

# Town of Shelburne, Vermont



**234th Annual Town Report  
Fiscal Year 2021**

**Town Meeting: February 28, 2022**

**Australian Ballot Voting: March 1, 2022**



*MY INCREDIBLE JOURNEY*

*My incredible journey  
Began so long ago,  
Inspired by a good man,  
He was my "UNCLE JOE".  
Rhyming quatrain his style  
And writing just for fun.  
I, raised believing this is  
How poetry was done.  
I shared my gift of writing  
To those that were shut in.  
Shared my story with students  
On how poetry begins.  
My book of poems was published  
Two thousand ten the year.  
Was sold in local book stores  
To those both far and near.  
Our veterans asked for a poem,  
The words to be engraved.  
Carved into Vermont granite,  
For eternity saved.  
Was named "THE PEOPLE'S POET"  
Writing poems in my nest. {our sunroom}  
Nominated town poet,  
I never could have guessed.  
Writing from the heart about  
My true emotions felt,  
And simple words expressing  
My situations dealt.  
I'm thankful for those I met  
While journeying my way.  
I pray tomorrow's sunset  
Finds me farther than today.*

*WRITTEN BY  
RICK BESSETTE  
12/31/2021*

*SHELburne'S INAUGURAL POET LAUREATE 4/1/2016 to 11/18/2021*

## TABLE OF CONTENTS

Elected Town Officials.....	3
Appointed Town Officials.....	4
<b>TOWN</b>	
Tax Notice .....	9
Estimate of 2022-23 Tax Rate.....	10
Warning .....	11
Proposed Budget .....	13
Statement of Delinquent Taxes .....	25
Auditor's Report .....	See Note, Page 2
Abstract of March 2021 Town Meeting.....	32
<b>SCHOOL</b>	
Champlain Valley School District Warning.....	26
CVSD Proposed Budget.....	28 See Note, Page 2
Superintendent's Report .....	30
Board of School Directors Report.....	31
<b>REPORTS</b>	
Ordinances Adopted or Amended in 2021.....	40
Selectboard.....	40
Town Manager .....	46
Town Clerk/Treasurer .....	47
Property Assessment .....	48
Planning Commission, Development Review Board .....	49
Police Department & Communications Center.....	50
Fire Department .....	51
Shelburne Rescue.....	52
Public Works Department.....	53
Pierson Library .....	56
Recreation Committee .....	57
Shelburne Village Dog Park .....	58
Bike & Pedestrian Paths Committee.....	58
Tree Advisory Committee.....	59
Cemetery Commission.....	60
Ethics Committee.....	61
Finance Committee .....	61
Social Services Committee .....	62
Historic Preservation and Review Commission .....	63
Shelburne Historical Society.....	64
Veterans Committee.....	64
Natural Resources and Conservation Committee .....	65
Equity & Diversity Committee .....	66
Shelburne Food Shelf.....	67

REPORTS OF OUTSIDE AGENCIES .....68

GENERAL INFORMATION

Town phone numbers.....inside back cover

Meeting dates & times .....inside back cover

**NOTE: TOWN OF SHELBURNE AUDITOR’S REPORT:**

*Please Note: In order to reduce printing and production costs for this Town Report, the Auditor’s Report is no longer included in this Town Report. Please contact the Town offices if you would like a full-sized copy of the Auditor’s Report, which is also available on the Town Web site [www.shelburnevt.org](http://www.shelburnevt.org)*

*The Town of Shelburne Auditor’s Report is available in the following ways:*

- Posted on the web at [www.shelburnevt.org](http://www.shelburnevt.org),
- Upon request, a printed copy will be sent to your home address, please call 802-264-5031, or
- A printed copy may be picked up at the Town Clerk’s Office.

**NOTE: SCHOOL REPORTS:**

*\*\* The Champlain Valley School District (“CVSD”) Annual School Report including the proposed annual Budget and annual Report Card is available in the following ways:*

- Posted on the web at [www.cvsdvt.org](http://www.cvsdvt.org) ,
- Upon request, a printed copy will be sent to your home address, please call 802-985-1914, or
- A printed copy may be picked up at your local school or town office.

*Please Note: The CVSD School Report includes information that is no longer included in this annual Town Report.*

*NOTE: All financial statements in this report cover the Fiscal Year from July 1 through June 30. FY 2020-2021 (FY 2021) covers the period from July 1, 2020, to June 30, 2021. Some departmental and committee written reports may cover periods not precisely coinciding with the Fiscal Year.*

ELECTED OFFICIALS

Thomas A. Little, Moderator - 1 year term..... Term Expires 2022
Diana Vachon, Town Clerk - 3 year term..... Term Expires 2024
Robert Lake, Constable - 2 year term ..... Term Expires 2022

SELECTBOARD

Michael Ashooh, Chair - 3 year term..... Term Expires 2022
Mary Kehoe – Appointed October 2021 ..... Term Expires 2022
Jerry Storey, Chair – resigned October 2021 ..... Term Expires 2022
Luce Hillman - 2 year term ..... Term Expires 2023
Kate Lalley, Vice Chair - 3 year term..... Term Expires 2023
Cate Cross - 3 year term..... Term Expires 2024

CHAMPLAIN VALLEY SCHOOL DISTRICT DIRECTORS
3 Year Term

Russell Caffry ..... Term Expires 2022
Ken Scott..... Term Expires 2023
Barbra Marden ..... Term Expires 2024

JUSTICES OF THE PEACE
2 Year Term

Nancy E. Baker Peter Gadue Becky Moore
Dennis Barton Laura Gannon-Murakami Judy Rosenstreich
Susan Bowen Joan Lenes Randolph Rowland
Cate Cross Jennifer Leopold Lee Suskin
William Deming Sally Martel David Webster

REPRESENTATIVES – CHITTENDEN DISTRICT # 5
2 Year Term

Kate Webb, 5-1 ..... Term Expires 2022
Jessica Brumsted, 5-2..... Term Expires 2022

CHAMPLAIN WATER DISTRICT
3 Year Term

Peter Gadue ..... Term Expires 2024

**TOWN OFFICIALS  
APPOINTED BY THE SELECTBOARD**

Town Manager.....	Lee Krohn
Town Attorney.....	Monaghan, Safar, Ducham
Emergency Management Director.....	Robert Lake
Emergency Management Coordinator.....	Robert Lake
Grand Juror.....	Tim Pudvar
Health Officer.....	Robert Lake
Deputy Health Officer.....	Peter Gadue
Town Service Officer.....	Lee Krohn
Fence Viewer.....	Steve Gronlund
Harbormaster.....	Dan Couture
Tree Warden.....	David Hall
Treasurer.....	Linda Barker
Poet Laureate – retired November 2021.....	Rick Bessette
Poet Laureate.....	Rob Broder

**PLANNING COMMISSION - 3 Year Term**

Neil Curtis.....	Term Expires 2022
Jason Grignon, Chair.....	Term Expires 2022
MarLa Keene.....	Term Expires 2022
Steve Kendall.....	Term Expires 2022
Stephen Selin.....	Term Expires 2022
Deborah Estabrook.....	Term Expires 2024
Jean Sirois.....	Term Expires 2024

**DEVELOPMENT REVIEW BOARD - 3 Year Term**

Anne Bentley.....	Term Expires 2023
Michael Major.....	Term Expires 2023
Robert Plante.....	Term Expires 2023
Norm Blais, Alternate.....	Term Expires 2024
John Day, Clerk.....	Term Expires 2024
Robert Glover, Alternate.....	Term Expires 2024
David Hillman.....	Term Expires 2024
Allyson Myers.....	Term Expires 2024
Mark Sammut, Chair.....	Term Expires 2024

**HOUSING SUB-COMMITTEE - 3 Year Term**

Pam Brangan, Chair.....	Term Expires 2022
Julie Gaboriault.....	Term Expires 2022
Casey McNeil.....	Term Expires 2022
Cara Thanassi – resigned October 2021.....	Term Expires 2022
Joyce George.....	Term Expires 2024
Maria McClellan.....	Term Expires 2024
Amy Southworth.....	Term Expires 2024

RECREATION COMMITTEE - 3 Year Term

Renee Davitt.....	Term Expires 2022
Kathie Pudvar.....	Term Expires 2022
Bruce Whitbeck.....	Term Expires 2022
Peggy Coutu, Chair.....	Term Expires 2023
Susan McLellan.....	Term Expires 2023
Ann Clark.....	Term Expires 2024
Kelli Magnier.....	Term Expires 2024
Marvin Thomas.....	Term Expires 2024
Erin Fina (student).....	Term Expires 2023

WATER COMMISSION - 3 Year Term

Steve Smith.....	Term Expires 2022
Craig Wooster.....	Term Expires 2022
John Day.....	Term Expires 2023
Peter Gadue.....	Term Expires 2023
VACANT.....	Term Expires 2024

PIERSON LIBRARY TRUSTEES - 3 Year Term

Holly Bough.....	Term Expires 2022
Becky Jewett.....	Term Expires 2022
Lisa Merrill, Chair.....	Term Expires 2022
Alice Brown.....	Term Expires 2023
Kristin Jangraw.....	Term Expires 2023
Charlotte Albers.....	Term Expires 2024
Alex Nalbach.....	Term Expires 2024
Eliza Brooks (student).....	Term Expires 2022

CEMETERY COMMISSION - 3 Year Term

Ron Gagnon.....	Term Expires 2022
Jennifer Martin Brown.....	Term Expires 2023
Stuart Morrow, Chair.....	Term Expires 2023
Deborah Belcher.....	Term Expires 2023
Rene Gagnon.....	Term Expires 2024

HISTORIC PRESERVATION AND REVIEW COMMISSION - 3 Year Term

Lauren Giannullo – Resigned June 2021.....	Term Expires 2022
Marc Vincent.....	Term Expires 2022
Ruth Hagerman.....	Term Expires 2023
Ann Milovsoroff.....	Term Expires 2023
Fritz Horton, Chair.....	Term Expires 2024
Tom Koerner.....	Term Expires 2024
David Webster.....	Term Expires 2024

TREE COMMITTEE - 3 Year Term

David Hall.....	Term Expires 2022
Gail Henderson-King, Chair.....	Term Expires 2022
Susan Dunning.....	Term Expires 2023
Kelly Murphy Moreton.....	Term Expires 2023
Thea Platt.....	Term Expires 2023
Tod Warner.....	Term Expires 2023
Ann Milovsoroff.....	Term Expires 2024

STORMWATER ADVISORY COMMITTEE

Owen Clay .....	Term-Undefined
Chris Davis.....	Term-Undefined
John DuBrul .....	Term-Undefined
Dick Elkins.....	Term-Undefined
Marty Illick .....	Term-Undefined
Mike Schramm.....	Term-Undefined
Chip Stulen.....	Term-Undefined

NATURAL RESOURCES AND CONSERVATION COMMITTEE - 3 Year Term

Gail Albert, Chair.....	Term Expires 2022
Bob Paquin.....	Term Expires 2022
Don Rendall, Vice Chair.....	Term Expires 2022
Jon Cocina.....	Term Expires 2023
Fred Morgan.....	Term Expires 2023
Peg Rosenau – Resigned June 2021.....	Term Expires 2023
Christine Haines.....	Term Expires 2023
Mike Schramm.....	Term Expires 2023
Sean MacFaden.....	Term Expires 2024
Chandler Noyes.....	Term Expires 2024

BIKE AND PEDESTRIAN PATHS COMMITTEE - 3 Year Term

Ted Grozier, Chair .....	Term Expires 2022
Kevin Boehmcke.....	Term Expires 2022
Jessica Coleman .....	Term Expires 2023
Andrew Everett .....	Term Expires 2023
Joplin Wistar .....	Term Expires 2023
Jeff Zweber .....	Term Expires 2023
Ted Bovill .....	Term Expires 2024
Nicole Carpenter .....	Term Expires 2024
Charles Jones.....	Term Expires 2024
Jane Pickell .....	Term Expires 2024

SOCIAL SERVICE COMMITTEE - 3 Year Term

Patricia Fontaine .....	Term Expires 2022
Linda Reill.....	Term Expires 2022
Sue Furry-Irish, Chair .....	Term Expires 2024
Elaine Limanek .....	Term Expires 2024
Barbara Marden.....	Term Expires 2024
Louis Maguire.....	Term Expires 2024

FRIENDS OF SHELBURNE VILLAGE DOG PARK COMMITTEE - 3 Year Term

Roz Graham .....	Term Expires 2022
Karen Metzker.....	Term Expires 2022
Marissa Parisi.....	Term Expires 2022
Lisa Williams .....	Term Expires 2022
Bob Owens, Chair.....	Term Expires 2023
Cheryl Gibson.....	Term Expires 2024
Laura Parks .....	Term Expires 2024
Jordan Townsend (student).....	Term Expires 2022

ETHICS COMMITTEE - 3 Year Term

Tom Little, Chair.....	Term Expires 2022
Anne Powell, alternate 1 .....	Term Expires 2022
Bill Deming, Vice Chair .....	Term Expires 2023
Peter Gadue .....	Term Expires 2024
Gwen Webster.....	Term Expires 2024
VACANT .....	Term Expires 2024
VACANT, alternate 2 .....	Term Expires 2024

VETERANS COMMITTEE – 3 Year Term

Paul Goodrich .....	Term Expires 2022
Eric Hanley .....	Term Expires 2024
Colleen Haag, Treasurer .....	Term Expires 2024
Henry Harder.....	Term Expires 2024
Carroll “Bud” Ockert, Chair .....	Term Expires 2024
James Donaldson.....	Term Expires 2024
Pete Gadue .....	Term Expires 2024
Sam Feitelberg .....	Chair Emeritus

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION - 2 Year Term

John Zicconi .....	Term Expires 2022
--------------------	-------------------

GREEN MOUNTAIN TRANSIT - 3 Year Term

Lee Krohn, Alternate.....	Term Expires 2023
---------------------------	-------------------

CHITTENDEN SOLID WASTE MANAGEMENT DISTRICT - 2 Year Term

Tim Loucks .....	Term Expires 2023
Lee Krohn, Alternate.....	Term Expires 2023



TOWN ADMINISTRATION

Town Manager .....	Lee Krohn, AICP
Chief of Police .....	Aaron Noble
Planning Director – Resigned July 2021 .....	Dean Pierce
Planning Director .....	Adele Gravitz
Assessor .....	Ted Nelson
Assistant Assessor.....	Courtney Brown
Highway Superintendent.....	Paul Goodrich
Water Superintendent – Retired September 2021 .....	Rick Lewis
Water Superintendent.....	David DiBiase
Water Quality Superintendent.....	Chris Robinson
Parks and Recreation Director .....	Betsy Cieplicki
Maintenance Director.....	Darwin Norris
Library Director .....	Kevin Unrath
Chief of Fire Department.....	Jerry Ouimet
Chief of Rescue.....	Jacob Leopold
Zoning Administrator.....	Lee Krohn
DRB Coordinator/Assistant Zoning Enforcement Officer .....	Ken Belliveau, Interim
Network & Web Page Administrator.....	Betty Marcher
Finance Director.....	Peter Frankenburg
Tax Collector .....	Lee Krohn
Town Treasurer .....	Linda Barker
Assistant Town Treasurer .....	Sue Moraska

TOWN CLERK'S APPOINTMENTS

Assistant Town Clerks .....	Lisa Mann Sue Moraska
-----------------------------	--------------------------

SCHOOL OFFICIALS

Alison Celmer.....	Community School K-4 Co-Principal
Scott Sivo.....	Community School 5-8 Co-Principal
Adam Bunting.....	CVUHS Principal
Rene Sanchez.....	CVSD Superintendent



## TAX NOTICE

Town Property Tax payments are due each year on: August 15, November 15, and March 15. If the due date falls on either a weekend or a Town holiday, that tax payment is due on the next business day. Late payments are subject to a 5% penalty in the first month and 1.5% interest for each month thereafter.

Property tax payments may be left at the Town offices on weekdays between 8:00 A.M. and 5:00 P.M, and after hours at the Police Dept. Dispatch Center. Questions about tax payments can be answered by calling 802-985-5120 or going to the town web site [www.shelburnevt.org](http://www.shelburnevt.org). Please enclose the tax payment stub with your payment to ensure proper crediting of your account.

We offer an automatic payment service, where property tax payments are automatically withdrawn from the property owner's bank account on each tax installment due date. Please contact the Town offices or call 802-985-5120 if you would like to take advantage of this service.

### TAX RATE COMPARISONS

Year	Town Grand List	Education Grand List	State Local Total Total				
			Town Rate	Educ. Rate	Agrmt. Rate **	Tax Rate	Taxes Billed
2013-14(Homestead tax rate)	14,613,419	14,627,166	0.3470	1.3814	0.0007	1.7291	25,617,104
2013-14 (Non Homestead tax rate)			0.3470	1.4371	0.0007	1.7848	
2014-15(Homestead tax rate)	14,699,970	14,674,289	0.3571	1.4506	0.0008	1.8085	26,957,175
2014-15 (Non Homestead tax rate)			0.3571	1.5196	0.0008	1.8775	
2015-16(Homestead tax rate)	15,128,384	15,112,601	0.3602	1.4916	0.0008	1.8526	28,424,577
2015-16 (Non Homestead tax rate)			0.3602	1.5577	0.0008	1.9187	
2016-17(Homestead tax rate)	15,058,306	15,036,990	0.3724	1.5385	0.0007	1.9116	29,109,790
2016/17(Non Homestead tax rate)			0.3724	1.5971	0.0007	1.9702	

	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>
Town Grand List (at 01-July)	15,192,592	15,330,240	15,524,218	15,683,246	15,991,500
Percent Change from prior yr.	0.9%	0.9%	1.3%	1.0%	2.0%
Education Grand List	15,171,201	15,301,753	15,497,343	15,656,369	15,958,215
Common Level of Appraisal	96.00%	95.83%	95.07%	92.66%	91.47%
Town Tax Rate	0.3879	0.4197	0.4416	0.4644	0.4602
Local Agreement Tax Rate *	0.0006	0.0006	0.0006	0.0007	0.0006
Homestead School tax Rate **	1.4748	1.5246	1.5235	1.5842	1.6002
Non-Homestead School tax Rate **	1.599	1.6488	1.6757	1.7570	1.7623
Total Homestead Tax Rate	\$ 1.8633	\$ 1.9449	\$ 1.9657	\$ 2.0493	\$ 2.0610
Total Non-Homestead Tax Rate	\$ 1.9875	\$ 2.0691	\$ 2.1189	\$ 2.2221	\$ 2.2231
Total Town Taxes billed (as of July)	\$ 5,892,246	\$ 6,438,043	\$ 6,855,034	\$ 7,328,230	\$ 7,359,248
Total Local Agrmt. Taxes billed (July)	8,519	9,204	9,141	10,979	9,595
Total School Taxes billed (as of July)	23,164,851	24,168,145	24,607,554	25,968,208	26,674,703
Total Taxes billed (as of July)	\$ 29,065,616	\$ 30,615,392	\$ 31,471,729	\$ 33,307,417	\$ 34,043,546

\*The local Agreement tax rate was established per Town vote in 2007 to exempt a portion of the appraised value of property owned by qualified disabled veterans from paying property taxes.

\*\*The State of Vermont defines "Homestead" property as residential property where the owner, who must be a Vermont resident, resides. "Non-Homestead" property includes all other properties.

## ESTIMATE OF PROPERTY TAX RATE FOR 2022-23

Per the Town Charter, the Selectboard is to provide an estimate of the property tax rate for the ensuing year. The Selectboard will set the actual rate in July 2022. The education tax rates are set by the State of Vermont.

Homeowners may be eligible for an education property tax reduction from the State of Vermont. Consult the 2021 Vermont income tax return booklet or tax department web site (<http://tax.vermont.gov>) for further information. Please note that under the current law, the State of Vermont requires all Vermont residents who own and occupy a Vermont Homestead are required to file a Homestead Declaration with the State by April 15 2022.

	Homestead Property (1)	Non-Homestead Property (1)
<u>Estimated Property Tax Rates:</u>		
<b>Town Tax Rate (2)</b>	\$0.4747	\$0.4747
<b>Education Tax Rate (3)</b>	\$1.5670	\$1.6300
<b>Local Agreement Rate (4)</b>	<u>\$0.0007</u>	<u>\$0.0007</u>
Total School + Town	\$2.0424	\$2.1054
<b>Articles Voted Separately, if Approved:</b>		
Town Article 1. (Selectboard Salaries)	\$0.0004	\$0.0004
Town Article 4. (Open Space Fund)	\$0.0031	\$0.0031
Town Article 6. (Facilities maint. Utility Vehicle) (5)	\$0.0002	\$0.0002
Town Article 7. (Replace Fire Dept. Utility Truck) (5)	\$0.0005	\$0.0005
Town Article 8. (Replace Fire Dept. Radios) (5)	\$0.0006	\$0.0006
Town Article 9. (Irish Hill Rd. Recreation path) (5)	\$0.0012	\$0.0012
Town Article 10. (Replace Shelburne Beach House)(5)	\$0.0015	\$0.0015
	-----	-----
Sub-Total, Separate Articles	\$0.0075	\$0.0075
 <b>Estimated Total Tax Rate:</b>	 <b><u>\$2.0499</u></b>	 <b><u>\$2.1129</u></b>

### NOTES

- 1 “Homestead” property is defined as residential property where the owner, who must be a Vermont resident, resides. “Non-Homestead” includes all other properties.
2. The Town tax rate will be based on the 2022 town grand list as of July 2022. The estimated tax rate shown here assumes a grand list of \$16,155,864.
3. The Education Tax Rates are preliminary estimates and subject to change by the State of Vermont.
4. The local Agreement tax rate was established by Town vote in 2007 to exempt a portion of the appraised value of property owned by qualified disabled veterans from paying property taxes.
5. Depending on acquisition and construction schedules, financing for some of these Capital Projects may take place in the 2023-24 fiscal year instead of FY 2022-23.





# Town of Shelburne, Vermont

CHARTERED 1763

## WARNING – ANNUAL TOWN MEETING

The legal voters of the Town of Shelburne are hereby notified and warned to meet via Zoom (details below) on Monday, February 28, 2022 at 7:00 P.M. to hear about and act upon any items not involving voting by Australian Ballot; and to hold a public hearing on items to be voted by Australian Ballot. The Meeting will then be adjourned and reconvened in the Shelburne Town Center Gym on Tuesday, March 1, 2022 to vote for Town Officers and to transact any business involving voting by Australian Ballot from the hours of 7:00 A.M. to 7:00 P.M.

### ZOOM LOGIN DETAILS:

Join SHELBURNE TOWN MEETING via Zoom

<https://us02web.zoom.us/j/86841657773?pwd=WVhGR3NuWHliWVQzcjM1SC9QbVA1Zz09>

Meeting ID: 868 4165 7773; Passcode: 1TQQKT

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 868 4165 7773; Passcode: 472083

### BALLOT QUESTIONS – to be voted by Australian Ballot

- Article 1: Shall the Town set the compensation to be paid to the Selectboard for Fiscal Year 2023 (July 1, 2022 through June 30, 2023) at \$1500 for the Chair and \$1200 for each other Selectboard member?
- Article 2: To elect all Town Officers as required by law.
- Article 3: Shall the Town adopt the Selectboard's proposed budget of \$9,842,992 of which \$7,669,249 is to be raised by taxes?
- Article 4: Shall the Town raise an additional \$50,000 in taxes for the purpose of obtaining options and/or acquiring land or rights in land to preserve natural resources and open space; any unspent portion of that amount to be put into the Open Space Fund?
- Article 5: Shall the Town establish a reserve fund to be called the Municipal Facilities Reserve Fund, to be used for the purpose of repair and maintenance of municipal facilities, in accordance with 24 VSA Sec. 2804?
- Article 6: Shall the voters authorize financing for the purchase of a utility vehicle for the purpose of maintaining municipal facilities and trails for an amount to be financed not to exceed \$15,000?

Turn Over Side 1 of 2

- Article 7: Shall the voters authorize financing for the purchase of a utility truck for the Fire Department (Car 1 replacement) for an amount not to exceed \$66,500?
- Article 8: Shall the voters authorize financing for the purchase of portable and mobile radios for the Fire Department (replacing aging equipment) for an amount not to exceed \$87,000?
- Article 9: Shall the voters authorize financing of up to \$168,000, representing the Town's 20% local share of total construction costs, for the Irish Hill recreation path?
- Article 10: Shall the voters authorize financing for the construction of a replacement Beach House at Shelburne Beach in an amount not to exceed \$350,000?

