

Annual Report

Fiscal Year

July 1, 2022 to June 30, 2023

Town of Proctor, Vermont



Proctor Fire Department celebrated its 125th Anniversary this year!!

TOWN OF PROCTOR
VOLUNTEER
FIRE DEPARTMENT
EMERGENCY PHONE NUMBER
DIAL 911



SUTHERLAND FALLS
HOSE COMPANY
NON-EMERGENCY PHONE NUMBER
(802) 459-3640

125 Years of Proud Service
Main Street, Proctor, VT 05765

The Department met 146 times including 25 scheduled meetings, 31 special meetings and 80 incidents from November 15, 2022 through November 15, 2023. The members have volunteered countless hours of community service. This past year we have had a large increase in calls for service. This coming year does not look to be any different.

The current officers of the department are: Chief Joshua Webb, Deputy Chief Kevin Blongy, Captain Jeff Duchesne, First Lieutenant Brian Cannucci. Second Lieutenant Sandor Vida. We also have a junior program with four members at this time. The program helps train our younger people for a career in the fire service.

The department has ordered a new truck to replace our engine 2 and tanker 1. The new fire truck will be able to be used as a tanker and engine. The new truck will be a 2-man cab that can carry 1800 gallons and pump 1500 gallons of water per minute. It will be arriving in April of 2025.

Our department also celebrated our 125th anniversary this year. We would like to thank everyone that came out to the celebration that town and Our Yard put on, also we would like thank the lady's auxillary for the awesome coats they got us. We were also able to show off our 1923 American Lafrance fire truck that we just got back from restoration work on the motor. This truck is our first motorized fire truck to our department. The truck has never left the department since it was brand new.

Burning permits are REQUIRED for any open burning, except when there is snow cover. To obtain a burning permit, contact Albert Wenta, Fire Warden at 459-2823. There is no fee for permits, however, certain restrictions must be observed.

Please remember to test and check the batteries in all your smoke and carbon monoxide alarms two times a year. Create a family escape plan in the event of a fire and practice it.

Sincerely,

A handwritten signature in black ink that reads "Joshua Webb".

Joshua Webb
Fire Chief

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Elected Officials

Position	Length of Term	Year Elected	Year Expire
Selectboard:			
Thomas Hogan, Vice Chair	3	2021	2024
Linda Doty	2	2023	2025
Albert Wenta	2	2022	2024
Bruce Baccei	3	2022	2025
Benjamin Curtis, Chair	3	2023	2026
Town Clerk:			
Celia Lisananti	3	2023	2026
Town Treasurer:			
Celia Lisananti	3	2023	2026
Collector of Delinquent Taxes:			
Celia Lisananti	3	2021	2024
Town Moderator:			
Andrew Maass	1	2023	2024
Cemetery Commissioners:			
Albert Wenta	5	2023	2028
Justices of the Peace:			
Raymond Beyette	2	2022	2024
Judy Taranovich	2	2022	2024
Bruce Baccei	2	2022	2024
Lisa Miser	2	2022	2024
Betsy Franzoni	2	2022	2024
Judy Frazier	2	2022	2024
Benjamin Curtis	2	2022	2024
Quarry Valley Unified Union School District:			
Lisa Miser	3	2023	2026
Sarah Lohnes Watulak	3	2022	2025
Not Filled	3	2021	2024

Appointed Officials

Position	Length of Term	Year Appointed	Year Expires	Appointee
Selectboard Chair	1	2023	2024	Judy Frazier
Selectboard Vice Chair	1	2023	2024	Benjamin Curtis
Water/Sewage Boards	1	2023	2024	Judy Frazier, Chair
	1	2023	2024	Benjamin Curtis, Vice Chair
	1	2023	2024	Thomas Hogan
	1	2023	2024	Bruce Baccei
	1	2023	2024	Linda Doty
	1	2023	2024	Anthony Preston
Zoning Administrator	1	2023	2024	Anthony Preston
Planning/Zoning Board	4	2023	2027	Carol Protivansky, Chair
	4	2021	2025	Appointed
	4	2023	2027	Dale Christie
	4	2021	2025	Thomas Doty
	4	2023	2027	Phil Anderson
Recreation Committee	2	2022	2024	Megan Cannucci
	2	2022	2024	Matt Parker
	2	2022	2024	Amanda Duschene
	2	2023	2025	Brian Cannucci
Assessor	1	2023	2024	Lisa Wright (Contractual)
Constable	1	2023	2024	Donald Russell
Emergency Mgt. Chair	1	2023	2024	Kevin Blongy
Emergency Mgt.	1	2023	2024	Bruce Baccei
Fire Warden	5	2020	2025	Albert Wenta
Health Officer	3	2023	2026	Benjamin Curtis, Interim
Town Rep. to Library Bd.	3	2021	2024	Mary Fregosi
Marble Valley Transit Rep.	Perm.	2006		Raymond Beyette
RCSWD Rep.	1	2023	2024	Carrie Covey
RCSWD Alternate	1	2023	2024	
Regional Ambulance Rep.	3	2021	2024	Joseph Bernor
RRPC Rep.	1	2023	2024	Judy Frazier
RRPC Alt.	1	2023	2024	Carrie Covey
Reg. Trans. Council Rep.	1	2022	2023	Bruce Baccei
Reg. Trans. Council Alt.	1	2023	2024	
911 Coordinator	1	2023	2024	Josh Webb
Mosquito District Rep	1	2023	2024	Bruce Baccei
Mosquito District Rep	1	2023	2024	Thomas Hogan

Selectboard Report

This year the town said goodbye to Town Manager Michael Ramsey who was appointed just as we were reamerging from the pandemic. In August, we welcomed our new Town Manager Judy Frazier. We are very excited about the accomplishments we have been able to achieve in 2022-23. Some of the highlights include:

Mortimer Proctor Grants

Thanks to a grant from Mortimer Proctor the skating rink has a fantastic new playground. This adds a wonderful new asset to the rink that has already been enjoyed by many families in Proctor.

Class II Highway Paving Grant

Proctor was selected for a Class II highway paving grant that allowed the town to repave sections of the West Proctor Road where it was badly needed. Over the summer we were able to repave two large sections of West Proctor Road. We will continue to seek out grant opportunities whenever possible to continue to improve the town's highways.

Willow Street Pumping Station Upgrade

Upgrades were made to the Willow Street Pumping Station. The project consisted of increasing the capacity of the station so that it could keep up with the amount of flow during the wet weather months. These improvements were completed over the summer. The improvements have been a success and have already resulted in a marked reduction in pump run times and a drastic decrease in untreated discharges.

Marble Bridge Lighting Upgrades

Several lighting upgrades were made to the lights on the Marble Bridge this year. In addition the lower exterior sections of the lights were powder coated which has improved their appearance and will make the surfaces more durable in the future.

South Street Sidewalk

Work continues on the South Street sidewalk replacement project. This was a grant funded project that will replace some select sections of the South Street sidewalk while still leaving our historic marble sidewalks intact. At this time, preliminary work has been completed, easements have been obtained and trees in the right of way have been removed. We hope construction will begin this summer with a tentative completion by the fall. Again, we continue to look for any opportunities to apply for grants that will improve the quality of life in town.

Transfer Station

In order to ensure the continuity of the Town's transfer station permit, and to help residents with fall and spring cleaning the board elected to return to fall and spring drop off days at the transfer station.

The Selectboard invites all residents to participate in local government. We serve the community and are always open to suggestions, discussion, concerns, ideas and even compliments!

If you are interested in serving on a Town Committee, please reach out to a board member or to the Town Manager.

Respectfully submitted,

The Proctor Selectboard

Bruce Baccei
Ben Curtis, Chair
Linda Doty
Tom Hogan, Vice Chair
Albert Wenta

Town Manager's Report

First, I want to thank the select board for offering me the role of Town Manager, which became effective in August 2023. I would also like to extend my appreciation to all those individuals in and out of town who supported me coming into this position, along with my co-workers who made the transition seamless and so worthwhile.

Having stepped into the role of Town Manager after the dates covered in this Annual Report, there is little to take credit for, but I can speak to many of the events of this past year as a select board chair during that time.

I believe one of our greatest challenges this past year was created by the weather. Numerous storms, an abundance of rainfall and flooding not only created damages to people's personal property it resulted in decreased outdoor activities enjoyed by the town at our rink, our pool, as well as walking trails. The weather also impacted our public works department having to put in additional hours in storm coverage, and having to restructure mowing, paving and roadside projects.

In the upcoming year we will continue to maintain our roads, sidewalks and outdoors amenities to allow people to walk, swim, skate, and hike at our small-town facilities, that offer appreciated value and settings. A new South Street sidewalk will begin construction summer 2024, additional paving projects will occur and hoping for a cold winter and warm summer to assist in making our outdoor activities feasible.

This year brought great recognition to our fire department having served the Town of Proctor for 125 years! Although we lack in an abundance of business in town, we are fortunate to have a school, library and local business community partners that help support our residents in so many ways.

I would like to recognize and thank our municipal employees for their dedication and service to our residents, as well as the number of volunteers who help run our many committees and programs and the Mortimer Proctor Fund for so graciously donating to our needs and cause.

Proctor is a small community, but we all need to recognize the resources we are privileged to have and not only utilize them, but appreciate them!

Respectfully,

Judy Frazier

Town Manager, Proctor

Town of Proctor

Grand List History

	2021-2022	2022-2023	2023-2024
Inner + Partial Districts Real Estate	\$ 1,112,322	\$ 1,123,208	\$ 1,112,514
Outer District Real Estate	\$ 121,928	\$ 129,098	\$ 129,831
Total Inner + Partial and Outer District	<u>\$ 1,234,250</u>	<u>\$ 1,252,306</u>	<u>\$ 1,242,344</u>
Education Homestead	\$ 687,226	\$ 688,406	\$ 688,797
Education Non-Residential	\$ 544,819	\$ 560,213	\$ 555,247
Total Education	<u>\$ 1,232,045</u>	<u>\$ 1,248,619</u>	<u>\$ 1,244,044</u>

Tax Rate History

	2021-2022	2022-2023	2023-2024
Total Municipal Tax Rate	1.0617	1.0554	1.1484
Total Education Homestead Tax Rate	1.4456	1.3321	1.2958
Total Education Non-Residential Tax Rate	1.6141	1.5391	1.5647
Total Tax Rate Municipal & Education Homestead	<u>2.5073</u>	<u>2.3875</u>	<u>2.4442</u>
Total Tax Rate Municipal & Education Non-Residential	<u>2.6758</u>	<u>2.5945</u>	<u>2.7131</u>

Comparison of Municipal Taxes to Be Raised

	2022-2023	2023-2024	2024-2025	Change
Library	\$ 67,000	\$ 67,000	\$ 69,000	\$ 2,000
Highway	\$ 417,968	\$ 431,692	\$ 431,642	\$ (50)
Town	\$ 787,089	\$ 859,961	\$ 890,609	\$ 30,648
Special Appropriations	\$ 13,148	\$ 13,148	\$ 13,148	\$ -
Mosquito Control	\$ -	\$ 17,500	\$ -	\$ (17,500)
Marble Bridge	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Street Lights	\$ 28,054	\$ 29,457	\$ 29,457	\$ -
Total Estimated Taxes	<u>\$ 1,318,380</u>	<u>\$ 1,419,758</u>	<u>\$ 1,434,856</u>	<u>\$ 15,098</u>

Estimated Tax Bill Impact

Municipal taxes on a \$100,000 home at an estimated FY2024 municipal tax rate of 1.137= \$1,137

Municipal taxes on a \$100,000 home at an estimated FY2025 municipal tax rate of 1.148= \$1,148

DELINQUENT PROPERTY TAX SCHEDULE

<u>Tax Payer</u>	<u>Amount</u>
Karen Duncan	3,283.00
Emerald Acres Investment	7,395.12
George Foster	1,822.76
Edward Guyette III	1,025.17
Lynn Hill	649.75
Rachel Jackson	56.07
Alexander Kovalchuk	131.34
Justin Ladabouche	71.34
LaFond Auto Body	1,582.60
John and Michael LaFond	11,179.88
Landmark Infrastructor	12,847.50
Sheila McMorrow	1,144.36
Michael Muir	3,177.43
Cara Nalbach	57.88
Charles Nassau	107.04
Pockette Marble Gifts	1,614.15
Mark Poljacik	1,495.47
Benham Rogers	2,430.03
Terry Heikkinen-Todt	214.87
Willis Sheldon	403.79
Rutland West Neighborworks	160.13
James Stump	1,103.95
Zion Corporation	3,545.76
TOTAL	55,499.39

Delinquent Water/Sewer Accounts

Leigh Bailey	\$	1,069.12	Cara Nalbach	\$	242.26
Bernor, Joseph	\$	1,260.16	Justin Nalbach	\$	242.26
Martina Blongy	\$	1,155.70	David Parker	\$	2,348.09
David Boelke	\$	565.69	Mathew Parker	\$	1,069.12
Lee Brookins	\$	1,069.12	Melissa Parker & Trevor Raymond	\$	775.09
Kevin & Deana Burnham	\$	888.30	Emily Pickett	\$	1,069.12
Charles & Kelly Ann Cameron	\$	894.26	Mark & Lorna Poljacik	\$	682.54
David & Janine Carman	\$	432.16	Daniel Pomykala	\$	260.08
John Carroll	\$	1,069.12	Glenn Rathjen	\$	1,084.85
Mark & Deborah Clough	\$	517.41	Benham Rogers	\$	11,743.90
Gretchen Crowley Estate	\$	512.65	Benham Rogers	\$	3,162.50
Kaisa Czarnecki	\$	822.13	Lance Schu	\$	242.26
Karen Duncan	\$	1,069.12	Ira Schulman	\$	242.26
Michael Dubois	\$	746.12	Jared & Sarah Sehon	\$	512.65
Ronald Dupuis	\$	1,084.26	Donald Sevigny	\$	512.65
Ronald Dupuis & Teresa Felix	\$	1,078.28	Irene Sienkiewicz	\$	512.65
Debora Eaton	\$	554.09	Joshua Taranovich	\$	242.26
James Elrick	\$	512.65	Matthew Trombley	\$	12,286.09
Emerald Acres Investments	\$	2,357.31	US Bank Trust National	\$	563.19
David Euber, Jr.	\$	242.26	Lequita Vance-Watkins	\$	512.65
Jayson Eugair	\$	512.65	Anders Velde	\$	519.12
David Farley	\$	512.65	Milon & Sandra Webster	\$	283.07
Lisa Fennimore	\$	242.26	Micah & Ladonna Weight	\$	242.26
Scott & Suzan French	\$	260.36	Dillin White-Robinson	\$	512.65
Joseph Gearwar	\$	1,069.12	Zion Corporation	\$	5,637.52
Donald Gee	\$	823.16			
Joan Gorski	\$	514.41	TOTAL	\$	79,601.99
James & Janet Greb	\$	485.41			
Elizabeth Grenier	\$	1,069.12			
Edward Guyette III	\$	512.65			
Jennifer Harper & Philip Lamy	\$	512.65			
Michael & Alexandra Jakab	\$	940.54			
Sarah Kapusta	\$	1,069.12			
Lisa Kenyon	\$	1,052.83			
Lakeview Loan Servicing	\$	512.65			
Robert & Anna Lang	\$	2,393.61			
Spencer Lanning	\$	561.66			
Louise Linteau	\$	262.99			
Bernard & Theony Loso	\$	1,069.12			
Gary Matthews	\$	242.26			
Sheila McMorrow	\$	512.65			
Michael & Leslie Muir	\$	1,069.12			

Town of Proctor Payroll 1-1-2023 to 12-31-2023

Employee	Position	Gross
Anderson, Philip	Planning Commission	300.00
Baccei, Bruce	Selectboard	2,000.00
Bates, Aaron	Fire Department	365.70
Bates, Jason	Fire Department	462.30
Blanchard, Gunnar	Pool	710.70
Blongy, Kevin	Fire Department	986.70
Blongy, Nick	Fire Department	648.60
Blow, Deven	Fire Department	434.70
Bourn, Paul	Highway Department	46,292.80
Burns, John	Fire Department	1,131.60
Cannucci, Brian	Fire Department	779.70
Cannucci, Cameron	Fire Department	400.20
Cannucci, Megan	Skating Rink	6,000.00
	Rink Day Camp	5,472.00
Cannucci, Riley	Fire Department	75.00
Cathcart, Robert	Public Works	49,428.26
Christie, Dale	Planning Commission	300.00
Colomb, Mark	Fire Department	903.90
Curtis, Benjamin	Selectboard	2,187.50
Dahlin, Mary	Town Office Temp	31,001.18
Doty, Linda	Selectboard	1,807.69
Doty, Thomas	Planning Commission	240.00
Duchesne, Jeff	Fire Department	1,021.20
Elrick, Andrew	Fire Department	1,014.30
Folger, Karen	Assessor Assistant	3,893.63
Frazier, Judith	Town Manager	29,975.29
Gatti, Vincent	Fire Department	703.80
Geneva, Nicholas	Public Works	48,354.00
Greb, Andre	Skating Rink	4,000.00
Hogan, Thomas	Selectboard, Planning Comm.	2,300.00
Lanning, Spencer	Fire Department	979.80
Lisananti, Celia	Town Clerk, Treasurer	54,883.50
McKearin, Conner	Pool	2,116.65
McKearin, Gannon	Pool Director	4,004.64
McKearin, Maggie	Pool	3,120.90
Messer, Carl	Fire Department	469.20
Miser, Lisa	Selectboard Recording Secretary	1,387.50
	Interim Pool Director	444.96
Moody, Shelby	Fire Department	75.00
Nartowicz, Star	Assistant Town Clerk/Treasurer	9,216.00
Parker, Rosalie	Pool	1,800.00
Preston, Anthony	Zoning Administrator	317.80
Protivansky, Carol	Planning Commission Chair	400.00
Protivansky, Daniel	Public Works-Temp	1,680.00
Ramsey, Michael	Town Manager	48,850.88
Raymond, Linda	Selectboard	192.31
Razanouski, Chase	Pool	2,850.00
Razanouski, Kayla	Rink Day Camp	5,472.00
Razanouski, Matt	Fire Department	869.40
	Public Works	39,720.82
Shattuck, Dakota	Fire Department	248.40
StuhlmueLLer, Zachary	Fire Department	75.90
Thornton, Kyle	Highway Department	58,024.32
	Fire Department	821.10
Vida, Sandor	Fire Department	1,048.80
Webb, Josh	Fire Department	1,373.10
Wenta, Albert	Selectboard	750.00
Total 2023 Payroll		484,383.73

**SUMMARY OF PROPOSED GENERAL FUND REVENUE BUDGETS
JULY 1, 2024 TO JUNE 30, 2025**

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Taxes					
Current	1,314,260	1,297,304	1,414,758	1,400,000	85740
Delinquent	0		0	0	0
Interest on Taxes	15,000	16,158	15,000	16,000	1000
Current Use	11,000	10,281	11,000	11,000	0
Total Taxes	\$1,340,260	\$1,323,743	\$1,440,758	\$1,427,000	\$ 86,740
					0
Office Fees	17,000	15,943	17,000	17,000	0
Restoration Fees	2,000	4,768	2,000	2,500	500
Beverage Licenses	115	115	115	115	0
Dog Licenses	700	943	700	700	0
Zoning Permits	1,000	520	1,000	1,000	0
Cemetery	1,000	400	1,000	1,000	0
School Fees	3,800	3,489	3,800	3,600	-200
Water Financial Services	11,000	11,000	11,000	11,000	0
Wastewater Financial Serv	11,000	11,000	11,000	11,000	0
Transfer Station Fees	0	0	0	0	0
Sale of Metal Waste	200	0	200	200	0
Curbside Fees	400	0	400	400	0
Minnie Proctor Pool	2,000	7,118	2,000	3,000	1000
Pool Pass	0	0	0	0	0
Local Ordinance Fines	5,000	2,661	5,000	5,000	0
Grant Payments	0	0	0	0	0
Solar Credits	11,500	80,912	10,000	10,000	-1500
Interest Earned	500	449	500	500	0
Miscellaneous	0	100	0	0	0
Total Fees-Other	\$67,215	\$139,419	\$65,715	\$67,015	\$ (200)
					0
Highway					0
State of Vermont	63,668	68,077	65,000	65,000	1332
Labor & Trucking	1,000	0	1,000	1,000	0
Sale Supplies	1,000	0	1,000	1,000	0
Other	0	0	0	0	0
Total Highway	\$65,668	\$68,077	\$67,000	\$67,000	\$ 1,332
					0
Total Town & Hwy.	\$1,473,143	\$1,463,162	\$1,573,473	\$1,561,015	\$ 87,872

**SUMMARY OF PROPOSED GENERAL FUND EXPENDITURE BUDGETS
JULY 1, 2024 TO JUNE 30, 2025**

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Administration	100,278	103,361	119,778	121,522	1,744
Town Clerk & Treas.	130,946	120,757	134,690	166,522	31,832
Listers	65,130	53,240	65,068	72,805	7,737
Elections	4,000	1,994	4,000	4,000	0
Professional Service	30,300	23,990	30,300	30,300	0
Municipal Building	20,988	22,809	23,392	25,100	1,708
Planning & Zoning	10,059	2,552	10,085	6,793	(3,292)
General Insurance	12,708	11,085	13,550	14,800	1,250
Solid Waste Disposal	161,533	203,120	195,410	223,000	27,590
Fire Department	151,152	153,566	168,233	170,108	1,875
Police	85,260	71,210	95,154	113,475	18,321
Street Lights	28,054	27,466	29,457	31,000	1,543
Swimming Pool	36,915	21,341	27,771	28,434	663
Skating Rink	17,049	16,774	18,301	17,134	(1,167)
Parks	12,659	24,973	16,133	12,600	(3,533)
Taxes & Assessments	28,809	29,456	29,811	29,448	(363)
Special Appropriations	13,148	13,148	13,148	13,148	0
	\$908,988	\$900,842	\$994,281	\$1,080,187	85,906
Highway	482,636	542,725	499,692	488,740	(10,952)
Total Expenditures	\$1,391,624	\$1,443,567	\$1,493,973	\$1,568,927	74,954

Article 2	69,000	Library
Article 3	488,740	Highway
Article 4	1,106,065	General Fund
Total	\$1,663,805	Total

Proposed General Fund Expenditure Budget by Department
July 1, 2024 to June 30, 2025

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Legislative & Administration					
Workers Comp	459.00	230.59	454.00	514.00	60.00
Selectboard Salaries	10,500.00	10,500.00	10,500.00	10,500.00	-
H & A Insurance	10,280.00	11,053.91	20,019.00	9,704.50	(10,314.50)
Retirement	-	-	5,268.00	5,809.00	541.00
Direct Labor	67,506.00	69,370.64	71,283.00	82,992.00	11,709.00
FICA	5,967.00	6,130.61	6,256.40	7,152.00	895.60
Unemployment	286.00	125.15	298.00	250.00	(48.00)
Selectboard Mtg Expenses	-	-	-	-	-
Publications	100.00	-	100.00	100.00	-
Office supplies	1,400.00	658.08	1,500.00	700.00	(800.00)
Software and IT Services	1,000.00	1,516.04	1,000.00	1,200.00	200.00
Postage	150.00	123.99	150.00	150.00	-
Advertising	800.00	790.60	1,000.00	800.00	(200.00)
Travel & Meetings	650.00	463.00	700.00	500.00	(200.00)
Dues	150.00	85.00	150.00	150.00	-
Public Relations	630.00	807.93	700.00	700.00	-
Misc	400.00	1,505.61	400.00	300.00	(100.00)
Tax Abatement	-	-	-	-	-
Total Legislative & Admin	100,278.00	103,361.15	119,778.40	121,521.50	1,743.10
100-3100 Town Clerk & Treasurer.					
Workers Comp	459.00	418.17	454.00	460.00	6.00
Direct Labor	78,028.00	95,584.47	84,689.00	95,000.00	10,311.00
Direct Labor Overtime	350.00	299.25	200.00	300.00	100.00
H & A Insurance	26,678.00	11,305.19	20,746.00	44,519.00	23,773.00
Retirement	2,706.00	2,717.01	5,505.00	5,950.00	445.00
FICA	5,969.00	7,335.20	6,478.71	6,502.50	23.79
Unemployment	286.00	443.70	447.00	250.00	(197.00)
Office Supplies	3,000.00	2,138.48	3,200.00	3,200.00	-
Postage/Envelopes	2,500.00	1,927.67	2,000.00	2,200.00	200.00
Advertising	200.00	-	200.00	100.00	(100.00)
Delinq Tax Coll Expense	-	-	-	-	-
Travel & Meetings	400.00	55.00	400.00	300.00	(100.00)
Town Report	4,400.00	3,285.00	4,400.00	4,000.00	(400.00)
Software and IT Services	5,270.00	3,897.12	5,270.00	3,240.00	(2,030.00)
Dog Licensing	200.00	165.42	200.00	200.00	-
Misc	500.00	185.51	500.00	300.00	(200.00)
E. Proctor-Ormsbee Fund	-	-	-	-	-
Total Town Clerk & Treasurer	130,946.00	129,757.19	134,689.71	166,521.50	31,831.79
DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
100-3200 Listers					
1 FICA	-	276.42	-	-	-
Office Supplies	200.00	58.49	200.00	300.00	100.00
Computer & IT	-	-	-	1,080.00	1,080.00
Postage/Envelopes	100.00	113.89	100.00	150.00	50.00
Telephone	800.00	705.10	713.16	800.00	86.84
Travel/Meetings	-	-	-	150.00	150.00
Assessors & Assistant Assessor Contract	17,705.00	20,061.14	17,730.00	19,600.00	1,870.00
Legal Services	500.00	41.25	500.00	-	(500.00)
Reappraisal Fund	45,825.00	29,583.63	45,825.00	45,825.00	-
Property Map Update	-	2,400.00	-	2,400.00	2,400.00
Contracted Services	-	-	-	2,500.00	2,500.00
Total Listers	65,130.00	53,239.92	65,068.16	72,805.00	7,736.84

