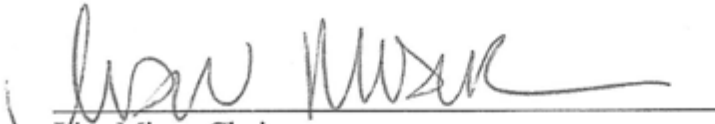
Article 4. To elect one (1) school director for the Quarry Valley Unified Union School Board for a period of three years.  
To elect one (1) school director for the Proctor School Board for a term of two (2) years.  
To elect one (1) school director for the Proctor School Board for a term of three (3) years.

Please note: Due to the formation of the Quarry Valley Unified Union School District the Proctor Town School District will cease all operations and no longer exist as of December 31, 2018.

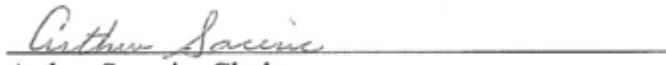
Article 5. To amend Article 8B of the Quarry Valley Articles of Agreement as follows:

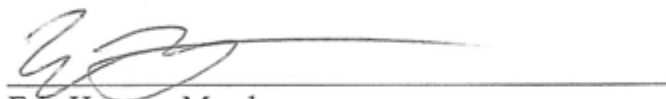
8B. Subsequent Sale of Real Property to Towns. In the event that, and at such subsequent time as the Unified Union School District School Board determines, at its discretion, and subject to compliance with the school closure provisions of Article 8C, that any of the real property, including land and buildings, conveyed to it by one or more of the forming districts is or are unnecessary to the continued operation of the Unified Union School District and its educational programs, the Unified Union School District shall offer such real property, for the sum of One U.S. Dollar, and subject to all encumbrances of record, the assumption or payment of all outstanding bonds and notes and the repayment of any school construction aid or grants as required by Vermont law, to the town of the forming district which transferred the property under the provisions of Article 8A. The conveyance of any of the above school properties shall be conditioned upon the town owning and utilizing the real property for community and public purposes for a minimum of five years. In the event a town elects to sell the real property prior to five years of ownership, the town shall compensate the Unified Union School District for all capital improvements and renovations completed after the formation of the Unified Union School District and prior to the sale to the town. In the event a town elects not to acquire ownership of such real property, the Unified Union School District shall, pursuant to Vermont statutes, sell the property upon such terms and conditions as established by the Unified Union School District School Board.

SCHOOL DIRECTORS

  
\_\_\_\_\_  
Lisa Miser, Chair

  
\_\_\_\_\_  
Andrew Shaw, Vice Chair

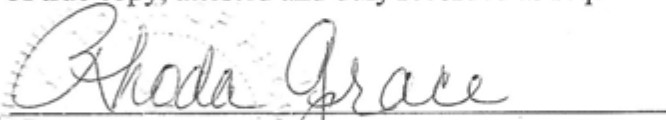
  
\_\_\_\_\_  
Arthur Saceric, Clerk

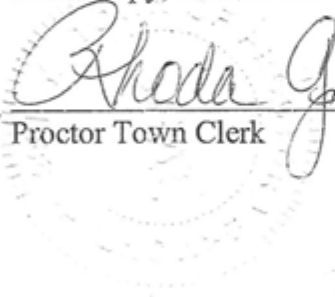
  
\_\_\_\_\_  
Eric Hanson, Member

\_\_\_\_\_  
Joseph McKearin, Member

Dated at Proctor, Vermont, January 25, 2018.

A true copy, attested and duly recorded as required by law.

*ast*   
\_\_\_\_\_  
Proctor Town Clerk



# QUARRY VALLEY UNIFIED UNION SCHOOL DISTRICT WARNING

## Annual School District Meeting

February 27 and March 6, 2018

The legal voters of the Quarry Valley Unified Union School District consisting of the towns of Poultney, Proctor and West Rutland, are hereby notified and warned to meet at the West Rutland Town Hall in said town at seven o'clock in the evening on Tuesday, February 27, 2018, to transact any of the following business not involving voting by Australian ballot. Upon the conclusion of the business not involving Australian ballot, the meeting is to be adjourned and reconvened in the respective polling places hereinafter named on Tuesday, March 6, 2018 at 10:00 A.M. at which time the polls open until 7:00 P.M. at which time the polls will close, to transact business involving voting by Australian ballot.

### February 27, 2018

- Article 1. To elect a moderator for a term of one (1) year.
- Article 2. To hear the reports of the School Board and other District officials and act thereon.
- Article 3. To elect a treasurer for a term of one (1) year.
- Article 4. To elect a clerk for a term of one (1) year.
- Article 5. To hear a presentation from the School Board on the proposed 2018-19 budget.
- Article 6. To transact any other lawful business that comes before the meeting.