Dated at Shelburne, Vermont as approved at a meeting held this 25<sup>th</sup> of January, 2022 by the Town of Shelburne Selectboard.

\_\_\_\_\_  
s/  
Michael Ashooh, Chair

\_\_\_\_\_  
s/  
Kate Lalley, Vice Chair

\_\_\_\_\_  
s/  
Mary Kehoe

\_\_\_\_\_  
s/  
Luce Hillman

\_\_\_\_\_  
s/  
Cate Cross

Filed this \_\_\_<sup>th</sup> day of January, 2022 in the office of the Shelburne Town Clerk.

\_\_\_\_\_  
s/  
Diana Vachon, Town Clerk

**TOWN OF SHELBURNE  
GENERAL FUND FY 2022-23 PROPOSED BUDGET  
JULY 1, 2022 TO JUNE 30, 2023  
REVENUE & EXPENDITURE  
SUMMARY**

REVENUE CATEGORIES	FY 2021 2020-21 BUDGET	FY 2021 2020-21 ACTUAL	FY 2022 2021-22 BUDGET	FY 2023 2022-23 BUDGET	FY 2023 INCR (DECR)	% CHG.
Taxes, Penalties & Interest	\$7,378,967	\$7,435,374	\$7,455,818	\$7,758,249	\$302,431	4.1%
Town Clerk's Office	169,620	155,314	121,315	163,960	42,645	35.2%
Highways & Public Works	202,915	202,690	219,575	173,760	(45,815)	-20.9%
Police & Emergency Dispatch	559,697	496,194	527,490	441,490	(86,000)	-16.3%
Water & Sewer Admin.	98,577	98,576	101,534	103,565	2,031	2.0%
Cemetery	5,400	6,200	4,400	4,400	0	0.0%
Planning & Zoning	113,175	96,644	113,000	93,500	(19,500)	-17.3%
Recreation	158,425	119,790	155,145	130,085	(25,060)	-16.2%
Library	0	1,040	0	0	0	0.0%
Investment Interest	500	8	2,000	2,000	0	0.0%
Rescue	376,058	56,647	410,819	414,150	3,330	0.8%
Building Use/Lease Income	150,000	173,893	147,736	147,736	0	0.0%
Transfer from Funds / Misc.	348,385	289,826	395,363	410,099	14,737	3.7%
<b>TOTAL REVENUES</b>	<b>\$9,561,718</b>	<b>\$9,132,194</b>	<b>\$9,654,195</b>	<b>\$9,842,992</b>	<b>\$188,798</b>	<b>2.0%</b>
<b>EXPENDITURE CATEGORIES</b>						
Selectboard/VLCT/Town Rpts.	\$51,772	\$46,320	\$74,290	\$68,739	(\$5,551)	-7.5%
Legal	60,000	131,440	60,000	80,000	\$20,000	33.3%
Town Manager's Office	237,814	223,240	257,240	264,964	7,724	3.0%
Administrative Services	108,400	90,581	101,352	120,952	19,600	19.3%
Elections	14,000	24,802	4,500	16,700	12,200	271.1%
Finance & Insurance	575,515	639,149	556,343	564,759	8,416	1.5%
Town Clerk's Office	275,339	217,182	250,887	268,837	17,951	7.2%
Planning & Zoning	317,911	242,462	313,461	309,076	(4,386)	-1.4%
Assessing/Reappraisal	109,234	90,998	155,440	170,478	15,038	9.7%
Buildings & Grounds	376,094	304,453	345,672	418,479	72,806	21.1%
Public Works/Stormwater	206,000	287,741	206,000	190,000	(16,000)	-7.8%
Police	1,944,266	1,532,469	1,963,415	2,058,548	95,133	4.8%
Fire Dept.	307,308	330,975	287,511	373,080	85,570	29.8%
Public Safety/Dispatch	778,311	653,749	794,678	822,055	27,377	3.4%
Highway	1,402,623	1,206,121	1,454,250	1,453,724	(526)	0.0%
Health/Social Services	38,777	37,000	38,777	41,777	3,000	7.7%
Rescue	376,058	418,461	410,819	439,150	28,330	6.9%
Cemetery	60,512	60,802	60,373	53,400	(6,972)	-11.5%
Recreation	370,778	312,777	351,935	332,258	(19,677)	-5.6%
Harbormaster	50,100	45,082	50,100	50,100	(0)	0.0%
Library	477,973	439,605	480,472	509,563	29,091	6.1%
Debt Service	1,082,577	1,030,334	1,056,878	870,694	(186,184)	-17.6%
Inter-Governmental Transfers	198,407	196,541	191,763	201,619	9,856	5.1%
Employee Misc. Benefits	81,200	178,811	91,440	92,440	1,000	1.1%
Selectbrd Discr./Other Projects	30,750	17,396	46,600	71,600	25,000	53.6%
Open Space Fund (Voted by Sep. Article)	30,000	30,000	50,000	0	(50,000)	-100.0%
<b>TOTAL EXPENDITURES</b>	<b>\$9,561,718</b>	<b>\$8,788,493</b>	<b>\$9,654,195</b>	<b>\$9,842,992</b>	<b>\$188,798</b>	<b>2.0%</b>
Revenue - Expenditures	0.00	343,701	0	0		
Grand List	15,683,246	15,672,164	15,993,874	16,155,864	161,990	1.0%
<b>Tax Rate</b>	<b>\$0.4644</b>	<b>\$0.4644</b>	<b>\$0.4602</b>	<b>\$0.4747</b>	\$0.0145	3.15%
Tax rate Change From Prior Yr.	\$0.023		-\$0.001	\$0.0145		
Tax rate % Change From Prior Yr.	5.2%		-0.2%	3.15%		

LINE #	REVENUE CATEGORIES	FY 2021 2020-21 BUDGET	FY 2021 2020-21 ACTUAL	FY 2022 2021-22 BUDGET	FY 2023 2022-23 BUDGET	FY 2023 INCR (DECR)	% CHG.	NOTES
<b>TAXES</b>								
1	Property Taxes	\$7,283,966	\$ 7,358,102	\$7,359,818	\$7,669,249	\$309,431	4.2%	
2	Late Homestead Filing Penalty	\$14,000	\$ 16,676	\$14,000	14,000	0	0.0%	
3	Delinquent tax Penalty Charges	\$41,000	\$ 33,569	\$42,000	40,000	(2,000)	-4.8%	
4	Delinquent tax Interest Charges	\$40,000	\$ 27,027	\$40,000	35,000	(5,000)	-12.5%	
<b>5 SUB-TOTAL TAXES</b>		<b>\$7,378,966</b>	<b>\$7,435,374</b>	<b>\$7,455,818</b>	<b>\$7,758,249</b>	<b>\$302,431</b>	<b>4.1%</b>	
<b>6 TOWN CLERK'S OFFICE</b>								
7	Liquor Licenses	\$ 3,000	\$ 2,910	\$ 2,770	\$ 2,910	\$ 140	5.1%	
8	Animal Licenses	\$6,000	\$ 5,368	\$6,600	6,400	(200)	-3.0%	
9	Animal License Transfer to Dog Park	-\$840	\$ (674)	-\$600	(800)	(200)	33.3%	
10	Marriage/Civil Union Licenses	\$500	\$ 470	\$470	450	(20)	-4.3%	
11	Deed Recordings	\$54,000	\$ 124,781	\$60,000	90,000	30,000	50.0%	
12	Misc. Income	\$100	\$ 43	\$50	50	0	0.0%	
13	Green Mtn Passports	\$180	\$ 226	\$150	200	50	33.3%	
14	Vault Time Fee	\$950	\$ 357	\$500	300	(200)	-40.0%	
15	Copier Use	\$7,000	\$ 8,943	\$7,200	9,000	1,800	25.0%	
16	Vital Statistics Copies	\$15,000	\$ 1,801	\$2,000	1,800	(200)	-10.0%	
17	Passport Fees & Photos	\$17,500	\$ 1,380	\$10,000	15,000	5,000	50.0%	
18	Motor Vehicle Registrations	\$230	\$ 150	\$175	150	(25)	-14.3%	
19	Grants	\$	\$ 9,558					
20	Land Records Recording System	\$40,000	\$ -	\$22,000	27,000	5,000	22.7%	Note 1
21	Trsf. from Records Preservation Fund	\$26,000	\$ -	\$10,000	11,500	1,500	15.0%	Note 1
<b>22 SUB-TOTAL TOWN CLERK'S OFFICE</b>		<b>\$ 169,620</b>	<b>\$ 155,314</b>	<b>\$ 121,315</b>	<b>\$ 163,960</b>	<b>\$ 42,645</b>	<b>35.2%</b>	
<b>23 HIGHWAYS/ PUBLIC WORKS</b>								
24	Hwy State Aid	\$ 145,000	\$ 190,420	\$ 145,000	\$ 145,000	\$ -	0.0%	
25	Hwy Permits	\$2,100	\$ 2,270	\$2,100	2,100	0	0.0%	
26	Road Cut Permits	\$10,000	\$ 10,000	\$10,000	10,000	0	0.0%	
27	Bik/Ped Path Grant	\$45,815	\$ -	\$62,475	16,660	(45,815)	-73.3%	Note 2
28	Construction Reimbursements							
<b>29 SUB-TOTAL HIGHWAYS</b>		<b>\$ 202,915</b>	<b>\$ 202,690</b>	<b>\$ 219,575</b>	<b>\$ 173,760</b>	<b>\$ (45,815)</b>	<b>-20.7%</b>	
<b>POLICE &amp; EMERGENCY DISPATCH</b>								
30	Judicial Fees	\$ 40,000	\$ 15,062	\$ 10,000	\$ 10,000	\$ -	0.0%	
31	Special Duty Reimbursement	\$23,290	\$ 32,274	\$23,290	23,290	-	0.0%	Note 3
32	Special Duty Enforcement Grants	\$17,000	\$ 15,187	\$17,000	17,000	-	0.0%	Note 3
33	CVSD School Resource Officer Pmt	\$84,000	\$ 65,000	\$86,000		(86,000)	-100.0%	
34	Other Fees	\$300	\$ 10	\$300	300	-	0.0%	
35	Animal Enforcement	\$500	\$ -	\$500	500	-	0.0%	
36	Insurance Reports	\$2,200	\$ 1,536	\$1,600	1,600	-	0.0%	
37	Fingerprinting	\$12,000	\$ 260	\$4,000	4,000	-	0.0%	
38	Misc. Donations							
39	Burn Permits	\$2,000	\$ 1,855	\$1,000	1,000	-	0.0%	
40	Dispatch Contracts	\$285,557	\$ 273,322	\$287,000	287,000	-	0.0%	Note 4
41	State E911 Call Center	\$81,850	\$ 81,848	\$85,800	85,800	-	0.0%	Note 5
42	Alarm Permits	\$11,000	\$ 9,840	\$11,000	11,000	-	0.0%	
<b>43 SUB-TOTAL POLICE/DISPATCH</b>		<b>\$ 559,697</b>	<b>\$ 496,194</b>	<b>\$ 527,490</b>	<b>\$ 441,490</b>	<b>\$ (86,000)</b>	<b>-16.3%</b>	

LINE #	REVENUE CATEGORIES	FY 2021 2020-21 BUDGET	FY 2021 2020-21 ACTUAL	FY 2022 2021-22 BUDGET	FY 2023 2022-23 BUDGET	FY 2023 INCR (DECR)	% CHG.	NOTES
<b>WATER &amp; SEWER ADMINISTRATION</b>								
1	Sewer Dept. Admin.	\$49,288	\$ 49,288	\$50,767	\$ 51,782	\$1,015	2.0%	
2	Water Dept. Admin.	\$49,288	\$ 49,288	\$50,767	\$ 51,782	1,015	2.0%	
3	<b>SUB-TOTAL</b>							
4	<b>WATER &amp; SEWER ADMIN.</b>	\$ 98,577	\$ 98,576	\$ 101,534	\$ 103,565	\$ 2,031	2.0%	Note 6
<b>5 CEMETERY</b>								
6	Cemetery Fund Transfer & Interest							
7	Cemetery Other	\$ 1,400	\$ 3,000	\$ 1,400	\$ 1,400	\$ -	0.0%	
8	Interment Fee	\$4,000	\$ 3,200	\$3,000	\$ 3,000	\$0	0.0%	
9	<b>SUB-TOTAL CEMETERY</b>	\$ 5,400	\$ 6,200	\$ 4,400	\$ 4,400	\$ -	0.0%	
<b>10 PLANNING/ZONING:</b>								
11	Building Permits & Cert of Occup.	\$ 60,000	\$ 64,304	\$ 60,000	\$ 60,000	\$ -	0.0%	
12	Site Plan/Subdiv/Cond'l Use Fees	\$22,500	\$ 25,025	\$22,500	\$ 22,500	-	0.0%	
13	Sign Permits	\$750	\$ 550	\$750	\$ 750	-	0.0%	
14	Town Regs/Plan/Public Wk spec.	\$425	\$ -	\$250	\$ 250	-	0.0%	
15	Planning/Zoning Other		\$ 6,765			\$0		
16	Grant Revenues	\$29,500	\$ -	\$29,500	\$ 10,000	(\$19,500)	-325.0%	Note 7
17	<b>SUB-TOTAL</b>							
18	<b>PLANNING/ZONING</b>	\$ 113,175	\$ 96,644	\$ 113,000	\$ 93,500	\$ (19,500)	-17.3%	
<b>19 PARKS AND RECREATION</b>								
20	Beach Stickers	\$ 16,625	\$ 18,301	\$ 17,540	\$ 17,330	(\$210)	-1.2%	
21	Recreation Programs	\$32,950	\$ 33,370	\$29,680	\$ 36,995	7,316	24.6%	
22	Adult Leagues	\$1,410	\$ -	\$1,410	\$ 1,410	-	0.0%	
23	Little League Admin Assistance	\$15,425	\$ 18,870	\$15,425	\$ 2,400	(13,025)	-84.4%	
24	Babe Ruth	\$6,240	\$ 5,549	\$6,240		(6,240)	-100.0%	
25	Softball	\$3,000	\$ 2,724	\$3,000		(3,000)	-100.0%	
26	Swimming Lessons	\$650	\$ 523	\$600	\$ 600	-	0.0%	
27	Martial Arts	\$2,160	\$ -	\$2,160		(2,160)	-100.0%	
28	Youth Basketball	\$3,475	\$ -	\$4,200	\$ 4,200	-	0.0%	
29	Soccer	\$14,180	\$ 10,695	\$12,955	\$ 15,025	2,070	16.0%	
30	Summer Soccer Camp	\$13,800	\$ 6,460	\$13,800	\$ 7,750	(6,050)	-43.8%	
31	Ski Program	\$8,800	\$ 1,425	\$8,800	\$ 9,300	500	5.7%	
32	Concerts/Special Events	\$13,750	\$ 3,025	\$13,750	\$ 11,250	(2,500)	-18.2%	
33	Lacrosse	\$10,650	\$ 9,108	\$10,275	\$ 9,125	(1,150)	-11.2%	
34	Donations	\$500	\$ -	\$500	\$ 500	-	0.0%	
35	Recreation Facility/Field Use Fees	\$11,500	\$ 8,005	\$11,500	\$ 12,750	1,250	10.9%	
36	Transfer From baseball Funds	\$1,935	\$ -	\$1,935		(1,935)	-100.0%	
37	VANTIV EFT Fees	\$1,375	\$ 1,735	\$1,375	\$ 1,450	\$75	5.5%	
38	Misc. Income							
39	<b>SUB-TOTAL PARKS &amp; RECREATION</b>	\$ 158,425	\$ 119,790	\$ 155,145	\$ 130,085	\$ (25,059)	-15.2%	
<b>LIBRARY</b>								
40	Grant Revenues		\$ 1,040			\$0		
41	Misc. income					\$0		
42								
43	<b>SUB-TOTAL LIBRARY</b>	\$ -	\$ 1,040	\$ -	\$ -	\$ -		
<b>44 FINANCIAL MANAGEMENT</b>								
45	Investment Interest	\$ 500	\$ 8	\$ 2,000	\$ 2,000	-	0.0%	
46	Applied Fund Balance	0		0	0	\$0		
47	<b>SUB-TOTAL</b>							
48	<b>FINANCIAL MANAGEMENT</b>	\$ 500	\$ 8	\$ 2,000	\$ 2,000	\$ -	0.0%	

LINE #	REVENUE CATEGORIES	FY 2021 2020-21 BUDGET	FY 2021 2020-21 ACTUAL	FY 2022 2021-22 BUDGET	FY 2023 2022-23 BUDGET	FY 2023 INCR (DECR)	% CHG.	NOTES
1	<b>RESCUE</b>							
2	Transfer From Ambulance Fund	\$ 355,158	\$ -	\$ 389,919	\$ 404,150	\$ 14,230	3.6%	Note 8
3	COVID Grants		\$ 56,119					
4	Radio Upgrade/replacement					\$0		
5	First Aid/ CPR Class Fees&misc.					\$0		
6		\$ -				\$0		
7	Misc. Income	\$20,900	\$ 527	\$20,900	10,000	(10,900)		
8	<b>SUB-TOTAL RESCUE</b>	\$ 376,058	\$ 56,647	\$ 410,819	\$ 414,150	\$ 3,330	0.5%	
9	<b>MISCELLANEOUS</b>							
10	Miscellaneous	\$ 3,500	\$ 4,329	\$ 3,500	\$ 3,500	\$ -	0.0%	
11	Fire Dept. Grants/Donations/Misc.	\$0	\$ 12,101	\$0	0	\$0		
12	Town Hall Clock Tower Donations		\$ 15,870					
13	Pymt. in Lieu of Taxes	\$6,300	\$ 13,007	\$6,300	6,300	-	0.0%	
14	State Current Use Payment	\$130,000	\$ 145,696	\$140,000	140,000	-	0.0%	
15	Mooring Fees	\$50,100	\$ 52,319	\$50,100	50,100	-	0.0%	
16	Town Ctr./ Tn Hall Facilities Use	\$9,000	\$ (240)	\$1,000	1,000	-	0.0%	
17	Act 60/68 Administration	\$53,000	\$ -	\$50,100	53,000	2,900	5.8%	
18	Retiree Health/Dental Premiums	\$1,848	\$ 1,867	\$1,848	1,848	-	0.0%	
19	Pierson Bldg. Lease	\$30,000	\$ 27,736	\$27,736	27,736	-	0.0%	
20	CSSU Village Ctr. Lease	\$71,000	\$ 79,000	\$79,000	79,000	-	0.0%	
21	CSSU Bldg. Maint. Allocation	\$40,000	\$ 67,397	\$40,000	40,000	-	0.0%	
22	Transfer From Bay Park Fund	\$10,000	\$ -	\$10,000	10,000	-	0.0%	
23	Transfer Fr. Reappraisal Fund	\$29,000	\$ -	\$70,109	83,217	13,108	18.7%	
24	Transfer Fr. Rec. Impact Fees Acct.	\$20,000	\$ -	\$20,000	20,000	-	0.0%	
25	Beaver Creek Special Assessment	\$44,637	\$ 44,637	\$43,406	42,134	(1,272)	-2.9%	Note 9
	<b>MISCELLANEOUS</b>	\$ 498,385	\$ 463,718	\$ 543,099	\$ 557,834	\$ 14,736	2.7%	
26								
27	Total Non-Tax Revenue	\$2,277,751	\$1,774,092	\$2,294,377	\$2,173,744	(\$120,633)	-5.3%	
28								
29	<b>GRAND TOTAL</b>	\$9,561,717	\$9,132,194	\$9,654,195	\$9,842,992	\$ 188,798	2.0%	
				\$0				
30	Grand List	15,683,246		15,993,874	16,155,864	161,990	1.0%	
31	Tax Rate	\$0.4644		\$0.4602	\$0.4747	\$ 0.0145	3.15%	
32	Tax Rate Change From Prior Yr.	\$0.023		(\$0.001)	\$0.0145			

EXPENDITURE CATEGORIES		FY 2021	FY 2021	FY 2022	FY 2023	FY 2023	
ITEM		2020-21	2020-21	2021-22	2022-23	INCR	%
		BUDGET	ACTUAL	BUDGET	BUDGET	(DECR)	CHG.
<b>SELECTBOARD</b>							
1	Selectboard Salaries	6,300	\$ 6,300	6,300		(\$6,300)	-100.0%
2	FICA	\$482	\$ 482			\$0	
3	Economic Development	\$25,000	\$ 21,210	\$50,000	<b>50,000</b>	\$0	0.0%
4	Expenses	\$8,000	\$ 7,160	\$6,000	<b>6,000</b>	\$0	0.0%
5	VLCT Dues	\$9,990	\$ 9,990	\$9,990	<b>10,739</b>	\$749	7.5%
6	Town Reports	\$2,000	\$ 1,178	\$2,000	<b>2,000</b>	\$0	0.0%
7	<b>SUB-TOTAL SELECTBOARD</b>	51,772	\$ 46,320	74,290	<b>68,739</b>	(5,551)	-7.5%
8	<b>Legal Expense</b>	\$55,000	\$ 122,234	\$60,000	<b>80,000</b>	\$20,000	33.3%
9	<b>Fire/Rescue Facilities Site Analysis</b>	\$5,000	\$ 9,206			\$0	
	<b>SUB-TOTAL LEGAL EXPENSE</b>	\$ 60,000	\$ 131,440	\$ 60,000	<b>\$ 80,000</b>	\$ 20,000	33.3%
<b>10 MANAGER'S OFFICE</b>							
11	Salaries	\$ 180,255	\$ 175,235	\$ 185,569	<b>\$ 190,184</b>	\$4,615	2.5%
12	Benefits	\$45,815	\$ 40,917	\$59,927	<b>61,036</b>	\$1,109	1.9%
13	Manager's Expenses	\$6,000	\$ 2,444	\$6,000	<b>6,000</b>	\$0	0.0%
14	Vehicle Expense	\$3,744	\$ 3,744	\$3,744	<b>3,744</b>	\$0	0.0%
15	Emergency Management	\$2,000	\$ 900	\$2,000	<b>4,000</b>	\$2,000	100.0%
16	<b>SUB-TOTAL MANAGER'S OFFICE</b>	\$ 237,814	\$ 223,240	\$ 257,240	<b>\$ 264,964</b>	\$ 7,724	3.0%
<b>17 ADMINISTRATIVE SERVICES</b>							
18	Technical Assistance	\$6,000	\$ 6,929	\$3,000	<b>3,000</b>	\$0	0.0%
19	Training	\$5,000	\$ 80	\$3,000	<b>5,000</b>	\$2,000	66.7%
20	Office Equipment & Repairs	\$2,000	\$ 299	\$2,000	<b>2,000</b>	\$0	0.0%
21	Postage	\$15,000	\$ 16,158	\$14,000	<b>16,000</b>	\$2,000	14.3%
22	Copier Expenses	\$9,500	\$ 7,232	\$9,000	<b>8,000</b>	(\$1,000)	-11.1%
23	Office Supplies	\$8,500	\$ 6,204	\$8,000	<b>8,000</b>	\$0	0.0%
24	Computer Software	\$16,000	\$ 17,870	\$27,952	<b>27,952</b>	\$0	0.0%
25	Computer Hardware	\$15,000	\$ 7,651	\$5,000	<b>5,000</b>	\$0	0.0%
26	Computer Tech. Assistance	\$21,000	\$ 17,155	\$20,000	<b>20,000</b>	\$0	0.0%
27	Data Line	\$2,400	\$ 2,320	\$2,400	<b>3,000</b>	\$600	25.0%
28	Telephone Exp. (Tn. Ctr & Library)	\$8,000	\$ 8,683	\$7,000	<b>23,000</b>	\$16,000	228.6%
29	<b>SUB-TOTAL ADMINISTRATIVE SVCS.</b>	\$ 108,400	\$ 90,581	\$ 101,352	<b>\$ 120,952</b>	\$ 19,600	19.3%
<b>30 ELECTIONS</b>							
31	Election Salaries	\$ 7,000	\$ 8,506	\$ 3,000	<b>\$ 8,000</b>	\$5,000	166.7%
32	Election Expense	\$6,400	\$ 15,361	\$1,000	<b>7,700</b>	\$6,700	670.0%
33	BCA Expenses	\$600	\$ 936	\$500	<b>1,000</b>	\$500	100.0%
34	<b>SUB-TOTAL ELECTIONS</b>	\$ 14,000	\$ 24,802	\$ 4,500	<b>\$ 16,700</b>	\$ 12,200	271.1%
<b>35 FINANCE &amp; INSURANCE</b>							
36	Salaries	\$ 156,508	\$ 165,789	\$ 157,607	<b>\$ 163,192</b>	\$5,585	3.5%
37	Benefits	\$50,727	\$ 60,771	\$52,611	<b>53,442</b>	\$831	1.6%
38	Property/Liability Insurance	\$332,280	\$ 377,879	\$309,126	<b>309,126</b>	\$0	0.0%
39	Insurance Claims: Deductible	\$5,000	\$ 1,711	\$5,000	<b>5,000</b>	\$0	0.0%
40	Unemployment Insurance	\$6,000	\$ 6,313	\$7,000	<b>7,000</b>	\$0	0.0%
41	Annual Audit	\$25,000	\$ 26,686	\$25,000	<b>27,000</b>	\$2,000	8.0%
42	<b>SUB-TOTAL FINANCE&amp; INSURANCE</b>	\$ 575,515	\$ 639,149	\$ 556,343	<b>\$ 564,759</b>	\$ 8,416	1.5%
<b>43 TOWN CLERK/TREASURER</b>							
44	Town Clerk Office Salaries	\$ 141,563	\$ 148,198	\$ 144,422	<b>\$ 155,264</b>	\$ 10,842	7.5%
45	Town Treasurer & Asst. Treasurer	\$6,764	\$ 6,218	\$12,501	<b>9,652</b>	(\$2,849)	-22.8%
46	Town Clerk Office Benefits	\$46,395	\$ 30,448	\$48,530	<b>49,450</b>	\$919	1.9%
47	Town Treasurer &Asst. Benefits	\$517	\$ 515	\$1,183	<b>972</b>	(\$211)	-17.8%
48	Tax Map updates	\$	\$ -		<b>3,000</b>	\$3,000	
49	Passport Supplies	\$	\$ -		<b>1,000</b>	\$1,000	
50	Expenses	\$3,500	\$ 1,309	\$3,000	<b>6,500</b>	\$3,500	116.7%
51	Office Expense	\$9,500	\$ 5,887	\$8,750	<b>4,000</b>	(\$4,750)	-54.3%
52	Recording Software&Supplies	\$26,500	\$ 24,290	\$22,000	<b>27,000</b>	\$5,000	22.7%
53	Records Automation/Preservation	\$40,000	\$ 17	\$10,000	<b>11,500</b>	\$1,500	15.0%
54	Computer Software/Hardware	\$600	\$ 300	\$500	<b>500</b>	\$0	0.0%
55	Records Restoration						
56	<b>SUB-TOTAL TOWN CLERK/TREAS.</b>	\$ 275,339	\$ 217,182	\$ 250,887	<b>\$ 268,837</b>	\$ 17,951	7.2%