Proposed General Fund Expenditure Budget by Department
July 1, 2024 to June 30, 2025

Elections	4000	1994.36	4000	4000	
Quarry Valley	0		0	0	
Total Elections	4000	1994.36	4000	4000	0
DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Professional service					
Delinquent Tax Collector	800	416.21	800	800	0
Audit	22000	19655	22000	22000	0
Legal	7000	3918.8	7000	7000	0
100-3400-72.00 Internal Control	500		500	500	0
Total Professional Services	30300	23990.01	30300	30300	0
Municipal Building					
100-3500-14.03 .	0		0	0	
Operating Supplies	500	455.61	300	300	
Heat	2200	4937.19	4123	5000	877.00
Electricity	2000	2789.62	2500	3000	500.00
Telephone	2733	2472.01	2139	2500	361.00
Internet Services	1080	1210.3	1130	1300	170.00
Website Services	875	724.5	1000	900	(100.00)
Building Imp/Repair	1000	601.03	1000	1000	-
Building Maint.	1000	1197.8	1600	1500	(100.00)
Equipment Maint.	1000	500	1000	1000	-
Equipment Replacement Fun	6500	6500	6500	6500	-
Computer and Copier Servi	2000	1342.07	2000	2000	-
Misc	100	78.97	100	100	-
Total Municipal Building	20988	22809.1	23392	25100	1,708.00
Planning Comm & Zoning Bo					
Members Stipend	2280	1890	2280	2280	
Town Plan & Zoning Reg. U	0		0		
RRPC Services	250	96.91	250		(250.00)
Zoning Administrator FICA	203	4.02	203	137.7	(65.30)
Zoning Admin Direct Labor	2652	52.5	2652	1800	(852.00)
Grant Applications	2000		2000	1000	(1,000.00)
Economic Development	2000	177.5	2000	1000	(1,000.00)
Planning Commission FICA	174	144.59	200	175	(25.00)
Office Sup., Postage, Pri	200	14.3	200	150	(50.00)
Advertising	300	172.62	300	250	(50.00)
Travel & Meetings	0		0		
Total Planning Comm & Zoning	10059	2552.44	10085	6792.7	(3,292.30)
General insurance					
P & C	9336	8970.28	10500	12000	1,500.00
Public Official Liab	1161	869.25	1000	1000	-
Emp. Practices Liability	1161	1245.64	1000	1300	300.00
Special Events	1050		1050	500	(550.00)
Total General Insurance	12708	11085.17	13550	14800	1,250.00
Transfer Station					
transfer box	0		2500	4000	1,500.00
Total Transfer Station	0	0	2500	4000	1,500.00
curbside					
Curbside Garbage	113093	140991.51	126800	145000	18,200.00
Curbside Recycling	48440	62128.74	54110	65000	10,890
Fuel Surcharge			12000	9000	(3,000.00)
Total	161533	203120.25	192910	219000	26,090.00
DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
South Street CIP					

Proposed General Fund Expenditure Budget by Department
July 1, 2024 to June 30, 2025

Grant-In-Aid	1812.52			
South Street Sidewalk	4197.75			
Tri- Town			4,000.00	4,000.00
South Street CIP Total	6010.27		4,000.00	4,000.00

Department 45

Fire Department

Workers Compensation	1,699.00	1,519.98	1,405.00	1,405.00	
Direct Labor	13,000.00	12,969.01	15,000.00	15,000.00	
FICA	995.00	992.19	1,147.50	1,147.50	
Operating supplies	1,000.00	417.11	1,000.00	1,000.00	
Protective Equipment	2,400.00	-	2,400.00	2,400.00	
Diesel, Gas and Oil	1,500.00	2,100.65	1,500.00	1,500.00	
Vehicle exp/repair	11,000.00	15,878.75	15,000.00	15,000.00	
New Small Tools & Equipme	4,000.00	6,682.35	4,200.00	4,200.00	
Heat	2,000.00	3,327.26	2,000.00	2,000.00	
Electricity	3,500.00	4,215.71	3,800.00	3,800.00	
Telephone	1,020.00	1,050.56	1,080.00	1,080.00	
Internet & TV Service	-	-	-	-	
Communications	5,741.00	6,515.28	7,000.00	7,000.00	
Uniform Repacement	500.00	-	500.00	500.00	
Building Imp/Repair	3,500.00	2,164.75	3,500.00	3,500.00	
Equipment Imp/Repair	6,900.00	4,273.76	6,900.00	6,900.00	
Equipment Reserve Fund	70,000.00	70,000.00	78,000.00	78,000.00	
Building Reserve Fund	5,000.00	5,000.00	5,000.00	5,000.00	
PPE Reserve Fund	5,000.00	5,000.00	5,000.00	5,000.00	
Fuel-Generator	-	-	-	-	
Information Technology	1,000.00	1,067.00	1,200.00	1,200.00	
General Insurance	9,147.00	9,755.52	10,350.00	12,225.00	1,875.00
Training	1,000.00	35.93	1,000.00	1,000.00	
Fire Prevention	-	-	-	-	
Dues/Subscriptions/Fees/T	850.00	600.00	850.00	850.00	
Hepatitis Vaccine	400.00	-	400.00	400.00	
Total Fire Department	151,152.00	153,565.81	168,232.50	170,107.50	1,875.00

Police

Health Officer FICA	25.00	8.92	25.00	25.00	
Traffic Lights Electricit	1,245.00	912.39	1,245.00	1,250.00	5.00
Traffic Lights Maintenanc	500.00	-	500.00	500.00	
Emergency Management	1,000.00	-	1,000.00	1,000.00	
Health Officer	300.00	5.16	300.00	300.00	
Animal Control	-	-	-	-	
Dog Expense	-	-	-	-	
Traffic Ord.Signs	-	-	-	-	
General insurance	275.00	290.40	356.00	400.00	44.00
Contract service	81,915.00	69,993.00	91,728.00	110,000.00	18,272.00
Police Total	85,260.00	71,209.87	95,154.00	113,475.00	18,321.00

Street Lights

Street Lights - GMP	28,054.00	27,465.62	29,457.00	31,000.00	1,543.00
Contract Services	-	-	-	-	
Street Lights Total	28,054.00	27,465.62	29,457.00	31,000.00	1,543.00

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Swimming Pool					
Workers Comp	992.00	683.50	938.00	768.00	(170.00)
Direct Labor	26,000.00	15,666.71	17,353.00	20,000.00	2,647.00
FICA	1,845.00	1,198.52	1,327.50	1,530.00	202.50
Pool Unemployment	298.00	179.28	175.00	130.00	(45.00)
Operating Supplies	700.00	163.38	700.00	300.00	(400.00)
Maintenance Supplies	-	-	-	600.00	600.00

Proposed General Fund Expenditure Budget by Department
July 1, 2024 to June 30, 2025

Vehicle Expense & Repair	-	-	-	-	-
Mowing	600.00	-	600.00	-	(600.00)
Chlorine	-	-	-	-	-
Electricity	400.00	520.49	500.00	550.00	50.00
Telephone	210.00	746.01	713.00	750.00	37.00
Building & Grounds Imp.&	1,900.00	1,163.82	1,900.00	1,500.00	(400.00)
E-Coli Monitoring	1,000.00	50.00	1,000.00	75.00	(925.00)
General insurance	670.00	410.30	264.00	306.00	42.00
Advertising	200.00	-	200.00	100.00	(100.00)
Equipment Purchase	50.00	-	50.00	500.00	450.00
Uniforms	350.00	299.21	350.00	325.00	(25.00)
Training	1,500.00	256.00	1,500.00	1,000.00	(500.00)
Red Cross Assoc. Membersh	-	-	-	-	-
Misc	200.00	3.98	200.00	-	-
Swimming Pool Total	36,915.00	21,341.20	27,770.50	28,434.00	863.50

Skating Rink

Workers Comp	425.00	346.80	312.00	384.00	72.00
Direct Labor	10,001.00	9,909.19	10,000.00	10,000.00	-
FICA	765.00	765.00	765.00	765.00	-
Unemployment	135.00	99.16	106.00	105.00	(1.00)
Operating Supplies	400.00	166.60	500.00	400.00	(100.00)
Vehicle Expense & Repair	300.00	-	300.00	-	(300.00)
Heat	940.00	2,052.87	2,204.00	2,200.00	(4.00)
Electricity	982.00	929.19	982.00	990.00	8.00
Telephone	396.00	714.52	713.16	500.00	(213.16)
Internet	-	-	-	-	-
Building & Grounds Imp &	1,000.00	921.36	1,000.00	1,200.00	200.00
General Insurance	605.00	689.86	119.00	140.00	21.00
Rink Equipment Purchase	-	-	-	-	-
Misc	500.00	179.00	500.00	250.00	(250.00)
Skating Equipment	600.00	-	800.00	200.00	(600.00)
Total Skating Rink	17,049.00	16,773.55	18,301.16	17,134.00	(1,167.16)

Parks

Our Yard	3,500.00	3,500.00	3,500.00	5,250.00	1,750.00
West Mountain Forest	-	-	-	-	-
Memorial Day	1,300.00	145.67	1,500.00	-	(1,500.00)
Street Flags	500.00	98.60	500.00	-	(500.00)
Economic Dev Grant Match	-	-	-	-	-
Beaver Pond Maintenance	1,000.00	-	1,000.00	500.00	(500.00)
Beaver Pond Insurance	-	-	-	-	-
Beaver Pond Dam	-	-	-	-	-
Beaver Pond Water Testing	400.00	100.00	400.00	200.00	(200.00)
Main Street Park & Bridge	3,869.00	3,352.72	3,869.00	3,500.00	(369.00)
Youth League Field Electr	660.00	447.07	660.00	400.00	(260.00)
Main St. Park Lights Main	1,000.00	172.12	1,000.00	500.00	(500.00)
Main St. Park Maint & Rep	1,000.00	-	1,000.00	500.00	(500.00)
Mosquito Control	15,450.00	15,450.00	17,500.00	21,878.00	4,378.00
Youth League Field Insura	930.00	1,422.70	2,154.00	1,500.00	(654.00)
Wreaths-Vet. & Christmas	200.00	-	200.00	250.00	50.00
Cemetery Flags	350.00	284.00	350.00	-	(350.00)
Total Parks	30,159.00	24,972.88	33,633.00	34,478.00	845.00

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Library					
100-7600-02.00 Library .	67,000.00	67,000.00	67,000.00	69,000.00	2,000.00
Total Library	67,000.00	67,000.00	67,000.00	69,000.00	2,000.00

Taxes and Assessments

County tax	9,000.00	9,694.40	9,800.00	9,800.00	-
Regional Planning Comm.	975.00	1,000.00	975.00	1,000.00	25.00

Proposed General Fund Expenditure Budget by Department
July 1, 2024 to June 30, 2025

Regional Ambulance	6,964.00	6,964.00	6,949.00	7,052.00	103.00
VLCT	3,309.00	3,309.00	3,500.00	3,500.00	
Marble Valley Transit	5,000.00	5,000.00	5,000.00	5,000.00	
Pittsford RE Tax-Town For	350.00	380.94	375.00	380.00	5.00
Pittsford RE Tax-Transfer	70.00	67.23	72.00	75.00	3.00
Rutland Eco Dev Corp.	500.00	500.00	500.00	-	(500.00)
Rutland County Marketing Chamber & Eco-Dev	1,741.00	1,640.00	1,741.00	-	(1,741.00)
Dam Registration Fee	-	-	-	1,741.00	1,741.00
RR Chamber of Commerce	900.00	900.00	900.00	900.00	
Solar Contract	-	64,596.00	-		
Taxes & Assessments Total	28,809.00	94,051.57	29,812.00	29,448.00	(364.00)

Special Appropriations

Visiting Nurse	3,600.00	3,600.00	3,600.00	3,600.00	
R.S.V.P.	250.00	250.00	250.00	250.00	
Rutland Mental Health	2,000.00	2,000.00	2,000.00	2,000.00	
Southwestern VT Council o	500.00	500.00	500.00	500.00	
Rutl.Cty.Women's N & S	220.00	220.00	220.00	220.00	
BROC	1,000.00	1,000.00	1,000.00	1,000.00	
ARC-Rutland Area	300.00	300.00	300.00	300.00	
Rutland Conservation Dist	250.00	250.00	250.00	250.00	
Neighbor Works of Western	200.00	200.00	200.00	200.00	
VT Ctr. for Independent L	250.00	250.00	250.00	250.00	
Rutland Parent/Child Cent	500.00	500.00	500.00	500.00	
Pittsford Food Shelf	1,000.00	1,000.00	1,000.00	1,000.00	
Marble Town Seniors	1,000.00	1,000.00	1,000.00	1,000.00	
The Mentor Connector	1,500.00	1,500.00	1,500.00	1,500.00	
Habitat for Humanity	578.00	578.00	578.00	578.00	
Total Special Appropriations	13,148.00	13,148.00	13,148.00	13,148.00	-
Total Budget for General Funds	\$ 1,476,124.00	\$ 1,541,861.39	\$ 1,578,472.70	\$ 1,663,804.89	

Proposed Highway Department Budget
July 1, 2024 to June 30, 2025

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Highway					
Workers Comp	\$ 11,891.00	\$ 8,124.42	\$ 11,083.00	\$ 10,000.00	\$ (1,083.00)
Direct Labor	\$ 127,504.00	\$ 113,929.32	\$ 127,243.00	\$ 146,039.69	\$ 18,796.69
Direct Labor OT	\$ 8,000.00	\$ 8,666.62	\$ 8,500.00	\$ 9,000.00	\$ 500.00
H&A insurance	\$ 33,045.00	\$ 22,826.13	\$ 35,951.00	\$ 23,628.00	\$ (12,323.00)
Retirement	\$ 5,836.00	\$ 3,153.35	\$ 8,048.00	\$ 7,200.00	\$ (848.00)
FICA	\$ 9,754.00	\$ 9,425.60	\$ 9,734.09	\$ 11,172.00	\$ 1,437.91
Unemployment	\$ 533.00	\$ 530.22	\$ 500.00	\$ 500.00	\$ -
Operating Supplies	\$ 2,500.00	\$ 2,416.08	\$ 3,000.00	\$ 3,000.00	\$ -
Diesel, Gas & Oil	\$ 15,000.00	\$ 14,545.57	\$ 21,862.50	\$ 18,000.00	\$ (3,862.50)
Vehicle Maintenance & Rep	\$ 21,000.00	\$ 18,192.70	\$ 21,000.00	\$ 21,000.00	\$ -
New Small Tools & Equipm	\$ 2,500.00	\$ 989.74	\$ 2,500.00	\$ 2,000.00	\$ (500.00)
Uniforms	\$ 3,700.00	\$ 1,584.42	\$ 3,850.00	\$ 4,000.00	\$ 150.00
Highway Equipment Fund	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 90,000.00	\$ 70,000.00
Marble Bridge Fund	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Small Tools & Equip. Repa	\$ 1,000.00	\$ 325.58	\$ 1,000.00	\$ 500.00	\$ (500.00)
Mowing - Contract	\$ 364.00	\$ 290.00	\$ 364.00	\$ -	\$ (364.00)
Highway Repairs	\$ 12,000.00	\$ 4,502.39	\$ 13,000.00	\$ 13,000.00	\$ -
Highway Repairs Special P	\$ -	\$ -	\$ -	\$ -	\$ -
Highway Repairs Special P	\$ -	\$ -	\$ -	\$ -	\$ -
Highway Improvements	\$ 85,000.00	\$ 139,277.26	\$ 85,000.00	\$ -	\$ (85,000.00)
Class Two Paving	\$ -	\$ -	\$ -	\$ -	\$ -
Sand salt plow blades	\$ 75,900.00	\$ 56,814.12	\$ 77,697.00	\$ 75,000.00	\$ (2,697.00)
Salt Shed Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Salt Shed Electricity	\$ -	\$ -	\$ -	\$ -	\$ -
Tree removal	\$ 8,000.00	\$ 7,500.00	\$ 8,000.00	\$ 10,000.00	\$ 2,000.00
Signs	\$ 2,500.00	\$ 3,600.13	\$ 3,000.00	\$ 3,000.00	\$ -
General Insurance	\$ 13,199.00	\$ 13,060.12	\$ 14,700.00	\$ 18,000.00	\$ 3,300.00
Dues/Travel/Meetings	\$ 400.00	\$ -	\$ 400.00	\$ 400.00	\$ -
Contract-Service-AIRGAS	\$ 350.00	\$ 332.60	\$ 350.00	\$ 350.00	\$ -
Other Contract Services	\$ 1,000.00	\$ 550.00	\$ 1,000.00	\$ 750.00	\$ (250.00)
Permits	\$ 1,140.00	\$ 1,056.67	\$ 1,140.00	\$ 1,200.00	\$ 60.00
Engineering Services	\$ -	\$ -	\$ -	\$ -	\$ -
CDL Program	\$ -	\$ -	\$ -	\$ -	\$ -
Highway Misc	\$ 500.00	\$ 399.05	\$ 500.00	\$ 500.00	\$ -
Garage Heat	\$ 1,000.00	\$ 1,530.00	\$ 1,500.00	\$ 1,700.00	\$ 200.00
Garage Electricity	\$ 2,100.00	\$ 1,687.31	\$ 2,100.00	\$ 2,100.00	\$ -
Garage Telephone & Internet	\$ 1,920.00	\$ 1,799.90	\$ 1,168.68	\$ 1,400.00	\$ 231.32
Equipment Rentals	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Garage Imp/Repair/Fixture	\$ 3,000.00	\$ 3,725.03	\$ 3,500.00	\$ 3,500.00	\$ -
Garage Building Fund	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
Garage Misc	\$ 500.00	\$ -	\$ 500.00	\$ 300.00	\$ (200.00)
Total Highway	\$ 482,636.00	\$ 471,834.33	\$ 499,691.27	\$ 488,739.69	\$ (10,951.58)

Proposed Water Department Budget
July 1, 2024 to June 30, 2025

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
Water Department					
Workers Comp	\$ 2,777.00	\$ 1,795.00	\$ 3,128.00	\$ 3,200.00	\$ 72.00
Direct Labor	\$ 47,228.00	\$ 24,624.00	\$ 53,115.00	\$ 70,000.00	\$ 16,885.00
Direct Labor OT	\$ 3,000.00	\$ 2,882.00	\$ 3,500.00	\$ 4,800.00	\$ 1,300.00
H & A Insurance	\$ 9,422.00	\$ 5,222.00	\$ 10,838.00	\$ 9,500.00	\$ (1,338.00)
Retirement	\$ 729.00	\$ 529.00	\$ 3,425.00	\$ 4,500.00	\$ 1,075.00
FICA	\$ 3,613.00	\$ 2,163.00	\$ 4,063.30	\$ 4,972.00	\$ 908.70
Unemployment	\$ 30.00	\$ 47.00	\$ 60.00	\$ 70.00	\$ 10.00
Financial Services	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 12,000.00	\$ 1,000.00
Printing	\$ 700.00	\$ 305.00	\$ 700.00	\$ 500.00	\$ (200.00)
Advertising	\$ 250.00	\$ -	\$ 250.00	\$ 50.00	\$ (200.00)
Operating Supplies	\$ 3,000.00	\$ 3,331.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
Maintenance Supplies	\$ -	\$ 171.00	\$ -	\$ 200.00	\$ 200.00
Postage	\$ 300.00	\$ -	\$ 300.00	\$ 400.00	\$ 100.00
Diesel, Gas & Oil	\$ 1,200.00	\$ 465.00	\$ 1,500.00	\$ 2,000.00	\$ 500.00
Emergency Generator Fuel	\$ 288.00	\$ 149.00	\$ 300.00	\$ 350.00	\$ 50.00
Vehicle Expense/Repair	\$ 700.00	\$ 1,189.00	\$ 1,000.00	\$ 1,000.00	\$ -
Small Tools and Equipment	\$ 500.00	\$ 26.00	\$ 700.00	\$ 500.00	\$ (200.00)
Chlorine	\$ 600.00	\$ 315.00	\$ 1,200.00	\$ 1,400.00	\$ 200.00
Fluoride	\$ 1,500.00	\$ 2,000.00	\$ 2,500.00	\$ 3,000.00	\$ 500.00
Vehicle Replacement Fund	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
Heat	\$ 1,500.00	\$ 218.00	\$ 1,500.00	\$ 2,500.00	\$ 1,000.00
Electricity Filter Plant	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ 1,440.00	\$ 515.00	\$ 1,440.00	\$ 1,500.00	\$ 60.00
Booster Pump Station Elec	\$ 7,337.00	\$ 2,127.00	\$ 7,337.00	\$ 7,500.00	\$ 163.00
Uniforms	\$ 2,200.00	\$ 857.00	\$ 1,200.00	\$ 1,500.00	\$ 300.00
Well House/Water Tank El	\$ 28,723.00	\$ 15,058.00	\$ 30,370.00	\$ 42,000.00	\$ 11,630.00
Well House Repair	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
Cain St. Booster Pump Sta	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
	\$ -	\$ 224.00	\$ -	\$ -	\$ -
Line Repair	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -
New Equipment	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 3,000.00	\$ 1,000.00
Tank Maintenance & Repair	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 3,000.00	\$ 1,000.00
Equipment Repair	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
General Insurance	\$ 4,628.00	\$ 4,000.00	\$ 5,146.00	\$ 6,000.00	\$ 854.00
Travel - Meetings	\$ 100.00	\$ 347.00	\$ 300.00	\$ 300.00	\$ -
Dues	\$ 705.00	\$ 80.00	\$ 700.00	\$ 700.00	\$ -
Water Shed	\$ 5,600.00	\$ 5,604.00	\$ 5,600.00	\$ 5,600.00	\$ -
Water Shed Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -
Instrumentation Services	\$ 1,000.00	\$ -	\$ 1,200.00	\$ 1,500.00	\$ 300.00
Lab Test	\$ 2,500.00	\$ 2,464.00	\$ 2,500.00	\$ 2,500.00	\$ -
Permit Fees	\$ 5,000.00	\$ 1,008.00	\$ 5,000.00	\$ 5,000.00	\$ -
Emerg. Gen Serv	\$ 1,000.00	\$ -	\$ 1,200.00	\$ 1,200.00	\$ -
Water-Abatement	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Diving	\$ 500.00	\$ -	\$ 500.00	\$ 750.00	\$ 250.00
QC Services	\$ 560.00	\$ -	\$ 560.00	\$ 600.00	\$ 40.00
Monitoring Service	\$ 720.00	\$ -	\$ 720.00	\$ 700.00	\$ (20.00)
Fire Extinguisher Service	\$ 200.00	\$ -	\$ 300.00	\$ 300.00	\$ -
Legal Service	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
Eng. Service	\$ 1,000.00	\$ 1,408.00	\$ 1,500.00	\$ 2,000.00	\$ 500.00
Reserve Fund	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -
Bond Principal RF3-117	\$ 59,500.00	\$ 61,285.77	\$ 59,500.00	\$ 65,018.07	\$ 5,518.07
Bond Interest RF3-117	\$ 11,545.00	\$ 9,761.00	\$ 11,545.00	\$ 6,028.93	\$ (5,516.07)
Bond Payment RF3-235	\$ 67,609.00	\$ 67,608.89	\$ 67,609.00	\$ 67,608.89	\$ (0.11)
Bond Interest RF3-235	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Principal RF3-289	\$ 68,870.00	\$ 68,869.75	\$ 68,870.00	\$ 68,869.75	\$ (0.25)
Bond Interest RF3-289	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Principal RF3-363	\$ 7,044.00	\$ 6,052.75	\$ 7,044.00	\$ 6,052.75	\$ (991.25)
Miscellaneous	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ (500.00)
Proctor Water AM Plan	\$ -	\$ 7,920.00	\$ -	\$ -	\$ -
Water Total	\$ 411,118.00	\$ 300,621.16	\$ 427,220.30	\$ 459,670.39	\$ 37,450.09