### March 6, 2018

- Article 7. School Budget: Shall the voters of the Quarry Valley Unified Union School District approve the School Board to expend \$16,575,481 which is the amount the School Board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$15,690.28 per equalized pupil.

### Informational Hearing on February 27, 2018

Said persons and voters are further notified and warned that the meeting on February 27, 2018 at 7:00 P.M. at the West Rutland Town Hall, in West Rutland, Vermont will also serve as an informational hearing to discuss Article 7 which will be voted on by Australian ballot on March 6, 2018.

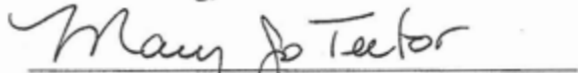
### Polling Places for Australian Ballot Vote on March 6, 2018

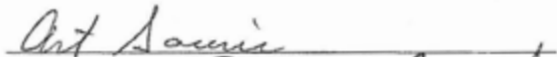
Poultney:	Poultney Fire House	10:00 A.M. – 7:00 P.M.
Proctor:	Proctor Jr. Sr. High School	10:00 A.M. – 7:00 P.M.
West Rutland:	West Rutland Town Hall	10:00 A.M. – 7:00 P.M.

Dated at Poultney, Vermont, January 16, 2018.

SCHOOL DIRECTORS

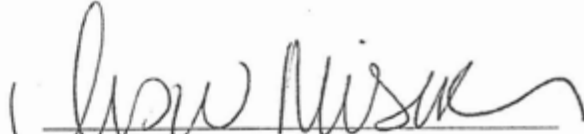
  
Blake Cushing, Chair

  
Mary Jo Teetor, Vice Chair

  
Art Saceric, Clerk

  
Tom Callahan, Board Member

  
Rebecca Cook, Board Member

  
Lisa Miser, Board Member

  
James Mumford, Board Member

  
Kristen Ross, Board Member

  
Andy Shaw, Board Member

  
Linda Smith, Board Member

Received for record and recorded prior to posting this 26<sup>th</sup> day of January, 2018

  
Town Clerk

### *Town of Proctor, Vermont General Information*

Incorporated Area	November 18, 1886 3,983 Acres	Town Water Shed Forest in Chittenden	1,587 Acres
		Population 2010 Census	1741
Town Highways:			
Class I	1.479 Mileage	First Railroad Train	1849
Class II	7.070 Mileage		
Class III	11.880 Mileage	First White Man Visited Sutherland Falls	1730
State Highway	1.804 Mileage		
Total Highways	22.233 Mileage	Altitude at Library	500 Feet Above Sea Level
Class IV	0.350 Mileage	Railroad Station Built	1892
		Torn Down	1967
Town Forest	382.5 Acres		
In Proctor	217.5 Acres	Village of Proctor Incorporated	November 25, 1884
In Pittsford	165.0 Acres	Merged with Town	June 28, 1966

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### *Meeting Schedules and Hours of Operation*

**Selectboard** meets at the Town Offices, 45 Main Street, on the second and fourth Monday of the month at 6:00 p.m.

**School Directors** meet on the second and fourth Tuesday of the month typically at 7:00 p.m. The meeting place alternates between the High School and Elementary School. Please check [www.proctorhs.org](http://www.proctorhs.org) for exact meeting time and location.

**Planning Commission** meets at the Town Offices, 45 Main Street, on the first Thursday of the month at 6:30 p.m.

**Town Clerk's Office** is open Monday through Friday from 8:00 a.m. to 4:00 p.m. The office is closed on weekends and holidays.

**Public Library** is open Monday through Thursday 9:00 a.m. to 11:00 a.m. and 2:00 p.m. to 8:00 p.m. Friday 9:00 to 12:00 noon and 1:00 p.m. to 5:00 p.m. Saturday 9:00 a.m. to 12:00 noon. Closed Sunday.

**Curbside garbage pick-up every week and recycling pick-up every other week on Wednesday.** Totes must be along roadside by 6:30 a.m.

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### *Telephone Numbers*

To Report a Fire	911	Proctor Elementary School	459-2225
Vermont State Police	911	Rutland Central Supervisory Union	775-4342
Regional Ambulance	911	Proctor Free Library	459-3539
Town Clerk	459-3333 x10	U.S. Post Office	459-3359
Town Manager	459-3333 x13	Skating Rink	459-2819
Proctor Jr.-Sr. High School	459-3353	Proctor Pool	459-2819

***PLEASE BRING THIS REPORT WITH YOU TO TOWN MEETING***

# Town of Proctor

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45 Main Street  
Proctor, VT 05765

Phone: 802-459-3333  
Fax: 802-459-2356



# ANNUAL REPORT

FISCAL YEAR

JULY 1, 2016 TO JUNE 30, 2017

Resident

Proctor, VT 05765

Delivered by

Proctor High School Senior Class