Note 10

Note 11

Note 12

EXPENDITURE CATEGORIES		FY 2021	FY 2021	FY 2022	FY 2023	FY 2023	
ITEM		2020-21	2020-21	2021-22	2022-23	INCR	%
		BUDGET	ACTUAL	BUDGET	BUDGET	(DECR)	CHG.
<b>PLANNING &amp; ZONING</b>							
1	Salaries	\$179,495	\$ 158,797	\$181,995	<b>190,944</b>	\$8,949	4.9%
2	Contract Services		\$ 8,925				
3	Benefits	\$74,215	\$ 54,701	\$77,466	<b>78,532</b>	\$1,065	1.4%
4	Planning Expense	\$7,000	\$ 7,111	\$7,000	<b>7,000</b>	\$0	0.0%
5	Conferences and Training	\$3,500	\$ 527	\$500	<b>2,000</b>	\$1,500	300.0%
6	Special Projects					\$0	
7	Grant Funded Projects	\$37,500	\$ -	\$35,000	<b>10,000</b>	(\$25,000)	-71.4%
8	Planning Projects w/o Grants	\$8,000		\$4,000	<b>10,000</b>	\$6,000	150.0%
9	Planning Assistance	\$7,000	\$ 8,866	\$7,000	<b>10,000</b>	\$3,000	42.9%
10	Enforcement & Technical Asstance		\$ 3,135			\$0	
11	GIS & Permit Software	\$1,200	\$ 400	\$500	<b>600</b>	\$100	20.0%
12	<b>SUB-TOTAL PLANNING</b>						
13	<b>AND ZONING</b>	\$ 317,911	\$ 242,462	\$ 313,461	<b>\$ 309,076</b>	\$ (4,386)	-1.4%
<b>14 ASSESSING</b>							
15	Salaries	\$ 62,375	\$ 66,433	\$ 85,263	<b>\$ 97,873</b>	\$12,610	14.8%
16	Benefits	\$20,635	\$ 18,680	\$42,645	<b>44,568</b>	\$1,923	4.5%
17	Admin Asst.	\$22,224	\$ -	\$23,532	<b>24,038</b>	\$506	2.1%
18	Expenses	\$4,000	\$ 5,885	\$4,000	<b>4,000</b>	\$0	0.0%
19							
20	<b>SUB-TOTAL ASSESSING</b>	\$ 109,234	\$ 90,998	\$ 155,440	<b>\$ 170,478</b>	\$ 15,038	9.7%
<b>BUILDINGS &amp; GROUNDS</b>							
21	Salaries	\$ 116,053	\$ 104,136	\$ 118,096	<b>\$ 119,503</b>	\$ 1,407	1.2%
22	Benefits	\$56,541	\$ 50,107	\$60,077	<b>60,476</b>	\$400	0.7%
23	Town Center Operating expense	\$53,000	\$ 48,324	\$53,000	<b>53,000</b>	\$0	0.0%
24	Town Center Bldg. Improvements	\$15,000	\$ 6,755	\$5,000	<b>5,000</b>	\$0	0.0%
25	Town Hall Operating expense		\$ 392			\$0	
26	Town Hall Operating & Maint. Expense	\$5,000	\$ 3,231	\$3,000	<b>25,000</b>	\$22,000	733.3%
27	Town Hall & Library Heating Fuel	\$8,000	\$ 2,841	\$8,000	<b>8,000</b>	\$0	0.0%
28	Town Hall Clock Restoration		\$ 20,372				
29	Town Center Heating Fuel	\$21,000	\$ 15,365	\$21,000	<b>18,000</b>	(\$3,000)	-14.3%
30	Town Center Utilities	\$53,000	\$ 44,486	\$54,000	<b>55,000</b>	\$1,000	1.9%
31	Pierson Building Maintenance	\$12,000	\$ 4,903	\$10,000	<b>10,000</b>	\$0	0.0%
32	Transfer to HW Equip. Fund	\$500	\$ 500	\$500	<b>500</b>	\$0	0.0%
33	Recreation Fields Maintenance	\$5,000	\$ 2,776	\$4,000	<b>5,000</b>	\$1,000	25.0%
34	Bike/Ped Trails Maint.	\$13,000		\$5,000	<b>5,000</b>	\$0	0.0%
35	Town Energy Improvements	\$8,000	\$ -	\$4,000	<b>4,000</b>	\$0	0.0%
36	Capital Projects	\$10,000	\$ 266			\$0	
48	Transfer to Capital Equipment Fund				<b>50,000</b>	\$50,000	
49	<b>SUB-TOTAL BUILDINGS &amp; GROUNDS</b>	\$ 376,094	\$ 304,453	\$ 345,672	<b>\$ 418,479</b>	\$ 72,806	21.1%
<b>50 STORMWATER</b>							
51	Salaries	\$ -	\$ -	\$ -	<b>\$ -</b>	\$ -	
52	Benefits	\$0	\$ 5	\$0	<b>0</b>	\$0	
53	Legal/Professional Services	-	\$ 3,314	-	<b>-</b>	\$0	
54	Engineering/Planning	-	\$ 35,907	-	<b>-</b>	\$0	
55	Stormwater Partnerships	-	\$ 8,600	-	<b>-</b>	\$0	
56	Stormwater Permit Fees	-	\$ 18,092	-	<b>-</b>	\$0	
57	Stormwater Maint. (So. Burl Contract)	-	\$ 36,701	-	<b>-</b>	\$0	
58	Matching Grant Funds	-	\$ 7,514	-	<b>-</b>	\$0	
59	Misc.	-		-	<b>-</b>	\$0	
60	Stormwater Projects	-	\$ 33,738	-	<b>-</b>	\$0	
61	Transfer to Stormwater Fund	\$206,000	\$ 143,871	\$206,000	<b>190,000</b>	(\$16,000)	
62	<b>SUB-TOTAL STORMWATER</b>						
63	<b>STORMWATER</b>	\$ 206,000	\$ 287,741	\$ 206,000	<b>\$ 190,000</b>	(16,000)	-9.2%

Note 7

Note 13

<b>EXPENDITURE CATEGORIES</b>		<b>FY 2021</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>%</b>
<b>ITEM</b>		<b>2020-21</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>INCR</b>	<b>%</b>
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECR)</b>	<b>CHG.</b>
<b>HARBORMASTER</b>							
1	Salary	\$ 5,643	\$ 5,173	\$ 5,756	\$ 5,800	\$44	0.8%
2	FICA	\$432	\$ 396	\$440	444	3	0.8%
3	Mooring & Dock Inspections/Maint.	\$14,500	\$ 25,225	\$15,100	18,600	3,500	23.2%
4	Seasonal Dock&Buoy Install/Removal	\$8,700	\$ 10,916	\$9,900	7,800	(2,100)	-21.2%
5	Equipment	\$3,000	\$ 3,373	\$3,000	3,000	-	0.0%
6	Admin exp.	\$300	\$ -	\$300	300	-	-
7	Transfer to Bay Park Fund	\$17,525	\$ -	\$15,604	14,156	(1,448)	-9.3%
8	<b>SUB-TOTAL</b>	-----	-----	-----	-----	-----	-----
9	<b>HARBORMASTER</b>	\$ 50,100	\$ 45,082	\$ 50,100	\$ 50,100	\$ (0)	0.0%
<b>POLICE</b>							
10	Salaries	\$ 952,522	\$ 829,572	\$ 999,128	\$ 1,093,348	\$ 94,220	9.4%
11	Overtime & Doubletime	\$139,000	\$ 80,639	\$147,000	153,000	6,000	4.1%
12	SRO Wages	\$50,000	\$ 65,504	\$52,000	-	(52,000)	-100.0%
13	Special Duty details	\$17,000	\$ 25,065	\$17,000	17,000	-	0.0%
14	Special Duty Enforcement Grants	\$17,000	\$ 8,149	\$17,000	17,000	-	0.0%
15	Equipment Grant	\$ -	\$ 369	\$ -	-	-	-
16	Benefits	\$412,984	\$ 292,231	\$429,667	439,200	9,533	2.2%
17	Employee Assistance Program	\$5,000	\$ 4,000	\$6,000	6,000	-	0.0%
18	Community Outreach Program	\$12,915	\$ 12,806	\$13,120	16,500	3,380	25.8%
19	Office Expense	\$11,500	\$ 8,952	\$11,500	11,500	-	0.0%
20	Telephones	\$11,000	\$ 12,834	\$14,500	14,500	-	0.0%
21	Lifeline System	\$22,500	\$ -	\$22,500	22,500	-	0.0%
22	Radio Expense	\$10,200	\$ 12,954	\$14,500	14,500	-	0.0%
23	Travel/Conferences	\$5,000	\$ 1,018	\$5,000	5,000	-	0.0%
24	Police Technology	\$12,000	\$ 5,512	\$12,000	35,000	23,000	191.7%
25	Police Training	\$12,500	\$ 4,956	\$12,500	12,500	-	0.0%
26	Gasoline	\$35,000	\$ 20,264	\$35,000	35,000	-	0.0%
27	Tires	\$6,500	\$ 1,811	\$6,500	6,500	-	0.0%
28	Vehicle Maint.	\$25,000	\$ 9,791	\$20,000	20,000	-	0.0%
29	General Equipment	\$6,000	\$ 1,121	\$6,000	6,000	-	0.0%
30	Firearms & Ammunition	\$3,500	\$ 3,989	\$4,500	5,500	1,000	22.2%
31	Evidence Management	\$4,100	\$ 495	\$5,000	5,000	-	0.0%
32	Uniform Purchase	\$12,000	\$ 5,997	\$12,000	12,000	-	0.0%
33	Uniform Cleaning	\$3,500	\$ 801	\$3,500	3,500	-	0.0%
34	Building expense	\$4,000	\$ 961	\$4,000	4,000	-	0.0%
35	Computer Maint/Use	\$28,000	\$ 18,677	\$20,000	20,000	-	0.0%
36	Matching Funds for Grants	\$1,000	\$ -	\$1,000	1,000	-	0.0%
37	Capital Improvements	\$20,000	\$ -	\$10,000	20,000	10,000	100.0%
38	Transfer to Cruiser Fund	\$87,000	\$ 87,000	\$45,000	45,000	-	0.0%
39	Animal Enforcement	\$3,100	\$ 2,556	\$3,100	3,100	-	0.0%
40	C.U.S.I	\$14,445	\$ 14,445	\$14,400	14,400	-	0.0%
41	<b>SUB-TOTAL POLICE</b>	\$ 1,944,266	\$ 1,532,469	\$ 1,963,415	\$ 2,058,548	\$ 95,133	4.8%

Note 14

Note 3  
Note 3

<b>EXPENDITURE CATEGORIES</b>			<b>FY 2021</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	
<b>ITEM</b>			<b>2020-21</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>INCR</b>	<b>%</b>
			<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECR)</b>	<b>CHG.</b>
<b>1</b>	<b>FIRE DEPARTMENT</b>							
2	Volunteer Stipends	\$	55,000	\$ 54,933	\$ 57,000	\$ 100,000	43,000	75.4%
3	FICA		\$4,208	\$ 1,885	\$4,361	7,650	3,290	75.4%
4	Volunteer Retention Fund		\$	-	\$0	0	-	
5	Office Supplies/Phones		\$8,700	\$ 9,874	\$8,700	9,850	1,150	13.2%
6	Utilities, Heating Fuel & service		\$11,000	\$ 7,768	\$11,000	11,000	-	0.0%
7	Fire Prev. & Training		\$9,000	\$ 8,980	\$9,000	9,000	-	0.0%
8	Radio Maintenance		\$6,150	\$ 52,908	\$7,650	15,080	7,430	97.1%
9	Fire Prot. Clothing		\$24,200	\$ 27,508	\$26,200	37,575	11,375	43.4%
10	Uniforms		\$5,000	\$ 9,136	\$5,000	5,000	-	
11	Gas & Oil		\$5,000	\$ 3,019	\$5,000	5,000	-	0.0%
12	Firefighting Supplies		\$8,000	\$ 4,665	\$8,000	8,500	500	6.3%
13	Equipment Maint.		\$27,200	\$ 30,362	\$28,200	36,700	8,500	30.1%
14	Equipment Replacement Fund		\$50,000	\$ 50,000	\$50,000	50,000	-	0.0%
15	Building Maint.		\$15,000	\$ 12,842	\$15,000	15,000	-	0.0%
16	Fire Equipment		\$36,400	\$ 42,075	\$29,300	31,200	1,900	6.5%
17	Grant Projects						-	
18	Marine Apparatus		\$9,400	\$ 3,618	\$9,400	16,700	7,300	77.7%
19	Periodicals & Memberships		\$3,000	\$ 1,225	\$3,000	2,500	(500)	-16.7%
20	Membership events/incentives		\$8,000	\$ 6,829	\$8,000	9,000	1,000	12.5%
21	Physicals/ PF Testing		\$2,050	\$ 2,266	\$2,700	3,325	625	23.1%
22	Capital Improvements		\$20,000	\$ 1,084			-	
<b>23</b>	<b>SUB-TOTAL FIRE DEPARTMENT</b>	\$	307,308	\$ 330,975	\$ 287,511	\$ 373,080	85,570	29.8%
<b>24</b>	<b>PUBLIC SAFETY &amp; DISPATCH</b>							
25	Dispatch Salaries	\$	448,724	\$ 429,810	\$ 461,886	\$ 481,000	\$19,113	4.1%
26	Overtime & Doubletime		\$79,095	\$ 78,264	\$81,488	84,648	3,160	3.9%
27	Benefits		\$164,392	\$ 122,960	\$165,203	170,308	5,104	3.1%
28	Training		\$2,500	\$ 357	\$2,500	2,500	-	0.0%
29	Uniforms		\$3,500	\$ 117	\$3,500	3,500	-	0.0%
30	Uniform Cleaning		\$100	\$ -	\$100	100	-	0.0%
31	Capital Improvements		\$20,000	\$ 4,222	\$20,000	20,000	-	0.0%
32	Dispatch Radio Equipment		\$14,000	\$ 12,544	\$14,000	14,000	-	0.0%
33	Technology Mgmt. Fee		\$8,000	\$ -	\$8,000	8,000	-	0.0%
34	Communications Transmission Equip Impr		\$25,000		\$25,000	25,000	-	0.0%
35	Computer Use		\$13,000	\$ 5,476	\$13,000	13,000	-	0.0%
<b>36</b>	<b>SUB-TOTAL PUBLIC</b>							
<b>37</b>	<b>SAFETY &amp; DISPATCH</b>	\$	778,311	\$ 653,749	\$ 794,678	\$ 822,055	\$ 27,377	3.4%

EXPENDITURE CATEGORIES		FY 2021	FY 2021	FY 2022	FY 2023	FY 2023	
ITEM		2020-21	2020-21	2021-22	2022-23	INCR	%
		BUDGET	ACTUAL	BUDGET	BUDGET	(DECR)	CHG.
<b>HIGHWAY</b>							
1	Salaries	\$ 301,672	\$ 279,417	\$ 309,625	\$ 309,137	\$ (488)	-0.2%
2	Overtime	\$31,608	\$ 21,036	\$32,261	\$33,230	969	3.0%
3	Benefits	\$130,443	\$ 105,266	\$137,464	\$139,057	1,593	1.2%
4	Inter-Dept. Assistance	\$2,000	\$ -	\$2,000	\$2,000	-	0.0%
5	Road Maintenance	\$45,000	\$ 70,625	\$45,000	\$45,000	-	0.0%
6	Tree Removal	\$6,000	\$ 21,083	\$6,000	\$6,000	-	0.0%
7	Drainage System Maintenance	\$20,000	\$ 17,704	\$20,000	\$20,000	-	0.0%
8	Capital Projects	\$40,000	\$ 43,951	\$30,000	\$30,000	-	0.0%
9	Retreatment (Paving)	\$350,000	\$ 310,683	\$350,000	\$350,000	-	0.0%
10	Sidewalk Maint. & Traffic Safety Imprvmnts	\$30,000	\$ 17,891	\$50,000	\$50,000	-	0.0%
11	Line Striping and crosswalks	\$10,000	\$ 11,270	\$10,000	\$10,000	-	0.0%
12	Engineering Svcs.	\$3,000	\$ 2,612	\$3,000	\$3,000	-	0.0%
13	Street Signs	\$5,000	\$ 5,345	\$5,000	\$6,000	1,000	20.0%
14	Winter Sand	\$6,000	\$ 6,629	\$6,000	\$6,000	-	0.0%
15	Salt	\$125,000	\$ 81,404	\$125,000	\$130,000	5,000	4.0%
16	Garage Heating Fuel	\$7,300	\$ 4,901	\$7,300	\$7,000	(300)	-4.1%
17	Garage Utilities	\$14,000	\$ 12,608	\$14,000	\$14,000	-	0.0%
18	Uniforms	\$4,600	\$ 4,706	\$4,600	\$4,900	300	6.5%
19	Gas & Diesel	\$28,000	\$ 16,317	\$28,000	\$29,400	1,400	5.0%
20	Equip. Repair & Maint	\$60,000	\$ 45,985	\$60,000	\$60,000	-	0.0%
21	Transfer To Equip. Repl. Fund	\$100,000	\$ 100,000	\$110,000	\$150,000	40,000	36.4%
22	Garage Expense & Supplies	\$8,000	\$ 14,534	\$8,000	\$8,000	-	0.0%
23	Building Maintenance	\$5,000	\$ 1,027	\$5,000	\$10,000	5,000	100.0%
24	Street Light Installation/upgrade	\$5,000	\$ -	\$0	\$0	-	-
25	Street & Caution Lights	\$10,000	\$ 11,127	\$11,000	\$11,000	-	0.0%
26	Irish Hill to Thompson Rd Bike/Ped Path	\$5,000	\$ -	\$75,000	\$20,000	(55,000)	-73.3%
27							
28	<b>SUB-TOTAL HIGHWAY</b>	\$ 1,402,623	\$ 1,206,121	\$ 1,454,250	\$ 1,453,724	\$ (526)	0.0%
29							
<b>HEALTH &amp; SOCIAL SERVICES</b>							
31	Salary - Health Officer	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$0	0.0%
32	FICA	\$77	\$ -	\$77	\$77	\$0	0.0%
33	Social Service Agencies	\$35,000	\$ 35,000	\$35,000	\$38,000	\$3,000	8.6%
34	Transfer to Shelburne Community Fund	\$2,000	\$ 2,000	\$2,000	\$2,000	\$0	0.0%
35	Health Officer Expense	\$700	\$ -	\$700	\$700	\$0	0.0%
36	<b>SUB-TOTAL HEALTH &amp; SOCIAL SERVICES</b>						
37	<b>SOCIAL SERVICES</b>	\$ 38,777	\$ 37,000	\$ 38,777	\$ 41,777	\$ 3,000	7.7%
<b>RESCUE</b>							
39	Volunteer Compensation	\$ 16,500	\$ 17,991	\$ 18,000	\$ 22,000	4,000	22.2%
40	Volunteer Incentive Compensation	\$38,000	\$ 50,761	\$43,000	\$43,000	-	0.0%
41	Paid Full/Part-Time compensation	\$129,004	\$ 107,293	\$128,910	\$129,543	633	0.5%
42	Overtime	\$3,423	\$ 1,660	\$3,366	\$3,746	380	11.3%
43	Benefits	\$49,431	\$ 27,665	\$49,243	\$50,962	1,718	3.5%
44	Medical Supplies	\$23,500	\$ 38,308	\$23,500	\$40,000	16,500	70.2%
45	Uniforms/Jump Suits	\$2,000	\$ 75	\$14,000	\$2,000	(12,000)	-85.7%
46	Operational Expense	\$37,000	\$ 39,190	\$22,000	\$27,000	5,000	22.7%
47	Ambulance Transport Billing service	\$20,500	\$ 22,545	\$20,500	\$24,500	4,000	19.5%
48	Oxygen	\$3,600	\$ 3,739	\$3,600	\$3,600	-	0.0%
49	Training	\$4,400	\$ 1,382	\$4,800	\$14,400	9,600	200.0%
50	Office Expense	\$2,000	\$ 2,097	\$2,000	\$2,000	-	0.0%
51	Office Equip.	\$400	\$ 446	\$400	\$400	-	0.0%
52	Communications	\$22,000	\$ 19,981	\$24,000	\$21,000	(3,000)	-12.5%
53	Vehicle Expense	\$9,500	\$ 11,205	\$9,500	\$9,500	-	0.0%
54	Building Heating Fuel	\$2,500	\$ 1,878	\$2,500	\$2,500	-	0.0%
55	Building Utilities	\$6,000	\$ 6,054	\$6,000	\$6,000	-	0.0%
56	Building Maintenance	\$6,000	\$ 11,383	\$34,000	\$12,000	(22,000)	-64.7%
57	Immunizations	\$150	\$ -	\$1,500	\$ -	(1,500)	-100.0%
58	Public Education	\$150	\$ 801	\$ -	\$ -	-	-
59	COVID Expenses	\$ -	\$ 54,006	\$ -	\$ -	-	-
60	Ambulance Replacement (General Fund)	\$ -	\$ -	\$ -	\$25,000	\$25,000	-
61	<b>SUB-TOTAL RESCUE</b>	\$ 376,058	\$ 418,461	\$ 410,819	\$ 439,150	\$ 28,330	6.9%