Proposed Wastewater Department Budget
July 1, 2024 to June 30, 2025

DEPARTMENT	BUDGET 2023	ACTUAL 2023	BUDGET 2024	BUDGET 2025	CHANGE
WASTEWATER					
Workers Comp	\$ 2,777.00	\$ 1,794.00	\$ 3,127.00	\$ 3,000.00	\$ (127.00)
Direct Labor	\$ 54,513.00	\$ 24,550.00	\$ 61,899.00	\$ 70,000.00	\$ 8,101.00
Direct Labor OT	\$ 3,000.00	\$ 3,901.00	\$ 3,500.00	\$ 4,800.00	\$ 1,300.00
H&A Insurance	\$ 10,787.00	\$ 4,464.00	\$ 12,355.00	\$ 9,500.00	\$ (2,855.00)
Retirement	\$ 729.00	\$ 526.00	\$ 3,074.00	\$ 4,500.00	\$ 1,426.00
FICA	\$ 4,170.00	\$ 2,176.00	\$ 4,735.27	\$ 4,408.00	\$ (327.27)
Unemployment	\$ 29.00	\$ 59.00	\$ 60.00	\$ 70.00	\$ 10.00
Financial Services	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 11,000.00	\$ -
Operating Supplies	\$ 3,000.00	\$ 907.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
Postage	\$ 100.00	\$ 13.55	\$ 100.00	\$ 50.00	\$ (50.00)
Diesel, Gas & Oil	\$ 1,200.00	\$ 1,020.00	\$ 1,500.00	\$ 2,500.00	\$ 1,000.00
Vehicle Expense/Repair	\$ 600.00	\$ 1,190.00	\$ 800.00	\$ 1,000.00	\$ 200.00
Small Tools and Equipment	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
Vehicle Replacement Fund	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
Miscellaneous Supplies	\$ -	\$ 779.00	\$ -	\$ 900.00	\$ 900.00
Heat	\$ 2,880.00	\$ -	\$ 2,880.00	\$ 3,000.00	\$ 120.00
Treatment Plant Electrici	\$ 57,088.00	\$ 33,248.00	\$ 59,942.40	\$ 65,000.00	\$ 5,057.60
Telephone	\$ 960.00	\$ 542.00	\$ 1,500.00	\$ 1,500.00	\$ -
Uniforms		\$ 527.00	\$ 1,200.00	\$ 1,200.00	\$ -
Line Repair	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 11,000.00	\$ -
Treatment Plant Repair	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 7,000.00	\$ -
Plant Equipment Repair	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 5,000.00	\$ 2,000.00
Equipment Maintenance	\$ 1,000.00	\$ 1,892.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
Reserve Fund	\$ 40,000.00	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -
Manhole Repairs	\$ 5,000.00	\$ 379.00	\$ 5,000.00	\$ 4,000.00	\$ (1,000.00)
New Plant Equipment	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
New Collection System Equ	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
General Insurance	\$ 5,434.00	\$ 4,827.00	\$ 6,155.00	\$ 7,000.00	\$ 845.00
INS. CLAIM DEDUCTIBLE	\$ -	\$ -	\$ -	\$ -	\$ -
Travel - Meetings	\$ 100.00	\$ 41.00	\$ 200.00	\$ 200.00	\$ -
Dues	\$ 200.00	\$ 115.00	\$ 500.00	\$ 300.00	\$ (200.00)
Contract Services	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -
Instrumentation Maintenan	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -
Lab Test	\$ 2,400.00	\$ 3,229.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
Permit Fees	\$ 1,000.00	\$ 1,375.00	\$ 1,000.00	\$ 1,500.00	\$ 500.00
Chemicals	\$ 21,880.00	\$ 25,025.00	\$ 25,000.00	\$ 30,000.00	\$ 5,000.00
Fire Extinguisher Service	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Services	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Engineering Services	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Bond Principal RF1-107	\$ 14,350.00	\$ 14,636.49	\$ 14,350.00	\$ 16,812.73	\$ 2,462.73
Bond Interest/Admn Fee	\$ 2,463.00	\$ 6,613.39	\$ 2,463.00	\$ -	\$ (2,463.00)
Bond Principal AR1-054	\$ 1,420.00	\$ 1,448.12	\$ 1,420.00	\$ 1,696.70	\$ 276.70
Bond Interest/Admn Fee	\$ 277.00	\$ 248.58	\$ 277.00	\$ -	\$ (277.00)
Bond Principal RF1-209-31	\$ 6,097.00	\$ 6,219.86	\$ 6,097.00	\$ 6,471.14	\$ 374.14
Bond Interest & Admin Fee	\$ 4,311.00	\$ 4,188.57	\$ 4,311.00	\$ 3,937.29	\$ (373.71)
Bond Principal RF1-194	\$ 4,060.00	\$ 4,060.00	\$ 4,060.00	\$ 4,060.00	\$ -
Bond Interest /Admn Fee RF1-241	\$ -	\$ -	\$ 17,465.20	\$ 13,737.30	\$ (3,727.90)
Bond Principal RF1-241	\$ -	\$ -	\$ 21,525.79	\$ 17,706.25	\$ (3,819.54)
Taxes Land WW Plant	\$ 1,450.00	\$ 1,341.00	\$ 1,450.00	\$ 1,500.00	\$ 50.00
Miscellaneous	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Pump Station Electricity	\$ 25,000.00	\$ 6,363.00	\$ 25,000.00	\$ 27,000.00	\$ 2,000.00
Pump Station Repairs	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
Pump Station Equipment Re	\$ 7,300.00	\$ 1,034.92	\$ 8,000.00		\$ (8,000.00)
Generator fuel	\$ 500.00	\$ -	\$ 500.00		\$ (500.00)
New Pump Station Equip.	\$ 5,000.00	\$ -	\$ 5,000.00		\$ (5,000.00)
Total Sewer	\$ 340,575.00	\$ 158,733.48	\$ 403,446.66	\$ 407,349.41	\$ 9,029.75

**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
Total	\$1,056,999.98	\$121,313.35	\$242,626.69	\$1,420,940.02
Paid Through 12-31-23	\$792,911.28	\$114,613.58	\$229,227.15	\$1,136,752.01
Balance Remaining	\$264,088.70	\$6,699.77	\$13,339.54	\$284,188.01

**WATER BOND PAYMENT SCHEDULE
 WATER SYSTEM IMPROVEMENTS
 LOAN RF3-363
 MATURITY DATE AUGUST 1, 2060**

Date Due	Principal	Interest	Admin. Fee	Total Payment
6/1/2021	\$7,044.35	\$0.00	\$0.00	\$7,044.35
6/1/2022	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2023	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2024	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2025	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2026	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2027	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2028	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2029	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2030	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2031	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2032	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2033	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2034	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2035	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2036	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2037	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2038	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2039	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2040	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2041	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2042	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2043	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2044	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2045	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2046	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2047	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2048	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2049	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2050	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2051	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2052	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2053	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2054	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2055	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2056	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2057	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2058	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2059	\$6,052.75	\$0.00	\$0.00	\$6,052.75
6/1/2060	\$6,052.75	\$0.00	\$0.00	\$6,052.75
Total	\$243,101.60	\$0.00	\$0.00	\$243,101.60
Paid Through 12-31-23	\$19,149.85	\$0.00	\$0.00	\$19,149.85
Balance Remaining	\$223,951.75	\$0.00	\$0.00	\$223,951.75

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

DATE DUE	PRINCIPAL	INTEREST	ADMIN FEE	TOTAL PAYMENT
11/01/15	\$120,028.68	(54,554.92)	\$0.00	\$65,473.76
11/01/16	\$121,464.01	(53,855.12)	\$0.00	\$67,608.89
11/01/17	\$119,034.73	(51,425.84)	\$0.00	\$67,608.89
11/01/18	\$116,654.03	(49,045.14)	\$0.00	\$67,608.89
Negative Int. applied		0.00		\$577,771.98
11/01/19	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/20	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/21	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/22	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/23	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/24	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/25	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/26	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/27	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/28	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/29	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/30	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/31	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/32	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/33	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/34	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/35	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/36	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/37	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/38	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/39	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/40	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/41	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/42	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/43	\$67,608.89	0.00	\$0.00	\$67,608.89
11/01/44	\$67,608.85	0.00	\$0.00	\$67,608.85
Total	\$2,235,012.55	(208,881.02)	\$0.00	\$2,026,131.53
Paid Through 12-31-23	\$815,225.90	-\$208,881.02	\$0.00	\$606,344.88
Balance Remaining	\$1,419,786.65	\$0.00	\$0.00	\$1,419,786.65

**WATER BOND PAYMENT
SCHEDULE
WATER SYSTEM IMPROVEMENTS RF3-289
MATURITY DATE MARCH 1, 2047**

Date Due	Principal	Interest	Admin Fee	Total Payment
03/01/18	101,979.74	-33,109.99	0.00	68,869.75
03/01/19	100,654.00	-31,784.26	0.00	68,869.75
Negative Int. applied		-415,935.98		415,935.98
03/01/20	68,869.75	0.00	0.00	68,869.75
03/01/21	68,869.75	0.00	0.00	68,869.75
03/01/22	68,869.75	0.00	0.00	68,869.75
03/01/23	68,869.75	0.00	0.00	68,869.75
03/01/24	68,869.75	0.00	0.00	68,869.75
03/01/25	68,869.75	0.00	0.00	68,869.75
03/01/26	68,869.75	0.00	0.00	68,869.75
03/01/27	68,869.75	0.00	0.00	68,869.75
03/01/28	68,869.75	0.00	0.00	68,869.75
03/01/29	68,869.75	0.00	0.00	68,869.75
03/01/30	68,869.75	0.00	0.00	68,869.75
03/01/31	68,869.75	0.00	0.00	68,869.75
03/01/32	68,869.75	0.00	0.00	68,869.75
03/01/33	68,869.75	0.00	0.00	68,869.75
03/01/34	68,869.75	0.00	0.00	68,869.75
03/01/35	68,869.75	0.00	0.00	68,869.75
03/01/36	68,869.75	0.00	0.00	68,869.75
03/01/37	68,869.75	0.00	0.00	68,869.75
03/01/38	68,869.75	0.00	0.00	68,869.75
03/01/39	68,869.75	0.00	0.00	68,869.75
03/01/40	68,869.75	0.00	0.00	68,869.75
03/01/41	68,869.75	0.00	0.00	68,869.75
03/01/42	68,869.75	0.00	0.00	68,869.75
03/01/43	68,869.75	0.00	0.00	68,869.75
03/01/44	68,869.75	0.00	0.00	68,869.75
03/01/45	68,869.75	0.00	0.00	68,869.75
03/01/46	68,869.75	0.00	0.00	68,869.75
03/01/47	68,869.69	0.00	0.00	68,869.69
Total	\$2,546,922.67	(480,830.23)	\$0.00	\$2,066,092.44
Paid Through 12-31-23	\$894,048.73	(480,830.23)	\$0.00	\$413,218.50
Balance Remaining	\$1,652,873.94	0.00	\$0.00	\$1,652,873.94

**WASTEWATER BOND PAYMENT SCHEDULE
WILLOW STREET PUMP STATION REHAB
LOAN RF1-194-1
MATURITY DATE AUGUST 1, 2025**

Date Due	Principal	Interest	Admin. Fee	Total Payment
8/1/2021	\$4,060.00	\$0.00	\$0.00	\$4,060.00
8/1/2022	\$4,060.00	\$0.00	\$0.00	\$4,060.00
8/1/2023	\$4,060.00	\$0.00	\$0.00	\$4,060.00
8/1/2024	\$4,060.00	\$0.00	\$0.00	\$4,060.00
8/1/2025	\$4,060.00	\$0.00	\$0.00	\$4,060.00
Total	\$20,300.00	\$0.00	\$0.00	\$20,300.00
Paid Through 12/31/23	\$12,180.00			\$12,180.00
Balance Remaining	\$8,120.00	\$0.00	\$0.00	\$8,120.00

**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
Total	\$274,912.10	\$0.00	\$61,342.36	\$336,254.46
Paid Through 12-31-23	\$180,736.81	\$0.00	\$54,641.32	\$235,378.12
Balance Remaining	\$94,175.29	\$0.00	\$6,701.04	\$100,876.34

**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
Total	\$28,317.57	\$0.00	\$6,469.50	\$34,787.07
Paid Through 12-31-2023	\$17,336.55	\$0.00	\$5,573.62	\$22,910.15
Balance Remaining	\$10,981.04	\$0.00	\$895.88	\$11,876.92

**WASTEWATER BOND PAYMENT SCHEDULE
ORMSBEE AVENUE SEWER AND STORMDRAIN
LOAN RF1-209-3.1
MATURITY DATE AUGUST 1, 2048**

Date Due	Principal	Interest	Admin. Fee	Total Payment
8/1/2019	\$7,856.94	\$0.00	\$6,374.82	\$14,231.76
8/1/2020	\$5,861.11	\$0.00	\$0.00	\$5,861.11
8/1/2021	\$5,978.33	\$0.00	\$4,430.10	\$10,408.43
8/1/2022	\$6,097.90	\$0.00	\$4,310.53	\$10,408.43
8/1/2023	\$6,219.86	\$0.00	\$4,188.57	\$10,408.43
8/1/2024	\$6,344.26	\$0.00	\$4,064.17	\$10,408.43
8/1/2025	\$6,471.14	\$0.00	\$3,937.29	\$10,408.43
8/1/2026	\$6,600.56	\$0.00	\$3,807.87	\$10,408.43
8/1/2027	\$6,732.58	\$0.00	\$3,675.85	\$10,408.43
8/1/2028	\$6,867.23	\$0.00	\$3,541.20	\$10,408.43
8/1/2029	\$7,004.57	\$0.00	\$3,403.86	\$10,408.43
8/1/2030	\$7,144.66	\$0.00	\$3,263.77	\$10,408.43
8/1/2031	\$7,287.56	\$0.00	\$3,120.87	\$10,408.43
8/1/2032	\$7,433.31	\$0.00	\$2,975.12	\$10,408.43
8/1/2033	\$7,581.97	\$0.00	\$2,826.46	\$10,408.43
8/1/2034	\$7,733.61	\$0.00	\$2,674.82	\$10,408.43
8/1/2035	\$7,888.29	\$0.00	\$2,520.14	\$10,408.43
8/1/2036	\$8,046.05	\$0.00	\$2,362.38	\$10,408.43
8/1/2037	\$8,206.97	\$0.00	\$2,201.46	\$10,408.43
8/1/2038	\$8,371.11	\$0.00	\$2,037.32	\$10,408.43
8/1/2039	\$8,538.53	\$0.00	\$1,869.90	\$10,408.43
8/1/2040	\$8,709.30	\$0.00	\$1,699.13	\$10,408.43
8/1/2041	\$8,883.49	\$0.00	\$1,524.94	\$10,408.43
8/1/2042	\$9,061.16	\$0.00	\$1,347.27	\$10,408.43
8/1/2043	\$9,242.38	\$0.00	\$1,166.05	\$10,408.43
8/1/2044	\$9,427.23	\$0.00	\$981.20	\$10,408.43
8/1/2045	\$9,615.78	\$0.00	\$792.65	\$10,408.43
8/1/2046	\$9,808.09	\$0.00	\$600.34	\$10,408.43
8/1/2047	\$10,004.25	\$0.00	\$404.18	\$10,408.43
8/1/2048	\$10,204.58	\$0.00	\$204.09	\$10,408.67
Total	\$318,741.00	\$0.00	\$76,306.32	\$311,529.12
Paid Through 12/31/23	\$115,532.34	\$0.00	\$19,304.02	\$51,318.16
Balance Remaining	\$203,208.66	\$0.00	\$57,002.30	\$260,210.96

	MONEY MARKET ACCOUNT	INVESTMENT ACCOUNT	TOTAL FUNDS
Fire Department Building Sinking Fund			
Balance July 1, 2022	\$26,891	\$0	\$26,891
Revenue			
Allocation	\$5,000		\$5,000
Interest	\$15		\$15
Rounding	\$2		\$2
Balance June 30, 2023	\$31,908	\$0	\$31,908
Fire Department Equipment Sinking Fund			
Balance July 1, 2022	\$384,409	\$0	\$384,409
Revenue			
Interest	\$249		\$249
Allocation	\$70,000		\$70,000
Disbursement	-\$46		(\$46)
Balance June 30, 2022	\$454,612	\$0	\$454,612
Fire Department PPE Sinking Fund			
Balance July 1, 2022	\$28,519	\$0	\$28,519
Revenue			
Interest	\$18		\$18
Allocation	\$5,000		
Rounding	\$1		\$1
Balance June 30, 2023	\$33,538	\$0	\$33,538
Grand List Sinking Fund			
Balance July 1, 2022	\$4,996	\$0	\$4,996
Revenue			
State of Vermont	\$6,579		\$6,579
Equalization	\$774		\$774
Interest	\$2		\$2
Disbursements			
Manatron	-\$2,505		(\$2,505)
Correction	-\$4,996		(\$4,996)
Balance June 30, 2023	\$4,850	\$0	\$4,850

Highway Department Salt Shed Fund

Balance July 1, 2022	\$1	\$0	\$1
Balance June 30, 2023	\$1	\$0	\$1

Marble Bridge Sinking Fund

Balance July 1, 2022	\$14,878	\$0	\$14,878
Revenue			
Interest	\$8		\$8
Allocation	\$1,000		\$1,000
Disbursements			
Lafaso Electric	-\$4,650		(\$4,650)
Power Coating	-\$800		(\$800)
Ace	-\$11		(\$11)
Balance June 30, 2023	\$10,425	\$0	\$10,425

Mortimer Proctor Trust Fund

Balance July 1, 2022	\$71,504	\$0	\$71,504
Revenue			
Interest	\$37		\$37
Our Yark	\$6,500		\$6,500
Disbursements			
Pool	(\$4,554)		(\$4,554)
Skating Rink	(\$44,533)		(\$44,533)
Our Yard	(\$5,427)		(\$5,427)
VT Marble Museum	(\$2,600)		(\$2,600)
Rounding	(\$1)		(\$1)
Balance June 30, 2023	\$20,926	\$0	\$20,926

Restoration Fund

Balance July 1, 2022	\$17,096	\$0	\$17,096
Revenue			
Fees	4,832		4,832
Interest	12		12
Disbursements			
Kofile Land Records	(\$2,203)		(\$2,203)

Adkins Printers	(\$72)		(\$72)
Goodway Document Service	(\$504)		(\$504)
Balance June 30, 2023	\$19,161	\$0	\$19,161
Riverside Cemetery Fund			
Balance July 1, 2022	\$5,742	\$200,671	\$206,413
Revenue			
Sale of Lots-Grave Opening	\$400		\$400
Interest/Change in value	\$1	\$8,802	\$8,803
Transfer CUofVT	\$1,000		
Rounding	\$1		
Disbursements			
Artistic Cemetary	(\$800)		(\$800)
Steve Mitowski	(\$5,269)		(\$5,269)
Balance June 30, 2023	\$1,075	\$209,473	\$210,548
Skating Rink Fund			
Balance July 1, 2022	\$2,854	\$0	\$2,854
Revenue			
Donations	\$1,110		\$1,110
Interest	\$2		\$2
Disbursements			
Consolidated Communications	(\$1,325)		(\$1,325)
Supplies	(\$245)		(\$245)
Playground	(\$940)		(\$940)
Rounding	(\$1)		(\$1)
Balance June 30, 2023	\$1,455		\$1,455
Town Hall Sinking Fund			
Balance July 1, 2022	\$107,312	\$0	\$107,312
Revenue			
Interest	\$42		\$42
Disbursements			
Transfer to Fore:	(\$107,312)		(\$107,312)
Balance June 30, 2023	\$42		\$42
Town Office Equipment Replacement Fund			
Balance July 1, 2022	\$26,142	0	\$26,142

Revenue		
Interest	\$20	\$20
Allocation	\$6,500	\$6,500
Disbursement		
Staples	(\$1,859)	(\$1,859)
Rounding	(\$2)	(\$2)
Balance June 30, 2023	\$30,801	\$30,801

Highway Department Equipment Fund

Balance July 1, 2022	\$94,166	\$0	\$94,166
Revenue			
Interest	\$45		\$45
Allocation	\$ 20,000		\$ 20,000
Sale of Bobcat	\$ 26,570		
Disbursements			
Clark Equipment	\$ (80,091)		
Balance June 30, 2023	\$60,690		\$60,690

Highway Garage Fund

Balance July 1, 2022	\$44,268		\$44,268
Revenue			
Allocation	\$10,000		\$10,000
Interest	\$29		\$29
Balance June 30, 2023	\$54,297		\$54,297

Water/Wastewater Vehicle Fund

Balance July 1, 2022	\$64,104	\$0	\$64,104
Revenue			
Interest	\$42		\$42
Allocation	\$10,000		\$10,000
Rounding	-\$1		-\$1
Balance June 30, 2023	\$74,145		\$74,145

Peterson Recreation Fund

Balance July 1, 2022	\$1,742	\$36,771	\$38,513
Interest	\$1		\$1
Change of value	\$0	\$1,297	\$1,297
Balance June 30, 2023	\$1,743	\$38,068	\$39,811
Beaver Pond Fund			
Balance July 1, 2022	\$ 7,676		\$ 7,676
Revenue			
Interest	\$ 5		\$ 5
Balance June 30, 2023	\$ 7,681		\$ 7,681
Main Street Light Fund			
Balance July 1, 2022	\$ 528		\$ 528
Balance June 30, 2023	\$ 528		\$ 528
Forest Management Fund			
Balance July 1, 2022	\$ -		
Transfer from Town Hall	\$ 107,312		\$ 107,312
Interest	\$ 26		\$ 26
Balance June 30, 2023	\$ 107,338		\$ 107,338
Total Fund Balance	915,216	247,541	1,162,757

Town of Proctor Births 2023

Child	Parents
Viktor Isley Porter	Tiaunna C. Leddick Justin M. Porter
Grayson Andrew Raymond	Melissa L. Parker Trevor R. Raymond
Haelynn Ann Crowingshield	Alyssa C. Moore Kenneth S. Crowingshield
Joseph Stanley Jones	Amdrea M. Cooper Nicholas J. Jones
Avery Noel Parker	Ashley E. Perry Matthew T. Parker
Nicholas Jean Kowalczyk	Elizabeth A. Lindsay Richard S. Kowalczyk
Quinlynn Marie Loso	Meghan Ann Muir Edward P. Loso Jr.
Zirreya Starr D'Avignon Truell	Willow S. D'Avignon
Sonny Jonas Eckrote	Lucinda M. Brewer Richard J. Eckrote
Scottie Liore Hall	Jenna T.L. Watson Jonathan C. Hall
Locksley Remiel A. Richardson	Emily A. Dupuis Joshua M.D. Richardson
Henley James Lloyd-Conrad	Donna M. Lloyd Brandon Marc Conrad
Bobby Oliver Bougor	Tori L. Mitrano Jeremy M. Bougor

Town of Proctor Civil Marriages 2023

Sara Elisabeth Domas
Lucas Douglas Looman

Elisabeth Jean Tate
Micah Joseph Christensen

Drew Ann Kutcher
Brett Thomas Depolo

Elizabeth Rose Childs
Tyler Stewart Richardson

Lee Ann Brookins
Christopher Edward Turner

Andrea Michele Desmond
Nicholas John Jones

Kayla Renee Toher
Bradley Panagini Gordon

Emelia Marie Tooley
Michael Christopher Blais

Town of Proctor Deaths 2023

Deceased	Age
Joel Curtis Merrill	45
Patricia Jones	91
Gretchen Amy Crowley	54
Dean Edward King	70
Charles Martin Rogers	79
Agnes Catherine Blow	78
Robert E. Upson	68
Richard A. Kuflik	78
Alan Barry George	91
William Ellis Sheidow Jr.	76
Lucinda Ann Bell	77
Carol P. Saceric	76
Jean F. Lertola	89

Planning Commission 2023 Annual Report

The Planning Commission had an active year starting with the change in members. Tom Doty submitted his resignation due to a move out of the town of Proctor. We depended on Tom a great deal as he helped guide us through some topics and projects that were difficult and hard to understand. He's the go to guy of good guidance. The Commission is still looking for a new member to replace him. Tom also served as the Planning Commission Representative as we continue to update the Town's Hazard Mitigation Plan. The board is continuing to keep this plan up to date as needed as well as our energy plan and goal for the future of the Town.

We also wish Michael Ramsey the best of luck as he departed to a new venture. We welcome Judy Frazier as our new Town Manager. She has already been a wealth of information and energy. We look forward to working with her.

The board would also like to thank Anthony Preston, the town's Zoning Administrator. He stepped into a vacant position and has done a great job. We're all so glad to have you on board.

As we prepared for Fall Festival, we had some Proctor Elementary School Students help design and construct a very creative banner for our booth. Due to a grant the energy committee was able to supply some festive little stuffed beavers which they handed out to those willing to give us suggestions for energy efficiency. We thank you all for your help and support.

We are proud to have received a grant for the TAP Program which is a Transportation Alternative Program. Proctor is teaming up with West Rutland and Pittsford working to have viable trails joining the 3 towns.

I'm sure there's lots more news to report so we invite you to attend any or all of our meetings which are held the first Thursday of every month, upstairs in Proctor Town Hall at 6 pm.

Respectively - Carol Protivansky - Chairperson

Skating Rink 2022-2023

Thanks to all the support and monetary donations from the Mortimer Proctor Grant, and our community, we are grateful that the rink has now become a year-round facility and continues to enhance this vision every day.

The 2023 ice-skating season was only three short days due to uneven temperatures which disallowed durable and safe ice for skating. Nonetheless, time consuming maintenance continued at the facility which involved Brian and Andre plowing the lot and plowing, sweeping, and shoveling the rink surface during and after every snowfall. The rink requires constant maintenance, upkeep, and monitoring. When it is cold enough to make ice, André graciously dedicates endless hours to the rink to help us make this happen. Skates must be sharpened and maintained and switched out for roller skates when the winter is over.

Spring welcomed roller skating and an Easter egg hunt with the Easter bunny. On Memorial Day of 2023, we held the grand opening of the new playground where families enjoyed a cookout, roller skating, ice cream, and a surprise visit from the fire department to spray down the kids.

As summer began, we introduced the first summer camp, which ran for eight weeks during the summer months at full capacity of 22 kids. Every week children participated in themed hands-on activities which were kid directed. We enjoyed hikes, exploring the woods and our surroundings, fun experiments, and good old fashioned camp games. Some mornings before our adventures began we would make pancakes.

Additionally, we had several birthday parties, Halloween party, the chili and mac & cheese cook off and the drop off day for parents to wrap gifts or finish their Christmas shopping. Then came a visit from Santa, which involved crafts and cookies. The new decks and ramp were remodeled in the fall. As we welcome 2024, we look forward to a new pitching machine and cage for baseball and softball players. Once it is up and running the rules will be posted for sign up and use.

Again, we would like to thank the Mortimer Proctor board members and all of you for your continued support to make this a great facility for families. We look forward to making 2024 another fun, magical and exciting year.

Sincerely,
Megan & Brian Cannucci
Rink Managers
Thank you,
Megan Cannucci

Report of the Proctor Assessor's Office

This will be the sixth year for Lisa Wright of Wright Appraisal Company as the contract assessor for the town, and Karen's third year as assessor clerk. Lisa and Karen will be providing office hours on alternating Wednesdays and additional hours as needed. Given our limited office hours and Lisa working remotely to some extent, please give us a call or send an e-mail to assessor@proctorvermont.com if you would like to meet with us regarding any questions you may have concerning your assessment.

The results of the 2023 Equalization Study done by the State of Vermont Division of Property Valuation and Review of the Certified Equalized Education Property Value indicate that the town's Common Level of Appraisal (CLA) is 79.61% with a Coefficient of Dispersion (COD) of 17.6% for 2023. This compares to our 2022 CLA of 88.90% and COD of 14.97%, and our 2021 CLA of 95.25% with COD of 12.59%. In 2023, the "trigger" for a reappraisal order from the state changed from the CLA below 85% or above 115% to the COD greater than 20. The COD is within the acceptable range according to Vermont's Division of Property Valuation and Review; however, we will likely be ordered by the state to complete a reappraisal with next years study and were the rules the same as 2022 with the CLA as the trigger we would be ordered this year. The CLA of 79.61% for 2023 will be the number used in the calculation of the education tax rates for FY25, or the 2024-2025 tax year.

We will be inspecting all properties that have active building permits as well as properties listed as a percentage of completion last year and any other properties known to have been renovated within the last year. Any properties with value changes as a result will receive a change of assessment notice in June.

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 records can be corrected.

Just a reminder, Proctor's online mapping program is open to the public. Access to the website is <https://www.axisgis.com/proctorvt/>. The help menu provides assistance navigating through the website that uses the latest state of the art technology. These features allow the public to access property information right from the website, including assessment information for any individual parcel. In 2021, we updated the website with links to our full property record cards (Lister cards) linked to each parcel.

Also we remind taxpayers who are residents to file their HS-122 Homestead Declaration and HI-144 Property Tax Adjustment Claim Forms promptly so that you are assessed correctly at the residential rate, do not incur late fees, and receive state payments as appropriate based on your income. The HS-122 is due 4/15/2024 as with your income tax return. The Property Tax Adjustment Claim has a later due date but it is most practical to complete this with your income tax return as well.

2023 Arms Length Sales for Town Report
 With Ratios of Assessed Value Divided by Sale Price (CLA)

Closed	Address	Price Sold	Grand List	CLA
1/23/2023	74 LARRY LANE	\$185,000	\$132,440	71.59%
3/10/2023	36 CAIN STREET	\$175,000	\$109,890	62.79%
3/20/2023	33-35 EAST STREET	\$308,500	\$156,720	50.80%
4/6/2023	16 WHITES CROSSING	\$220,000	\$136,960	62.25%
4/28/2023	1726 FLORENCE ROAD	\$365,000	\$165,190	45.26%
5/19/2023	91 BEAVER POND RD	\$250,000	\$172,040	68.82%
5/18/2023	26 CENTER STREET	\$227,000	\$181,240	79.84%
6/9/2023	27 MEADOW STREET	\$169,500	\$126,920	74.88%
6/14/2023	120 WEST STREET	\$113,400	\$106,410	93.84%
7/6/2023	37 GORHAM BRIDGE ROAD	\$249,999	\$132,140	52.86%
7/6/2023	38 TAYLOR HILL	\$124,910	\$99,960	80.03%
7/19/2023	11 PLEASANT STREET	\$195,000	\$105,680	54.19%
8/2/2023	113 PARK ST	\$465,000	\$261,730	56.29%
8/9/2023	36 WEST STREET	\$325,000	\$189,010	58.16%
8/14/2023	21 EDEN AVENUE	\$180,000	\$114,960	63.87%
8/18/2023	61 MAIN STREET	\$530,000	\$506,130	95.50%
8/29/2023	15-17 BEAVER POND ROAD	\$161,000	\$114,010	70.81%
9/6/2023	74 LARRY LANE	\$165,000	\$132,440	80.27%
9/22/2023	61 EAST STREET	\$219,000	\$126,170	57.61%
9/27/2023	9 CAIN STREET	\$159,147	\$141,240	88.75%
10/2/2023	2123 ELM ST	\$260,000	\$104,590	40.23%
10/6/2023	41 HIGH STREET	\$235,000	\$113,380	48.25%
10/20/2023	60 WEST STREET	\$314,000	\$170,190	54.20%
10/31/2023	44 & 46 WEST STREET	\$179,000	\$101,550	56.73%
11/28/2023	18 PLEASANT STREET	\$300,000	\$137,370	45.79%
12/21/2023	33 GIBBS STREET	\$182,500	\$121,800	66.74%
Average CLA for Above Sales				64.63%

Proctor Pool

2023

Gannon McKearin - Director

We had a very successful summer at the Proctor Pool. It was great welcoming the daycare, Sunshine Nursery and Proctor Elementary Summer Camp to the pool. It made our days lively and more exciting. It was great seeing so many youngsters out on canoes and paddleboards, as well as, catching a frog or salamander.

The biggest problem with the Proctor Pool over the past couple of years has been the aquatic vegetation growth. The Proctor Pool used large mats to help control the aquatic vegetation growth during the 2023 Summer. The mats proved to be effective, resulting in cleaner and clearer water. We plan on getting additional mats for the 2024 Summer to make the Proctor Pool even better!

A Special thank you to Lisa Miser for helping fill in whenever necessary to help manage the pool. Thank you to the Parks & Recreation Committee, Mortimer Proctor Fund, and Proctor residents for helping to make the pool a great success in 2023.

Lastly, thank you to our dedicated and gracious lifeguards.

If you are looking for a summer job, please reach out to the Town Manager, about becoming a lifeguard at the Proctor Pool.

Looking forward to seeing everyone -Summer 2024!

Proctor Youth League

The Proctor Youth League had a successful season and had over 100 youth and adults involved with the program this year.

We were able to offer teams for Intro T-Ball, T-Ball, Mighty Mites, Minors Baseball, Minors Softball, Majors Baseball, and the return of a Majors Softball team, which played through the summer.

The summer brought an abundance of rain and even the flooding of the T-Ball field.

Our Snack Shack was a huge success and served patrons during games for both the spring and summer seasons. We would like to thank all those who made a donation and to those who donated their time to help make this a success.

Also, thank you to all the sponsors, coaches, and community members for their investment in the Proctor Youth League. Your contribution is greatly appreciated.

We look forward to seeing you next year.

Proctor Youth League Committee

Beaver Pond Committee

A mostly wet summer reduced the normal amount of visitors to the area. Fishing remained popular, although there is no ice as of early January 2024. Highlights of 2023 include: additional signs & improvements to the hiking trails including a major reroute of the Marble Trail, repairs of the picnic area road by the town crew, additional bench for the beach area, and some milfoil removal efforts. Our population of beavers disappeared around the time of the July flood, thus all regular sightings have ceased, and there is no fresh sign of activity.



The pond is a valuable asset to the town and offers a lot of recreational uses. Many residents and non-residents use the pond and the 38-acre, town-owned parcel that the pond resides in. A very dedicated volunteer group of Proctor residents has helped maintain and build upon the past years of effort led by former Chairman Ray Beyette.

Updated trail maps can be found on the town’s website or the Beaver Pond Facebook page. The Beaver Pond Facebook page is the best source of news and activities related to the pond. Public comments and suggestions are always welcome via Facebook or at the (mostly) monthly committee meetings.

Thanks to all of you who help to keep the area clean and as the great destination it has become! There are unsung heroes that keep the area clean by picking up other people’s trash, but we shouldn’t rely on those volunteers. Everyone that visits, please exercise the “Leave no Trace” policy. I’d also like to thank all the town employees for their support.

And lastly, I would like to share a story about local resident Mitchell Knowles. In order to earn the rank of Eagle Scout, he had to complete a lengthy project that included fundraising, planning, interacting with the Selectboard and other officials. His efforts have given us all access to traction cleats made by Yaktrax. Twelve pairs were purchased and two storage boxes were installed at each end of the Mountain Trail to help assist hikers in the difficult conditions of winter. He has learned new skills and gained valuable experience in this community project. Thank you Mitchell!

Respectfully submitted,

Dale Christie, Chair
Beaver Pond Committee



PROCTOR FREE LIBRARY

*“If this nation is to be wise as well as strong, if we are to achieve our destiny, then we need more new ideas for more wise men reading more good books in more public libraries. These libraries should be open to all—except the censor. We must know all the facts and hear all the alternatives and listen to all the criticisms. Let us welcome controversial books and controversial authors. For the Bill of Rights is the guardian of our security as well as our liberty. — **John F. Kennedy***

Did you know that the Proctor Free Library is more than just a center for learning and culture? For many years the library has served as a Community Center and meeting place for a multitude of groups. The Evelyn Peterson Community Room on the basement-level has a kitchen and handicap restroom. Chairs and tables are also available. If your organization or family is looking for a convenient meeting facility call the library for additional information. This is just another way the Proctor Free Library enriches and creates welcoming spaces for the community.

We had a robust Summer Reading Program, with 44 signed up for the reading book challenge, we also provided weekly programs during July.

The most exciting program this year was DINO MAN, hosted at the elementary school for all grades, as well as, daycares and homeschoolers.

The Proctor Free Library is a member of the Green Mountain Library Consortium. To receive your card number and password; call, message or stop by the library. You can download books to your devices to read or listen to – the catalog is extensive! To date 319 patrons have signed up for this library offering.

We offer passes to: Vermont State Parks, Vermont State Historic Sites and Wonderfeet Museum.

We are grateful for the continued support of the Mortimer Proctor Trust, this year’s funds assisted with: archival preservation, **children’s** programs, lighting upgrades, picture books and printer for the public access computers.

THANK YOU to those that make pies for our Annual Pie Sale, and those that purchase the pies and donate monies, as well as, those that donate books and purchase books at the Book Sale.

THANK YOU to the voters of Proctor for your continued support of the Proctor Free Library.

Follow us on Facebook-Proctor Free Library

Librarian – Lisa Miser
Assistant Librarian – Joan Ratti
Library Clerk– Bonnie Blanchard
Custodian – Mark Castor
Bookkeeper – Rosemary Greene

Trustees: Mary Fregosi, President
Maureen Dobart
Cathy Canty
Shannon Maass
Tracey Snow

Library Hours Monday: 10-5, Tuesday: 9-4, Wednesday: 9-7, Thursday: 9-4, Friday: 9-6

RUTLAND COUNTY SHERIFF'S OFFICE

Sheriff David J. Fox

Command Staff

CAPTAIN
JOHNATHAN BIXBY

LIEUTENANT
JAMES BENNICK
PATROL COMMANDER

LIEUTENANT, GHSP
KEVIN GENO
FBINA SESSION 196

SERGEANT
ANDREW CROSS

OFFICE MANAGER
AMY CAULIN

DISPATCH SUPERVISOR
JENNIFER COFFIN

Town of Proctor Sheriff's report

Thus far in the current 2023-2024 contract Rutland County Sheriffs have responded to 259 incidents, this number is up 26 incidents from 2022-2023, had 16 criminal arrests up 6 arrests from 2022-2023, preformed 142 traffic stops and issued 46 tickets in the town of Proctor. Proctor is in a cooperative patrol with West Rutland where each town contracts for 40 hours per week but is provided 80 hours of patrol coverage per week. Deputies have a positive working relationship with the board as well as the citizens of Proctor. The Rutland County Sheriff's Department prides itself on being adaptable to the needs of the town as they arise. I want to thank the citizens of Proctor for their positive feedback and support for the Sheriff's patrols, we hope to continue serving the citizens of Proctor for many years to come.

Respectfully submitted.

Sheriff

David J. Fox

"THE RUTLAND
COUNTY SHERIFF'S
OFFICE
WILL CONDUCT
ITS WORK
WITH COMPETENCE,
PROFESSIONALISM
AND HONOR"

P.O. BOX 303
88 GROVE STREET
RUTLAND, VT
05702

802-775-8002
FAX 802-775-1794

Rutland County Solid Waste District | Annual Report - Calendar Year 2023

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 eighteen member municipalities, residents, and businesses. 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 14 Gleason Road in Rutland City. District program, facility and rate and program information and obtaining your required annual permit on our web site, www.rcswd.com.

This year, The District has had many new challenges amid COVID-19. Being deemed essential by Governor Scott we remained on the job in full force. Each of our employees raised for the occasion in implementing the guidelines from the CDC, VOSHA, and VBOH. The District also has developed many efficiencies. A new annual permit can be obtained from the convenience of your home or business via www.rcswd.com/permits in about 5 minutes. Debit and credit cards are accepted as an added means of payment accepted at our facilities. A small convenience fee will be charged.

The RCSWD did complete the Districts Solid Waste Implementation Plan (SWIP) for the 2020-2025. The State requires that all communities have a current SWIP in place that 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. Milestones will need to be reported back as required. The community's involvement in drafting and developing this document was encouraged.

The District has worked and will continue to engage local businesses informing them about recycling composting, hazardous waste and the programs that we offer. The District will also be working with local schools on many of these same issues. To this end, RCSWD was awarded a USDA, rural development grant this year. This assisted the District in providing an expanded outreach program to 12 member towns with fewer residents. This included reaching out to every household in these towns. It included working with town Boards, employees, residents. This included seeking what each town needs to reduce reliance on landfills through waste reduction, reuse, and recycling programs. Pre and post surveys will assist in measuring these efforts.

Our website has been updated! This is your virtual Solid Waste Administration Office. Appointments, permits, events, and so much information and detail at your fingertips 24 -hours a day. To keep up to date do ensure you subscribe to our newsletter, and to your choice e-mail events alerts. Please see our 2023 Annual Report Book which covers greater detail and all our programs to include but not limited to:

Waste Disposal: During 2023, residents and businesses in our member municipalities disposed of approximately 36,931 tons of municipal solid waste which includes the construction and demolition activity along with a significant amount of bulky waste.

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 Zero Sort recycling from transfer stations, commercial haulers and large generators for processing and sale for re-use. The facility currently receives approximately 36,931 tons of recyclables a year from a large geographical area. Since we began tracking material in 2013 the facility has processed over 259,843.27 tons of recyclables.

Household Hazardous Waste: Rutland County Solid Waste District operates an extensive Household Hazardous Waste (HHW) program for district residents and small business generators. The program operates year-round from the Gleason Road facility by appointment. An additional 32 events are scheduled collections at twelve town transfer stations within eighteen member towns through the spring, summer, and fall. The HHW program collects and safely disposes of dozens of hazardous, flammable, and toxic materials. The RCSWD HHW also collects electronic waste and has collected over 45.95 tons of material.

Other Programs: The District also offered waste management education, and reduction programs, construction, 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 local organizations including the Rutland Master Gardener's Club, 350 Rutland County, 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 our valued haulers.

Mark S. Shea, District Manager



RUTLAND REGIONAL PLANNING COMMISSION

As we reflect on the past year, the Rutland Regional Planning Commission (RRPC) extends its deepest gratitude to the towns within our region for their unwavering support and collaborative efforts in advancing community and economic development, thoughtful planning, and sustainable growth.

Community and Economic Development

In the pursuit of fostering vibrant communities, we are actively engaged in community and economic development initiatives, such as Brownfields Redevelopment. Through strategic partnerships and public investment, we've worked to transform underutilized areas, like Pittsford Village Farm, into valuable community assets.

Town Planning and Zoning

By providing guidance and support to towns modernizing and updating their municipal plans and zoning regulations, we aim to create balanced, sustainable, and resilient communities that meet the needs of residents and businesses.

Water Quality and Natural Resources

Preserving our region's water quality and natural resources is a shared responsibility. Through collaborative efforts with local governments and organizations, our work as the South Lake Champlain Clean Water Service Provider identifies and develops projects that safeguard our water sources and protect the richness of our natural landscapes.

Emergency Preparedness and Climate Resilience

The RRPC led the charge responding and recovering from this summer's historic flooding. Beyond enhancing planning processes, we are committed to training local Emergency Management Directors (EMDs), ensuring swift and effective emergency responses, and building resilient communities equipped to navigate evolving climate dynamics.

Multimodal Transportation

Efficient and sustainable transportation is vital for the well-being of our communities. The RRPC has worked towards developing multimodal transportation solutions, such as an analysis of the Rutland City Bus System, that prioritize accessibility and safety.

Energy Conservation and Efficiency

Addressing the importance of energy conservation and efficiency, the RRPC has supported initiatives aimed at reducing energy consumption and promoting the use of renewable energy sources. We are working with towns across the region to implement the Municipal Energy Resilience Program, aimed at saving energy and money for our critical town-owned buildings.

Affordable Housing

Recognizing the need for diverse and affordable housing options, the RRPC has actively supported initiatives to address housing challenges. We worked closely with Vermont Finance Housing Agency (VIIFA) to complete the 2023 Rutland Region Housing Needs Assessment and created a new planning program to help towns navigate housing challenges and opportunities.

Equity

Promoting equity is at the core of our planning efforts. We are dedicated to ensuring that our planning processes consider the needs and perspectives of all residents, fostering inclusive and equitable communities.

Regional Planning

We are thrilled to initiate a three-year process to update the 2018 Regional Plan, aiming to make it a true reflection of local priorities. We encourage active participation from residents, businesses, and organizations in meetings, workshops, and surveys to ensure diverse perspectives shape the updated plan. Your insights are invaluable in creating a blueprint for sustainable development, economic growth, and community enhancement. Stay tuned for upcoming engagement opportunities!

In closing, we want to thank all of the dedicated local volunteers and civil servants for their commitment to our region. Active participation in the local planning process ensures that diverse perspectives contribute to our shared vision. All are invited to join in helping shape our future as we look forward to another year of progress, innovation, and shared success.

Devon Neary, Executive Director

The Opera House | 67 Merchants Row | PO Box 430 | Rutland, VT 05702 | 802-775-0871 | RUTLANDRPC.ORG

Otter Creek Watershed Insect Control District 2023 End of the Year Report

After a Town Meeting Day vote and other required approvals, the Town of Proctor became the 6th member town of the Otter Creek Watershed Insect Control District (OCW) on 12 May 2023. Congratulations and welcome!

In mid-February the OCW found out via a Vermont Public Radio news item that a new Rule for the Control of Pesticides was being promulgated by the Vermont Agency of Agriculture, Food, and Markets (VAAFAM). That new rule went into effect on 24 February 2023 and required the OCW to submit, no later than 1 February, a comprehensive permit application to conduct mosquito adulticide applications. The 50+ page application package was submitted to VAAFAM on 24 March. The OCW was issued an interim (6 month) permit for adulticiding on 16 May. At that point you'll recall that the mosquitoes were awful bad... the OCW call center phone was ringing off the hook with requests for service. You'll also recall that the very next night the entire district experienced a hard freeze, almost wiping the slate clean. Then it rained... and rained some more, which both provided ideal conditions for mosquito hatching and precluded treatment on far too many nights. Consequently, this spring and summer the nuisance level of biting insect activity in OCW member towns was way above average. The situation improved significantly in early September.

The OCW received 845 calls from district residents requesting nuisance mosquito control: 171 from Brandon, 16 from Goshen, 364 from Leicester, 206 from Pittsford, 19 from Proctor, and 69 from Salisbury. That number of service requests represents a 208% increase from last year. One hundred four owners opted out of adulticide spraying adjacent to their property: 23 from Brandon, 9 from Goshen, 16 from Leicester, 13 from Pittsford, 15 from Proctor, and 28 from Salisbury. That number of no spray requests represents a 20% increase from last year. For reference, 2020 census data showed just over 4,500 households in the district.

On Town Meeting Day in March Salisbury community members voted not to pay for adult mosquito control for the fiscal year that started July 1, 2023. Consequently, as also happened in 2022, only larviciding service is being provided for the Town of Salisbury. In March 2024, Salisbury residents will consider returning to full service. Recognizing that the lack of adult control efforts would negatively impact their members, in July the Lake Dunmore Fern Lake Association raised money via private donations to pay the OCW for adulticide spraying along the private roads in Salisbury immediately adjacent to Lake Dunmore. Sufficient money was collected to provide that service through 30 June 2024.

One of the conditions appended to the adulticide permit was that the OCW could only use PermaSease® (a synthetic pyrethroid pesticide) to control adult mosquitoes; use of Fyfanon® (an organophosphate pesticide in the malathion family) was not allowed. Heretofore the OCW has interjected malathion applications into the spraying schedule to prevent building resistance to permethrin in the mosquito population. In September the OCW submitted mosquito egg samples for resistance testing by an approved laboratory. Results showed no resistance to permethrin. However, only having one pesticide approved for adult control will be a continuing concern.

In November 2022 the OCW Board of Trustees approved a new assessment algorithm, to go into effect in 2024, for apportioning district expenses among the six member towns. That algorithm

uses the following factors and weights for determining each town's assessment: equalized education grand list (25.9%), acres of Class 2 wetlands (21.6%), number of dwelling units (26.3%), and adulticide spray route(s) road miles in the town (26.3%). Those factor weights will vary slightly year-to-year based on the ratios of overhead, to larvicide operations, to adulticide operations expenses in the OCW budget. The prices of the two PermaSease adulticides we use went up by 34% and 55% this year and the OCW really needs to start replacing our ancient truck fleet (one truck died this year and the other five trucks all have been driven more than 99,000 miles... with two approaching 200,000 miles). Consequently, the 2024 OCW budget will increase by 5% (\$11,816).

A reminder: No Spray requests must be renewed annually and should be submitted to the OCW no later than April 15th. Requests received after April 15th will be honored, but there could be a delay between the request and marking the property, which could result in the property being sprayed. If a No Spray Zone request was submitted for the preceding year AND there have been no changes in ownership, contact information, or property boundaries, an email sent to the OCW containing the 911 address and requesting No Spray Zone status again for the current year will suffice. The OCW email address is: ocwicd@gmail.com. If a No Spray Zone request was NOT submitted for the preceding year and/or there have been changes in ownership, contact information, or property boundaries, a letter must be submitted listing the name(s) of the property owner(s), his/her/their contact telephone number(s), the 911 address of the property, and include a property map which clearly shows the property boundaries along the public or private road(s). The OCW mailing address is: PO Box 188, Brandon, VT 05733. For additional details please visit: <https://ocwicd.com/adulticide-program>. If you would like to receive email notifications about adulticide spraying planned for your location, please send an email to ocwicd@gmail.com with your name, E-911 physical address, and town.