Note 2

Note 15

Note 8

<b>EXPENDITURE CATEGORIES</b>		<b>FY 2021</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2023</b>	
<b>ITEM</b>		<b>2020-21</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>INCR</b>	<b>%</b>
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>(DECR)</b>	<b>CHG.</b>
<b>CEMETERIES</b>							
1	Salaries	\$ 38,592	\$ 38,025	\$ 39,392	\$ 32,915	\$ (6,477)	-16.4%
2	Interments	\$4,000	\$ 3,600	\$3,000	3,000	-	
3	Benefits	\$3,320	\$ 3,184	\$3,381	2,885	(495)	-14.7%
4	Supplies & Tools	\$600	\$ 963	\$600	600	-	0.0%
5	Committee Expenses	\$100	\$ 75	\$100	100	-	0.0%
6	Gas Expense	\$1,000	\$ 759	\$1,000	1,000	-	0.0%
7	Equip. Maint.	\$800	\$ 1,093	\$800	800	-	0.0%
8	Equip. Purchases	\$500	\$ 610	\$500	500	-	0.0%
9	Capital Projects	\$6,000	\$ 4,937	\$6,000	6,000	-	0.0%
10	Transfer to Tractor Fund	\$1,600	\$ 3,374	\$1,600	1,600	-	0.0%
11	Outside Services	\$3,000	\$ 2,965	\$3,000	3,000	-	0.0%
12	Cremation Garden	\$1,000	\$ 1,216	\$1,000	1,000	-	0.0%
13	<b>SUB-TOTAL CEMETERIES</b>	\$ 60,512	\$ 60,802	\$ 60,373	\$ 53,400	\$ (6,972)	-11.5%
<b>PARKS &amp; RECREATION</b>							
14	Admin Salaries	\$ 108,767	\$ 118,132	\$ 110,954	\$ 114,274	\$ 3,321	3.0%
15	Beach Salaries	\$25,780	\$ 26,497	\$26,150	27,988	1,838	7.0%
16	Benefits	\$67,452	\$ 56,831	\$70,766	70,937	171	0.2%
17	Admin. Expenses	\$6,315	\$ 5,515	\$9,120	8,875	(245)	-2.7%
18	Online Registration Transaction Costs	\$3,900	\$ 2,341	\$2,900	2,450	(450)	-15.5%
19	Public Information	\$8,314	\$ 2,920	\$5,290	5,290	-	0.0%
20	Beach Maintenance	\$3,450	\$ 1,062	\$3,400	3,400	-	0.0%
21	Beach Capital Improvements						
22	Beach Equipment	\$1,260	\$ 928	\$1,260	1,200	(60)	-4.8%
23	Beach Admin. & Utilities	\$2,480	\$ 3,102	\$2,800	2,966	166	5.9%
24	Adult Sports Leagues	\$100	\$ -	\$100	100	-	0.0%
25	Swim Lesson Supplies	\$50	\$ 298	\$50	50	-	0.0%
26	Youth Basketball	\$3,423	\$ -	\$3,742	3,753	11	0.3%
27	Little League Baseball	\$15,795	\$ 17,329	\$15,795		(15,795)	-100.0%
28	Babe Ruth Baseball	\$7,425	\$ 6,112	\$7,425		(7,425)	-100.0%
29	Softball	\$980	\$ 850	\$980		(980)	-100.0%
30	Summer Soccer Camp	\$12,900	\$ 6,010	\$12,900	7,000	(5,900)	-45.7%
31	Youth Soccer	\$10,070	\$ 4,778	\$8,470	10,195	1,725	20.4%
32	Recreation Programs	\$29,489	\$ 21,295	\$26,710	32,720	6,010	22.5%
33	Special Events/Concerts/Firewrks	\$12,725	\$ 3,934	\$13,000	13,000	-	0.0%
34	Ski Program	\$8,350	\$ 1,425	\$8,350	8,710	360	4.3%
35	Davis Park	\$3,100	\$ 3,465	\$3,300	3,300	-	0.0%
36	Park Maintenance	\$7,970	\$ 3,822	\$7,970	7,970	-	0.0%
37	Beach House Replacement	\$20,000	\$ 20,080				
38	Repave Beach Parking Lot	\$0	\$ -				
39	Martial Arts	\$1,680	\$ -	\$1,680		(1,680)	-100.0%
40	Lacrosse Programs	\$9,004	\$ 6,050	\$8,824	8,080	(744)	-8.4%
41							
42	<b>SUB-TOTAL PARKS &amp; RECREATION</b>	\$ 370,778	\$ 312,777	\$ 351,935	\$ 332,258	\$ (19,677)	-5.6%
<b>LIBRARY</b>							
43	Salaries	\$ 263,188	\$ 237,281	\$ 255,526	\$ 276,296	\$20,770	8.1%
44	Benefits	\$117,685	\$ 107,362	\$118,846	122,168	3,322	2.8%
45	Supplies	\$5,000	\$ 3,331	\$3,500	3,500	-	0.0%
46	Books,Tapes,Periodicals,AV Mat'ls.	\$40,000	\$ 39,946	\$45,000	50,000	5,000	11.1%
47	Building Maint. Expense	\$17,500	\$ 16,672	\$23,500	23,500	-	0.0%
48	Library Utilities	\$19,500	\$ 22,322	\$22,500	22,500	-	0.0%
49	Equipment Maint & Repair	\$1,000	\$ 256	\$500	500	-	0.0%
50	Administrative Expense	\$2,000	\$ -	\$1,000	1,000	-	0.0%
51	Computer/Technology Expense	\$7,000	\$ 6,055	\$7,000	7,000	-	0.0%
52	Programs	\$5,000	\$ 6,304	\$3,000	3,000	-	0.0%
53	Public Information	\$100	\$ 75	\$100	100	-	0.0%
54	<b>SUB-TOTAL LIBRARY</b>	\$ 477,973	\$ 439,605	\$ 480,472	\$ 509,563	\$ 29,091	6.1%

EXPENDITURE CATEGORIES		FY 2021	FY 2021	FY 2022	FY 2023	FY 2023	
ITEM		2020-21	2020-21	2021-22	2022-23	INCR	%
		BUDGET	ACTUAL	BUDGET	BUDGET	(DECR)	CHG.
<b>1 DEBT PAYMENTS</b>							
2	Fire Truck (2010)	\$40,524	\$ 40,608				
3	Quint Ladder Truck 2017	\$88,196	\$ 88,196	\$86,828	<b>85,372</b>	(1,456)	-1.7%
4	Library/Town Hall 2018	\$159,130	\$ 159,130	\$157,220	<b>155,180</b>	(2,040)	-1.3%
5	Library/Town Hall 2019	\$288,600	\$ 288,600	\$285,958	<b>283,267</b>	(2,691)	-0.9%
6	Rec. Path 2008 Bond; 2012 issue	\$26,804	\$ 26,804	\$26,111	<b>25,376</b>	(735)	-2.8%
7	Town Center Project	\$235,372	\$ 230,342	\$241,087		(241,087)	-100.0%
8	Recreation Fields Project	\$88,087	\$ 88,087	\$85,493	<b>81,927</b>	(3,565)	-4.2%
9	Rec. Path 2008 Bond; 2008 issue	\$22,402	\$ 22,402	\$21,656	<b>20,934</b>	(721)	-3.3%
10	Rec. Path 2008 Bond; 2010 issue	\$26,628	\$ 26,302	\$25,845	<b>25,228</b>	(617)	-2.4%
11	Beach Sea Wall 2009 Bond	\$15,196	\$ 15,226			-	
12	FY 2017 Capital Projects	\$47,000	\$ -	\$47,000	47,000	-	0.0%
13	Beaver Creek 2009 Bond	\$44,637	\$ 44,637	\$43,406	<b>42,134</b>	(1,272)	-2.9%
14	Police Radio Replacements 2020			\$36,276	<b>36,276</b>	-	
15	Irish Hill Bike / Ped. Path				<b>20,000</b>	20,000	
16	Fire/Rescue Station Land Purchase				<b>40,000</b>	40,000	
17	2021 Route 7 Sewer Line, Town Portion				<b>8,000</b>	8,000	
<b>SUB-TOTAL</b>							
18	<b>DEBT PAYMENTS</b>	\$ 1,082,577	\$ 1,030,334	\$ 1,056,878	\$ <b>870,694</b>	\$ (186,184)	-17.6%
<b>INTER-GOVERNMENTAL TRANSFERS</b>							
19	County Tax	\$ 70,942	\$ 70,843	\$ 71,653	\$ <b>74,519</b>	\$ 2,866	4.0%
20	Grtr. Burl. Ind. Devel. Corp (GBIC)	\$1,200	\$ 1,200	\$1,200	<b>1,200</b>	-	0.0%
21	Chitt Cty Regional Planning(CCRPC)	\$17,931	\$ 17,931	\$17,910	<b>17,900</b>	(10)	-0.1%
22	Green Mountain Transit (GMT)	\$108,334	\$ 106,567	\$101,000	<b>108,000</b>	7,000	6.9%
23	<b>SUB-TOTAL INTER-</b>						
24	<b>GOVERNMENTAL TRANSF.</b>	\$ 198,407	\$ 196,541	\$ 191,763	\$ <b>201,619</b>	\$ 9,856	5.1%
<b>BENEFITS</b>							
25	EB Retirement		\$ 170,035				
26	RL Retirement						
27	HRA & Flex Spending Admin.	\$21,500	\$ 1,248	\$21,500	<b>21,500</b>	\$0	0.0%
28	Health Insurance Reimbursements	\$58,000	\$ 5,874	\$68,240	<b>68,240</b>	-	0.0%
29	Social Security		\$ 5,952				
30	Health Insurance Premium Contr.		\$ (17,139)				
31	Employee Assistance Program	\$700	\$ 684	\$700	<b>700</b>	-	0.0%
32	Retiree Dental Insurance	\$1,848	\$ 1,872	\$1,848	<b>1,848</b>	-	0.0%
33	Employee Events/Recognition	\$1,000	\$ 970	\$1,000	<b>2,000</b>	1,000	
34	Merit Raises		\$ 1,200				
35	<b>SUB-TOTAL BENEFITS</b>	\$ 83,048	\$ 170,696	\$ 93,288	\$ <b>94,288</b>	\$ 1,000	1.1%
<b>MISCELLANEOUS</b>							
36	Selectbrd. Discretionary Expenses	\$ 1,500	\$ 2,059	\$ 1,500	\$ <b>1,500</b>	\$ -	0.0%
37	2020 COVID Pandemic		\$ 2,113		\$ -		
38	BCA Appeals Interest				\$ -		
39	Abatements/Adjustments		\$ 28		\$ -		
40	Town Committees Support	\$2,500	\$ -	\$3,500	<b>3,500</b>	\$ -	0.0%
41	Open Space Lands Study				<b>15,000</b>	\$ 15,000	
42	Equity & Diversity Committee				<b>10,000</b>	\$ 10,000	
43	Town Community Events	\$1,500	\$ 1,402	\$1,500	<b>1,500</b>	\$ -	0.0%
44	Tree Conservation	\$20,250	\$ 11,794	\$6,300	<b>6,300</b>	\$ -	0.0%
45	Emerald Ash Borer Tree Management			\$28,800	<b>28,800</b>	\$ -	0.0%
46	Town Fire Hydrant Maintenance	\$5,000		\$5,000	<b>5,000</b>	\$ -	0.0%
					\$ -		
47	<b>SUB-TOTAL MISC.</b>	\$ 30,750	\$ 17,396	\$ 46,600	\$ <b>71,600</b>	\$ 25,000	53.6%
<b>48 OPEN SPACE FUND</b>							
49	Transfer to Open Space Fund	\$ 30,000	\$ 30,000	\$ 50,000		(50,000)	-100.0%
<b>SUB-TOTAL</b>							
50	<b>COMMUNITY IMPROVEMENT</b>	30,000	30,000	50,000	<b>0</b>	(50,000)	-100.0%
<b>51 GRAND TOTAL EXPENDIT.</b>							
		<b>\$9,561,718</b>	<b>\$ 8,780,378</b>	<b>\$9,654,195</b>	<b>\$9,842,992</b>	<b>\$188,798</b>	<b>2.0%</b>

Note 16

Note 17

## NOTES

1. A Municipal records reserve fund has been established, funded by recording fees charged in the Town Clerk's office. This fund will be used to support an automation project to store and index land records and other Town documents electronically and for land records preservation work
2. The Town has obtained a grant to construct a bike/ped path on Irish Hill /Road to Thompson Road.
3. Police "Special Duty" details include enforcement details funded by State/Federal grants as well as traffic control at construction sites and public events. This work is fully paid for by grant funds or by the organizations requesting the services.
4. The Town receives revenues for dispatching services provided to Police, fire and rescue services outside of Shelburne.
5. The Town receives payments from the State as an answering station for receiving emergency 911 calls.
6. The Water and Sewer departments provide compensation to the Town Budget for services provided by Town employees.
7. Due to Planning Office staffing constraints, fewer grants are anticipated to be applied for in FY 2022-23
8. Shelburne Rescue's operating expenses are paid entirely from Donations to the department and Transport billings.
9. Beaver Creek Road was upgraded to a town road in 2010. The cost of this project was funded by a bond that is being repaid by a special assessment on properties in the Beaver Creek development.
10. Selectboard Salaries will be determined by separate vote at town meeting on March 1<sup>st</sup>
11. The Town phone system will be upgraded to current technology and standards.
12. Election expense includes a primary and general election taking place.
13. The Town established a Stormwater utility in Fiscal Year 2021-22 to pay for Stormwater project expenses mandated by the State and Federal Governments. A portion of these expenses will be paid from property taxes and a portion will be paid by Stormwater fees. Eventually, all of these expenses will be paid from storm water fees.
14. Revenues received from mooring rentals pay for expenses in the Mooring area on Bay road as well as trail and maintenance work in the Bay Park area.
15. A Social Service Committee, appointed by the Selectboard receives requests for assistance from nonprofit agencies serving Shelburne and other communities. Funding is provided based on pre-determined criteria.
16. Town employees pay a portion of the medical out of pocket costs and contribute towards the premium cost of more expensive plans.
17. Open Space Funding will be determined by a separate Ballot Article.

**TOWN OF SHELBURNE**  
**STATEMENT OF DELINQUENT TAXES : FY 2020-21**

For the year ending June 30, 2021, property taxes were assessed and accounted for as follows:  
 Number of taxable parcels: 2,924

	<u>Town **</u>	<u>Homestead School</u>	<u>Non-Homestead School</u>	<u>Total</u>
Adjusted Grand List after Grievance (Jun-2021)	15,672,165	9,230,547	6,408,441	
x Tax Rate	\$ 0.4651	\$ 1.5842	\$ 1.7570	
	-----	-----	-----	
	\$7,289,124	\$14,623,033	\$11,259,631	\$33,171,788

\*\* Includes local agreement tax rate

Recognition of FY 2020-21 Property Tax Revenue

Property Taxes Billed in FY 2020-21	\$33,171,788
Less: State Property Tax Adjustments	(2,103,792)
Adjustments/Abatements/Appeals	
Less: Act 60 Admin. Allowance retained by town	(53,658)
Less: Education Taxes Paid to State	(4,511,604)
Less: Education Taxes Paid to School District	(19,362,783)
	-----
Town Property Tax revenue for FY 2020-21	\$7,139,951

Delinquent Tax Accounts:

	<u>6/30/2020</u>	<u>6/30/2021</u>	<u>Increase/(Decrease)</u>
Total Delinquent Taxes	\$ 411,444	\$ 333,948	\$ (77,496)

Delinquent Tax Status at 30-Jun-21

<u>Tax Year</u>	<u># of Parcels</u>	<u>Principal</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>
2020-21	45	\$ 78,724	\$ 2,600	\$ 2,306	\$ 83,630
2019-20	14	27,049	4,372	1,620	33,041
2018-19	10	43,943	16,181	2,407	62,530
2017-18	9	28,991	15,935	1,476	46,402
2016-17	7	28,852	30,086	2,131	61,069
2015-16	6	7,231	6,897	357	14,485
2014-15	2	4,921	5,217	246	10,384
2013-14	2	4,642	5,756	233	10,630
2012-13	2	4,427	5,958	151	10,536
2011-12	1	226	362	11	599
2010-11	1	224	399	18	642
		-----	-----	-----	-----
Totals		\$ 229,229	\$ 93,763	\$ 10,956	\$ 333,948

**WARNING**  
**CHAMPLAIN VALLEY SCHOOL DISTRICT ANNUAL MEETING**  
**FEBRUARY 28, 2022 AND MARCH 1, 2022**

The legal voters of the Champlain Valley School District, are hereby notified and warned to meet virtually via Zoom at five o'clock in the evening (5:00pm) on February 28, 2022 to conduct an informational hearing with respect to articles of business to be considered by Australian ballot on March 1, 2022.

Zoom Meeting: <https://cvsdvt-org.zoom.us/j/88634652241> Meeting ID: 886 3465 2241 Passcode: cvsd11  
Zoom Meeting Phone Participation: 1-646-876-9923 Passcode: 854788

The legal voters of the Champlain Valley School District, are hereby notified and warned to meet at their respective polling places on Tuesday, March 1, 2022, at seven o'clock in the forenoon (7:00am), at which time the polls will open, and seven o'clock in the afternoon (7:00pm), at which time the polls will close, to vote by Australian ballot on the following articles of business:

**BALLOT QUESTIONS**

- ARTICLE I: To elect a moderator.
- ARTICLE II: To elect a clerk.
- ARTICLE III: To elect a treasurer.
- ARTICLE IV: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to borrow money by issuance of bonds or notes not in excess of anticipated revenues for the next fiscal year?
- ARTICLE V: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to provide a mailed notice of availability of the Annual Report to residents in lieu of distributing the Annual Report?
- ARTICLE VI: To establish the date of the Champlain Valley School District Annual Meeting of Monday, March 6, 2023 at 5pm at CVU High School and recessed and opened back up at Australian ballot voting on Town Meeting Day.
- ARTICLE VII: Shall the voters of the Champlain Valley School District approve the expenditure by the Board of School Directors of the sum of Eighty-Nine Million, Three Hundred Ninety-Seven Thousand, Seven Hundred Sixty-Two Dollars (\$89,397,762) which is the amount the Board of School Directors has determined to be necessary for the ensuing fiscal year commencing July 1, 2022? It is estimated that the proposed budget, if approved, will result in education spending of Eighteen Thousand, Four Hundred Fifty-Four Dollars (\$18,454) per equalized pupil. This projected spending per equalized pupil is 9.9% higher than spending for the current year.
- ARTICLE VIII: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to allocate its current fund balance, without effect upon the District tax levy, as follows: assign One Million Dollars (\$1,000,000) of the school district's current fund balance as revenue for the 2022 - 2023 operating budget, and assign the remaining balance, One

Million, Nine Hundred Thirty-Two Thousand, Nine Hundred Five Dollars (\$1,932,905) as revenue for future budgets?

ARTICLE IX: Shall the voters of the Champlain Valley School District authorize the Board of Directors to borrow money by the issuance of notes not in excess of Two Hundred Ten Thousand Dollars (\$210,000) for the purpose of purchasing two (2) school buses?

ARTICLE X: Shall general obligation bonds or notes of Champlain Valley School District in an amount not to exceed Seven Million, Five Hundred Thousand Dollars (\$7,500,000), subject to reduction from the application of available state and federal grants-in-aid and reserves, be issued for the purpose of financing the cost of making certain public school building improvements, namely (1) Charlotte Central School electrical and life safety improvements (\$4,785,000) (2) Champlain Valley High School mechanical upgrades and grounds maintenance (\$865,000), (3) Hinesburg Community School building repairs and upgrades. (\$725,000), (4) Shelburne Community School grounds and building repairs and replacements (\$855,000), (5) Williston Central and Allen Brook Schools grounds and building repairs and upgrades (\$270,000) the aggregate cost of such improvements estimated to be Seven Million, Five Hundred Thousand Dollars (\$7,500,000). **State funds may not be available at the time these projects are otherwise eligible to receive state school construction aid. The District is responsible for all costs incurred in connection with any borrowing done in anticipation of the receipt of school construction aid.**

#### POLLING PLACES

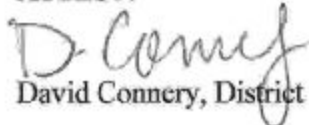
Charlotte	Charlotte Town Hall
Hinesburg	Hinesburg Town Hall
Shelburne	Shelburne Town Center – Gymnasium
Williston	Williston Armory
St. George	St. George Red Schoolhouse

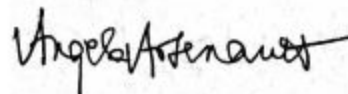
Ballots shall be transported and delivered to the Champlain Valley Union High School in the Town of Hinesburg and there commingled and counted by members of the Boards of Civil Authority of several towns under the supervision of the Clerk of the Champlain Valley School District.

The legal voters of the Champlain Valley School District are further notified that voter qualification, registration and absentee/early voting relative to said annual meeting shall be as provided in Section 706u of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a duly noticed, called and held meeting of the Board of School Directors of the Champlain Valley School District on January 18, 2022. Received for record and recorded in the records of the Champlain Valley School District on January 19, 2022.

ATTEST:

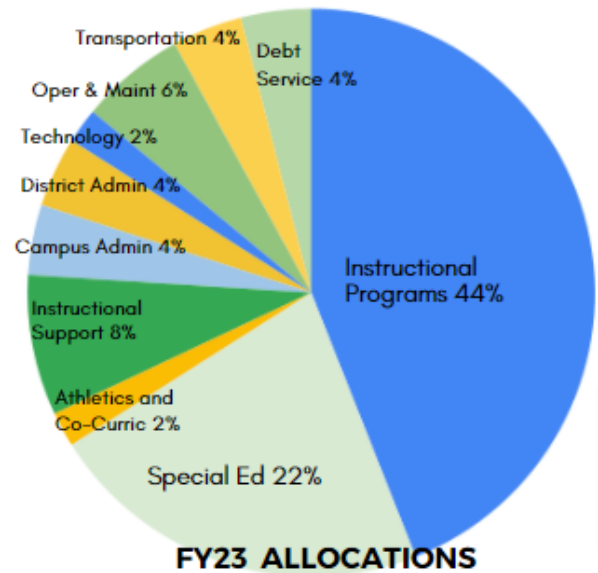
  
David Connery, District Clerk

  
Angela M. Arsenault, Chairperson

## FY23 PROPOSED BUDGET

<b>FY22 Budget</b>	<b>\$85,285,440</b>
<b>FY23 Budget</b>	<b>\$89,397,762</b>
<b>Percent Increase</b>	<b>4.8%</b>

2021 - 2022 Budget	\$85,285,440
Salary	\$1,576,870
Health insurance	\$569,506
Other Benefits	\$146,861
District Initiatives - Diversity & Equity	\$400,000
Tuition (Early Learning Partners, Vocational Tech)	\$312,054
Debt Service	\$75,175
Special Ed (w/o health ins)	\$328,323
All Other	\$703,533
2022 - 2023 Budget	\$89,397,762



### CVSD BOARD BUDGET GOALS

- Support the implementation of the CVSD Mission and Vision
- Meet or Exceed Education Quality Standards
- Implement Key Initiatives
- Implement and continue to improve the budget process, including a focus on community input
- ... at a cost the community will support.

# FY23 BUDGET IMPLICATIONS

## Homestead Tax Rate

The forecasted state-wide homestead yield is estimated at \$13,392 which, based on the state's formula, produces a pre-CLA equalized homestead tax rate of \$1.38 (per \$100 of property value) for the CVSD towns. Actual tax rates are adjusted further in each town for a statewide Common Level of Appraisal (CLA).