Kudos again to Will Mathis, the OCW Operations Coordinator, and to Jeremy New and Kerry White for their long hours this season attempting to keep nuisance mosquito populations at tolerable levels. As mentioned in last year's report, additional part-time staff would be most welcome. For job particulars please contact Will, who can be reached via the OCW call center (802-247-6779) or the email address above.

At the OCW Board of Trustees Annual Meeting on 8 November 2023, Jeff Schumann (Salisbury) was elected Chair, Doug Perkins (Leicester) was elected Vice-Chair, Lynne Peck (Leicester) was elected Treasurer, Steve Belcher (Pittsford) was re-elected Secretary, and Jeff Whiting (Goshen) was elected Auditor. The Board is composed of two representatives and one alternate from each member town, appointed by each town's Select Board. Currently, there are openings on the OCW Board for the towns of Pittsford and Salisbury. Anyone interested in serving as an OCW representative should contact their Select Board.

Thank you for your continued support for mosquito control in the Otter Creek watershed.

Respectfully submitted,
Doug Perkins, Outgoing Chair
OCW Board of Trustees



REGIONAL AMBULANCE SERVICE, INC.

275 Stratton Road
Rutland, VT 05701

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

November 30, 2023

Board of Selectmen
Town of Proctor
45 Main Street
Proctor, VT 05765

Dear Honorable Board of Selectmen:

The Regional Ambulance Service, Inc. is pleased to present to you our request for assessment for the 2024/2025 fiscal year. Included for your inspection is our projected budget and Annual Report for the year ending June 30, 2023.

REGIONAL AMBULANCE SERVICE, INC., IS PLEASED TO BE ABLE TO REQUEST THE SAME ASSESSMENT RATE OF \$4 PER CAPITA BASED ON THE 2020 CENSUS. THIS WILL BE THE 39th CONSECUTIVE YEAR WE HAVE NOT INCREASED OUR PER CAPITA ASSESSMENT. SINCE 1990 REGIONAL AMBULANCE HAS DECREASED THE ASSESSMENT RATE BY 36%.

We have and will continue to consider the financial position of the communities we serve. We are dedicated to providing the highest quality emergency ambulance care to reduce premature death and disability at the lowest possible cost. **The Assessment request is one of the lowest in the state. With the ongoing changes in health care we will continue to do our best to maintain or lower the Assessment rate in the future. This may be difficult with the dramatic changes in health care and the COVID-19 Pandemic.**

Our Chief Executive Administrator, James Finger, along with your Representative on the R.A.S. Board, would be available to meet with your respective Boards or committees to further explain or answer any questions regarding Regional Ambulance Service, Inc. Please contact the Chief Executive Administrator at 773-1746 to answer any questions or schedule meetings. Visitors are always welcome to tour our facilities.

We are proud of our service and hope to continue serving your community. The Board of Directors of Regional Ambulance Service, Inc. respectfully requests the assessment of \$4 per capita, based on the **2020 census**, for the **2024 - 2025** fiscal year. **The assessment requested is \$7,052 for the Fiscal year beginning July 2024.**

Sincerely,

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

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

Rutland Natural Resources Conservation District (RNRCD) Report Amount Requested \$250

A sample of the activities the RNRCD was involved in during 2021/2022:

Organization:

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

Programs:

Agricultural Outreach Specialist – The District in cooperation with the Poultney Mettowee and Bennington County NRCD's share staff who work with landowners to find solutions to water quality issues, assist with nutrient management planning and oversee shared equipment used by farmers to implement environmentally friendly field practices.

Conservation Planner - The District works with a Conservation Planner providing technical assistance to farmers for the development of Comprehensive Nutrient Management Plans, natural resource assessment, and conservation contract development and management.

Portable Skidder Bridges – The District has a portable skidder bridge available for rent to loggers and foresters. Skidder bridges reduce stream disturbance, minimizing the potential for erosion and sedimentation.

Outreach:

Website – Please visit our website: <https://www.vacd.org/conservation-districts/rutland> for more information about District projects and programs.

Search for us on Facebook

Watershed Planning for the Upper Otter Creek and its Tributaries:

With funding through grant sources, the District:

- Coordinated the removal of a berm in the Cold River Watershed in the Town of Clarendon, to restore floodplain function. The berm was created after the floods of the 1970's. Removal of this berm will address sediment and nutrient loading in the Cold River by allowing it to access the floodplain, thus reducing flood heights and slowing velocities which reduces erosion and provides ample storage of sediment within the river corridor.
- Received a final design for a Stormwater Best Management Practice (BMP) located within the parcel boundaries of the Wallingford Elementary School. The design was completed by Watershed Consulting Associates, LLC.
- Provided the City of Rutland with a Phosphorus Control Plan (PCP). The plan was completed by Fitzgerald Environmental Associates and will help the City to achieve the percent phosphorus (P) reduction target for the Otter Creek segment of Lake Champlain.
- Is working with the Town of Proctor to develop a Stormwater Master Plan (SWMP). The overall objective is to provide the Town of Proctor with a strategic approach for meeting stormwater management needs in the Otter Creek watershed, to address pressing water resource concerns in an efficient and targeted manner.

The District will continue to work with the City of Rutland, Towns, and landowners to develop and prepare projects for future design and implementation. These projects have been identified in Stormwater Master Plans or other assessment/plans.

For further information or to be added to our mailing list or list of volunteers, please contact Nanci McGuire at nanci.mcguire@vt.nacdnet.net



Chamber & Economic Development of the Rutland Region Annual Town Report - December 31, 2023

Navigating the pandemic journey and recent flooding have proven to all of us that Rutland County is a large collection of neighbors, all of whom stand ready to support one another. We encourage you to reflect on all the positive things that are happening in the region. Working together we are moving forward in positive ways. Our communities and businesses are resilient and proactive in their thinking. Every town has something happening that is noteworthy. A small sample of the momentum currently underway includes but is in no way limited to the following. This report is a “shout out” to your hard work and to all of you for standing as neighbors, making Rutland County Strong.

- The Town of Killington was approved for Tax Increment Financing District status, which has launched history changing, long awaited, development of the Town.
- Middletown Springs has moved into their new Town Office.
- The MINT, Rutland’s Makerspace, located in Rutland Town, has expanded offerings and space, and has partnered with Rutland Area Robotics, to create a world class facility.
- Fair Haven has launched an easy to navigate website that includes Town services and marketing.
- Activity is underway to grow commercial development at the Airport Industrial Park in Clarendon.
- The Farmers Food Center, in Rutland, and the Pittsford Village Farm projects are reimagining agricultural and town center ecosystems, creating destination locations and economic vitality.
- StartUp Rutland, located in the newly renovated Hub CoWorks in Downtown Rutland, has entered a partnership with *gener8tor*, the nation’s third largest business incubator.
- The Wallingford Block continues its path to be a local destination location.
- Danby has successfully renewed its Designated Village Center status allowing for future growth.
- Wonderfeet Kid’s Museum has expanded their space and programming with a move to the former Energy Innovation Center on Merchants Row in Rutland.
- Castleton’s Recreation Department is bringing people together in exciting ways.
- Proctor continues to expand and improve its outdoor recreation assets.
- A housing working group is developing a plan to meet the spectrum of need.
- Brandon continues to evolve into the one of the finest “quintessential small towns with a village feel.”
- West Rutland is focused on downtown housing that will help resolve regional housing issues.
- Mendon is focused on implementing “Mendon on the Move,” a comprehensive vision for the future.
- Poultney is reimagining itself with Slate Valley Trails and downtown revitalization.
- The Regional Marketing Initiative is tracking and following up on 1,484 potential new neighbors.
- And look forward to the Third Annual Whoopie Pie Festival in September of 2024!

The Chamber & Economic Development of the Rutland Region (CEDRR) exists to serve our region’s families, communities, and businesses. We would like to thank our dedicated Board of Directors, committee members, our member organizations, and sponsors of our work, events, and activities. We look forward to continuing to serve you – our colleagues, friends, organizations, and businesses – as we focus on supporting this special place we call home. For the full story on CEDRR’s activities, go to www.RutlandVermont.com and click on the Annual Report.

67 Merchants Row Suite 104, Rutland, VT 05701
(802) 773-2747 | rutlandvermont.com

Local Health Office Annual Report: 2023

Rutland Local Health Office | 88 Merchants Row, Suite 300, Rutland, VT
802-786-5811 | AHS.VDHRutland@Vermont.gov

Twelve Local Health Offices around the state are your community connection with the Vermont Department of Health. **The Rutland Local Health Office provides essential services and resources to Rutland County.** Some highlights of our work in 2023 are below. For more information on our work, visit HealthVermont.gov/local/rutland.

Meeting Community Needs

- In 2023 we held weekly vaccination clinics for community members experiencing barriers to accessing care. COVID test kits, Narcan harm reduction kits, condoms and health education materials were available at these clinics.
- Our Medical Reserve Corps (MRC) volunteers partnered with Rutland County Free Clinic, Turning Point and Rutland Mental Health to support the complex needs of people experiencing homelessness.
- We supported healthcare coordination for kids in foster care, gave out free baby supplies at our community baby shower and provided food and nutrition services to over 1,200 people through the Women, Infants, and Children (WIC) program.

Building Capacity

- Our staff provides grant consultation to local non-profit organizations. With our support, partners received nearly \$250,000 in 2023 which has helped our community create lasting systems that improve the health of our friends and neighbors. These funds supported many programs, such as the new Rutland County Pride Center.
- Our staff also trained and educated the community on important topics. One example is a workshop we gave on Xylazine, which is a sedative found in street drugs. This drug makes it harder to respond to overdoses and provide medical care.

Emergency Preparedness

Our staff supported community members impacted by this summer's flooding events. We staffed state-wide flood resource centers, gave out drinking water test kits, supported the development of a Long Term Recovery group and provided many hours of consultation and information around flood response.



MARBLE TOWN SENIORS
Proctor, Vermont 05765

The Marble Town Seniors (MTS) serves the Town of Proctor and the surrounding area. Open to people over the age of 60, suppers are held at Franklin's Restaurant at 4 p.m. the second and fourth Wednesday of each month. This schedule varies in November and December due to the holidays. The 2023 suppers were well attended with 674 meals being served; approximately 28 people attended throughout the year.

The MTS is sponsored by the Southwestern Vermont Council on Aging (SWVCA) which contributes \$.85 per meal. The Town of Proctor also contributes \$1,000 per year. We sincerely appreciate the support of the SWVCA and the Town of Proctor.

On May 22, 2023, the MTS sponsored a trip for 18 people to the Vermont Institute of Natural Science (aka VINS) in Quechee, Vermont. The Bus transported the group to The Skinny Pancake for brunch, then on to VINS. The Forest Canopy Walk offered stunning views and great exercise. The variety of birds and the raptor program made the trip well worthwhile. Excessive heat last summer caused MTS to delay the VINS trip to 2023. The MTS plans at least one enjoyable/interesting trip each year.

On August 4 the MTS provided a picnic at Crystal Beach on Lake Bomoseen with 26 people attending. Thunderstorms that day caused several last-minute cancellations, but an enjoyable time was had by those who braved the weather.

Anyone who would like more information or is interested in joining the MTS to attend the suppers and/or trips, please call Jean Noren at 802-459-3628 or Elsie Valach at 802-459-3487.

The current MTS officers are:

Elsie Valach – Chair

Bruce Baccei – Treasurer

Ray Beyette – Assistant Treasurer

Jean Noren – Secretary

Jeannie Cushman – Board Member

Marie Smith – Board Member & Technical Support

Respectfully submitted,

Elsie Valach, Chair



ARC

Advocacy * Resources * Community

Serving Citizens with Developmental Disabilities and their Families

ANNUAL REPORT 2023-2024

Mission Statement: To advocate for the right of individuals with developmental disabilities (DD) and their families to be regarded as valued citizens with the same entitlements as non-disabled individuals, including the right to lifelong opportunities for personal growth and full participation in the community.

BOARD OFFICERS

Melissa Stevens
President

Open
Vice President

Tim Wing
Treasurer

Kate Tibbs
Secretary

PROGRAMS:

Representative Payee Program: ARC serves about 50 individuals living with Developmental/Intellectual Disabilities by managing each client's individual SS income and processing payments of their financial obligations monthly. In addition, as Rep. Payee, Kris works with other agencies and client's case managers to direct our members toward receiving appropriate services.

BOARD MEMBERS

John B Wing

Herman Goldberg

Margaret Hayward

Bonnie Lennihan

Self-Advocates (SABE-R) and Aktion Club: The Self Advocates Becoming Empowered - Rutland were able to give testimony before the House of Representatives this year about issues concerning them as individuals living with developmental disabilities. The largest group of Self Advocates attended the State Convention for Green Mountain Self Advocates in South Burlington this past spring. Our SABE-R group also gave mini-clinics on Disability Awareness at National Night Out. The Aktion Club (a Kiwanis member group) collaborated with RSVP and decorated postcards for shut-ins and Veterans this year, along with a self-sponsored Carwash and Bake Sale raising funds to help their peers who lost belongings in the flood at Bardwell House this summer.

HONORARY MEMBER

Terry Mangieri

Social Events/Great Outdoor Experiences: These events provide a safe and healthy environment for individuals with developmental disabilities that builds a circle of support, family and community while practicing social skills, and getting physical exercise. Following years of limited activities due to COVID, we can boast over 450 attended 5 dances, 3 outdoor events and engaged in the community with new community partners.

EXECUTIVE DIRECTOR

Diane Drake

Transportation: We are especially grateful to **MVRTD** through a grant, which allows us to provide transportation to some of our members who live in very rural areas who would otherwise be unable to access the services of Rutland Area.

REPRESENTATIVE PAYEE

Kris Call

On behalf of those we serve and their families for the last 65 years, we are grateful for the support and continued assistance from the citizens of Rutland Area. Rutland County's population claims nearly 32% as having a disability--the highest county in the State. We rely on the support of 17 towns in the Rutland Area along with grants, donations and small fundraisers throughout the year - NOT on state or federal funding. We choose to embrace peer to peer comradery, to offer opportunities for the disabled to share in the community through self-advocacy skills and respectfully appreciate the offerings from all of Rutland Area. For those wanting more information on these wonderful services or to volunteer, please call 802-775-1370.

Respectfully Submitted,

Diane Drake, Executive Director

128 Merchants Row, Suite 401, Rutland, VT 05701-5915~ (802) 775-1370 Fax 775-4544

Email address: info@arcrutlandarea.org Website: www.ARCRutlandArea.org



November 16, 2023

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 throughout Rutland and Bennington Counties, we want to express our thanks and gratitude for supporting us over the years on Town Meeting Day. BROC Community Action assists families and individuals in crisis and help provide a sustainable path forward.

Over the past year, BROC Community Action assisted 86 residents of the Town of Proctor. Whether they need food at the BROC Community Food Shelf, senior commodities, housing counseling, homelessness assistance, weatherization, heating and utility assistance, forms assistance for benefits such as 3SqVT, budget and credit counseling and resources and referrals; we are here.

People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your town appropriation helps ease the struggle for nearly 10,000 people who seek assistance from us each year as we meet the basic needs of their families and provide a path forward whenever possible.

Respectfully, our appropriation request for the upcoming fiscal year remains \$1,000.00.

We truly value our collaboration with Proctor as we assist those most in need.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom", written over a horizontal line.

Thomas L. Donahue, CEO
tdonahue@broc.org



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

12/11/2023

Town of Proctor
Attn: Town Clerk- Celia Lisananti
45 Main Street
Proctor 05765
Re: 2023 Town Report

Dear Town Clerk- Celia Lisananti and Selectboard Members,

On behalf of our board of directors, staff and customers at NeighborWorks of Western Vermont, we want to sincerely thank you for your continued support!

While it was once again a challenging year for so many, we are pleased to report that with continued generous funding from our incredible partners, the State of Vermont, and Proctor, we were once again able to assist many Vermonters with affordable housing services including homebuyer education and counseling, downpayment assistance, home repair and energy loans and grants, home energy audits and energy efficiency projects. Below is a summary of the specific services we were able to provide throughout our service area.

In the last fiscal year (October 1, 2022 – September 30, 2023), our services comprised of:

- 192 Low-cost, Comprehensive HEAT Squad Energy Audits and 60 Home Energy Improvement Projects were completed for which homeowners received a rebate from Efficiency Vermont.
- 35 Energy Loans, totaling \$666,861 were made to help homeowners make energy improvements to their home.
- 13 rental units rehabilitated.
- 16 Down Payment Assistance Loans totaling \$324,294 were made to assist homebuyers make it over the 20% down payment barrier.
- 8 Home Repair Loans totaling \$110,482 and 49 Home Repair Grants totals \$181,461 were made to homeowners to make health and safety upgrades.
- 1 first mortgage loan in partnership with Habitat for Humanity was made in the amount of \$157,900 to a first-time home buyer.
- 4 loans totaling \$233,250 were made to homebuyers who utilized the state of Vermont’s Share Equity Program.
- 95 families attended Homebuyer Education and of those 32 became homeowners.
- 67 households participated in homeownership or financial coaching.

Again, thank you for your support as we wouldn’t otherwise be able to provide these services.

Sincerely,
Melanie Paskevich

Interim Executive Director
mpaskevich@nwwvt.org 802-797-8610

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





Community Care Network Rutland Mental Health Services

In the year 2023, 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 2023, Rutland Mental Health Services provided 3,920 hours of services to 81 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 #03-0271000
TOWN OF PROCTOR
SUMMARY REPORT**

Request Amount: \$250.00

For over 44 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'23 (10/2022-9/2023) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **140** individuals to help increase their independent living skills and **4** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **178** households with information on technical assistance and/or alternative funding for modifications; **115** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **73** individuals with information on assistive technology; **41** of these individuals received funding to obtain adaptive equipment. **379** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. Our Vermont Telecommunications Equipment Distribution Program (VTEDP) served **17** people and provided **7** 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 in downtown Montpelier (although we are working from home as our office (along with so many others) was devastated in the July flood and we have four branch offices in Bennington, Chittenden, Rutland and Windham Counties. Our PACs and services are available to people with disabilities throughout Vermont.

During FY'23, **2** residents of **Proctor** received services from the following programs:

- Peer Advocate 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**.



PITTSFORD FOOD SHELF

This has been a very busy, and exciting year at the Food Shelf! 2023 brought many changes for us. We were fortunate to be the recipients of the Chittenden Dammers yearly project. They completely renovated our space for us, top to bottom. Our new look is something we are really proud of, and a space we truly enjoy greeting our neighbors in. A huge thank you to the whole club, and all of the volunteers and organizations who made the renovation possible.

We still have our normal open hours. Monday, 9-11, and Thursday, 4-6. Curbside and delivery is possible when needed.

The amount of families we are serving is higher than ever, and we are thankful for the Vermont Food Bank for easy access to plenty of food to give out. More families means more expenses for us, and the continued support from residents, and businesses is tremendously appreciated and needed. We cannot help our neighbors without help from you, and we thank you for believing in us.

We received many donations this summer from local farmers and friends who had an abundance of produce and eggs. It was really great to be able to give out some super fresh food, and see how happy people were to receive it.

Finally, a HUGE thank you to all of our incredible volunteers. They are the backbone to this operation, and we couldn't do it without them. It was a very successful year, and we look forward to seeing all of our regular familiar faces, along with new faces this year.

If you know someone in need, even if that need is small, we are here. Come see us. All you need is proof of residency. Please email or call Sarah Harrington at director@pittsfordfoodshelf.org or 802-774-8403, with any questions.

January 22, 2024

Town of Proctor
45 Main Street
Proctor, VT

Reference: Community Reports
Attention: Judy Frazier, Town Manager

Dear Judy,

We have completed our 6th home in Rutland County and have begun construction on our 7th. Costs for building a home continue to rise. With your support we are continuing to achieve our mission to build safe and affordable homeownership opportunities in Rutland County.

Habitat for Humanity of Rutland County, VT also partners with Rutland County homeowners in need of home repairs? Our Minor Home Repair Program supports Rutland County homeowners with repairs such as handrails, ramps, and stairs with the intent of assisting homeowners in remaining in their homes with increased safety and accessibility. We completed 5 Minor Home Repair projects in 2023.

We also opened our ReStore. The community support has been overwhelming.

All of us at Habitat for Humanity of Rutland County appreciate the Town of Proctor's generous appropriation of \$578.00 this year and hope to continue our same relationship with the Town of Proctor in the coming years.

Respectfully Submitted,
Rebekah M. Stephens,
Executive Director



ANNUAL REPORT TO
The Town of Proctor

2023

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 that are homeless and promote animal welfare through community programs that benefit both animals and people.

We also serve our community by providing information and referral services to people dealing with animal issues.

The RCHS shelter is the largest program of the agency, taking in more than 1,000 animals in 2023.

Our agency is funded through fees for service, town funding, membership, donations and special events. No funding comes from the state or federal government or national organizations. We sincerely thank those who support our operations. We can only save lives with your help.

The Rutland County Humane Society took in 39 animals from the Town of Proctor from January 1, 2023 through December 31, 2023.

Please call us at 483.9171 or visit our website at RCHSVT.org if you would like more information about the Rutland County Humane Society.

Rutland Office
143 Maple St
Rutland VT, 05701
(802) 786-5990



Bennington Office
160 Benmont Ave, Suite #90
Bennington VT, 05201
(802) 442-5436

Report to the Citizens of Proctor

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to older Vermonters in Proctor during SVCOA's most recent annual reporting period of 10/1/2022 through 9/30/2023.

Nutrition Support

The Council helped provide 1,669 meals that were delivered to the homes of 14 older residents in your community. This service is often called "Meals on Wheels". In addition, 34 older Proctor residents came together at a luncheon site in your area to enjoy a nutritious meal and the company of others; 420 meals were provided.

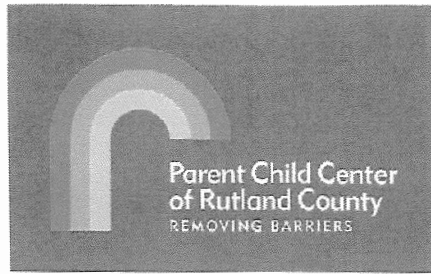
Additionally, SVCOA provided 8 hours of one-on-one nutrition support, including nutrition assessments and resource connections and referrals, to 6 residents of Proctor.

Case Management Assistance

SVCOA case management and outreach staff helped 12 elders in your community for a total of 107.75 hours. Case managers meet with an older Proctor resident privately in their home or at another agreed upon location and assess their individual situation. They will work with the resident to identify needs and talk about possible services available to address those needs. If the older resident 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 Vermonters connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to older Proctor residents facing long term care placement who still wish to remain at home.

Other Services and Support provided by SVCOA:

- "Senior Helpline" assistance at 1-800-642-5119. Our Senior Helpline staff provide telephone support to older Vermonters and others who need information on available programs and community resources.
- Medicare and health benefit counseling information and assistance through our State Health Insurance Program.
- Legal service assistance through the Vermont Senior Citizens Law Project.
- Information about issues and opportunities affecting older Vermonters via various agency articles and publications.
- Nutrition education and counseling services provided by SVCOA's Registered Dietician.
- Senior Companion support for frail, homebound older Vermonters.
- Outreach services to older Vermonters dealing with mental health issues through our Elder Care Clinician. This service is provided in cooperation with Rutland Mental Health.
- Transportation assistance.
- Caregiver support, information and respite to family members and others who are providing much needed help to older Vermonters in need of assistance.
- Money Management programs that offer either a volunteer bill payer or representative payee services to older Vermonters and younger disabled individuals.



September 13, 2023

Town Clerk and Select Board of Proctor
45 Main St.
Proctor, VT 05765

The Rutland county Parent Child Center is a private, nonprofit organization dedicated to transforming lives with whole family services delivered through a unique and dynamic community framework of integrated programming. RCPCC serves children and families in Rutland County communities with programs such as; two Early Childhood Education centers (ECE), Children's Integrated Services (CIS), educational opportunities and enrichment for at-risk youth (Learning Together and 7's Club), family navigation services (Parenting Class, Playgroups, etc), and food insecurity supports with our grocery store style food pantry. Our programming is family goal oriented and provided at no cost or with substantial financial assistance available. Overall, RCPCC has served approximately 1,500 parents/caregivers and over 1,800 children in Rutland County. RCPCC continues to expand our services as the needs in our communities grow.

As the needs of the families we serve heighten, RCPCC is committed to expanding programming that supports our community. Many of the programs we offer exceed state-wide expectations in both capacity and volume. In order to meet the growing needs of our neighbors, friends, and families, RCPCC is expanding. Our new 2-Gen campus "One PCC Place" is a unique approach to delivering whole family programming. This space will provide a "one stop shop" environment where families can access all programming and case management services. At RCPCC "the coffee pot is always on".

With all the reverence, RCPCC is requesting a continuance of last year's total of \$500. Thank you for your continued support as we work together to serve our communities.