## EQUALIZED TAX RATE

FY22	FY23
\$1.48	\$1.38

## CLA AND ACTUAL HOMESTEAD TAX RATE WITH CLA APPLIED

Adjusted Equalized Tax Rate \$1.38	Common Level of Appraisal	Estimated Homestead Rate w/CLA Applied	% Change from Last Year	\$ Change from previous year per \$100,000
Charlotte	92.4%	\$1.49	-3.2%	-\$49.53
Hinesburg	87.9%	\$1.57	0.6%	+\$9.47
Shelburne	88.0%	\$1.57	-2.1%	-\$33.37
St. George	81.6%	\$1.69	-2.2%	-\$37.30
Williston	85.0%	\$1.62	2.0%	+\$31.32

After applying the CLA factor, all CVSD towns have a decrease (at most \$.05 or 3%) or a very small increase (at most \$.03 or 2%)

## COST PER EQUALIZED PUPIL

FY22 Cost per Equalized Pupil	FY23 Cost per Equalized Pupil	Percent Change
\$16,751	\$18,454	9.9%

### Property Tax Relief

You may be eligible for an education property tax reduction that will be applied to your 2022-23 tax bill if your household income is less than \$138,250. To apply for tax relief contact the Vermont Department of Taxes at [www.tax.vermont.gov](http://www.tax.vermont.gov) or 802-828-2505.



Dear CVSD Families and Community Members,

What a great and incredible honor it has been to serve as your new superintendent of schools this year. Between meeting families at farmers markets, Zoom meetings, athletic events, or at the schools themselves, it has been wonderful to move to the beautiful Champlain Valley. The COVID pandemic has continued to challenge our daily teaching and learning across the district. Yet, our students, our staff, our faculty, and our campus administrators continue to be resilient in finding the best way to return to what education once was. We know now that we have to look at the present and the future to determine how the district and the community can work together to measure progress now and develop what the education will be post-pandemic.

To develop that future for our district, we are taking stock of where we are now and how we need to look ahead collaboratively. First, academically, we are taking measures of how our students are progressing through the curriculum, especially measuring where they are in literacy and math. Knowing where they are on the learning continuum is critical for us to determine if interventions or enrichments are needed, especially given the effect the pandemic has had on their learning in the last two years. Second, we are conducting an equity audit to assess how closely our district aligns with the equity policy passed by our board in December 2020. The audit will give us a good idea of whether the many opportunities provided by the district are accessible by and to all of our students. Next, we are conducting two demographic studies to gauge the amount and locations of future enrollment trends. The studies will help us tie our facility needs, upgrades, and maintenance directly to future budget planning. Finally, in March 2022, we are beginning a strategic plan process that will guide our district's development over the next five years. Our plan is to involve many stakeholders, including students, families, community members, as well as faculty and staff. This way, we can chart our future and set our goals together.

Closely tied to this work is our board's and administration's dedication to utilizing diversity, equity, and inclusion (DEI) as a lens to serve our students, families, faculty, and staff. To quote former President Jimmy Carter, "We have become not a melting pot but a beautiful mosaic. Different people, different beliefs, different yearnings, different hopes, different dreams." CVSD will take on the mantle of this mosaic to incorporate DEI into all aspects of our work to help all students, especially those students from historically marginalized populations. The outcomes generated from utilizing the DEI lens will help our students overcome academic and other challenges caused by the COVID pandemic as well as prepare them for their post-secondary futures.

In closing, I would truly like to thank and express my appreciation to our faculty, our staff, and our administrators who have been able to move mountains during this year. Thinking back to the summer, teaching and learning were supposed to return to what they looked pre-pandemic. As you know, it did not. Campuses, food service, transportation, and maintenance have had to pivot multiple times this year to keep students safe and to keep students learning. We owe them a huge debt of gratitude for their service. We do not know what the next year brings in terms of the pandemic, but we do know that CVSD will keep educating and serving our students. This budget will support the changing landscape of education and service for which CVSD continuously adapts.

Thank you so much for supporting our students, our faculty, staff, and our district.

Sincerely,  
Rene Sanchez  
Superintendent of Schools



Dear CVSD Community,

I'm writing to you on a dangerously cold yet bright and beautiful January day, thinking about the ability of our hearts and minds to hold two seeming opposites in the same space at the same time.

This year, this pandemic, has been at once brutal and inspiring. We've lived with the crushing weight of near-constant anxiety and uncertainty, while witnessing acts of kindness great and small. As individuals and as a community, we've experienced loss and illness alongside deepening gratitude and appreciation.

I'd like to focus on the latter in this short space. Though I'm probably supposed to write about board accomplishments and ongoing work, I'm compelled to simply offer thanks.

Thank you to our teachers, administrators, nurses, food service staff, counselors, librarians, paraeducators, bus drivers, and everyone working in CVSD to support our kids and one another. Thank you to my fellow board members, who work diligently to understand and represent the needs of all in our communities.

Thank you to the members of this wide community for consistently showing your care and support for the students of our district by voting in favor of the school budget. Thank you to families and caregivers whose partnership with our teachers and schools provides the most holistic education possible, and whose understanding of the frequent policy and guidance shifts this year has been vital.

Finally, thank you to our students. Your resiliency, your advocacy, your growth, and your honesty shine a brilliant light on why everyone working in education chose this path.

May we all follow that beam of light as we travel out of the pandemic tunnel into a learning community transformed by our collective experience. I lift up the voices of educators everywhere calling not for a return to normal, but rather an arrival at better than ever.

Sincerely,  
Angela Arsenault  
CVSD Board Chair

**ABSTRACT OF TOWN MEETING, March 1 & March 2, 2021**



**ANNUAL TOWN MEETING AGENDA  
MONDAY, MARCH 1, 2021, 7:00 PM  
(All Voting by Australian Balloting on Tuesday, March 2, 2021)**

**FROM THE OFFICIAL WARNING OF THE TOWN MEETING**

**WARNING – ANNUAL TOWN MEETING** The legal voters of the Town of Shelburne are hereby notified and warned to meet via Zoom (details below) on Monday, March 1, 2021 at 7:00 P.M. to hear about and act upon any items not involving voting by Australian Ballot; and to hold a public hearing on items to be voted by Australian Ballot. The Meeting will then be adjourned and reconvened in the Shelburne Town Center Gym on Tuesday, March 2, 2021 to vote for Town Officers and to transact any business involving voting by Australian Ballot from the hours of 7:00 A.M. to 7:00 P.M.

**ZOOM LOGIN DETAILS:**

Join VIRTUAL TOWN MEETING Zoom Meeting,

MONDAY, MARCH 1, 7:00 P.M.

<https://us02web.zoom.us/j/89563991866?pwd=T0ZUVTFaSURVTzltVytjdmVRdHhhUT09>

Meeting ID: 895 6399 1866

Passcode: zzQ73J

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

Meeting ID: 895 6399 1866

Passcode: 376220

**TOWN MEETING**

Tom Little, Moderator called the meeting to order at 7:03 PM.

Moderator Little noted that the authority to hold this Meeting virtually, using the Zoom remote meeting platform, is (a) Act 92 of the General Assembly (2020); (b) Executive Orders from Governor Phil Scott; and (c) the express authorization of the Selectboard.

He instructed those attending the meeting to mute their computer or other device, or phone, unless recognized and called on by him to speak. When done speaking, each speaker should please re-mute.

Do not use multiple devices at the same time.

Moderator Little invited everyone to please rise for the presentation of the Colors and the Pledge of Allegiance, led by Shelburne Boy Scout Troop # 602. The Senior Patrol Leader (Brendan Hawko) led the Pledge of Allegiance and the Troop Bugler (Fisher Irwin) sounded "To the Colors" as they presented the flag.

Troop #602: Brian Irwin - Troop Leader. Scouts present: Brendan Hawko - Senior Patrol Leader, Fisher Irwin - Bugler, Drew Buley, Aiden Curley, Gabe Dartt, Noah Delaney, Rhett Gardener, Will Kallock, Daniel Knight, Nick Russell, and Charlie Schramm.

Everyone remained standing for the Star-Spangled Banner and our National Anthem – sung by Hilary Sales, music teacher at the Shelburne Community School.

We heard a recorded presentation of the Vermont State Song. It was noted that tomorrow, March 2 is Town Meeting Day, an integral part of Vermont's community participation in democratic rule, which first took place in Bennington in 1762. Almost 30 years later, on March 4, 1791, Vermont was admitted as the 14th state of the United States.

Thus, we are celebrating both Town Meeting Day and Vermont's 230th birthday with a reading of the lyrics and performance of the official Vermont State Song, "These Green Mountains," composed by Diane Martin and arranged by Rita Buglass Gluck and Matt LaRocca. The lyrics are read by our senior U.S. Senator, Patrick J. Leahy; the State Song is performed by the Vermont Symphony Orchestra.

Our Town Poet Laureate, Rick Bessette, read a poem he wrote for this occasion. "In this time of stress, I hope you will all find the time to find your own chapel," said Poet Laureate Bessette.

*CHAPEL IN THE WOODS*  
*"THE COMPANIONSHIP OF TREES"*

*This morning I went to the forest  
To visit a place that I know.  
I call it "chapel in the woods",  
When I'm troubled, It's where I go.*

*Great hemlocks towering to the sky.  
Their canopies grown together,  
Give shelter to those that linger here  
From that of inclement weather.*

*While resting my back against hemlock  
I ponder my thoughts of this day.  
Sharing space with flora and fauna,  
Listening to what is conveyed.*

*The choir is made up of songbirds  
That sing to a cool Autumn breeze,  
And rustling leaves in the tree tops  
Have only the forest to please.*

*I came for solitude and silence  
And companionship of the trees.  
I leave with a peace in mind and heart.  
A gift from the birds and the breeze.*

*WRITTEN BY, RICK BESSETTE, SHELBURNE'S POET LAUREATE 09-20-2020*

Moderator Little introduced Jim Brangan to present this year's Colleen Haag award.

This is the 5th year of the Colleen Haag Award. The Colleen Haag Public Service award is to honor her and those who by his or her actions exemplifies the spirit of public service. Someone who has shared time, talent, and energy for the betterment of our community. Someone who inspires purpose, drives lasting solutions, and makes a difference.

Mr. Brangan thanked the town employees and the volunteers who serve on Shelburne's 26 committees, boards, and commissions. And especially to Shelburne's Fire and Rescue Squads who were on the front lines of this COVID-19 global pandemic. Thank you all for your service. Special thanks to Lisa Merrill and last year's award winner Gail Albert for serving on this public service award committee.

The 2021 Colleen Haag Award nominees are Pat Anderson, Peggy Couteau, Paul Goodrich, Roz Graham, Joplin James, Michael and Valerie Woods Lewis, Doreatha Penar. Thank you for your notable service.

This year's winner is Susan Stock who has been chair of the Shelburne Food Shelf for the past three years. She was nominated by the Food Shelf Board of Directors. After Val Martel (founder) passed away, Susan spearheaded the program Food That's In, School Is Out to make sure kids have breakfast and lunch on the school breaks and over the summer.

Fostered relationships with businesses in town. And with Rotary to get Turkeys at the holidays. She is genuine, empathic, selfless, and humble. When Susan was offered the award, she said that's not necessary.

Susan said Good Evening and Thank you, commenting that this award really goes to all the Food Shelf volunteers and the Board. She thanked all the donors for their generosity. She thanked the Town for use of the space in the Town Center and the extended space allotted during the pandemic. Pre-pandemic the Food Shelf served 60 households a month. The pandemic has increased that need. With people out of work and parents who need to stay home for virtual learning, some people need to choose between medicine and food. To date the Food Shelf is serving up to 130 people a month. We also help with one-time payments to help cover utilities.

Moderator Little congratulated Susan Stock, the Board of Directors, and all the volunteers of the food shelf.

Moderator Little announced a heads up – “we have a special surprise for this Meeting, and shortly before 8:00 p.m. I will pause the meeting for that surprise.”

The Annual Town Report and the Town Audit Report are posted on the home page of the town website - [SHELBURNEVT.ORG](http://SHELBURNEVT.ORG).

THANK-YOU's to Marcy Webster and Ken French from the Media Factory, which is responsible for setting up and operating the technology making this virtual, remote Meeting possible.

Moderator Little introduced Diana Vachon, Town Clerk; and Lee Krohn, Town Manager. Among other duties, Lee and Diana will be assisting me in spotting people who want to ask questions from the virtual “floor.”

Voting Procedures. We are not voting on any Articles tonight, and no other voting will be in order. All voting is by Australian ballot tomorrow.

Moderator Little explained the rules and courtesies of debate as follows:

- Mute your computer or other device, or phone, unless you have been recognized and called on by me to speak. When you are done speaking, please re-mute.
- Do not use multiple devices at the same time.
- Use the chat function in the Zoom Screen to ask questions.
- Robert's Rules of Order apply.
- One person alone may have the floor at a time
- If you have a question, please phrase it in the form of a question
- Once recognized, please unmute, introduce yourself, ask your question, and re-mute yourself.
- If you have a question about parliamentary procedure, the form of a motion, etc., please address your question to the Moderator.

- Behavior 1 warning, 2 mute, 3 is removed from Zoom.
- Hearing no objection, each speaker will be limited to two (2) minutes, and someone who has spoken from the floor on a question will not be permitted to speak a second time until all who wish to speak a first time have been heard.
- When a question raises a point that can best be answered by someone who is not a Town resident, I will ask if there is any objection to having that person speak for the limited purpose of answering the question.

Moderator Little introduced Jerry Storey, Chair of the Selectboard. Chair Storey welcomed everyone to the meeting. He introduced the rest of Selectboard: Jaime Heins Vice Chair, Mike Ashooh, Mary Kehoe, and Kate Lalley.

Moderator Little gave floor to Lee Krohn to acknowledge retiring Selectboard members. Jaime Heins and Mary Kehoe. He presented a plaque for Mary Kehoe recognizing her service to the Development Review Board and the Selectboard. He presented a plaque to Jaime Heins recognizing his service on the Planning Commission and the Selectboard. Town Manager Krohn thanked them for their dedicated service to the Town of Shelburne.

Moderator Little thanked them all. And he gave the floor back to Town Manager Krohn for the Town Report dedication.

Town Manager Krohn spoke of COVID and its challenges. The dedication is done in three parts:

1. A Valued Community Leader - Thomas A. Little we recognize you for your many years of service to the Town and State in many various roles. Thank you for your steady hand at the helm. Moderator Little expressed gratitude and appreciation.
2. Extraordinary Community Volunteer Service: we recognized the Board of the Shelburne Food Shelf and all the volunteers who worked hard to service the community in need for time, spirit and dedication.
3. Professional Performance by Town Staff and First Responders for staying the course and doing what needed to be done. We thank the Town Residents for their respect while we worked out how to adapt safely to COVID. And we thank our First Responders for putting their lives on the line responding to emergency calls.

Lots of virtual applause!

Moderator Little asked the participants to turn to pages 12-13 of the Annual Town Report for official warning of this Meeting. We review and discuss six Articles tonight, which will be voted on tomorrow.

Last year's meeting was summarized on pp. 36-40.

**Article I:** Shall the Town accept the report of the Town officers and the Auditor's report for Fiscal Year 2020 (July 1, 2019 through June 30, 2020).

(The Auditor's Report is found on the Town Website and is not in the Town Report. The Town Officer reports are at pp. 41-69.)

Questions on any of the reports? Seeing nothing in the chat, we moved on to Article II.

**Article II:** Shall the Town set the compensation to be paid to the Selectboard for Fiscal Year 2022 (July 1, 2021 through June 30, 2022) at \$1,500 for the Chair and \$1,200 for each other Selectboard member?

[Note: Current salaries are Chair \$1,500.00, all others are \$1,200.00.]

Is there anyone who would like to address or ask a question. Cate Cross was recognized to speak on Article II. She spoke in support of the article. She stated that the stipend may help to pay for family care and make it possible for more folks with young children to run for office.

No one else asked to address the meeting. Moving on to Article III.

Presentation: Tom Little.

**Article III:** To elect all Town officers as required by law.

- Town Meeting Moderator for one-year term
- Selectboard member for a two-year term
  
- Selectboard member for a three-year term
- CVSD School Director for a three-year term
- Town Clerk for a three-year term
- Chittenden Water Representative for a three-year term

Cate Cross is running for the three-year term on the Selectboard.

Luce Hillman is running for the two-year term on the Selectboard.

Tom Little is running for Moderator.

Barbra Marden is running for CVSD School Director.

Diana Vachon is running for Town Clerk.

Pete Gadue is running for Chittenden Water District Representative

Under Vermont's Town Meeting law, questions and debate are not in order on this Article.

**Article IV** Shall the Town adopt the Selectboard's proposed budget of \$9,597,895, of which \$7,303,518 is to be raised by taxes?

We vote on this tomorrow by Australian ballot. The proposed general fund budget starts at page 14 of the Town Report.

The Selectboard made a presentation on the budget. Jerry Storey, Selectboard Chair, introduced Town Manager Lee Krohn to lead the discussion of the budget.

Town Manager Krohn gave credit to Selectboard's hard work to keep the expenditures at a 0.2% increase. With an increase in Grand List of 0.4%, there is actually a 0.2% decrease from last year's budget.

He focused on costs, retirement of debt, and external assessments which were flat or decreasing. The net effect is a 0.2% increase in the municipal tax rate.

Equalized tax rates in the State. Shelburne's is the 3rd lowest in Chittenden County.

Questions or Comments? Seeing no requests in the chat, the Meeting moved on to Article V.

**Article V** Shall the Town raise an additional \$50,000, above and beyond the \$7,303,518 in taxes referenced in Article 4 above, for the purpose of obtaining options and/or acquiring land or rights in land to preserve natural resources and open space; any unspent portion of that amount to be put into the Open Space Fund?

We vote on this tomorrow by Australian ballot.

There is a report from the Shelburne Natural Resources Committee in the Town Report on Open Spaces Fund.

Ken Albert was recognized from the floor. Gail Albert is available to answer questions. The Town has voted overwhelmingly for this item in the past 23-30 years. It gives us access to LaPlatte Nature Park and Bread and Butter Farm, and places all over Town.

8:00 PM Our surprise interlude with Fritz Horton:

“Good evening, everybody! Tonight, we have a treat for you!

I am up in the Town Hall clock tower representing Shelburne’s Historical Society and 90 folks who have contributed almost \$16,000 to restore our Town Hall Clock and Bell.

As many of you know, in 1927 -- 94 years ago – Electra Havemeyer Webb, gave this beautiful Town Hall to all of us in memory of her father, Henry Havemeyer. All furniture, crockery and even a player piano on the stage were included.

Those present at the building opening gave Mrs. Webb a standing ovation, and since then the Town has honored her gift by continually using the building as intended until closing it early last year for the pandemic. Today, we have a fully restored our Town Hall, joined to the new Town Library and prepared to serve new post-pandemic needs in ways we’re sure Mrs. Webb would approve.

Here in the clock tower, she installed a new, state-of-the-art Seth-Thomas No. 16B Tower Clock, and in the Belfry above, a 900 lb. bronze bell given to her by her late in-laws, William Seward and Lila Osgood Webb.

In its early years, the clock and bell served as our “community timepiece,” marking every hour every day and every night. Though some folks owned wall clocks and pocket watches then, unless they were trying to catch a bus or train, few really cared what time it was. The Town Clock told them all they needed to know.

But here in the clock tower, exposed to the heat and cold, the Seth Thomas was often several minutes fast or slow. By mid-century, most of us relied on our electronic clocks and watches from companies like Timex or Bulova for the time at any moment. Some folks often became annoyed at the Town Clock’s bell tolling the hour several minutes early or late.

In 1987 – 60 years after it was installed – the Shelburne Historical Society funded extensive service to the clock to increase its accuracy – to no avail. Soon, frustrated by many complaints to the Town Clerk’s office, someone flipped the switch “Off,” and the clock ran down, silencing the bell.

Now, almost 30 years have passed since that day, and the clock is still stopped -- the bell silent and almost forgotten – until tonight.

Right now, even though the clockworks are in the shop for repair the bell will toll the hour for the first time in almost 30 years. You see, the bell is no longer connected to the clock but to the new electronically controlled black box over there that pulls that chain to ring the bell in the belfry above my head. When returned to service in July, old Seth-Thomas will probably keep the same “relaxed” time, but most will not notice that as they listen to the big bronze bell toll the hour right on time.

In a bit more than a minute, no matter where you are, you will hear the bell toll the 8:00 hour...LIVE. Tomorrow and for some time to come, if you’re in the village, you will hear it toll on the hour every day, 8 am to 8 pm, on what I call “Tourist Time”.

So, we members of our Historical Society thank you, our donors and, of course, Mrs. Electra Havemeyer Webb, wherever you are!!!”

Rick Bessette read a poem he wrote to honor this moment:

*“OUR COMMUNITY TIMEPIECE”*

*The year nineteen twenty seven,  
On a cold November night,  
A dedication took place here,  
Its tribute fitting and right.*

*A new town hall with clock and bell  
Electra Webb had gifted  
In memory of her family.  
Our town’s burden was lifted.*

*For years, the old Seth- Thomas clock*

*Would chime each passing hour,  
But with age the clock and brass bell  
Had inconsistent power.*

*Soon weary of the bell's ringing  
minutes too early or late,  
We stopped the pendulum swinging,  
Technology sealed its fate.*

*Decades later our clock is fixed.  
Again, its hands move on time.  
Accurate to the second now,  
With its bell to strike and chime.*

*Written by Rick Bessette Shelburne's Poet Laureate 01/22/2021*

Listen for the clock chime tomorrow at 8 AM!

No questions or comments on Article V. No questions in the chat. Moving on to Article IV.

**Article VI:** Shall general obligation bonds or notes of the Town of Shelburne in an amount not to exceed One Million, One Hundred and Twenty Thousand Dollars (\$1,120,000), subject to reduction from available state and federal grants-in-aid and other financial resources, be issued for the purpose of purchasing a parcel of land ("Lot 6A") from Rice Lumber Co., Inc. and constructing shared infrastructure with Pizzagalli Properties/Road to Hana, Inc. d/b/a Healthy Living Market and Café, all for the purpose of a prospective, future Fire/Rescue Station or for such other municipal purpose as the voters of the Town of Shelburne may determine at a future time?

Town Manager Krohn gave a brief review of the plan for a Fire/Rescue Station to be built on the land to be purchased if Article VI is approved. There is no obligation to dedicate to Fire & Rescue, but both facilities are in dire need of updating. He stated the construction and associated financing of any future Fire/Rescue Station shall be subject to approval by the legal voters of Shelburne. The costs of any such future Fire/Rescue Station cannot be determined at this time.

Questions?  
Comments?

Town Manager Krohn - this is the same property we looked at last year - Lot 6A subdivided by Rice Lumber. Healthy Living will build on the front parcel. It is situated on the corner of Route 7 and Longmeadow Drive. It is more centrally located than our current Fire and Rescue Stations. The Fire Department building is currently cramped, and the traffic is challenging. Rescue is in a more dire condition. The building was built by Dunbar Bostwick and meant for use for five years. They have been there 30 years now, and room for improvement at this point is nil.

\$650,000 price tag was negotiated down. The additional funds for infrastructure and other built in unforeseen contingencies are higher than normal. It is a fixed cost not to exceed the state amount in Article VI. Healthy Living will cover anything additional. The road will be called Healthy Way. The driveway goes all the way back to the property line. Water, sewer, and power would be shared on a 50/50 basis.

Douglas Marden was recognized and asked a series of questions.

\$1.2 million dollar bond request. That looks like just the start. What other tasks will be required and other costs to build? What is the bond requirement for this? What about restoration to existing buildings?

Lee Krohn responded and explained that there would be other costs for architectural design, construction costs, this most likely will be 3-4 years down the road.

Exiting fire and rescue buildings, there are an array of the suggestions for prospective ideas, from tear it down to more parking and green space, to an indoor farmers market, Shelburne Craft School, and/or other Town Departments. We will cross that bridge, if we get there.

There are a number of existing debts that are winding down. There will always be capital projects to run the Town. Upgrading the wastewater treatment plants have been in two years of discussions, which will be expensive. These are good questions.

Moderator Little reread the Article.

Seeing no other questions in the chat, that brings us to other business.

## **OTHER BUSINESS**

Is there any other business for this meeting related to Town concerns?

Ken Scott, Shelburne Representative from the Champlain Valley School District (CVSD), who introduced the other two Shelburne members of the CVSD Board, Russ Caffry and Barbra Marden, gave a presentation on the CVSD Budget.