Myra M. Atford

www.rcpcc.org 61 Pleasant Street, Rutland, VT 05701 802.775.9711
34 FERRIS CIRCLE DUNDOE, VT 05755 802.247.8251 16 Chaplin Avenue Rutland, VT 05701 802.773.8397

Town of Proctor

To the Officers and Citizens of Proctor:

In 2022, the VNA & Hospice of the Southwest Region (VNAHSR) provided Proctor residents with exceptional home care, hospice and community health services. From children with more intensive medical needs to seniors who wish to remain independent at home and those who are facing a terminal illness, we continue to bring quality health care wherever it is needed, **regardless** of the location of residence, or complexity of health issues.

In the face of shrinking federal and state reimbursements, along with rising healthcare costs, the VNAHSR has continued to identify community needs and provide essential cost-effective healthcare services to Proctor's most vulnerable individuals.

Last year VNAHSR's dedicated staff made more than 127,393 home visits to 3,043 patients. **In Proctor, we provided 2,459 visits to 34 individuals.**

Thank you for your continued support! With your vote of confidence, we will continue to fulfill our promise to your community to enhance the quality of life of all we serve through comprehensive home and community health services.

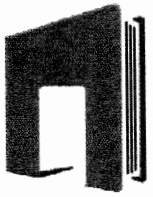
Sincerely,



Sara C. King, CEO
VNA & Hospice of the
Southwest Region



Dan DiBattista, President
Board of Directors



NewStory
CENTER

TURNING THE PAGE ON VIOLENCE

NewStory Center Annual Report 2023

For 44 years NewStory Center has been the single agency in Rutland County supporting survivors of domestic and sexual violence by working to end the cycle of violence through support, education, prevention, and collaboration.

During FY23, NewStory Center served 674 survivors and their children through direct services such as emergency shelter, medical advocacy, legal advocacy, case management, clinical services, support groups, 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. Your generosity allows us to, not only provide survivors with necessities and ongoing advocacy, but also affords us the ability to grow and expand our services to better serve your community.

REQUEST

NewStory Center is requesting the sum of \$220, to be voted on at the town meeting in March 2024, 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 at least **7 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

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



AmeriCorps Seniors

2024 REQUEST FOR TOWN FUNDING & Yearly Report for FY23 TOWN OF: PROCTOR • AMOUNT REQUESTED: \$250.00

Brief Description of RSVP & The Volunteer Center

RSVP and The Volunteer Center is a volunteer program for people of all ages who want to meet community needs through volunteer service. RSVP/VC considers volunteering to be a key solution in responding to Rutland County's most pressing challenges. Needs are met in critical areas such as human services, elder care, health care, education, literacy, and the arts. RSVP/VC involves individuals in service that matches their personal interests and makes use of their varied life and professional experiences. RSVP/VC enables people to contribute to their communities while enjoying the personally satisfying and rewarding experience that community engagement offers.

RSVP also offers several free "Signature Programs" that benefit residents. These include RSVP Bone Builders, an osteoporosis prevention program which provides free strength and balance exercise classes offered twice per week at many locations in Rutland County; RSVP Rutland Reads a children's literacy and mentoring program; RSVP Veterans Connections Program, a program designed to reduce social isolation in veterans; and RSVP Operation Dolls & More, which distributes over 15,000 new and restored items to children. Last year approximately 15,188 items were distributed through RSVP Operation Dolls & More to 37 partner agencies and an estimated 1,200 children. We also partner with AARP to provide free income tax return services to low-income residents of Rutland County. Locally, RSVP/VC is the largest program of coordinated volunteer services serving the people of Rutland County with 557 volunteers. From July 1, 2022, to June 30, 2023, RSVP/VC volunteers provided 92,293 hours of community service. The cost benefit to the communities of Rutland County in terms of cost of services provided equals \$2,934,917.

Services Provided to Proctor Residents

In FY'23, Proctor residents took advantage of RSVP programs such as free income tax return preparation, and our free Bone Builders classes. Currently Proctor RSVP volunteers donated their services to the following non-profit organizations: Pittsford Food Shelf, Letter Writing to isolated individual through RSVP, RSVP Bone Builders, and RSVP Operation Dolls & More.

The monies we are requesting this year will be used to help continue to defray the financial impact of COVID-19 on our organization along with the cost of providing volunteer placement, support, transportation, and recognition. With your help, RSVP & The Volunteer Center will continue to respond to the increasing needs of our local communities.

On behalf of RSVP & The Volunteer Center and our non-profit partners, we would like to thank the residents of Proctor for their continued support of RSVP. If you have any questions or would like to learn more about our programs, please feel free to call us at 468-7056.

Sincerely,

Maryesa White
RSVP Director

TOWN OF PROCTOR, VERMONT

AUDIT REPORT

JUNE 30, 2023

TOWN OF PROCTOR, VERMONT
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TOWN OF PROCTOR, VERMONT
 AUDIT REPORT
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Sullivan, Powers & Co., P.C.

Certified Public Accountants

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
802/223-2352
www.sullivanpowers.com

Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Jordan M. Plummer, CPA
VT Lic. #92-000180

Independent Auditor's Report

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

Report on the Audit of the Financial Statements

Opinions

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, 2023, 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.

In our opinion, the financial statements referred to above 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, 2023, 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.

Basis for Opinions

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Proctor, Vermont and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Change in Accounting Principles

As described in Note I.F. to the financial statements, effective June 30, 2023, the Town implemented GASB Statement No. 96, "Subscription-Based Information Technology Arrangements".

Members of The American Institute and Vermont Society of Certified Public Accountants

(1)

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Proctor, Vermont's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and "Government Auditing Standards" will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and "Government Auditing Standards", we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Proctor, Vermont's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

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 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 express no 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 November 9, 2023 on our consideration of the Town of Proctor, Vermont's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 the effectiveness of the Town of Proctor, Vermont's 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.

Sullivan, Powers & Co.

November 9, 2023
Montpelier, Vermont
VT Lic. #92-000180

TOWN OF PROCTOR, VERMONT
STATEMENT OF NET POSITION
JUNE 30, 2023

	Governmental Activities	Business-type Activities	Total
<u>ASSETS</u>			
Cash	\$ 1,569,999	\$ 1,185,989	\$ 2,755,988
Investments	228,559	0	228,559
Receivables (Net of Allowance for Uncollectibles)	129,874	130,705	260,579
Internal Balances	(16,972)	16,972	0
Prepaid Expenses	39,594	0	39,594
Capital Assets:			
Land	102,780	497,524	600,304
Construction in Progress	180,228	70,185	250,413
Other Capital Assets, (Net of Accumulated Depreciation)	<u>4,334,884</u>	<u>10,123,832</u>	<u>14,458,716</u>
Total Assets	<u>6,568,946</u>	<u>12,025,207</u>	<u>18,594,153</u>
<u>LIABILITIES</u>			
Accounts Payable	37,817	12,567	50,384
Accrued Payroll and Benefits Payable	20,391	0	20,391
Unearned Revenue	485,899	0	485,899
Due to Others	18,649	0	18,649
Accrued Interest Payable	0	11,129	11,129
Noncurrent Liabilities:			
Due Within One Year	0	251,707	251,707
Due in More than One Year	<u>0</u>	<u>4,485,223</u>	<u>4,485,223</u>
Total Liabilities	<u>562,756</u>	<u>4,760,626</u>	<u>5,323,382</u>
<u>NET POSITION</u>			
Net Investment in Capital Assets	4,617,892	5,954,611	10,572,503
Restricted:			
Cemetery	209,488	0	209,488
Other	89,041	0	89,041
Unrestricted	<u>1,089,769</u>	<u>1,309,970</u>	<u>2,399,739</u>
Total Net Position	<u>\$ 6,006,190</u>	<u>\$ 7,264,581</u>	<u>\$ 13,270,771</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, 2023

	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	\$ 419,971	\$ 25,980	\$ 7,353	\$ 0	\$ (386,638)	\$ 0	\$ (386,638)
Public Safety	220,693	2,661	0	0	(218,032)	0	(218,032)
Highways and Streets	539,958	198	113,007	6,299	(420,454)	0	(420,454)
Culture and Recreation	124,108	8,618	0	7,410	(108,080)	0	(108,080)
Solid Waste and Recycling	207,832	569	0	0	(207,263)	0	(207,263)
Cemetery	6,279	400	0	0	(5,879)	0	(5,879)
Total Governmental Activities	1,518,841	38,426	120,360	13,709	(1,346,346)	0	(1,346,346)
Business-type Activities:							
Water	401,464	423,012	0	0	0	21,548	21,548
Sewer	418,807	375,815	0	443,125	0	400,133	400,133
Total Business-type Activities	820,271	798,827	0	443,125	0	421,681	421,681
Total Primary Government	\$ 2,339,112	\$ 837,253	\$ 120,360	\$ 456,834	(1,346,346)	421,681	(924,665)
General Revenues:							
Property Taxes					1,315,304	0	1,315,304
Penalties and Interest on Delinquent Taxes					21,796	0	21,796
General State Grants					10,842	0	10,842
Unrestricted Investment Earnings					12,062	14,784	26,846
Gain on Sale of Equipment					12,720	0	12,720
Other Revenues					2,496	0	2,496
Total General Revenues					1,375,220	14,784	1,390,004
Change in Net Position					28,874	436,465	465,339
Net Position - July 1, 2022					5,977,316	6,828,116	12,805,432
Net Position - June 30, 2023					\$ 6,006,190	\$ 7,264,581	\$ 13,270,771

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

TOWN OF PROCTOR, VERMONT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2023

<u>ASSETS</u>	General Fund	ARPA Fund	Non-Major Governmental Funds	Total
Cash	\$ 709,948	\$ 0	\$ 860,051	\$ 1,569,999
Investments	0	0	228,559	228,559
Receivables (Net of Allowance for Uncollectibles)	129,874	0	0	129,874
Due from Other Funds	0	476,899	8	476,907
Prepaid Items	39,594	0	0	39,594
Total Assets	\$ 879,416	\$ 476,899	\$ 1,088,618	\$ 2,444,933
 <u>LIABILITIES</u>				
Accounts Payable	\$ 36,757	\$ 0	\$ 1,060	\$ 37,817
Accrued Payroll and Benefits Payable	20,391	0	0	20,391
Due to Other Funds	493,879	0	0	493,879
Unearned Revenue	9,000	476,899	0	485,899
Due to Others	18,649	0	0	18,649
Total Liabilities	578,676	476,899	1,060	1,056,635
 <u>DEFERRED INFLOWS OF RESOURCES</u>				
Unavailable Property Taxes and Interest	88,000	0	0	88,000
Unavailable Grants	3,487	0	0	3,487
Total Deferred Inflows of Resources	91,487	0	0	91,487
 <u>FUND BALANCES</u>				
Nonspendable	39,594	0	0	39,594
Restricted	0	0	298,529	298,529
Committed	0	0	784,179	784,179
Assigned	148,838	0	4,850	153,688
Unassigned	20,821	0	0	20,821
Total Fund Balances	209,253	0	1,087,558	1,296,811
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 879,416	\$ 476,899	\$ 1,088,618	
 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.				4,617,892
Other Assets are not Available to Pay for Current-Period Expenditures and, Therefore, are Deferred in the Funds.				91,487
Net Position of Governmental Activities				\$ 6,006,190

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, 2023

	General Fund	ARPA Fund	Non-Major Governmental Funds	Total
Revenues:				
Property Taxes	\$ 1,297,304	\$ 0	\$ 0	\$ 1,297,304
Penalties and Interest on Delinquent Taxes	21,796	0	0	21,796
Intergovernmental	162,878	0	7,353	170,231
Charges for Services	27,191	0	400	27,591
Permits, Licenses and Fees	25,208	0	4,768	29,976
Fines and Forfeits	2,661	0	0	2,661
Investment Income	449	0	11,613	12,062
Donations	0	0	7,410	7,410
Other	2,694	0	0	2,694
Total Revenues	1,540,181	0	31,544	1,571,725
Expenditures:				
General Government	419,690	0	7,143	426,833
Public Safety	151,738	0	45	151,783
Highways and Streets	343,891	0	5,461	349,352
Culture and Recreation	106,588	0	10,338	116,926
Solid Waste and Recycling	207,832	0	0	207,832
Cemetery	0	0	6,279	6,279
Capital Outlay:				
Highways and Streets	167,832	0	80,091	247,923
Culture and Recreation	0	0	49,088	49,088
Total Expenditures	1,397,571	0	158,445	1,556,016
Excess/(Deficiency) of Revenues Over Expenditures	142,610	0	(126,901)	15,709
Other Financing Sources/(Uses):				
Proceeds from Sale of Equipment	0	0	26,570	26,570
Transfers In	0	0	224,812	224,812
Transfers Out	(117,500)	0	(107,312)	(224,812)
Total Other Financing Sources/(Uses)	(117,500)	0	144,070	26,570
Net Change in Fund Balances	25,110	0	17,169	42,279
Fund Balances - July 1, 2022	184,143	0	1,070,389	1,254,532
Fund Balances - June 30, 2023	\$ 209,253	\$ 0	\$ 1,087,558	\$ 1,296,811

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, 2023

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)	\$	42,279
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets (\$297,011) is allocated over their estimated useful lives and reported as depreciation expense (\$281,836). This is the amount by which capital outlays exceeded depreciation in the current period.		15,175
The net effect of various transactions involving capital assets (i.e., sales and losses on disposal of assets) is to reduce net position.		(13,850)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds. This amount is the net difference in the treatment of these items from the previous year.		<u>(14,730)</u>
Change in net position of governmental activities (Exhibit B)	\$	<u><u>28,874</u></u>

The General Fund charges the Water Fund and Sewer Fund for administrative expenses. These charges totaling \$22,000 have been eliminated from the governmental activities on the Statement of Activities.

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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Revenues:			
Property Taxes	\$ 1,314,260	\$ 1,297,304	\$ (16,956)
Interest on Delinquent Taxes	15,000	16,158	1,158
Current Use	11,000	10,281	(719)
Education Billing Fee Retained	3,800	3,691	(109)
Recording Fees	19,000	15,943	(3,057)
Beverage Licenses	115	115	0
Dog Licenses & Penalties	700	943	243
Zoning Permits	1,000	520	(480)
Cemetery	1,000	0	(1,000)
Water Administrative Fee	11,000	11,000	0
Sewer Administrative Fee	11,000	11,000	0
Sale of Metal Waste	200	0	(200)
Curbside Fees	400	569	169
Minnie Proctor Pool	2,000	7,118	5,118
Local Ordinance Fines	10,000	2,661	(7,339)
Solar Credits	11,500	16,316	4,816
Interest Earned	500	449	(51)
State Highway Aid	63,668	68,074	4,406
Highway Miscellaneous Income	0	198	198
Bike and Pedestrian Grant Income	0	320	320
Grants-in-Aid Grant Income	0	2,967	2,967
South Street Sidewalk Grant Income	0	2,492	2,492
Florence Road Grant Income	0	78,183	78,183
Railroad Tax	0	561	561
Rink Day Camp Income	0	1,500	1,500
Other	0	2,496	2,496
Total Revenues	1,476,143	1,550,859	74,716
Expenditures:			
Administration:			
Selectboard	10,500	10,500	0
Direct Labor	67,506	69,371	(1,865)
Health & Accident Insurance	10,280	11,054	(774)
FICA	5,967	6,131	(164)
Workers' Compensation	459	231	228
Unemployment Insurance	286	125	161
Dues	150	85	65
Travel & Meetings	650	463	187
Publications	100	0	100
Office Supplies	1,400	658	742
Software & IT Services	1,000	1,516	(516)
Postage	150	124	26
Advertising	800	791	9
Public Relations	630	808	(178)
Miscellaneous	400	1,506	(1,106)
Total Administration	100,278	103,363	(3,085)

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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Town Clerk and Treasurer:			
Direct Labor	\$ 78,028	\$ 95,584	\$ (17,556)
Direct Labor Overtime	350	299	51
Health & Accident Insurance	26,677	11,305	15,372
Retirement	2,706	2,717	(11)
FICA	5,969	7,335	(1,366)
Workers' Compensation	459	418	41
Unemployment Insurance	286	444	(158)
Travel & Meetings	400	55	345
Computer Services	5,270	3,897	1,373
Office Supplies	3,000	2,138	862
Postage	2,500	1,928	572
Advertising	200	0	200
Town Report	4,400	3,285	1,115
Dog Expense	200	165	35
Miscellaneous	500	186	314
Total Town Clerk and Treasurer	130,945	129,756	1,189
Listers:			
FICA	0	276	(276)
Telephone	800	705	95
Office Supplies	200	58	142
Postage	100	114	(14)
Assessors Services	17,705	20,060	(2,355)
Legal Services	500	41	459
Reappraisal Expenses	45,825	29,584	16,241
Property Map Update	0	2,400	(2,400)
Total Listers	65,130	53,238	11,892
Elections:	4,000	1,994	2,006
Professional Services:			
Delinquent Tax Collector	800	416	384
Audit	22,000	19,655	2,345
Legal	7,000	3,919	3,081
Internal Control	500	0	500
Total Professional Services	30,300	23,990	6,310
Municipal Building:			
Heat	2,200	4,936	(2,736)
Electricity	2,000	2,790	(790)
Telephone	2,733	2,472	261
Internet Service	1,080	1,210	(130)
Computer and Copier Services	2,000	1,342	658
Operating Supplies	500	456	44
Website Hosting	875	725	150
Repairs and Improvements	1,000	601	399
Building Maintenance	1,000	1,198	(198)
Equipment Maintenance	1,000	500	500
Equipment Replacement	6,500	6,500	0
Miscellaneous	100	79	21
Total Municipal Building	20,988	22,809	(1,821)

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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Boards and Agencies:			
Planning Commission	\$ 2,280	\$ 1,890	\$ 390
FICA	377	149	228
Operating Expenses	200	14	186
Advertising	300	173	127
Grant Applications	2,000	0	2,000
Zoning Administrator	2,652	53	2,599
Economic Development	2,000	178	1,822
RRPC Services	250	97	153
Total Boards and Agencies	<u>10,059</u>	<u>2,554</u>	<u>7,505</u>
General Insurance:			
Employer Practices Liability	1,161	1,246	(85)
Property & Casualty	9,336	8,970	366
Public Official Liability	1,161	869	292
Special Events	1,050	0	1,050
Total General Insurance	<u>12,708</u>	<u>11,085</u>	<u>1,623</u>
Solid Waste Disposal:			
Transfer Station	20	4,711	(4,691)
Curbside Garbage	113,094	140,992	(27,898)
Curbside Recycling	48,440	62,129	(13,689)
Total Solid Waste Disposal	<u>161,554</u>	<u>207,832</u>	<u>(46,278)</u>
Street Lights:	<u>28,054</u>	<u>27,466</u>	<u>588</u>
Fire Department:			
Direct Labor	13,000	12,969	31
FICA	994	992	2
Workers' Compensation	1,699	1,520	179
Heat	2,000	3,327	(1,327)
Electricity	3,500	4,216	(716)
Telephone	1,020	1,051	(31)
Diesel, Gas & Oil	1,500	2,101	(601)
Vehicle Expenses/Repairs	11,000	15,878	(4,878)
General Insurance	9,147	9,756	(609)
Dues/Subscriptions/Travel	850	600	250
Training	1,000	36	964
Information Technology	1,000	1,067	(67)
Operating Supplies	1,000	417	583
Protective Equipment	2,400	0	2,400
Small Tools and Equipment	4,000	6,681	(2,681)
Communications	5,741	6,515	(774)
Uniform Replacement	500	0	500
Hepatitis Vaccine	400	0	400
Buildings Improvements/Repairs	3,500	2,165	1,335
Machinery and Equipment/Repairs	6,900	4,274	2,626
Equipment Reserve	70,000	70,000	0
Protective Equipment Reserve	5,000	5,000	0
Building Reserve	5,000	5,000	0
Total Fire Department	<u>151,151</u>	<u>153,565</u>	<u>(2,414)</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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Police:			
Contract Services	\$ 81,915	\$ 69,993	\$ 11,922
Town Health Officer	300	5	295
FICA	25	9	16
Traffic Lights Electricity	1,245	912	333
Traffic Lights Maintenance	500	0	500
Emergency Management	1,000	0	1,000
General Insurance	275	290	(15)
Total Police	<u>85,260</u>	<u>71,209</u>	<u>14,051</u>
Swimming Pool:			
Direct Labor	26,000	15,667	10,333
FICA	1,845	1,199	646
Workers' Compensation	992	684	308
Unemployment Insurance	298	179	119
Electricity	400	520	(120)
Telephone	210	746	(536)
General Insurance	670	410	260
Operating Supplies	700	163	537
Mowing	600	0	600
Monitoring Tests	1,000	50	950
Building Improvements/Repairs	1,900	1,164	736
Advertising	200	0	200
Equipment Purchase	50	0	50
Uniforms	350	299	51
Training	1,500	256	1,244
Miscellaneous	200	4	196
Total Swimming Pool	<u>36,915</u>	<u>21,341</u>	<u>15,574</u>
Skating Rink:			
Direct Labor	10,001	9,909	92
FICA	765	765	0
Workers' Compensation	425	347	78
Unemployment Insurance	135	99	36
Heat	940	2,053	(1,113)
Electricity	982	929	53
Telephone	396	715	(319)
General Insurance	605	690	(85)
Operating Supplies	400	167	233
Vehicle Expenses/Repairs	300	0	300
Building Improvements/Repairs	1,000	921	79
Skating Equipment	600	0	600
Miscellaneous	500	179	321
Total Skating Rink	<u>17,049</u>	<u>16,774</u>	<u>275</u>
Rink Camp:	<u>0</u>	<u>1,473</u>	<u>(1,473)</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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Parks:			
Parks/Our Yard	\$ 3,500	\$ 3,500	\$ 0
Memorial Day	1,300	146	1,154
Street Flags	500	99	401
Beaver Pond Maintenance	1,000	0	1,000
Beaver Pond Water Testing	400	100	300
Main Street, Park & Bridge Electricity	3,869	3,353	516
Youth League Field Electricity	660	447	213
Main Street, Park & Bridge Light Repairs	1,000	172	828
Main Street, Park Maintenance & Repairs	1,000	0	1,000
Mosquito Control Spraying	15,450	15,450	0
Youth League Field Insurance	930	1,423	(493)
Wreaths	200	0	200
Cemetery Flags	350	284	66
Total Parks	30,159	24,974	5,185
Taxes and Assessments:			
County Tax	9,000	9,694	(694)
Town Forest Tax	350	381	(31)
Transfer Station Tax	70	67	3
Dam Registration Fees	900	900	0
VLCT	3,309	3,309	0
Rutland Regional Planning	975	1,000	(25)
Rutland County Marketing	1,741	1,640	101
Marble Valley Transit	5,000	5,000	0
Regional Ambulance	6,964	6,964	0
Chamber of Commerce & Economic Development	500	500	0
Total Taxes and Assessments	28,809	29,455	(646)
Special Appropriations:			
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
New Story Center	220	220	0
BROC	1,000	1,000	0
Association of Retarded Citizens	300	300	0
Rutland Conservation District	250	250	0
Neighbor Works of Western Vermont	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
Habitat for Humanity	578	578	0
Total Special Appropriations	13,148	13,148	0
Library:	67,000	67,000	0

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, 2023

	Budget	Actual	Variance Favorable/ (Unfavorable)
Highway:			
Direct Labor	\$ 127,504	\$ 113,929	\$ 13,575
Direct Labor - Overtime	8,000	8,667	(667)
Health & Accident Insurance	33,045	22,826	10,219
Retirement	5,836	3,153	2,683
FICA	9,754	9,426	328
Workers' Compensation	11,891	8,124	3,767
Unemployment Insurance	533	530	3
Heat	1,000	1,530	(530)
Electricity	2,100	1,687	413
Telephone & Internet	1,920	1,800	120
Diesel, Gas & Oil	15,000	14,546	454
Vehicle Expenses/Repairs	21,000	18,193	2,807
General Insurance	13,199	13,060	139
Permits	1,140	1,057	83
Fees/Travel	400	0	400
AIRGAS	350	333	17
Tree Work	8,000	7,500	500
Mowing	364	290	74
Contract Services	1,000	550	450
Highway Repairs	12,000	4,502	7,498
Highway Improvements	85,000	139,277	(54,277)
Uniforms	3,700	1,584	2,116
Operating Supplies	2,500	2,416	84
New Small Tools, Equipment	2,500	990	1,510
Salt, Sand, Plow Blades	75,900	56,814	19,086
Signs	2,500	3,600	(1,100)
Rentals	500	0	500
Miscellaneous Garage	500	0	500
Miscellaneous Highway	500	399	101
Building Improvements/Repairs	3,000	3,725	(725)
Tools/Equipment Maintenance	1,000	326	674
Equipment Reserve Fund	20,000	20,000	0
Garage Reserve Fund	10,000	10,000	0
Marble Bridge Reserve Fund	1,000	1,000	0
Storm Damage Expenses	0	43,736	(43,736)
Beaver Pond Path Grant Expenses	0	17,867	(17,867)
Grants-in-Aid Grant Expenses	0	1,813	(1,813)
South Street Grant Expenses	0	7,473	(7,473)
Total Highway	<u>482,636</u>	<u>542,723</u>	<u>(60,087)</u>
Total Expenditures	<u>1,476,143</u>	<u>1,525,749</u>	<u>(49,606)</u>
Excess of Revenues Over Expenditures	<u>\$ 0</u>	25,110	<u>\$ 25,110</u>
Fund Balance - July 1, 2022		<u>184,143</u>	
Fund Balance - June 30, 2023		<u>\$ 209,253</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, 2023