Good evening - Mr. Scott shared his screen showing the CVSD budget presentation.

He shared the COVID-19 effects on CVSD and two years' worth of budgets affected. There is no planning for COVID. There were two years' worth of budgets affected by COVID. We came out quite well. Thanks to the hard work of the administration, there were no deficits. The CVSD acquired \$2 million to help cover costs of COVID for virtual learning and getting kids back into school. They handled challenges with some wonderful creativity. The Food Shelf got food to the kids that needed it. He thanked the School Cafeteria Staff that made the transition from cafeteria to home delivery.

They were able to pull off an online schooling for hundreds of students, created within a few months. Staff have done some wonderful, wonderful things.

Points of Pride:

- Deb Killkelley was recognized as a Nationally Certified teacher
- Jessica West was awarded the UVM Teacher of the Year 2020 award for CVSD.
- Eric Brunvand was awarded the VAMLE Master of Middle Level Teaching 2020.
- Rachel Petraska was awarded Vermont School Counselor of the Year in 2020.
- SCS Students and adults led the effort in raising the Black Lives Matter flag in June 2020.

CVSD is planning for five days a week full in school attendance to start in the fall. And to develop our budget, we start with the goals. Our budgeting process assumes a return to normal in-person instruction for all grade levels, salary negotiations, benefits +9.8% health insurance, utilities and fuel costs per US-EIA forecast, and workers comp and other insurance +10%, class sizes and instructional budget and operational budget considerations. We are dealing with a couple major issues: salaries, their health insurance, and special ed have immediate needs to be met.

He recognized the hard work by Jean Jenson to review the budget and bring the numbers down. The percentage change with revenue applied is a 1.0% increase. This impacts Shelburne residents for fiscal year 2022 with a 0.2% increase from the previous year.

All Articles have been moved to Australian ballot. And they are to be voted on tomorrow.

Any questions?

Are copies of the slides available on the website? Yes. Go to the CVSD website and on top of page click on "budget."

No questions in the chat. Moderator Little thanked Mr Scott, Mr. Caffrey and Ms. Marden for all their work on the CVSD budget

Town Manager Lee Krohn was recognized and said he hoped everyone has reviewed the Town Report. He thanked Nini Anger and Sue Craig for their hard work on getting the Town Report done and out the door. We worked hard to make it more readable and share how we have run the town. It's a nice historical record of our Town.

See the Annual CVSD Report, starting with the Warnings at pages 27-34 of the Town Report.

Following the Other Business, and seeing no objection, Moderator Little declared that the Meeting will stand in recess until 7:00 a.m. tomorrow, Tuesday, March 2, 2021.

Moderator Little reminded all that the polls will be open from 7:00 a.m. until 7:00 p.m., at the Shelburne Town Center gymnasium.

Special thanks to Town Clerk Diana Vachon, Town Manager Lee Krohn, and Assistant to the Town Manager Nini Anger – for all of their planning and organizational work for this meeting. He thanked Marcy and Ken from the Media Factory again.

More special thanks to Diana for the many hours she and her polling place workers and volunteers will put in tomorrow – and for the many hours they have already put in processing mail-in ballots!

We now stand in recess until tomorrow morning, Tuesday, March 2, 2021, at 7:00 a.m. for Australian balloting on the Town and CVSD Meeting Articles.

The Meeting adjourned 8:30 PM.

Thank you.

High participation was 76 attendees.

Respectfully submitted, Diana Vachon, Town Clerk

## **TOWN ORDINANCES ADOPTED OR AMENDED IN 2021**

Road Naming And 911 Numbering Ordinance: Approved by Selectboard May 11, 2021

Town of Shelburne Ordinance for Towers and Telecommunications Facilities Amendment: Approved by Selectboard June 22, 2021

*The full text of these and other ordinances and regulations are available in the Town Clerk's Office and on the Town of Shelburne website <https://www.shelburnevt.org/205/Applications-Policies-Regulations-Contra>*

## **SELECTBOARD REPORT & DEDICATION**

We all know that 2021, like 2020, was a challenging year. This was true for Shelburne as well, but I am happy to report that our town rose to the challenge and is poised to meet future challenges as well. Much of our work in 2021 has been in navigating and maintaining effective town operations in light of pandemic concerns. We planned early for revenue shortfalls, but our caution gave way to relief, as tax collections remained robust. We owe a great deal of our success to the leadership of our town manager, the hard work and dedication of our staff, and the generous volunteerism of our CBCs, not to mention the commitment to our community demonstrated by so many residents who have given back to our community in so many ways.

The early part of the year was marked by the surge of the Delta variant. By the summer, we hoped to return to some sense of normalcy. We saw the much welcomed and highly anticipated return of the Shelburne Farmer's Market, first at the Palmer's Sugar House for added space, but then moving back to the Shelburne Parade Grounds for the remainder of the summer. We are grateful to the Palmers for their generosity in offering the space.

Jerry Storey stepped down as chair, and ultimately stepped away from the Selectboard. Jerry is a true civil servant, whose knowledge and experience in municipal government was a great asset to the board. His service was heartfelt, distinguished and greatly appreciated. This past year saw the retirement of several long-time employees

as well. Planning Director Dean Pierce, Cemetery Superintendent Ernie Goodrich, Water Superintendent Rick Lewis, and our inaugural Poet Laureate Rick Besette. We thank them for their work and wish them best in future endeavors.

This year we began the process of seeking “designated downtown status”, one suggestion of several made by David Leckey, our economic development consultant. We also identified regulatory reform as a priority area and the Selectboard approved a few initial proposals presented by the Planning Commission to create administrative zoning efficiencies and clarifications. This also highlights the need to attend to our zoning generally in Shelburne, a topic we will continue to address in the coming year.

This year we also completed our purchase of the property intended for a future Fire and Rescue Facility, subject to voter approval. This is a project that will continue to require careful planning and consensus building. Additionally, preliminary engineering studies were authorized for the new wastewater treatment facility, a major capital improvement project that will be the largest undertaken by our town. This will also require careful, prudent and thorough study and planning, as well as coordination with advancing of the new Fire and Rescue Facility.

A good portion of the Selectboard’s annual work is in preparing the budget. The budget process provides good insight into town functions and priorities, as well as needs. The needs of our town continue to grow. We need to be able to attract quality personnel and we need to provide them the means to do the work of the town. Forward looking capital planning continues to be a priority and occupied many meetings this year, with the assistance of our director of finance and finance committee. But relatedly comes the recognition for a human resources audit to determine where we can create operational efficiencies and where we need more staffing. Capital planning and staffing will continue to be a priority item for the coming year.

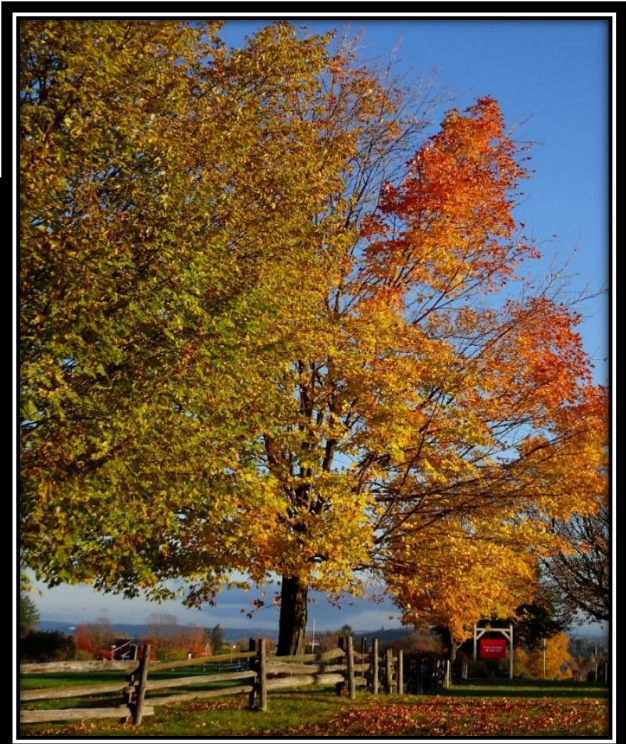
Much of the work of the Selectboard is concerned with daily operations and planning, and related issues that arise, so that there seems to be little time to look farther into our future to envision and plan for the town we want to create. We know that dramatic changes are coming, and so I encourage all members of our community help us in this task by staying actively involved in town affairs.

It has been a pleasure and an honor to serve the town of Shelburne.

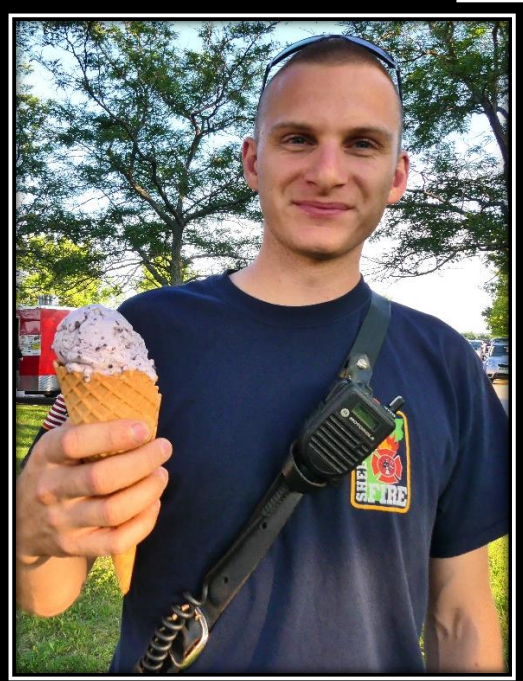
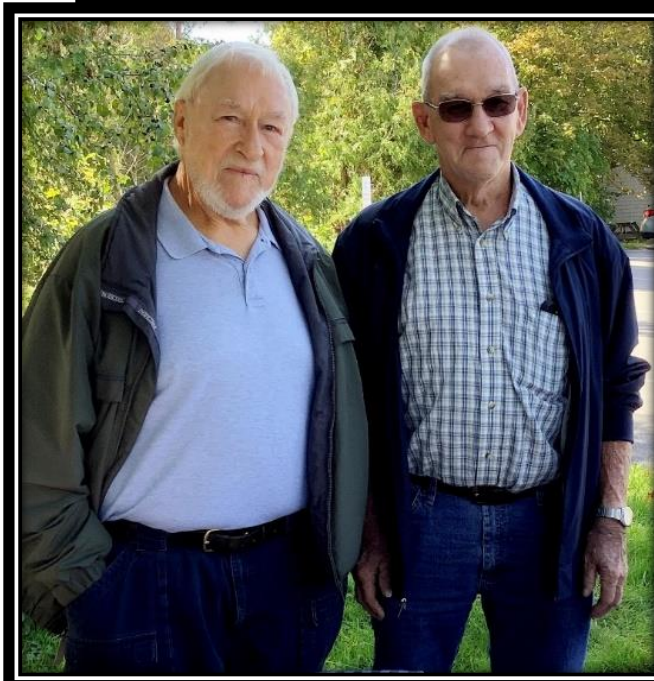
Respectfully,  
Michael Ashooh, Chair











## TOWN MANAGER'S REPORT



*“You’re on mute”.*

This simple phrase seemed to be the proverbial watchword of this past year, as we all continued to live our lives and host our meetings on Zoom, even as we reopened to in person/hybrid meetings when it felt reasonably safe to do so. Now we wonder where we’re all headed as COVID continues its relentless march around the globe. Delta; omicron; what’s next?

Despite those issues, including but hardly limited to the challenges of managing hybrid meetings, your Selectboard, Town Manager, and entire team of municipal employees continued to do our collective best to continue to provide essential services and keep the Town running smoothly; keeping our focus right here, where we can truly make a difference, at the local level.

Even in the best of times, one of the hardest parts of governance remains the art of finding balance: distinguishing between wants and needs; navigating the demands of individuals vs. the needs of the broader community; trying to satisfy what we thought were priorities while responding to issues that present themselves firmly in the forefront and which necessarily must take precedence. While grateful for the passion that many residents and groups bring to their particular issues which they each believe are of the greatest importance, those of us with our hands on the tiller must balance those competing interests and steer a straight course in service to our community. It’s never easy, and may not always feel satisfactory to those with singular interests, but our responsibility remains to the community as a whole – doing our best to allocate scarce resources (time, energy, human, and financial) in ways that help to implement desired goals while remaining responsible both fiscally and operationally. Sometimes we must try to break down silos, clarify and demonstrate opportunities for synergy, and help show how multiple goals may be realized simultaneously. In other cases, it may be helping to illuminate a long run view – that while any particular issue or interest might not be perfected immediately, incremental progress toward well thought out plans also represents success.

Let us also and always remember to celebrate all that we have accomplished – focusing our vision on the horizon and beyond – that despite the issues or concerns we may face, the glass here in Shelburne is indeed half full. Shelburne is a great place, and we can help make it even better if we are willing to work together and row in the same direction.

It’s also important to remember that our local government is not a faceless entity: there are many dedicated employees and volunteers who help keep the wheels turning efficiently and effectively. Toward that end, we recognize here those who served and who have departed: Rick Lewis, Ernie Goodrich, Rick Bessette, Jerry Storey, Dean Pierce, Britney Aube, and Dana Hanley. We also recognize those who have joined our team, whether on an interim or longer-term basis: Ken Belliveau, Mary Kehoe, and Adele Gravitz. Finally, to all those who continue to serve in so many ways, often unseen: we appreciate and acknowledge your dedication and service to our community. Thank you.

Lee A. Krohn, AICP, Town Manager

## TOWN CLERK REPORT



Shelburne's original lotting map of 1876 is now fully restored and beautifully framed. It hangs in the Town Clerk's office. Please feel free to stop in and view it.

The 1876 map was drawn by O.S. Spear. He based the map on Ebenezer Cobb's 1798 survey, who determined there were 14,272 acres in Shelburne.

The money to cover the restoration expenses comes from the Town's preservation account, funded by recording fees (not taxpayer dollars). When we save up enough money, we use it to preserve our land records.

### **Our office filed the following vital statistics in 2021:**

56 Births   34 Burials   127 Deaths   46 Marriages

### **Our office also processed the following in FY 2021 (July 1, 2020 to June 30, 2021):**

0 Passports                                      138 Passport photos                      50 Motor vehicle registrations  
113 Green Mountain Passports      674 Cat and Dog Licenses      806 Notary services  
11,508 Recorded pages in warranty, quit claims and mortgage deeds, liens and other miscellaneous recordings.

During this fiscal year, we were not able to process any passports due to the global pandemic. I am happy to report, we have resumed passport processing services by appointment. Please call the office 802-985-5116.

I would like to express my sincere gratitude for the opportunity to serve as your Town Clerk. It is an honor to give back to you as Shelburne has given to me and my family. In the words of Coretta Scott King, "The greatness of a community is most accurately measured by the compassionate actions of its members." Special thanks to my two assistants, Lisa Mann and Sue Moraska, for their heartfelt dedication, careful attention to detail, and institutional knowledge.

~ Respectfully submitted, Diana K. Vachon, CMC, CVC

**ASSESSOR'S REPORT**  
**Shelburne Appraised Values – Fiscal year 2021**

**A. Reappraisal**

The Town-wide reappraisal commenced in 2019. We welcomed Courtney Brown to the staff as a part-time Assistant Assessor. She and BettyJean Bogue (with us for almost 5 years now) have been taking courses on using the software and assessment practices to assure the office runs as smoothly as possible. We resumed inspections late last year and continued through most of this calendar year, following healthy and safe inspection practices. We have received very positive cooperation from property owners with respect to gathering information in the field. Interior inspections are very important to establish the accurate size of finished areas below, at, and above grade and discerning these from unfinished areas within the same footprint. We are now starting to study the market and shape the base for new values. There will be new schedules (land values, depreciation, etc.) and factors applied to reflect, to the greatest extent possible, the fair market value of each property as of April 1, 2023.

**B. Analyzing Sales**

The real estate market is the principal and most important underpinning of a reappraisal. We typically include three years of market history when building the different schedules. This means we are now into the sales period to be used as the basis for the reappraised values. It is common knowledge we are most comfortable when the assessment of our property is slightly below actual current market value. We are challenged by this concept in three ways:

**1. *The static Grand List versus the real estate market dynamics within the education tax structure;***

A long-range comparison of the market and assessment makes the latter relatively short-lived. As the real estate market climbs, the education Grand List is equalized prior to setting the tax rate. This may create problems if there are inequities in the assessments or the equalization process is not based on clean data.

**2. *Pegging the trend;***

There are generally three types of markets; when supply exceeds demand (“Buyer’s Market”), the opposite, and equilibrium. Perfect equilibrium, or when supply and demand are equal, is nearly impossible to define and sustain. We are experiencing the third robust market period in recent history with 1985-9 and 2003-7 being the previous two. Some speculate we will set values artificially high, should the 2023 Grand List reflect recent sales. Our goal will be to understand sales and accurately reflect any trend in new values without purposefully exaggerating or discounting any individual or category of property values. This will result in a Grand List base that could sustain the dynamics of the real estate market in Shelburne for the foreseeable future, even with subsequent adjustments as may be appropriate.

**3. *Separating panic buys from market value.***

The pandemic has created a sub-market in Vermont somewhat unique in recent history. We have heard there have been property sales that never reached the market, maybe in terms of cash, possibly with no contingencies and sight unseen by purchasers. The final prices may be set above bidding-contest levels. A transaction of this type would not meet the standard criteria for defining market value, yet sales of this nature appear to have occurred in a broad cross-section of values within the Shelburne market. The implications may be serious if not recognized. These could influence the general population of sales in two ways: with respect to setting new values, and impact on the Shelburne equalized education tax rate. We actively analyze sales to exclude those not reflective of market value. Nonetheless, the final arbiter of what is or is not a market value transaction rests with the State of Vermont.

C. Need to complete interior inspections

This is a final, global appeal for cooperation to permit interior inspections as part of the reappraisal. Vermont statutes and case-law are clear, a property owner does not have to permit an interior inspection at the first (Assessor/Listers) level of appraisal. It should be noted that lack of an interior inspection requires us to estimate the extent, quality and condition of finished interior spaces. Without verification, errors are easily made when upper levels or below-grade areas differ from the building footprint. We request your cooperation on this first step of setting new values so we can accurately record the facts (i.e., building size). Further and very important, we truly appreciate the cooperation of those who authorize interior inspections.

Respectfully Submitted, Ted Nelson

**PLANNING COMMISSION, DEVELOPMENT REVIEW BOARD  
AND PLANNING AND ZONING OFFICE**

The key themes over this past year have been transition and forward progress. Despite major staffing transitions, we have kept our systems functioning smoothly and effectively. Special thanks to Susan Cannizzaro, who has been our rock and foundation of the entire system, and to Nini Anger for stepping up to help however and whenever needed.

Thanks to Dean Pierce, AICP for his years of service as Planning Director. After taking a leave of absence, he decided to pursue a different professional direction. Like employers everywhere in the continuing age of COVID, finding new planning and zoning staff has been an interesting challenge. We were pleased to welcome Adele Gravitz, ASLA late in the year as our new Planning Director. With her wide-ranging professional experience and special focus on placemaking, we look forward to her fresh and new ideas on helping Shelburne improve its look, feel, and function for residents and visitors alike. Finding a new Development Review Board Coordinator remains a challenge at this time. We were fortunate to have the temporary services of Britney Aube, Dana Hanley, Dan Albrecht from the Chittenden County Regional Commission, and Ken Belliveau, longtime/retired Planning Director from Williston. Each brought their own set of skills and experience to help keep our development review process on track, and ideas for system improvements.

During the lengthy planner transition, Town Manager Lee Krohn, AICP stepped in with his own long experience in land use management to assist the Planning Commission and help keep the entire office and system moving forward. Together, with extremely collaborative efforts of the Planning Commission and Development Review Board, we have made dramatic progress in goals, objectives, and process. The boards now have clearer lines of communication between them, and have worked together to simplify various aspects of process so that all involved can better share development review responsibilities, and all involved can better focus on the issues and concerns that really matter. As has been said many times during these discussions and hearings, none of this is in any way intended to ‘grease the skids’ for development. Rather, it is all to make more efficient and effective use of our collective staff and board expertise, and to save time and resources for all involved. We hope these initial process changes will be adopted by the Selectboard in early 2022, so that these improvements may be implemented, and work can continue toward further system improvements.

Work progresses slowly but surely on the feasibility study for potential expansion of the Shelburnewood Mobile Home Park, and significant progress has been made on the Irish Hill Recreation Path project. We hope to initiate construction at long last in Spring of 2022!

Other affiliated committees also continued their own efforts over the past year: Housing, Historic Preservation and Design Review, Natural Resources and Conservation, and Bike/Pedestrian/Paths. All bring their own singular interests to the table, and we will continue to work to help integrate these separate interests into a coherent “whole” and toward greater synergy, efficiency, and effectiveness.

Thanks to our many volunteers involved in matters related to planning and land use; thanks to our dedicated staff (temporary and permanent) who have really stepped up over this past year in very challenging circumstances; thanks to everyone involved for your patience and understanding that we are all continuing to do our very best on your behalf in service to our community.

Respectfully,  
Lee A. Krohn, AICP, Town Manager/Interim Planner

## **SHELBURNE POLICE DEPARTMENT AND COMMUNICATIONS CENTER**

The Shelburne Police Department and the Shelburne Communications Center are committed to “Protect and Serve” the life, individual liberty and property of everyone within the Town; to develop and maintain a positive relationship with members of the community, and to foster a positive working environment for police and communications employees.

The department offers a variety of services, including Vacant House Checks, Child Safety Seat Inspections, Applicant Fingerprints and the facilitation of Neighborhood Watch. We currently have two speed carts for monitoring traffic speeds on our roads. These are often placed in “target areas” and/or upon request. Please do not hesitate to contact us for any of these services.

### **Police Department**

It is no secret that law enforcement agencies across the state have experienced manpower shortages, for a multitude of reasons, and our agency is no different. In spite of these challenges, the Shelburne Police Department continues to provide fulltime professional, courteous service to our community. The department has taken steps to adapt to the ever-changing needs of our community, examining strategies, best practices, and efficient use of resources, in collaboration with various Federal, State and Local agencies.

Our officers have been trained in diversity and response to resistance. This training includes communication/de-escalation/response to resistance, and “less lethal” options for controlling combative or uncooperative individuals in an attempt to control a situation or apprehend an individual in the safest manner possible. The training is in compliance with ever-changing laws and police academy requirements.

Our officers frequently interact with people in need of social and/or mental health services. All of our officers have completed state-mandated training in anti-biased policing and in assisting individuals experiencing mental health crisis. The police department continues to work with various social services and support agencies to develop strategies to provide efficient and timely services. Working hand in hand with law enforcement, the Community Outreach Team continues to facilitate access to appropriate social services, including mental health support, to those in our community who are in need. Their proactive approach has facilitated a more efficient and appropriate delivery of services.

In the interest of transparency, all our officers wear body-cameras. These will help monitor the quality of service our officers provide and protect the officer and the town from unwarranted liability.

Over the past year our contract to provide a dedicated School Resource Officer (SRO) to the school district and, more specifically Champlain Valley Union High School, ran its course and was not renewed. We continue to maintain a strong relationship with our community schools, and work to ensure the safety and security of our schools while providing the best possible service to our students and families.

The department continues to work with a variety of Federal, State and local law enforcement agencies, Shelburne Fire and Rescue, and numerous other agencies to provide the appropriate services to those that need it most.

I would personally like to thank our community for their support. Without the support of the community, to include private donors and other stakeholders, the ability to face the challenges of the past few years would not have been possible.

## **Communications Center**

The Communications Center is often referred to as “Shelburne Dispatch” or “Shelburne PSAP” and serves as a regional Emergency Communications Center. The center serves a population of more than 62,656.

The center is the primary Public Safety Answering Point (PSAP) for 9-1-1 call in 18 communities and a secondary PSAP or backup for the other five State and Local PSAPS in Vermont. The center is also a Public Safety Dispatching Point (PSDP) for 36 agencies (Police, Fire or EMS) in 28 communities.

As both dispatchers and 911 call takers, uncommon in Vermont, our dispatchers are among the best trained. This training allows our dispatcher/call takers to provide potentially life-saving instructions to callers prior to the arrival of emergency personnel.

As one of Vermont’s 6 PSAPs, we are equipped with advanced mapping software which would not otherwise be available to us. This mapping software is vital, especially in rural areas, in determining the location of an emergency and directing emergency personnel to that area.

Monetary contributions from Vermont 911 and billing contracts with the agencies we dispatch for help to offset the costs of dispatching. In addition, we are constantly in search of grants to an attempt to further minimize costs.

If you accidentally dial 9-1-1, please DO NOT hang-up. Please tell the 9-1-1 call taker that you made a mistake and stay on the line to answer any further questions. If you do not remain on the line, emergency procedures will be initiated resulting in unnecessary and costly mobilization of personnel and equipment. Please remember 9-1-1 is used to report EMERGENCIES, such as a fire, medical emergency, or crimes in progress. All other complaints should be directed to our non-emergency number (802) 985-8051.

I encourage you to please stop by any time to discuss any problems or concerns you may have.

Respectfully submitted,  
Chief Aaron Noble  
Shelburne Police Department

## **SHELBURNE FIRE DEPARTMENT**

2021 proved to be another challenging year for the Shelburne Volunteer Fire Department. With the Coronavirus subsiding into the summer months but making a resurgence as winter progressed, it still presented challenges in our day-to-day operations as well as in our response to emergencies. While the health and safety of our members is always a priority when responding to emergencies, our attention to the health of our community we serve was equally as important during this time. Precautions are still in place to reduce the personal interaction with the public as much as possible to do our part to prevent the spread of the virus. We responded to 253 calls, which was an increase over the 218 calls in 2020 during COVID, and just above our average of 250.

The Shelburne Fire Department is still completely volunteer, providing service to the Town of Shelburne 24/7, 365 days a year, and it would not exist without the commitment and numerous hours of training by its current roster of 29 members. Currently, 18 of our 29 members are trained at a level of Firefighter I or higher, and two other members are currently taking the class and will be graduating in the spring.

Our Fire Prevention program continues to be one of our biggest commitments to the community. Unfortunately, with the restrictions of the virus in 2021, our members were unable to provide Fire Prevention programs to the schools, daycares and elderly facilities throughout Shelburne. These programs provide fire safe practices for children and adults to better prepare them in case of an emergency. We hope to be able to resume these programs in 2022.

Our annual Fire/Rescue banquet was replaced by a downsized Fire Department celebration of our members’ accomplishments. Firefighters honored Lt. Josh Estey with Fire Officer of the Year for his work and dedication to the Department and Town of Shelburne. The Officers recognized FF Ben Rivard for his commitment and service to

the Department and the Town of Shelburne by selecting him as Firefighter of the Year. Alexander Preis was chosen by the Officers as our Rookie of the Year for his efforts and commitment by a member with less than two years of service.

The Shelburne Firefighters Association continues to offer to the residents of Shelburne the green reflective address signs. These signs are visible day or night and are very effective in assisting Fire, Rescue, and Police to find the correct address quickly in the event of an emergency. More information about the signs and the order forms can be found on our website at [www.shelburnefire.org](http://www.shelburnefire.org).

The Shelburne Fire Department is always looking for new members. Like volunteer departments all over the country, Shelburne has seen a drop in our membership numbers over the last year. There are many aspects of the fire service that one may contribute. If you are an individual that wants to give back to the community, consider looking into becoming a member. There are a number of ways to contact us or find information about the Shelburne Fire Department. Our non-emergency number is 802-985-2366, our website is [www.shelburnefire.org](http://www.shelburnefire.org), and we can also be found on Facebook.

As Chief, I am committed to provide the best and most professional service possible to the residents of Shelburne while striving to maintain our “Volunteer” status. The Officers and Firefighters of the Shelburne Volunteer Fire Department continue to stand ready to respond to any and all of your calls for assistance.

Respectfully submitted, Jerry Ouimet, Chief  
Shelburne Volunteer Fire Department

Current Officers of the Shelburne Fire Department;

Jerry Ouimet – Chief	Devin Major – 2 <sup>nd</sup> Lieutenant
John Goodrich – Deputy Chief	Matt Kozlowski – 3 <sup>rd</sup> Lieutenant
Dwight Mazur – Assistant Chief	Lee Krohn – Secretary
Andrew Dickerson – Captain	Ben Rivard – Treasurer
Josh Estey – 1 <sup>st</sup> Lieutenant	

### **SHELBURNE RESCUE**

Now in its 33<sup>rd</sup> year of operation as an ambulance service, Shelburne Rescue closed out 2021 with another annual record number of emergency responses. Over the past year, the volunteers and employees of Shelburne Rescue staffed 1400 emergency medical calls in service to the Town of Shelburne, as well as mutual aid to the Shelburne Volunteer Fire Department, Charlotte Fire and Rescue, the towns of Ferrisburgh, Hinesburg, Huntington, Monkton, and the cities of South Burlington and Burlington. Throughout the year, our responses to the COVID-19 pandemic varied in number, but were ever present.

Throughout its 33 years of serving as the town’s ambulance, the volunteers of Shelburne Rescue have allowed the Town to operate its ambulance through millions of dollars’ worth of contributed hours in emergency medical services and public education. Annual operating budgets in the Chittenden County area for other emergency medical services range from \$750,000 to over \$1,000,000, while for the past thirteen years, Shelburne Rescue has operated relying solely upon its insurance billings, volunteer hours, and generous donations to fund its operations and the purchases of its ambulances.

Despite there still being an active pandemic, the emergencies responded to remained the same. Life continued for the residents of Shelburne as it did for the providers of Shelburne Rescue. To the residents who donated to Shelburne Rescue financially and with food, we say thank you. To our volunteers who continue to give year after year with the generosity of their time, there is no thanks enough for the incredible service, and the incredible spirit with which they include us in their busy lives. Our roster continues to decline while our call volumes continue to increase. The kindness shown to our squad by our community and by our donors is appreciated so much more in these challenging times.

In closing, the elected officers (Jacob Leopold, Chief; Devin Major, Assistant Chief; Wendi Turner, Treasurer; Jenna Lindemann, Training Officer; and Mackenzie Tobrocke, Secretary) extend our never-ending thanks to all Town employees, all Town residents, and all Town businesses. We ask that you join us in extending our deepest thanks to the families of Shelburne Rescue, Fire, Police, Highway, and Dispatch, who support our operations in innumerable ways.

With my thanks and respect, Jacob Leopold, Chief

## **SHELBURNE PUBLIC WORKS DEPARTMENT**

**Highway:** Shelburne Highway continues to provide services year-round to the Town with myself and three full-time employees; Lee Coleman, Victor Raymond and John Rowley. Highway also has a full-time mechanic, Rick Bushey, who provides maintenance services for most Town-owned vehicles.

During the summer, we hire one part-time employee to mow roadsides and during the winter, we hire one part-time employee to plow sidewalks and one part-time employee to help plowing the cul-de-sacs.

2021 Projects completed during another pandemic year included: widening shoulders of miscellaneous spots on Irish Hill Road, Bishop Road, and Dorset Street. Work was completed on approximately 200 feet of the retaining wall on Harbor Road and shoulder work on Thomas Road to stop the road from sliding down.

Paving was done on Logan Drive, Pierson Drive, Potter Place, Collamer Circle, Ravine Court, Tracy Lane, Tracy Lane Extension and Stokes Lane. We also did approximately 0.5 mile on Irish Hill Road from Dorset Street west, two spots on Thomas Road approximately 0.5 mile, Dorset Street and Harbor Road about 1 ½ miles each and Marsett Road 0.3 mile.

The Town of Shelburne continues to grow each year. With the added new developments and sidewalks, the Highway budget should reflect an amount to properly maintain and retreat the roads in existence, as well as budgeting for equipment and maintenance needs.

Respectfully submitted,  
Paul Goodrich, Highway Superintendent

**Water:** This year was one of many changes for the Water Department. We saw the retirement of long-time Water Superintendent Rick Lewis after 50+ years of service to the Town of Shelburne. We want to thank Rick for his many years of dedication, and sacrifice to the Town and its citizens. Thanks, Rick!

David DiBiase was promoted to the position of Water Superintendent upon Rick's departure; I look forward to serving the Town in this position and to continuing to provide the citizens and users of our water system with the best service and safe drinking water!

Chad Racine has celebrated his 20<sup>th</sup> year with the Town of Shelburne and continues to be the foundation of the daily operations and maintenance of the Town's water system. We thank Chad for his continued support and dedication to the Town.

We are governed by a Board of Commissioners and we would like to thank them for the time and continued support of the important operations of the Department.

We are in the process of upgrading all water meters in the town to radio read. Currently it takes two of our employees a month to read all the meters in the Town, and we must read meters four times each year. Radio read meters will reduce this time to about one day or less to read the entire Town. Radio read will remove the need to enter your property to read your water meter. Please keep on the lookout for more information on this program. We also continue to review and refresh our plans for replacement of aging water mains. With the approval of the

infrastructure bill passed this year, we are aggressively looking at projects and funding that may be covered under this bill as funding becomes available.

A few reminders

- We read water meters in January, April, July, and October.
- Where we read your water meter is different from house to house: some meters are in the backyard, on your deck, or all sorts of unusual locations. Our employees will be wearing Hi-Viz shirts or vests. If you have questions, please call 802-985-5122.
- Please adopt a fire hydrant near your home if you are able. Hydrants need to be shoveled around when snow increases. There are more than 400 hydrants in Town, and we need help to make sure they are accessible to us and the Fire department. They may help save you or a loved one!
- Please contact us if you wish to dig on your property so we can help locate water mains.
- We had 18 water breaks in 2021, higher than average (10.5 since 1978). When these breaks happen, we work hard with our contractors to reduce impact on users and restore service as soon as possible. We thank the citizens who have stopped to thank us, brought us dinner, and for your understanding during times when service is affected.

Respectfully submitted,  
David DiBiase, Water Superintendent

**Wastewater:** The Wastewater Department operates two advanced wastewater treatment facilities using Sequential Batch Reactor (SBR) technology. Wastewater Treatment facility (WWTF) #1 is a VT Grade 3 facility located on Crown Road and is designed for 440,000 gallons per day flow. WWTF#2 is a VT Grade 4 facility located on the corner of Harbor Road and Turtle Lane and is designed for 660,000 gallons per day flow. We also maintain nineteen pump stations, approximately 35 miles of sewer lines, and 800+ manholes. Sampling, testing and recording is performed at each facility every day of the year. Wastewater personnel responded to 28 alarms/calls after normal working hours this year.

Wastewater treated 181 million gallons  
Operating budget \$2,169,603  
Retail rate \$13.94 per thousand gallons

WWTF#2 received 1,768,080 gallons of septage from private haulers that pump out rural septic tanks not connected to municipal systems. The septage rate is currently \$0.09/gal.

The force main for the Longmeadow Pump Station was re-routed to the east side of Route 7, which alleviated the capacity constraints that existed previously of the gravity-flow main line along the western side of Route 7. This will now provide hydraulic capacity for additional wastewater flows along the west side of Route 7 from the Rice Lumber entrance to Bay Road.

Shelburne's two treatment facilities were last upgraded in 2002. This equipment is reaching the end of its life expectancy, and an upgrade in the near future is warranted. Having analyzed multiple options, it has been determined that the most environmentally-appropriate, cost-effective, and functional approach is to consolidate both plants into a single WWTF. Plant 2 will become a pump station, and Plant 2 will be upgraded to handle all of the Town's wastewater treatment. We have completed the preliminary engineering phase of this complex project, and are now moving forward with the pre-design phase over the next year. The upgrade/consolidation is estimated to be approximately \$30 million in today's dollars. The current draft schedule:

	<b>Projected Date</b>	<b>Recommended Improvement</b>
2021	December	Finalize Preliminary Engineering Report
2022	February – December	Pre-Design
	October	Start Final Design
2023	January	Finalize Bond Amount Prepare Bond Documents
	January – February	Public Information Meetings
	March	Hold Bond Vote
	July - December	Permitting
2024	February	Bid Advertisement
	March	Open Bids
	June	Start Construction
2025	January - December	Construction
2026	July	Substantial Completion
2027	July	End of One-Year Warranty Period

**Personnel:**

<u>Position</u>	<u>Name</u>	<u>License</u>	<u>Years of Service</u>
Water Quality Superintendent	Chris Robinson	Grade 5	23
Chief Operator WWTF#2	Steve Williams	Grade 5	16
Chief Operator WWTF#1	Walt Arsenault	Grade 5	15
Chief Mechanic	Chris Huestis	Grade 5	15
Wastewater Operator	Jeff Pillsbury	Grade 5	6

If you would like a personal tour of the facilities to experience first-hand how the Shelburne Wastewater Department keeps your waterways clean, please call 985-3700 or email [crobinson@shelburnevt.org](mailto:crobinson@shelburnevt.org) to arrange a tour.

The Wastewater Department is committed to producing the best quality effluent, protecting both human and environmental health. We thank you for your support and look forward to serving you in the year ahead.

Respectfully submitted,  
Chris Robinson, Water Quality Superintendent

**Stormwater Report:** On June 9, 2020, the Selectboard approved the adoption of the new Stormwater Ordinance that established a new Stormwater Utility. This new utility will be funded through stormwater fees, much like the water and wastewater fees, rather than through the General Fund (taxes). The benefit of having a separate enterprise fund for stormwater is that all the monies collected through fees can only be used for stormwater purposes. The other key aspect is that since all properties generate stormwater, all property owners will contribute proportionally toward stormwater management as mandated by state and federal rules. The first billing is planned for October 2021, and will be phased-in over a three-year period, such that in the first year (fiscal year 2021-2022), fees billed will be 33% of what would otherwise be the full billable rate; in the second year (fiscal year 2022-2023), fees billed will be 66% of what would otherwise be the full billable rate; and in the third year (fiscal year 2023-2024) and beyond, fees billed will be at the full billable rate (100%). The full billable rate is \$5.20/ERU\*/month.

\*Equivalent Residential Unit

The VELCO constructed gravel wetland was completed in December 2020. This project cost \$1.4 million, was paid for primarily by grants, and will reduce significantly pollutant loading to Lake Champlain.

The Town operates under a Municipal Separate Storm Sewer System (MS4) permit issued by the State of Vermont. In order for the Town to meet its MS4 permit obligations, it must reduce the flow and phosphorus loading that reaches waters of the State. To accomplish this, the Town has developed a Flow Restoration Plan and a Phosphorus Control Plan. These plans will identify stormwater treatment practices (STP) and/or best management practices (BMP) that will be need to be constructed/implemented to meet the requirements of the MS4 permit.

The Flow Restoration Plan (FRP) identifies and prioritizes approximately 16 flow reduction projects within the watershed. Costs of these flow reduction projects are estimated to be in the range of \$3 million, to be shared by the Town and other permittees. We have until 2032 to complete these projects, and we expect the first project will be completed in 2023.

The Phosphorus Control Plan (PCP) itself was completed in March of 2021. The costs associated with the PCP are approximately \$900,000, and identified projects must be completed by 2036.

In addition to the MS4 permit, the Town must keep up with 15 State general stormwater permits. We must annually inspect and submit a report of both required maintenance and completed maintenance. Some of these permits will also need to meet the new 3-acre permit requirements. All of these external mandates place significant burden upon the Town.

The Town continues to utilize the 2016 inter-municipal agreement with the City of South Burlington Stormwater Services Department to assist in meeting stormwater requirements.

If you have any questions or concerns, I can be reached at 985-3700 or [crobinson@shelburnevt.org](mailto:crobinson@shelburnevt.org).  
Respectfully submitted,  
Chris Robinson, Water Quality Superintendent

## PIERSON LIBRARY ANNUAL REPORT

2021 marked the library's second full year open to the public in the new building. Despite the challenges of the ongoing COVID pandemic, the library loaned out more than 86,000 books, movies, electronic books and audiobooks. That's more than \$1.3 million dollars in value from loaning out materials. See <http://www.ilovelibraries.org/what-libraries-do/calculator> for details on how this return on investment is calculated.

Putting books in the hands of Shelburne readers is only part of what we did at the Pierson. Our motto *Learning, Gathering, and Celebrating Community* reflects the many ways we helped people of all ages come together. We hosted more than 450 meetings during the year for groups looking for space to gather, and offered more than 300 educational programs to adults and kids, including our popular summer reading program. We also provided more than 5,000 computing sessions via our in-house desktops and bring-your-own-device high speed wireless internet, and answered more than 1,000 reference and technology questions. Altogether, these services and programs added more than \$150,000 in additional value to the library's services. When taken as a whole, the library offered a return on investment of more than 300% of its annual budget!

Despite the pandemic, we are on track to welcome more people into the library than ever before in Shelburne's history. Trustees have been busy making improvements big and small to make the building even more welcoming. This year, the library has:

- Added a magazine and newspaper browsing area to the adult floor;



- Continued to improve the gardens and grounds;
- Added three “hold open” accessible doors for full accessibility;
- Purchased a movie-quality projector and screen in anticipation of starting a film screening series; and
- Added several cozy seating areas with cushions and pillows on the kids’ floor

All of this was done through donations solicited by the Trustees, rather than public funds.

And all of this was accomplished through sharing resources rather than individual ownership. Did you know an item purchased by the library circulates an average of 26 times before it needs replacing? Libraries are one of the original “green” investments, and have been pioneers in the Sharing Economy for generations.

Thanks to our great trustees, staff, volunteers, Friends, donors and patrons for helping us to keep going strong! This year we’d especially like to highlight the work of the Friends, who despite the pandemic managed to offer a great book sale this Fall that raised more than \$5,000 in supplemental funds to help the library offer additional programs that it could not have without their support. Would you like to become a Friend? Stop by today and we can provide you with an application for membership.

Warmly,  
Kevin Unrath, Director, Pierson Library

### SHELBURNE PARKS & RECREATION COMMITTEE



This year continued to have many challenges because of the ongoing pandemic, but the spirit of Shelburne proved to be hopeful and persevering. Unfortunately, we had to cancel quite a few special events in the first half of the year. We are extremely grateful that conditions began to improve in the summer and some modified special events were able to happen in the 2<sup>nd</sup> part of the year such as: the Summer Concert Series including the fireworks, Halloween, and the Holiday Tree Lighting. While these were not offered in the normal format, members of the community who attended were excited to participate and enjoy the unique experience!

A huge *Thank You* to the hosts of our 2021 Special Events: Shelburne Field House and Vermont Teddy Bear. We’d also like to thank all of our major event sponsors including: A Little Something, Almartin Volvo, Archie’s Grill, Associates in Orthodontics (Drs. Librizzi, Blasius, & Librizzi), Automaster, B&R Electric, O Bread Bakery, Precourt Investment Company, Rice Lumber, Shelburne Market, Shelburne Country Store, Shelburne Taphouse, and Sweeney Design/Build.

Indoor programming made a comeback in 2021 after most programs were cancelled in 2020 due to the pandemic. Adult programs such as yoga, tai chi, Essentrics, volleyball, table tennis and basketball all restarted with enthusiasm. We entertained and taught kids in our indoor and outdoor summer camps, almost all of which were filled to capacity! In Dec. 2021 we were happy to kick off youth basketball again this year as well. Other programs were able to run fairly normally such as outdoor youth lacrosse and youth soccer programs. Our After School Ski Program managed to take place, but ran much differently with parent transportation and no bus.

The Recreation Committee continued to serve over the course of the year, including in person at several Special Events. Thank you to our dedicated members including: Ann Clark, Peggy Coutu (Chair), Renee Davitt, Kelli Magnier, Sue McLellan, Kathie Pudvar, Marv Thomas, Bruce Whitbeck. Thanks for your help and support throughout the year! We also welcomed our new student committee member, Erin Fina, appointed in December.

One of the many tasks that the Committee has assisted with is fund raising and awareness for the Shelburne Beach House project. In cooperation with the Recreation Department, \$20,940 was raised in 2021, with a total of \$23,732

since the campaign was started. A bond vote will be presented to voters in March of 2022 asking to fund the remaining balance of the project not covered by fundraising. This much needed project will upgrade and improve the facility functionality, aesthetics, and longevity serving Shelburne residents for generations to come!

As the Chair of the Recreation Committee, I would like to express our sincere appreciation to our Recreation Department staff, Betsy and Sue (our “Dynamic Duo”) for all of their hard work and dedication. It is because of this we have a superb program. They are what makes Shelburne Recreation special. They ensure all the programs are safe, enjoyable, and provide the best opportunities for all of our residents.

Respectfully submitted,  
Peggy Coutu

### **SHELBURNE VILLAGE DOG PARK COMMITTEE**

The Shelburne Community Dog Park saw continued use by residents and out-of-towners. Funds to support the maintenance of the park came from Town dog license fees and donations. Anecdotally we have heard that the Park is a favorite for many dogs and their owners.

We had a successful “Smooch Day” celebrating Valentine’s Day with many owners taking photos on our smooching bench.

John Curley worked on his Eagle Scout project by building boardwalks at the entrance to the park. We hope to add more in the coming years. They will be welcome during mud season.

We amended our bylaws to remove members and instead use “Friends of the Park”.

This year we have removed the small dog fence after the area became unusable due to being overgrown and inaccessible. We have kept the unused fencing in hopes of adding a small dog area in the future.

While working on the fence, we saw that there were many plants and saplings of trees that were growing into the fence. The committee is working on a plan to remove the existing plants from the fence as well as a buffer zone outside the fence and work to maintain the fence in the years to come. We are determining the possibility that we might need to amend our permit with the state depending on different methods of removal.

Dog Park signs have been posted on Route 7 identifying the location of the Park, and a sign was installed showing the entrances to the Ti Haul Trail and the Dog Park.

Shelburne Day, August 21, was a success. The Committee staffed a booth that resulted in additional donations as well as the dissemination of general information about the Park and safety issues. Thanks again to Lisa Williams, a board member, who supplied delicious frozen treats for dogs who visited the booth.

The Park continues to use Facebook to keep Park activities posted. We have more than 580 “friends” following the Park, and 423 people have checked in from the Park.

Respectfully submitted,  
Bob Owens, Chair

### **SHELBURNE BIKE & PEDESTRIAN PATHS COMMITTEE**

The Bike and Pedestrian Paths Committee expanded its membership and influence during Fiscal Year 2021. Between the Covid-19 pandemic (which drove trail and bike usage to unprecedented levels) and increased social awareness of the environmental benefits of car-free transportation, interest in bike and pedestrian path issues has never been stronger in Shelburne.

After more members of the community wanted to join our efforts, the Selectboard agreed in April 2021 to update our charter to include up to 10 members. We now have a group with breadth in its geographical representation of the Town, as well as its interest in “road” and “woods” issues.

Highlights of the year include:

- A new connection to the LaPlatte Nature Park via Mill River Lane was placed by volunteers through a coordinated approach with residents there. This important segment, crossing the newly named Bumblebee Brook, will allow a complete road-free loop within the park when the pedestrian bridge along Falls Road is operational in 2022 or 2023.
- Maintenance following the annual professional inspection of the LaPlatte River Crossing suspension bridge was performed by volunteers. The approaches on both sides of the bridge were graded manually, and the banks were reinforced with the help of student volunteers in the Treewild Forest Classroom.
- A new Adopt-a-Trail volunteer system was launched. Once per season, trail volunteers check conditions and do simple trail upkeep (clear trail of small debris and overgrowth) and report damage, blowdown, or erosion. The Committee coordinates volunteers and Town efforts for more significant work that is needed.
- Members of the Committee led six family-friendly weekend walks and bike rides along Shelburne’s best bike and pedestrian routes in Fall 2020. These are now documented in an [online guidebook](#) for year-round use.
- We began planning work on addressing a steep section of trail from the community gardens into LaPlatte Nature Park.
- We continued to coordinate closely with the Village Pedestrian Safety Group on issues related to bike and pedestrian safety in the village core.

Our work in FY2021 was accomplished at no cost to the Town.

Respectfully submitted,  
Ted Grozier, Chair

## **SHELBURNE TREE COMMITTEE**

This past year has been busy for the Shelburne Tree Committee even with COVID-19 pandemic still impacting us. Our efforts have included the following.