<u>ASSETS</u>	Water Fund	Sewer Fund	Total
Current Assets:			
Cash	\$ 427,786	\$ 758,203	\$ 1,185,989
Receivables (Net of Allowance for Uncollectibles)	59,824	70,881	130,705
Due from Other Funds	16,753	219	16,972
Total Current Assets	504,363	829,303	1,333,666
Noncurrent Assets:			
Land	493,470	4,054	497,524
Construction in Progress	56,912	13,273	70,185
Buildings, Distribution and Collection Systems	8,907,217	5,883,706	14,790,923
Machinery and Equipment	316,500	2,475,294	2,791,794
Less: Accumulated Depreciation	<u>(2,533,150)</u>	<u>(4,925,735)</u>	<u>(7,458,885)</u>
Total Noncurrent Assets	7,240,949	3,450,592	10,691,541
Total Assets	\$ 7,745,312	\$ 4,279,895	\$ 12,025,207
<u>LIABILITIES</u>			
Current Liabilities:			
Accounts Payable	\$ 3,889	\$ 8,678	\$ 12,567
Accrued Interest Payable	5,694	5,435	11,129
General Obligation Bonds Payable - Current Portion	203,817	47,890	251,707
Total Current Liabilities	213,400	62,003	275,403
Noncurrent Liabilities:			
General Obligation Bonds Payable - Noncurrent Portion	3,485,779	999,444	4,485,223
Total Noncurrent Liabilities	3,485,779	999,444	4,485,223
Total Liabilities	3,699,179	1,061,447	4,760,626
<u>NET POSITION</u>			
Net Investment in Capital Assets	3,551,353	2,403,258	5,954,611
Unrestricted	494,780	815,190	1,309,970
Total Net Position	4,046,133	3,218,448	7,264,581
Total Liabilities and Net Position	\$ 7,745,312	\$ 4,279,895	\$ 12,025,207

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, 2023

	Water Fund	Sewer Fund	Total
Operating Revenues:			
Charges/Rents	\$ 411,293	\$ 362,429	\$ 773,722
Penalties and Interest	11,719	11,468	23,187
Other	0	1,918	1,918
Total Operating Revenues	<u>423,012</u>	<u>375,815</u>	<u>798,827</u>
Operating Expenses:			
Salaries and Benefits	70,279	80,429	150,708
Administrative Fees	11,000	11,000	22,000
Utilities	52,473	85,035	137,508
Supplies	2,575	3,129	5,704
Printing and Advertising	486	0	486
Insurances	4,420	5,243	9,663
Machinery and Equipment	2,924	1,711	4,635
Professional Services	7,106	15,129	22,235
Dues and Fees	395	395	790
Taxes	5,428	1,304	6,732
Repairs and Maintenance	11,726	7,954	19,680
Chemicals	5,241	36,319	41,560
Permits and Testing	4,564	4,305	8,869
Miscellaneous Expenses	1,284	303	1,587
Depreciation	194,794	160,440	355,234
Total Operating Expenses	<u>374,695</u>	<u>412,696</u>	<u>787,391</u>
Operating Income/(Loss)	<u>48,317</u>	<u>(36,881)</u>	<u>11,436</u>
Non-Operating Revenues/(Expenses):			
Investment Income	4,965	9,819	14,784
Interest Expense	(8,512)	(6,111)	(14,623)
Loss on Disposal of Equipment	(12,185)	0	(12,185)
Asset Management Grant Expenses	(6,072)	0	(6,072)
Total Non-Operating Revenues/(Expenses)	<u>(21,804)</u>	<u>3,708</u>	<u>(18,096)</u>
Net Income/(Loss) Before Capital Contributions and Transfers	<u>26,513</u>	<u>(33,173)</u>	<u>(6,660)</u>
Capital Contributions and Transfers:			
Capital Contributions	0	443,125	443,125
Transfers In	5,000	0	5,000
Transfers Out	0	(5,000)	(5,000)
Total Capital Contributions and Transfers	<u>5,000</u>	<u>438,125</u>	<u>443,125</u>
Change in Net Position	<u>31,513</u>	<u>404,952</u>	<u>436,465</u>
Net Position - July 1, 2022	<u>4,014,620</u>	<u>2,813,496</u>	<u>6,828,116</u>
Net Position - June 30, 2023	<u>\$ 4,046,133</u>	<u>\$ 3,218,448</u>	<u>\$ 7,264,581</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, 2023

	Water Fund	Sewer Fund	Total
Cash Flows From Operating Activities:			
Receipts from Customers and Users	\$ 442,159	\$ 394,697	\$ 836,856
Payments for Goods and Services	(98,524)	(136,036)	(234,560)
Payments for Interfund Services	(11,000)	(11,000)	(22,000)
Payments for Wages and Benefits	(71,797)	(81,947)	(153,744)
	<u>260,838</u>	<u>165,714</u>	<u>426,552</u>
Net Cash Provided by Operating Activities			
Cash Flows From Noncapital Financing Activities:			
Utility Relocation Reimbursement	14,308	0	14,308
Asset Management Grant Expenses	(3,168)	0	(3,168)
(Increase)/Decrease in Due from Other Funds	(16,753)	(219)	(16,972)
Increase/(Decrease) in Due to Other Funds	(2,476)	(26,185)	(28,661)
	<u>(8,089)</u>	<u>(26,404)</u>	<u>(34,493)</u>
Net Cash Provided/(Used) by Noncapital Financing Activities			
Cash Flows From Capital and Related Financing Activities:			
Transfers Received from Other Funds	5,000	0	5,000
Transfers Paid to Other Funds	0	(5,000)	(5,000)
Proceeds from General Obligation Bonds Payable	0	1,086,196	1,086,196
Acquisition and Construction of Capital Assets	(124,064)	(1,079,431)	(1,203,495)
Principal Paid on General Obligation Bonds Payable	(202,031)	(25,926)	(227,957)
Interest Paid on General Obligation Bonds Payable	(11,546)	(7,052)	(18,598)
	<u>(332,641)</u>	<u>(31,213)</u>	<u>(363,854)</u>
Net Cash Provided/(Used) by Capital and Related Financing Activities			
Cash Flows From Investing Activities:			
Receipt of Interest and Dividends	4,965	9,819	14,784
	<u>4,965</u>	<u>9,819</u>	<u>14,784</u>
Net Cash Provided by Investing Activities			
Net Increase/(Decrease) in Cash	(74,927)	117,916	42,989
Cash - July 1, 2022	502,713	640,287	1,143,000
Cash - June 30, 2023	<u>\$ 427,786</u>	<u>\$ 758,203</u>	<u>\$ 1,185,989</u>
Adjustments to Reconcile Operating Income/(Loss) to Net Cash Provided by Operating Activities:			
Operating Income/(Loss)	\$ 48,317	\$ (36,881)	\$ 11,436
Depreciation	194,794	160,440	355,234
(Increase)/Decrease in Receivables	19,147	18,882	38,029
(Increase)/Decrease in Inventory	0	17,000	17,000
Increase/(Decrease) in Accounts Payable	98	7,791	7,889
Increase/(Decrease) in Accrued Payroll and Benefits Payable	(1,518)	(1,518)	(3,036)
	<u>260,838</u>	<u>165,714</u>	<u>426,552</u>
Net Cash Provided by Operating Activities	<u>\$ 260,838</u>	<u>\$ 165,714</u>	<u>\$ 426,552</u>

The Sewer Fund recognized a forgiveness of debt from the State of Vermont in the amounts of \$443,125.

The Water Fund disposed of capital assets with a cost and accumulated depreciation of \$13,293 and \$1,108, respectively.

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

TOWN OF PROCTOR, VERMONT
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND
JUNE 30, 2023

Custodial Fund
Education Tax
Fund

ASSETS

Assets:

\$ 0

LIABILITIES

Liabilities:

0

NET POSITION

Net Position:

\$ 0

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

TOWN OF PROCTOR, VERMONT
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
FOR THE YEAR ENDED JUNE 30, 2023

	Custodial Fund Education Tax Fund
<u>ADDITIONS</u>	
Education Taxes Collected for Other Governments	\$ <u>1,530,131</u>
Total Additions	<u>1,530,131</u>
<u>DEDUCTIONS</u>	
Education Taxes Distributed to Other Governments	<u>1,530,131</u>
Total Deductions	<u>1,530,131</u>
Change in Net Position	0
Net Position - July 1, 2022	<u>0</u>
Net Position - June 30, 2023	\$ <u><u>0</u></u>

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

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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, except for fiduciary activities. 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, including fiduciary funds. Separate statements for each fund category – governmental, proprietary and fiduciary – 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.

ARPA Fund – This fund accounts for the resources from the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program used to support the Town's response to and recovery from the COVID-19 public health emergency.

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.

Additionally, the Town reports the following fund type:

Custodial Fund – This fund is used to report resources held by the Town in a purely custodial capacity for other governments, private organizations or individuals.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

C. Measurement Focus

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Government-wide, proprietary and fiduciary 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, proprietary and fiduciary 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. Issuance of general long-term debt and sales of capital assets are reported as other financing sources.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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.

Recognition of revenues on funds received in connection with loan programs are recognized when loans are awarded and expenses incurred in excess of current grants and program income. An offsetting deferred inflows of resources is recognized for all loans receivable. Loan repayment revenue is recognized as the loans are repaid.

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. New Pronouncement – Subscription-Based Information Technology Arrangements

Effective June 30, 2023, the Town implemented GASB Statement No. 96, "Subscription-Based Information Technology Arrangements". GASB Statement No. 96 provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for governments. To the extent relevant, the standards for SBITAs are based on the standards established in GASB Statement No. 87, "Leases", as amended. The Town currently has no subscription-based information technology arrangements applicable to this Statement that are material to the financial statements.

G. 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.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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/Items

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/items.

Reported inventories and prepaid items 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.

TOWN OF PROCTOR, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2023

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. 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
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
Distribution and Collection Systems	5,000	40 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.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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, proprietary and fiduciary 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 issuance 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 changes during the year.

TOWN OF PROCTOR, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2023

B. Excess of Expenditures over Appropriations

For the year ended June 30, 2023, expenditures in the General Fund exceeded appropriations by \$49,606. 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, 2023 consisted of the following:

Cash:	
Deposits with Financial Institutions	\$2,748,690
Deposits with Investment Company	7,248
Cash on Hand	<u>50</u>
Total Cash	2,755,988
Investments:	
Mutual Funds – Mixed Holdings	<u>228,559</u>
Total Cash and Investments	<u>\$2,984,547</u>

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.

	<u>Book Balance</u>	<u>Bank Balance</u>
Insured by FDIC/SIPC	\$ 268,982	\$ 268,992
Uninsured, Collateralized by U.S. Government Agencies Securities Held by the Pledging Financial Institution's Agent	<u>2,486,956</u>	<u>2,511,351</u>
Total	<u>\$2,755,938</u>	<u>\$2,780,343</u>

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

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

The book balance is comprised of the following:

Cash – Deposits with Financial Institutions	\$2,748,690
Cash – Deposits with Investment Company	<u>7,248</u>
Total	<u>\$2,755,938</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 mutual funds are open-ended and, therefore, are 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 mutual funds are open-ended and, therefore, are 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.

Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board (GASB) Statement No. 72, “Fair Value Measurement and Application.” The hierarchy is based on the valuation inputs used to measure fair value of the asset and gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

Level 1 – Unadjusted quoted prices for identical instruments in active markets.

Level 2 – Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations in which all significant inputs are observable.

Level 3 – Valuations derived from valuation techniques in which significant inputs are unobservable.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

The Town has the following fair value measurements as of June 30, 2023:

Description	Total	Fair Value Measurements Using:		
		Quoted prices in active markets for identical assets (Level 1)	Significant observable inputs (Level 2)	Significant unobservable inputs (Level 3)
Mutual Funds - Mixed Holdings	\$ 228,559	\$ 228,559	\$ 0	\$ 0
Total	\$ 228,559	\$ 228,559	\$ 0	\$ 0

B. Receivables

Receivables as of June 30, 2023, 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	\$ 101,435	\$ 0	\$ 101,435
Interest Receivable	14,666	0	14,666
Tax Sale Receivable	20,286	0	20,286
Grants Receivable	3,487	0	3,487
Billed Services	0	142,705	142,705
Allowance for Doubtful Accounts - Taxes and Interest	(10,000)	0	(10,000)
Allowance for Doubtful Accounts - Water/Sewer	0	(12,000)	(12,000)
Total	\$ 129,874	\$ 130,705	\$ 260,579

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

C. Capital Assets

Capital asset activity for the year ended June 30, 2023 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental Activities				
Capital Assets, Not Being Depreciated:				
Land	\$ 102,780	\$ 0	\$ 0	\$ 102,780
Construction in Progress	154,887	25,341	0	180,228
Total Capital Assets, Not Being Depreciated	<u>257,667</u>	<u>25,341</u>	<u>0</u>	<u>283,008</u>
Capital Assets, Being Depreciated:				
Buildings and Building Improvements	1,627,306	49,088	0	1,676,394
Vehicles	960,211	0	0	960,211
Machinery and Equipment	1,044,930	83,540	58,900	1,069,570
Infrastructure	4,015,024	139,042	0	4,154,066
Totals	<u>7,647,471</u>	<u>271,670</u>	<u>58,900</u>	<u>7,860,241</u>
Less Accumulated Depreciation for:				
Buildings and Building Improvements	696,462	34,126	0	730,588
Vehicles	458,526	64,878	0	523,404
Machinery and Equipment	891,084	51,749	45,050	897,783
Infrastructure	1,242,499	131,083	0	1,373,582
Totals	<u>3,288,571</u>	<u>281,836</u>	<u>45,050</u>	<u>3,525,357</u>
Total Capital Assets, Being Depreciated	<u>4,358,900</u>	<u>(10,166)</u>	<u>13,850</u>	<u>4,334,884</u>
Governmental Activities Capital Assets, Net	<u>\$ 4,616,567</u>	<u>\$ 15,175</u>	<u>\$ 13,850</u>	<u>\$ 4,617,892</u>
	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Business-type Activities				
Capital Assets, Not Being Depreciated:				
Land	\$ 497,524	\$ 0	\$ 0	\$ 497,524
Construction in Progress	192,607	1,080,070	1,202,492	70,185
Total Capital Assets, Not Being Depreciated	<u>690,131</u>	<u>1,080,070</u>	<u>1,202,492</u>	<u>567,709</u>
Capital Assets, Being Depreciated:				
Buildings, Distribution and Collection Systems	13,479,202	1,311,721	0	14,790,923
Machinery and Equipment	2,790,891	14,196	13,293	2,791,794
Totals	<u>16,270,093</u>	<u>1,325,917</u>	<u>13,293</u>	<u>17,582,717</u>
Less Accumulated Depreciation for:				
Buildings, Distribution and Collection Systems	4,805,992	289,479	0	5,095,471
Machinery and Equipment	2,298,767	65,755	1,108	2,363,414
Totals	<u>7,104,759</u>	<u>355,234</u>	<u>1,108</u>	<u>7,458,885</u>
Total Capital Assets, Being Depreciated	<u>9,165,334</u>	<u>970,683</u>	<u>12,185</u>	<u>10,123,832</u>
Business-type Activities Capital Assets, Net	<u>\$ 9,855,465</u>	<u>\$ 2,050,753</u>	<u>\$ 1,214,677</u>	<u>\$ 10,691,541</u>

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

Depreciation was charged as follows:

Governmental Activities:		Business-type Activities:			
General Government	\$	15,138	Water	\$	194,794
Public Safety		68,910	Sewer		<u>160,440</u>
Highways and Streets		190,606			
Culture and Recreation		<u>7,182</u>			
Total Depreciation Expense - Governmental Activities			Total Depreciation Expense - Business-type Activities		
	\$	<u>281,836</u>		\$	<u>355,234</u>

D. Interfund Balances and Activity

The composition of interfund balances as of June 30, 2023 are as follows:

Fund	Due from Other Funds	Due to Other Funds
General Fund	\$ 0	\$ 493,879
ARPA Fund	476,899	0
Non-Major Governmental Funds	8	0
Water Fund	16,753	0
Sewer Fund	<u>219</u>	<u>0</u>
Total	<u>\$ 493,879</u>	<u>\$ 493,879</u>

Interfund transfers during the year ended June 30, 2023 were as follows:

Transfer From	Transfer To	Amount	Purpose
General Fund	Marble Bridge Fund	\$ 1,000	Appropriation
General Fund	Town Office Equipment Fund	6,500	Appropriation
General Fund	Highway Equipment Fund	20,000	Appropriation
General Fund	Fire Department Fund	80,000	Appropriation
General Fund	Highway Garage Fund	10,000	Appropriation
Town Hall Fund	Forest Management Reserve Fund	107,312	Reappropriate Capital Funds
Sewer Fund	Water Fund	<u>5,000</u>	Fund Capital Purchase
Total		<u>\$ 229,812</u>	

E. Unearned Revenue

Unearned revenue in the governmental activities consists of \$9,000 of recreation fees and \$476,899 of grant revenue received in advance. Total unearned revenue in the governmental activities is \$485,899.

Unearned revenue in the General Fund consists of \$9,000 of recreation fees received in advance.

Unearned revenue in the ARPA Fund consists of \$476,899 of grant revenue received in advance.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

F. Deferred Inflows of Resources

Deferred inflows of resources in the General Fund consists of \$88,000 of delinquent property taxes and interest on those taxes and \$3,487 of grant revenue not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities. Total deferred inflows of resources in the General Fund is \$91,487.

G. 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 and no-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, 2023 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, Interest and Administrative Fee Payments of \$71,047 Payable on December 1 Annually, Interest at 1%, 2% Administrative Fee, Due December, 2027	\$ 384,875	\$ 0	\$ 59,501	\$ 325,374
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Improvements, Principal Payments of \$67,608 Payable on November 1 Annually, 0% Interest, Due November, 2044	1,555,004	0	67,608	1,487,396
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water Improvements, Principal Payments of \$68,870 Payable on March 1 Annually, 0% Interest, Due March, 2047	1,721,744	0	68,870	1,652,874

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

	<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 Payments of \$6,052 Payable on January 1 Annually, 0% Interest, Due January, 2060	\$ 230,004	\$ 0	\$ 6,052	\$ 223,952
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	13,849	0	1,420	12,429
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	123,161	0	14,349	108,812
Bond Payable, State of Vermont Special Environmental Revolving Fund, Sewer Improvements, Principal and Administration Fee Payments of \$10,408 Payable on August 1 Annually, 0% Interest, 2% Administration Fee, Due August, 2048	215,526	0	6,097	209,429
Bond Payable, State of Vermont Special Environmental Revolving Fund, Sewer Planning Project, Principal Payments of \$4,060 Payable on August 1 Annually, 0% Interest, Due August, 2025	16,240	0	4,060	12,180

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, State of Vermont Special Environmental Revolving Fund, Willow St. Project, Authorized to \$1,475,000 but Eligible for \$601,740 Subsidy, Principal and Administrative Fee Payments of \$38,991 Payable on January 1 Annually Beginning January 1, 2024, 0% Interest, 2% Administrative Fee, Due January, 2053. The Town Recognized \$443,125 of the Subsidy during the Year.	\$ <u>61,413</u>	\$ <u>1,086,196</u>	\$ <u>443,125</u>	\$ <u>704,484</u>
Total	\$ <u>4,321,816</u>	\$ <u>1,086,196</u>	\$ <u>671,082</u>	\$ <u>4,736,930</u>

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

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Business-type Activities					
General Obligation Bonds Payable	\$ <u>4,321,816</u>	\$ <u>1,086,196</u>	\$ <u>671,082</u>	\$ <u>4,736,930</u>	\$ <u>251,707</u>
Total Business-type Activities Long-term Liabilities	\$ <u>4,321,816</u>	\$ <u>1,086,196</u>	\$ <u>671,082</u>	\$ <u>4,736,930</u>	\$ <u>251,707</u>

Debt service requirements to maturity are as follows:

<u>Year Ending June 30</u>	<u>Business-type Activities</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 251,707	\$ 33,839	\$ 285,546
2025	254,421	31,125	285,546
2026	257,211	28,335	285,546
2027	256,014	25,472	281,486
2028	258,952	22,534	281,486
2029-2033	909,615	88,757	998,372
2034-2038	888,671	70,984	959,655
2039-2043	906,986	52,667	959,653
2044-2048	655,513	32,441	687,954
2049-2053	55,476	1,765	57,241
2054-2058	30,260	0	30,260
2059-2060	12,104	0	12,104
Total	\$ <u>4,736,930</u>	\$ <u>387,919</u>	\$ <u>5,124,849</u>

The above maturities include the administration fee as interest.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

H. 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 fund is nonspendable as follows:

Major Funds

General Fund:

Nonspendable Prepaid Items	\$39,594
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Total Nonspendable Fund Balances	\$39,594
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TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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

Non-Major Funds

Special Revenue Funds:

Restricted for Mortimer R. Proctor Fund Expenses by Donations (Source of Revenue is Donations)	\$ 20,926
Restricted for Record Restoration Expenses by Statute (Source of Revenue is Restoration Fees)	19,169
Restricted for Recreation Programs by Donations (Source of Revenue is Donations)	39,810
Restricted for Riverside Cemetery Expenses by Sale of Lots (Source of Revenue is Lot Sales)	<u>209,488</u>
Total Special Revenue Funds	<u>289,393</u>

Capital Projects Funds:

Restricted for Skating Rink Expenditures by Donations (Source of Revenue is Donations)	1,455
Restricted for Beaver Pond Expenditures by Donations (Source of Revenue is Donations)	<u>7,681</u>
Total Capital Projects Funds	<u>9,136</u>
Total Restricted Fund Balances	<u>\$298,529</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	\$ 10,425
Committed for Town Office Equipment Expenditures by the Voters	30,801
Committed for Highway Equipment Expenditures by the Voters	60,690
Committed for Fire Department Expenditures by the Voters	520,058
Committed for Town Hall Building Expenditures by the Voters	42
Committed for Highway Garage Expenditures by the Voters	54,297
Committed for Street Light Replacement Expenditures by the Voters	528
Committed for Forest Management Expenditures by the Voters	<u>107,338</u>
Total Committed Fund Balances	<u>\$784,179</u>

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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

Major Funds

General Fund:

Assigned for Highway Expenditures	\$148,838
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Non-Major Funds

Special Revenue Funds:

Assigned for Reappraisal Expenses	<u>4,850</u>
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Total Assigned Fund Balances	<u>\$153,688</u>
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I. Restricted and Designated Net Position

The restricted net position of the Town as of June 30, 2023 consisted of the following:

Governmental Activities:

Restricted for Mortimer R. Proctor Fund Expenses by Donations	\$ 20,926
Restricted for Record Restoration Expenses by Statute	19,169
Restricted for Recreation Programs by Donations	39,810
Restricted for Riverside Cemetery Expenses by Sale of Lots	209,488
Restricted for Skating Rink Expenditures by Donations	1,455
Restricted for Beaver Pond Expenditures by Donations	<u>7,681</u>

Total Governmental Activities	<u>\$298,529</u>
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The designated net position of the Town as of June 30, 2023 consisted of the following:

Business-type Activities:

Water Fund:

Designated for Vehicle Replacement	<u>\$74,145</u>
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Total Business-type Activities	<u>\$74,415</u>
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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.

TOWN OF PROCTOR, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2023

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 \$464,634. Total covered payroll for the year was \$121,386. The contribution by the Town to the deferred compensation plan for the years ended June 30, 2023, 2022 and 2021 were \$6,069, \$5,996 and \$4,775, 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, 2023, property taxes became due and payable on August 10, 2022, November 10, 2022, February 10, 2023 and May 10, 2023. 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 2023 were as follows:

	<u>Homestead</u>	<u>Non-Homestead</u>
Education	1.3321	1.5391
Street Lights	0.0250	0.0250
Town	<u>1.0304</u>	<u>1.0304</u>
Total	<u>2.3875</u>	<u>2.5945</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.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

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.

E. Property Tax Stabilization Agreements

STATEMENT OF PURPOSE

A major objective of the Selectboard is to encourage a strong economy that provides satisfying and rewarding opportunities to meet the needs of the Town's residents, while prohibiting incompatible and uncoordinated development. Tax stabilization is a mechanism by which to realize this objective.

Since stabilization represents a community subsidy of an industrial or commercial property, and the intent of the subsidy is to create a public benefit, it should be granted only after full consideration of its advantages and disadvantages.

Tax stabilization should be used with a particular economic development purpose in mind and not granted on a broad scale. However, in consideration of each stabilization request, the principles of uniformity, fairness and objectivity will be followed as closely as possible.

AUTHORITY

In order to attract new business and encourage existing business to expand, the voters at the March 5, 2018 Town Meeting voted to give the Selectboard general authority to enter into a Tax Stabilization Contract with owners of new or existing but scheduled to be improve, industrial or commercial properties, not to exceed 5 years, under and pursuant to the authority contained in 24VSA §2741.

GENERAL CRITERIA OF ELIGIBILITY

- A. Tax stabilization shall apply only to industrial and commercial buildings, not residential rental property.
- B. Tax stabilization shall be considered for new construction or construction of an addition that exceeds 2,000 square feet or serves to double the floor space, or other significant investment in commercial or industrial property.
- C. All applications for tax stabilization shall be made prior to the start of construction.
- D. All additions to tax stabilized or non-stabilized buildings for which tax stabilization applications are received shall be handled as new construction of only the addition.

TOWN OF PROCTOR, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2023

GENERAL CRITERIA FOR GRANTING CONTRACTS

- A. Initial expense to the Town.
- B. Potential future expense to the Town.
- C. Total initial capital investment by the Applicant.
- D. Initial and potential new employment.
- E. Environmental effect of Applicant's operation on the community.
- F. Effect on existing taxpayers.
- G. Existing level of unemployment.

CONTRACT TERMS

- A. The length of a tax stabilization contract is five (5) years.
- B. The following formula will be used:

First Year	50% of Fair Market Value
Second Year	60% of Fair Market Value
Third Year	70% of Fair Market Value
Fourth Year	80% of Fair Market Value
Fifth Year	90% of Fair Market Value

- C. A recapture clause shall be included in the contract, providing for repayment of all taxes, with 18% interest per annum, forgiven by virtue of the stabilization agreement in the event of a failure of compliance or termination of the agreement. This clause shall become operative and recapture shall occur upon the closing of the business within 10 years from the date of the application, by transfer of the business to a new owner who refuses to sign the tax stabilization contract, or bankruptcy of the Applicant. In the event that this clause becomes operative, the real property may not be sold until all tax obligations have been paid.
- D. All owners of a commercial or industrial property and business subject to an application must sign the tax stabilization contract, including partners, co-owners, and any corporate parent company.
- E. The first year of the tax stabilization contract shall begin on the April 1st which follows the official date of completion of construction as certified by the Applicant in writing.
- F. Prior to the first year of the tax stabilization contract, normal taxation procedures shall apply.

During the fiscal year ended June 30, 2023, the Town had no active stabilization contracts.

TOWN OF PROCTOR, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR GOVERNMENTAL FUNDS
 JUNE 30, 2023

	Special Revenue Funds	Capital Projects Funds	Total
<u>ASSETS</u>			
Cash	\$ 66,736	\$ 793,315	\$ 860,051
Investments	228,559	0	228,559
Due from Other Funds	8	0	8
Total Assets	\$ 295,303	\$ 793,315	\$ 1,088,618
<u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:			
Accounts Payable	\$ 1,060	\$ 0	\$ 1,060
Total Liabilities	1,060	0	1,060
Fund Balances:			
Restricted	289,393	9,136	298,529
Committed	0	784,179	784,179
Assigned	4,850	0	4,850
Total Fund Balances	294,243	793,315	1,087,558
Total Liabilities and Fund Balances	\$ 295,303	\$ 793,315	\$ 1,088,618

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF PROCTOR, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2023

	Special Revenue Funds	Capital Projects Funds	Total
Revenues:			
Intergovernmental	\$ 7,353	\$ 0	\$ 7,353
Charges for Services	400	0	400
Permits, Licenses and Fees	4,768	0	4,768
Investment Income	11,153	460	11,613
Donations	6,500	910	7,410
	<u>30,174</u>	<u>1,370</u>	<u>31,544</u>
Expenditures:			
General Government	5,284	1,859	7,143
Public Safety	0	45	45
Highways and Streets	0	5,461	5,461
Culture and Recreation	8,027	2,311	10,338
Cemetery	6,279	0	6,279
Capital Outlay:			
Highways and Streets	0	80,091	80,091
Culture and Recreation	49,088	0	49,088
	<u>68,678</u>	<u>89,767</u>	<u>158,445</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(38,504)</u>	<u>(88,397)</u>	<u>(126,901)</u>
Other Financing Sources/(Uses):			
Proceeds from Sale of Equipment	0	26,570	26,570
Transfers In	0	224,812	224,812
Transfers Out	0	(107,312)	(107,312)
	<u>0</u>	<u>144,070</u>	<u>144,070</u>
Net Change in Fund Balances	(38,504)	55,673	17,169
Fund Balances - July 1, 2022	<u>332,747</u>	<u>737,642</u>	<u>1,070,389</u>
Fund Balances - June 30, 2023	<u>\$ 294,243</u>	<u>\$ 793,315</u>	<u>\$ 1,087,558</u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF PROCTOR, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR SPECIAL REVENUE FUNDS
 JUNE 30, 2023

	Mortimer R. Proctor Fund	Reappraisal Fund	Record Restoration Fund	Recreation Trust Fund	Riverside Cemetery Fund	Total
ASSETS						
Cash	\$ 20,926	\$ 4,850	\$ 19,161	\$ 5,235	\$ 16,564	\$ 66,736
Investments	0	0	0	34,575	193,984	228,559
Due from Other Funds	<u>0</u>	<u>0</u>	<u>8</u>	<u>0</u>	<u>0</u>	<u>8</u>
Total Assets	<u>\$ 20,926</u>	<u>\$ 4,850</u>	<u>\$ 19,169</u>	<u>\$ 39,810</u>	<u>\$ 210,548</u>	<u>\$ 295,303</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts Payable	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,060</u>	<u>\$ 1,060</u>
Total Liabilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,060</u>	<u>1,060</u>
Fund Balances:						
Restricted	20,926	0	19,169	39,810	209,488	289,393
Assigned	<u>0</u>	<u>4,850</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,850</u>
Total Fund Balances	<u>20,926</u>	<u>4,850</u>	<u>19,169</u>	<u>39,810</u>	<u>209,488</u>	<u>294,243</u>
Total Liabilities and Fund Balances	<u>\$ 20,926</u>	<u>\$ 4,850</u>	<u>\$ 19,169</u>	<u>\$ 39,810</u>	<u>\$ 210,548</u>	<u>\$ 295,303</u>

See Disclaimer in Accompanying Independent Auditor's Report.

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, 2023

	Mortimer R. Proctor Fund	Reappraisal Fund	Record Restoration Fund	Recreation Trust Fund	Riverside Cemetery Fund	Total
Revenues:						
Intergovernmental	\$ 0	\$ 7,353	\$ 0	\$ 0	\$ 0	\$ 7,353
Charges for Services	0	0	0	0	400	400
Permits, Licenses and Fees	0	0	4,768	0	0	4,768
Investment Income	37	2	12	1,298	9,804	11,153
Donations	6,500	0	0	0	0	6,500
Total Revenues	<u>6,537</u>	<u>7,355</u>	<u>4,780</u>	<u>1,298</u>	<u>10,204</u>	<u>30,174</u>
Expenditures						
General Government	0	2,505	2,779	0	0	5,284
Culture and Recreation	8,027	0	0	0	0	8,027
Cemetery	0	0	0	0	6,279	6,279
Capital Outlay: Culture and Recreation	49,088	0	0	0	0	49,088
Total Expenditures	<u>57,115</u>	<u>2,505</u>	<u>2,779</u>	<u>0</u>	<u>6,279</u>	<u>68,678</u>
Net Change in Fund Balances	(50,578)	4,850	2,001	1,298	3,925	(38,504)
Fund Balances - July 1, 2022	71,504	0	17,168	38,512	205,563	332,747
Fund Balances - June 30, 2023	<u>\$ 20,926</u>	<u>\$ 4,850</u>	<u>\$ 19,169</u>	<u>\$ 39,810</u>	<u>\$ 209,488</u>	<u>\$ 294,243</u>

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF PROCTOR, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR CAPITAL PROJECTS FUNDS
 JUNE 30, 2023

	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	Street Light Replacement Fund	Forest Management Reserve Fund	Total
ASSETS											
Cash	\$ 10,425	\$ 30,801	\$ 60,690	\$ 520,058	\$ 1,455	\$ 7,681	\$ 42	\$ 54,297	\$ 528	\$ 107,338	\$ 793,315
Total Assets	\$ 10,425	\$ 30,801	\$ 60,690	\$ 520,058	\$ 1,455	\$ 7,681	\$ 42	\$ 54,297	\$ 528	\$ 107,338	\$ 793,315
LIABILITIES AND FUND BALANCES											
Liabilities:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Fund Balances:											
Restricted	0	0	0	0	1,455	7,681	0	0	0	0	9,136
Committed	10,425	30,801	60,690	520,058	0	0	42	54,297	528	107,338	784,179
Total Fund Balances	10,425	30,801	60,690	520,058	1,455	7,681	42	54,297	528	107,338	793,315
Total Liabilities and Fund Balances	\$ 10,425	\$ 30,801	\$ 60,690	\$ 520,058	\$ 1,455	\$ 7,681	\$ 42	\$ 54,297	\$ 528	\$ 107,338	\$ 793,315

See Disclaimer in Accompanying Independent Auditor's Report.

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, 2023

	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	Street Light Replacement Fund	Forest Management Reserve Fund	Total
Revenues:											
Investment Income	\$ 8	\$ 18	\$ 45	\$ 285	\$ 2	\$ 5	\$ 42	\$ 29	\$ 0	\$ 26	\$ 460
Donations	0	0	0	0	910	0	0	0	0	0	910
Total Revenues	8	18	45	285	912	5	42	29	0	26	1,370
Expenditures:											
General Government	0	1,859	0	0	0	0	0	0	0	0	1,859
Public Safety	0	0	0	45	0	0	0	0	0	0	45
Highways and Streets	5,461	0	0	0	0	0	0	0	0	0	5,461
Culture and Recreation	0	0	0	0	2,311	0	0	0	0	0	2,311
Capital Outlay:											
Highways and Streets	0	0	80,091	0	0	0	0	0	0	0	80,091
Total Expenditures	5,461	1,859	80,091	45	2,311	0	0	0	0	0	89,767
Excess(Deficiency) of Revenues Over Expenditures	(5,453)	(1,841)	(80,046)	240	(1,399)	5	42	29	0	26	(88,397)
Other Financing Sources(Uses):											
Proceeds from Sale of Equipment	0	0	26,570	0	0	0	0	0	0	0	26,570
Transfers In	1,000	6,500	20,000	80,000	0	0	0	10,000	0	107,312	224,812
Transfers Out	0	0	0	0	0	0	(107,312)	0	0	0	(107,312)
Total Other Financing Sources(Uses)	1,000	6,500	46,570	80,000	0	0	(107,312)	10,000	0	107,312	144,070
Net Change in Fund Balances	(4,453)	4,659	(33,476)	80,240	(1,399)	5	(107,270)	10,029	0	107,338	55,673
Fund Balances - July 1, 2022	14,878	26,142	94,166	439,818	2,854	7,676	107,312	44,268	528	0	737,642
Fund Balances - June 30, 2023	\$ 10,425	\$ 30,801	\$ 60,690	\$ 520,058	\$ 1,455	\$ 7,681	\$ 42	\$ 54,297	\$ 528	\$ 107,338	\$ 793,315

See Disclaimer in Accompanying Independent Auditor's Report.

Sullivan, Powers & Co., P.C.

Certified Public Accountants

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802/223-2352
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Chad A. Hewitt, CPA
Jordan M. Plummer, 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, 2023, 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 November 9, 2023.

Report on 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) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Proctor, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Proctor, Vermont's internal control.

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. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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. However, we identified certain deficiencies, as described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Items 2023-01 and 2023-02, that we consider to be material weaknesses.

Report on 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 financial statements. 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".

Town of Proctor, Vermont's Response to Findings

"Government Auditing Standards" requires the auditor to perform limited procedures on the Town of Proctor, Vermont's response to the findings identified in our audit and described in the accompanying Schedule of Findings and Deficiencies in Internal Control. Town of Proctor, Vermont's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

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.

Sullivan, Powers & Co.

November 9, 2023
Montpelier, Vermont
VT Lic. #92-000180

Town of Proctor Annual Meeting
March 6, 2023

Meeting was called to order followed by the Pledge of Allegiance.
Moderator Maass called the meeting to order and opened with a reading of the ground rules.

Senator David Weeks addressed the audience with highlights from the legislative session.

Moderator Maass then read the eleven articles aloud.

Article 1: To hear and act upon the reports of the Town Officers.
Motion to approve by Brian Perkins, second by Kim Baccei, no discussion, passed by voice vote.

Article 2: Shall the Town vote the amount of \$67,000 for the Proctor Free Library for the period of July 1, 2023 to June 30, 2024?
Motion to approve by Reed DeRemer, second by Brian Perkins, no discussion, passed by voice vote.

Article 3: Shall the Town vote the amount of \$17,500 for the Otter Creek Watershed Control District to provide services to suppress the mosquito and biting fly population for the period July 1, 2023 to June 30, 2024?
Motion to approve by Robert Curtis, second by David Weeks, no discussion, passed by voice vote.

Article 4: Shall the Town vote to become a member of the Otter Creek Watershed Insect Control District?
Motion to approve by Tom Doty, second by Brian Perkins, discussion, passed by voice vote.
Division called for vote; motion passed 42-10.

Steve Hall: Are we a member forever or can the town leave at a future date?
Motion by Davide Weeks to allow Doug Perkins chair of the Insect District to speak at the meeting. Seconded by Steve Hall, passed by voice vote.
Doug Perkins: No, not a member forever- can be warned and voted to leave the district. Must be a member for 1 year and all bills paid prior to leaving district All member towns must vote to allow withdrawal from district.
Jim McNutly: Is there an annual fee to join the district and did the selectboard price out other vendors?
Doug Perkins: The budget is not known until the fall. The town will be responsible for \$8,000.00 for four years for the buy in, in addition to the fee.
Selectboard: There are only two districts in the state – no other vendors.
Brian Perkins: Who are the members of the district?
Doug Perkins: Salisbury, Leister, Goshen, Pittsford and Brandon.
Phil Sparks: What are the benefits to selectboard members?
Doug Perkins: The town would have three members, two that can vote.
Steve Follett: Is there a requirement about notification prior to spraying?
Doug Perkins: Notices are published in the Rutland Herald prior to spraying season. Notices are published on the District website six hours prior to spraying.

Article 5: Shall the Town vote the amount \$499,692 for the maintenance and repairing of town highways for the period July 1, 2023 to June 30, 2024?

Motion to approve by Brian Perkins, second by Robert Curtis, discussion, passed by voice vote.

Steve Hall: What roads will be paved?

Michael Ramsey: The town is applying for a Class II highway grant for West Street. If that is not received North Street going down would be paved.

Brian Perkins: It would be nice to see the percentage change for Article 5 & 6 from year to year.

Article 6: Shall the Town vote the amount of \$994,281 for current expenses of the Town for the period of July 1, 2023 to June 30, 2024?

Motion to approve by Reed DeRemer, second by Carol Protivansky, discussion, passed by voice vote.

John Zawistoski: Would the pass/fail of Articles 9 & 10 have any impact on this article?
Selectboard: No.

Michael Ramsey: The \$107,000 is not part of the operating budget and the \$4,000 would move to the reserve fund if not expended during the year.

Article 7: 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 July 1, 2023 to June 30, 2024 and shall each installment bear interest at the maximum rate as provided by law?

Motion to approve by Marie Smith, second by Linda Doty, no discussion, passed by voice vote.

Article 8: Shall the Town vote to establish a reserve fund to be called the Forest Management reserve fund to be used to construct logging roads in town owned forest in accordance with 24 V.S.A. 2804?

Motion to approve by Reed DeRemer, second by David Weeks, discussion, passed by voice vote.

Tommy Grace: Cost of roads and where will the roads be located?

Selectboard: The road will be located to reach the stands that currently need to be harvested.

Judy Taranovich: What is the projected income from the harvest?

Selectboard: Projected at \$200,000 gross.

Michael Ramsey: The town has a Forest Management Plan that dictates the harvest schedule. Massive infrastructure is required to get to the lumber. Concerned that a logger will not want to provide the upgrades, that is the purpose of this fund.

David Weeks: When is the next harvest?

Michael Ramsey: we need to harvest this year, would need to look at management plan for next harvest schedule.

Article 9: Shall the Town vote to deposit \$107,312 from the Town Hall Building Fund to fund the Forest Management Reserve Fund?

Motion to approve by Brian Perkins, second by Carol Protivansky, discussion, passed by voice vote.

John Zawistoski: How often do we log?

Selectboard; Every 5-8 years based on management plan.

Jim McNulty: Is this surplus money or do you rely on it to build the budget?

Selectboard: Surplus.

Tommy Grace: Will the road work go out to bid?

Selectboard: Yes.

John Zawistoski: Motion to amend Article 9 move \$35,000 to the Forest Management Reserve Fund.

Seconded by David Weeks, discussion, amendment fails by voice vote.

Phil Sparks: Suggest the Selectboard does a feasibility study.

Tom Doty: Currently a year behind, does not want the town to incur any negative repercussions from not harvesting.

David Weeks: Is the following years budget dependent on the harvest?

Selectboard: No.

Brian Perkins: Would the difference remain in the town Hall Reserve Fund?

Selectboard: Yes.

Tommy Grace: Suggests the Selectboard speak to the loggers about options to reach the stand, as well as abutting property owners.

Article 10: Shall the Town vote to establish a reserve fund to be called the Capital Improvements and Planning Reserve Fund to be used for federal, state and regional grant matching in accordance with 18 V.S.A. 2804?

Motion to approve by Tom Doty, second by Dale Christie, discussion, passed by voice vote.

Article 11: Shall the Town vote to take its burial grounds out of the charge of the Board of Cemetery Commissioners and place the same under the charge of the Selectboard in accordance with 18 V.S.A. 5381?

Motion to approve by Reed DeRemer, second by Dale Christie, discussion, passed by voice vote.

Question: What is the rational for the change?

Selectboard: There are no Cemetery Commissioners.

Motion by Marie Smith, second by Brian Perkins, passed by voice vote- to recess the meeting until Tuesday March 7,2023 at 10:00 a.m. at the Proctor Junior-Senior High School to vote by Australian ballot on the following matter to wit:

Article 1: To elect a moderator for the ensuing year.

Article 2: To elect a Selectboard member for the term of three (3) years.

Article 3: To elect a Selectboard member for the term of two (2) years.

Article 4: To elect a School Board member for the Quarry Valley Unified Union School District for the term of three (3) years.

Article 5: To elect a Town Treasure for the term of three (3) years.

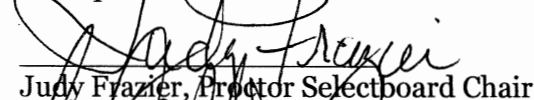
Article 6: To elect a Town Clerk for the term of three (3) years.

Respectfully submitted

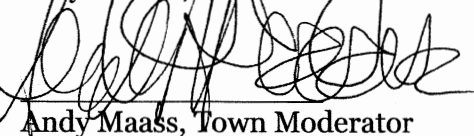


Lisa Miser

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



Judy Frazier, Proctor Selectboard Chair



Andy Maass, Town Moderator

QUARRY VALLEY UNIFIED UNION SCHOOL DISTRICT WARNING

Annual School District Meeting

February 27 and March 5, 2024

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 Proctor High School in said town at seven o'clock in the evening on Tuesday, February 27, 2024, 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 5, 2024 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, 2024

- 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 2024-25 budget.
- Article 6. To transact any other lawful business that comes before the meeting.

March 5, 2024

- Article 7. School Budget: Shall the voters of the Quarry Valley Unified Union School District approve the School Board to expend **\$20,400,847.55** which is the amount the School Board has determined to be necessary for the ensuing fiscal year?

Informational Hearing on February 27, 2024

Said persons and voters are further notified and warned that the meeting on February 27, 2024 at 7:00 P.M. at Proctor High School, in Proctor, Vermont will also serve as an informational hearing to discuss Articles 7-8 which will be voted on by Australian ballot on March 5, 2024.

Said persons and voters are warned and notified that voter qualifications, registration, absentee voting, and voter procedures shall be in accordance with Chapters 43 and 51 of Title 17 Vermont Statutes Annotated.

Said persons and voters are further warned and notified that pursuant to 17 V.S.A. Section 2680(h), Article 7 constitutes a Public Hearing on the proposed budget.

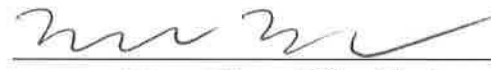
Polling Places for Australian Ballot Vote on March 5, 2024

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.

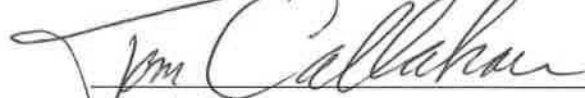
Dated on January 23, 2024.


QUARRY VALLEY UNIFIED UNION BOARD OF SCHOOL DIRECTORS:



Lisa Miser, Board Chair


Michael Moser, Board Vice Chair



Kristen Ross, Clerk


Tom Callahan, Board Member


Rebecca Gardner, Board Member


Jessica Grabowski, Board Member


Eric Hier, Board Member


Sarah Lohnes-Watulak, Board Member


Linda Smith, Board Member

Received for record and recorded prior to posting this ^{24th} day of January , 2024.


Quarry Valley Unified Union District Clerk

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 4, 2024 at 7:00 P.M. to transact the following business not involving voting by Australian ballot:

- Article 1:** To hear reports of the Town Officers.
- Article 2:** Shall the Town vote the amount of **\$69,000** for the Proctor Free Library for the period of July 1, 2024 to June 30, 2025?
- Article 3:** Shall the Town vote the amount of **\$488,740** for the maintenance and repairing of town highways for the period of July 1, 2024 to June 30, 2025
- Article 4:** Shall the Town vote the amount of **\$1,106,065** for current expenses of the Town for the period of July 1, 2024 to June 30, 2025?
- Article 5:** Shall the Town vote to collect its taxes on real and personal property in four installments on August 15, November 15, February 15, and May 15 for the period of July 1, 2024 to June 30, 2025 and shall each installment bear interest at the maximum rate as provided by law?
- Article 6:** Shall the Town vote to eliminate the Forest Management reserve fund which was to be used to construct logging roads in town owned forests in accordance with 24 V.S.A. § 2804?
- Article 7:** Shall the Town vote to redeposit **\$107,312** from the Forest Management Reserve Fund into the Town Hall Building Fund.
- Article 8:** Shall the Town approve a Proctor Asset Fund for planning, assessment, wages, acquisition, or improvements of assets that directly benefit the residents of Proctor?
- Article 9:** Shall the Town approve transferring Fiscal Year 2024 surplus up to **\$316,787.03** resulting from one-time unanticipated revenue to the Asset Fund?
- Article 10:** 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 5, 2024 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 a Selectboard member for the term of three (3) years.
- Article 3:** To elect a Selectboard member for the term of two (2) years.
- Article 4:** To elect a Collector of Delinquent Taxes for the term of three (3) years
- Article 5:** To elect a School Board member for the Quarry Valley Unified School District for a term of three (3) years.

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

Benjamin Curtis, Chair

Bruce Baccei, Selectperson

Thomas Hogan, Vice Chair

Albert Wenta, Selectperson

Linda Doty, Selectperson

Dated

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:		First Railroad Train	1849
Class I	1.479 Mileage	First White Man Visited Sutherland Falls	1730
Class II	7.070 Mileage		
Class III	11.880 Mileage	Altitude at Library	500 Feet Above Sea Level
State Highway	1.804 Mileage		
Total Highways	22.233 Mileage	Railroad Station Built	1892
		Torn Down	1967
Class IV	0.40 Mileage	Village of Proctor Incorporated	November 25, 1884
Town Forest	382.5 Acres	Merged with Town	June 28, 1966
In Proctor	217.5 Acres		
In Pittsford	165.0 Acres		

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.

Planning Commission meets at the Town Offices, 45 Main Street, on the first Thursday of the month at 6:00 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 10:00 a.m. to 5:00 p.m., Tuesday and Thursday 9:00 a.m. to 4:00 p.m., Wednesday 9:00 a.m. to 7:00 p.m. and Friday 9:00 a.m. to 6:00 p.m. Closed Saturday and 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.

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

45 Main Street
Proctor, VT 05765

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

BULK RATE
U.S. POSTAGE
PAID
Proctor, VT
05765
Permit No. 3

Resident
Proctor, VT 05765