### **Budget**

Town of Shelburne included a line item for Emerald Ash Borer (EAB) management in the 2021 Town Budget. An RFP for first round of pre-emptive ash tree removal will be sent out in December with work to be done in the winter of 2022.

### **EAB discussions with other Shelburne groups**

- Contact and discussion was begun with the Natural Resources and Conservation Commission and Cemetery Commission on how to manage EAB on Town-owned lands.

### **Public Outreach & Education**

- A series of five articles were published in the Shelburne News and posted on Front Porch Forum on different topics related to EAB.
- Multiple webpage updates were made in 2021 to make the Tree Committee webpage more attractive, more current, more educational, and more accessible and useful.

### **Shelburne Day**

- We participated in Shelburne Day with an information booth during Farmers’ Market hours.

## Mulching of Trees on Parade Ground to prevent soil compaction

- Along with volunteers from Shelburne Business and Professional Association, the Shelburne Farmers' Market host organizer, Tree Committee members mulched mature trees on the Parade Grounds - marking where vendor vehicles should not park - in order to prevent soil compaction above established root systems.

## New State of Vermont Tree Warden Statutes

- Throughout 2021, the Tree Committee has been working, with much guidance and support from Vermont Urban & Community Forestry Program, to draft a comprehensive *Shade Tree Preservation Plan*, as described in the new VT statutes. This comprehensive plan is near completion and will soon be submitted to the Selectboard for review and approval.

## Plantings – plantings – plantings!

- Branch Out Burlington donated bare root trees to the Town of Shelburne in early Spring. We planted these donated trees over the **Arbor Day weekend**: three Honey Locust along School Street between the mature Ash trees, one Swamp White Oak at Bay Park, and two River Birch along the sidewalk between Bay Park and the fishing access ramp.

## Arbor Day Tree Planting Grant

- Shelburne received a Vermont Urban & Community Forestry tree planting grant, with which two Burr Oaks were planted along School Street, in the Davis Park area. These Oaks were interplanted between mature Ash trees.

## Memorial Tree Plantings

- Three Memorial Trees were purchased and planted during 2021: one Redbud on the Parade Ground, and one Japanese Lilac tree and one Serviceberry at Shelburne Beach. Photos of all these trees, with the names of the persons memorialized, are now displayed on the Tree Committee webpage.

## Tree City USA Designation

For the 4<sup>th</sup> consecutive year, Shelburne was recognized as a Tree City USA designee.

The Committee will continue its efforts to help assure that the Town plans for and plants trees in the Town's public spaces and road rights-of-way, advocates for proper maintenance of Town trees, and raises public awareness regarding the nature and beauty of Shelburne's trees.

Respectfully submitted, Gail Henderson-King, Chair



## SHELBURNE CEMETERY COMMISSION

The Shelburne Cemetery Commission continued a proactive maintenance agenda throughout 2021, and will continue to do so in 2022 while serving both the immediate needs of the Shelburne community, and planning alternative options for future generations. The Village Cemetery had a total of 27 burials, comprising 20 cremations and 7 conventional burials. At the time of this report, a total of 25 lots were sold in the past year.



As always, the Town of Shelburne and the Commission owe our thanks to the hard work of Ernie Goodrich and Pat Kingsland, who retired in the Fall of 2021. Their unwavering dedication to the Town's public cemeteries has been noted for years, and their work has been a long-time appeal to those who choose to have our Town as a final resting spot. Their absolute dedication to the

maintenance of the cemeteries, especially after the storms, snow, rain, and downed trees have always been appreciated. The Cemetery Commission wishes them well in their retirement.

Capital improvements to the Village cemetery this year include the installation of a new culvert and the relining and grading of a portion of the swale alongside the small brook, to ensure, in both cases, against washouts in case of heavy rains.

The Commission continues planning for alternate, “Green” burials to offer to residents of Shelburne. A public survey was done in the Spring to determine general interest by Town residents. There was some confusion on how to complete the survey, and of the 50+ responses received, one consumer had completed it multiple times, skewing the data. The Commission is trying to determine if the results are viable enough to share. At this time, there does not seem to be a budget for this option if Shelburne undergoes this outright, and the Commission is seeking other towns to potentially partner with.

Due to the COVID pandemic, there were issues meeting in person for the Commission, so most meetings were held virtually.

The Commission continues to struggle with the public’s adherence to the rules and regulations of the cemetery grounds and site decorations, and asks for the public’s assistance when decorating your loved ones sites to refer to what is allowed as site decorations.

There are no vacancies on the Commission at this time.

Respectfully submitted,  
Ron Gagnon, Deb Belcher, Stuart J. Morrow, Jennifer B. Brown, Rene Gagnon

### **SHELBURNE ETHICS COMMITTEE**

As noted in its prior annual reports, the Ethics Committee members continue to be committed to their efforts to serve Shelburne and uphold the standards of conduct and guidance contained in the Town’s Ethics and Conflict of Interest Ordinance. The goal is to have all decisions made by public officials based on the best interest of the Town, and to see that no public official with a personal or financial interest in the outcome of a particular matter will have influenced, or will appear in the eyes of the public to have influenced any decisions of the Town on that matter.

No complaints were filed with the Ethics Committee in FY 2021.

The Committee continued in dialogue with the Town Manager and Selectboard Chair FY 2021 to build support and resources for training and education opportunities on the Ordinance, and other relevant topics, for members of all Town Committees, Boards and Commissions.

Respectfully Submitted:  
Tom Little, Chair, Bill Deming, Vice Chair, Gwen Webster, Pete Gadue, Anne Powell

### **SHELBURNE FINANCE COMMITTEE**

Over the course of this past year, the Finance Committee provided a range of finance-related input to the Selectboard and Town staff concerning fiscal and financial management of our Town’s capital and operating resources. Our work effort has focused on technical debt issuance advice, capital investment planning and budgeting, resource allocation, community outreach, and long-term strategic economic growth activities. The Finance Committee continues to monitor the fiscal and economic challenges posed by new COVID-19 variants to the safety and economic vitality of our community, so that timely and effective responses can be implemented.

The following are significant achievements of our committee during the past year:

- Providing assistance with financial planning for the application of various Federal and State funding allocations to the Town for needed infrastructure additions and upgrades;
- Continued engagement with the Town's business community and residents through our community outreach programs to assist in developing fiscal/financial strategies to deal with the lingering effects of COVID-19 and help position the Town to provide services necessary for accelerated economic recovery;
- Refining predictive financial models of the Town's overall economic position to assist in financial planning for various revenue and expenditure scenarios, including possible effects of continued COVID-19 variants;
- Assisting with the implementation of economic development planning, organization, and strategies recommended in the Town's economic/community development initiative;
- Providing technical support for various auditing, capital expenditure and funding activities in the FY 21 Budget and conservation of Town cash balances;
- Developing capital improvement and budget planning tools to analyze financial implications of various long-term capital investment decisions; and
- Input on a range of financial management, borrowing, investment policy and economic growth issues.

The coming year we will be focusing on activities that address the changing and growing financial needs of our community as we recover from the pandemic, continuing to explore ways to increase non-property tax revenue and shape budget priorities for the new transition economy, providing appropriate alignment of budget realities with the long-term vision of our Town Plan, and assisting in responsible economic growth, all with a view to maintaining our strong financial position and enhancing the quality of life in our community through prudent financial management and wise capital investment.

Respectfully submitted,

Ken Albert, Tom Denenberg, Rosalyn Graham, Don Porter (Chair)

### **SHELBURNE SOCIAL SERVICES COMMITTEE**

This year, due to the pandemic, area social service agencies saw increased needs of all kinds. For example, food insecurity has rapidly increased, Age Well reported a 40% increase in meal delivery requests, and Howard Center reported "seeing individuals with no known mental history who are needing mental health crisis support now."

We were able to help meet the requests of agencies which serve Shelburne residents, from the VT Agency for the Blind and Visually Impaired and Steps to End Violence Against Women, to the Champlain Housing Trust (Harbor Place) and the UVM Health Network-Home Health & Hospice program. We were happy to support programs for youth this year, including a multicultural art program and a cross-country ski program for Shelburne students, when so many youth programs were shut down.

The Committee became more proactive in light of the pandemic. When the State stopped delivering food to people temporarily housed in area hotels, the Food Shelf, Rotary Club and churches stepped up, and the Committee reported on the needs to the Selectboard. We held a roundtable discussion with representatives from COTS, Age Well, Champlain Housing Trust, CVOEO, as well as the Shelburne Food Shelf, area churches, Rotary, Shelburne Police, and Town and State Representatives. Some cross-agency connections and possible solutions emerged, and we followed up with a meeting with a VT DCF Financial Director. We will continue to monitor the need. We are very grateful to the Shelburne Food Shelf and House Representative Jessica Brumsted for their leadership with this work.

In addition, this year we initiated the following:

**Accountability:** Made 6-month reports mandatory for grant recipients;

**Guest Speakers:** Invited Shelburne Police, SCS Mentoring Program Director, UVMHN-HHH, No Mas Polimigra, Shelburne Economic Development Consultant, VT DCF, and others;

**Outreach:** Spoke to Rotary and wrote for Shelburne News; and

**Reports to Selectboard:** Reported twice to the Selectboard about the impact of COVID on agencies and residents, and the subsequent increases in housing and food insecurity. We are currently reviewing our charter to increase clarity of purpose, accountability, and transparency.

You can attend our public meetings in person at the Town Offices or on Zoom every fourth Wednesday of the month at 6:30 pm. Our agendas, including the Zoom links, are available on the Town of Shelburne website, [www.shelburnevt.org](http://www.shelburnevt.org).

## **HISTORIC PRESERVATION AND DESIGN REVIEW COMMISSION**

*Founded in the mid-1980s, the Commission (HPDRC) makes recommendations to the Development Review Board (DRB) for projects in the Village Historic Preservation & Design Review Overlay District and assists the Town by enabling educational and planning projects funded by federal, state and local grants. The Commission meets every other week to consider applications for changes (including demolition) to buildings and their sites, all of which affect the character and economic vitality of the District.*

After a ten-year effort to advance recognition of the historic significance of Shelburne Falls, the Commission learned early in 2021 that the district had been placed on the National Register of Historic Places. Earlier, the Falls District had been incorporated in the Village Historic Overlay District and reviewed by the Commission under its guidelines. See the free “Guidelines” at <http://www.shelburnevt.org/DocumentCenter/Home/View/2013>.

After learning that Shelburne Shipyard faced delisting from Vermont’s Register of Historic Places, the HPDRC refocused its 2020 Certified Local Government Grant to update the Town’s Historic Structures and Sites Survey to prepare an application for the Shipyard, its underwater treasures and adjoining relevant properties for nomination to the National Register.

Thanks to generous donations by Shelburne’s citizens, the Commission and the Shelburne Historical Society completed restoration of the Town Clock in two phases. First, a new electronic system to strike the original bronze bell on GPS-regulated time began operating on Town Meeting Day. Then, the original Seth-Thomas clock’s mechanism was separately dismantled, refurbished and re-installed on July 1. Since then, the old clock has been keeping time accurately to within a minute a month...or so (hard to tell, since the clockface lacks marks denoting the minutes.). Finishing touches yet to be completed are a wall presentation acknowledging project donors in Town Hall and a short video showing the clock in action on the Town’s website.

*From time to time, members retire or leave for personal reasons, leaving openings for new members. After serving several years on the Commission, member Lauren Giannullo resigned from the Commission. Lauren had distinguished herself with her thorough consideration of applicants’ projects, relevant questions and observations. Her place on the Commission remained open at the end of 2021. Commission members at the end of 2021 in alphabetical order were Ruth Hagerman, Fritz Horton, Tom Koerner, Ann Milovsoroff, Marc Vincent, and David Webster. (Citizens wishing to join the Commission with education and/or experience in historic preservation and/or expertise in design-related areas are encouraged to forward letters of interest to the Town Planner’s office.)*

The Commission could not perform its duties without Town staff support. For much of the reporting period, with the Commission conducting its hearings online, the Planning and Zoning Office staff, assisted by Lee Krohn and Nini Anger, continued to prepare documents reliably and efficiently for each meeting, allowing applicants and commissioners to proceed efficiently through the agendas with ease.

Respectfully Submitted,  
Fritz Horton, Chairperson

## SHELburnE HISTORICAL SOCIETY



The 2020-2021 year has been a busy and productive year for the Shelburne Historical Society, despite a second-year coping with COVID-19. Linda Ladtko gave a rousing concert of suffragist songs in May at the Pierson Library, as part of a cooperative effort with the Library and partially funded by the Vermont Humanities Council.

The Women's History exhibit and middle school curriculum were completed by Dorothea Penar and Reeves Strawbridge. The exhibit panels, designed by Peter Penar, were on display in the Pierson Library last spring and will be on display until the spring of 2022 in the SHS space in the lower level of the Town Hall. The exhibit/curriculum project was funded in part by a grant from the Champlain Valley National Heritage Partnership. We hope to work with local middle school teachers to study and celebrate Shelburne Women's contribution to building community through the years in our Town and beyond!

The Shelburne Historical Society is so grateful for Matt Ireland's efforts in building a beautiful display cabinet as part of his Eagle Scout requirements for our organization. With the help of his mentor, Mr. Kevin Pottmeyer, Matt accomplished a complicated bit of cabinetry, using all the tools-of-the-trade to build a splendid cabinet which will hold some of the Society's artifacts. Currently in our new display case is an exhibit of Shelburne scouting items donated by Rod Durrell.

We continue to receive requests for information about Shelburne's history from Vermonters, and from people all around the USA and the world! As volunteers sort the collection, we discover many new facts about our Town's past. We are blessed with Shelburne residents, past and present, who donate Shelburne artifacts/photographs to add to our archives. A special thank you to our collections volunteers; Laura Krawitt, Reeves Strawbridge, David Boucher, Colleen Haag, and Dorothea Penar for their faithful help to sort and protect the artifacts in the SHS collection. SHS will begin to catalog the collection in 2022 and hope to make information available online for researchers. We are also planning an ambitious oral history program in the 2022 year.

SHS members were very generous this year to the Society. This generosity was extended to the Town to help renovate the clock and bell in the Town Hall. Thank you!

The SHS meets on the first Thursday at 6:30PM most months, and the display area is open Wednesday 1-3PM and Saturdays 10AM-12PM., or by appointment. If you have any questions or you are interested in volunteering, please email us at [shelburne1763@gmail.com](mailto:shelburne1763@gmail.com).

SHS Board: David Webster (President), Dorothea Penar (Vice-President), Stuart Morrow (Treasurer), Colleen Haag (Secretary), Sue Moraska, Alice Winn, Roz Graham, Paul Irish, Tom Anderson, and Toni Hill.

## VETERANS COMMITTEE

2021 was both a joyous year for the Shelburne Veteran's Monument Committee and at the same time a sad one. It was joyous because the committee was able to participate at the Farmer's Market again. It had not participated in the market the previous year. The sad part of the year was the stepping down of Sam Feitelberg from Chair of the committee to Chair Emeritus. Upon his departure as Chair, Bud Ockert was elected chairman of the committee. Bud has been a member of the committee since its inception in 1992. Sam's long tenure on the committee resulted in what you see today – a beautiful monument. He was the driving force behind its successful completion.



The committee is still working on several projects around the monument to include a marker to be placed at the base of the flagpole which will note the date of dedication of the monument and a marker to be placed near the entrance of the monument telling the story, history, and construction of the monument. We anticipate that this will be completed in 2022.

We were fortunate this year to have BG Hank Harder, Assistant Adjutant General, Vermont Air National Guard join us a member of your committee. BG Harder brings a wealth of knowledge to our committee which has already produced positive results.

For the first time since 2019, because the pandemic did not permit a ceremony, the annual Memorial Day Ceremony was held on May 31, 2021. Due to the continuing situation with the pandemic the Shelburne Community School Wind Ensemble was not able to participate. However, beautiful music was provided by Joanne Pillsbury, Serena Magnon, Lori Marino, and Cole Marino. The guest speaker was LTC Jason Galipeau, Medical Administrative Officer, 158<sup>th</sup> Medical Group, Vermont Air National Guard. His presentation provided those in attendance the perspective of his visit to two World War II military cemeteries in Luxemburg, one American and the other German, which gave those in attendance a reason why we celebrate Memorial Day.

As noted above, this was also the first time since 2019 that the annual Veteran's Day ceremony could be held. The guest speaker was LTC Jason Galipeau, Medical Administrative Officer, 158<sup>th</sup> Medical Group, Vermont Air National Guard. The theme of his presentation "What does a Veteran look like"; was very thought provoking and helped support his theme that you cannot tell what one looks like. To further substantiate his premise two members of the Vermont National Guard provided a synopsis of their background and experience and relationship with other members of the Vermont National Guard and United States Military. One was from the Niger Delta part of Nigeria and the other from Somalia. They stressed the importance of it being one military of diverse and different cultures under one military system.

Chair Bud Ockert was guest speaker at the 10 November 2021 meeting of the Shelburne, Charlotte, Hinesburg Rotary Club. His presentation was based on the meaning of Veteran's Day as it relates to why we celebrate it, how it is celebrated in other countries, many of which call it Remembrance Day, a Veteran's life, and lives of Veterans' families.

Representatives of the Champlain Valley Quilters Guild presented the project known as the Quilts of Valor. to the Shelburne Veteran's Monument Committee at their August meeting. The Quilts of Valor Foundation has presented over 300,000 quilts to those who have served in the military. The guild expressed the desire to collaborate with us, resulting in the presentation of quilts to seven Veterans on Shelburne Day. The committee agreed it would be a worthwhile if these quilts could be awarded on an annual basis. The committee felt that recognition of our Veterans in this manner was a wonderful project that it has made the decision to continue to have the Champlain Valley Quilters Guild present quilts during the annual Memorial Day Ceremony.

We installed a number of new bricks at the monument in 2021. The names of those on the new bricks, covering the years 2020 and 2021, were read by members of Boy Scout Troop #802, at the 2021 Memorial Day Ceremony. We continue to provide coverage by members of the committee at the Farmer's Market each Saturday morning. This has proven valuable not only from the prospect of raising money but of providing the history of the monument and meeting of people interested in purchasing a brick and answering numerous questions.

Paul Goodrich, Jim Donaldson, and Pete Gadue continue to provide support for various needs at the monument regarding maintenance, cleanliness of the area, brick installation, lowering the flag at half-staff when required, and general overall appearance.

Respectfully submitted,  
Bud Ockert, Chair

## **NATURAL RESOURCES AND CONSERVATION COMMITTEE**

2021 was a year like no other! Community Life was consigned to ZOOM because of COVID, further complicated by changing meeting schedules and a reduction or absence of staff support. While large new development

proposals slowed, previously approved large projects moved forward and the quest for Economic Development and pandemic stressors built development pressure, rousing concern about the intensity and changes they wrought. We consulted VT Council on Rural Development (VCRD) to suggest how to bring greater consensus to community decision-making and await the Selectboard's decision whether to engage their services. SNRCC members felt the need to attend not only our own meetings, but also DRB, Selectboard (SB), and Planning Commission (PC) meetings just to keep up and to lobby for regulatory changes we'd long been pursuing. Among the critical changes we seek are 1) updated bylaws to conform with the Town Plan and the resource protection recommendations of State Act 171 that prioritize wildlife habitat, forest blocks and rare/endangered species protection; 2) requiring SNRCC input on natural resource protection on relevant development parcels at the first stage of review before significant investment of time and dollars by developers in engineering and design; and 3) that prior regulatory decisions and judgments be honored in new proposals, that we better define open space to reflect conservation goals and remove recommendations that development be planned for core forest portions of properties.

Given our mission to collaborate with the PC to update regulatory language and simplify our complex Town regulatory framework, we undertook several initiatives. Member Sean MacFaden used his mapping data skills to develop a new Shelburne scale "forest patch" layer utilizing latest technology to identify our undeveloped forest patches of 20 acres or greater to support bringing our regulations into conformity with Act 171. Once complete the map would allow us to identify which portions of pending development parcels should be protected even as projects proceed in order to prevent adverse environmental impact. We then engaged the Regional Planning Commission (CCRPC) to review Sean's map and recommend regulatory language changes. The CCRPC report noted that per State V.S.A. 4411(b)(3) and 24 V.S.A. 4413(d)(4) any efforts to regulate "forest patches" need to have a clear nexus with protecting wildlife habitat, and recommended that the Town engage a wildlife consultant to survey the mapped areas to identify those most crucial to protect; hence our budget request for a wildlife biologist consultant to do this work in the coming year.

A great disappointment this year was the failure of our decade long effort to protect the remaining portion of the Ewing parcel at our northeastern gateway, the forested portion of which was successfully conserved last year in partnership with the Nature Conservancy. Delay in securing third party funding led to failure to protect the farmland and made us ever more aware of the need to build our Conservation Fund balance to allow us to independently protect our resources in a timely way when other partnerships are slow to materialize.

The Animal Coexistence Subcommittee draft policy was presented to the SB, which recommended changes and simplifications. SNRCC will also work with another citizen group re: sustainable climate change policies.

The second half of 2021 was marked by deep losses and promising gains. Around mid-year Dean Pierce, our long-time and highly valued Planner and SNRCC support staff person took a leave and ultimately left the Planning Office. His departure left a gaping void that was exacerbated by sequential vacancies in the Assistant Planner role and COVID induced delays in filling either position. On a promising note, on December 1 we welcomed Adele Gravitz to fill the Planning Director position. Also in mid-year, long time valued member Peg Rosenau retired from SNRCC. Christine Haines was appointed from an enthusiastic and well qualified pool of applicants to fill Peg's seat. And sadly, June brought news of the tragic and untimely accidental death of Marty Illick, long-time partner and founder of the Lewis Creek Association, whose absence remains an unfathomable loss, not only to us but to the entire state and to our natural environment.

As we look to 2022, we hold hopes for an end to the COVID pandemic, a return to in-person collaboration among our Boards and Staff, to continued greater engagement on the part of community members for natural resource protection, and to helping Shelburne do its part to mitigate the climate crisis with our tools and talents.

Respectfully submitted: Gail Albert, Don Rendall: Co-Chairs; Christine Bevaqua, Jon Cocina, Sean MacFaden, Fred Morgan, Chandler Noyes, Robert Paquin and Michael Schramm

### **SHELBURNE EQUITY & DIVERSITY COMMITTEE**

On February 23, 2021, in response to concerns about potential inequities in Shelburne, the Selectboard formed the Equity & Diversity Task Force with the following remit: *"To recommend to the Selectboard actions to improve*

*diversity, equity, and inclusion in all activities of Town government and assist in mobilizing community and external resources for the same.”*

From February to May 2021, the Task Force worked to craft a vision statement to clarify what we could engage with and for the town, research other towns doing equity work, participate in community equity education opportunities (including those offered by the Vermont League of Cities and Towns), and conduct preliminary research on methods that seemed most successful in supporting towns to do this work.

The Shelburne Equity and Diversity Committee was officially formed as a nine-person body on May 11, 2021 following robust public conversations with the Selectboard. As directed by the Selectboard, the Committee spent much of May editing a Resolution that would further specify our charge and responsibilities to advise the Town in

this very challenging and rewarding work. The Selectboard approved the Committee Resolution on June 8, 2021, which included the following statements:

*The Town of Shelburne recognizes that historical and ongoing structures and systems in our nation, state, and community maintain and continue forms of injustice and oppression.*

*The Town of Shelburne is actively committed to ensuring and sustaining equity, anti-racism, anti-bias, and belonging for all people in our community.*

As part of the Committee’s commitment to expand membership and represent diverse perspectives, we spent June working on a successful, inclusive selection process that would be widely accessible for potential new members.

We head into this next fiscal year with a full, energized Committee that is ready to move forward with Town government, with Town volunteers, and as a community - learning together how best to understand, engage, and ensure equity for all citizens of Shelburne.

We hold public meetings in person at Old Town Hall and on Zoom the 1st and 3rd Mondays of each month at 6:00 P.M. Our agendas, including the Zoom links, are available on the Town of Shelburne website, [www.shelburnevt.org](http://www.shelburnevt.org). We encourage public participation and welcome anyone interested to join our efforts.

## **SHELBURNE FOOD SHELF**

Thank you to our many volunteers and the entire Shelburne community in our efforts to alleviate local food insecurity!

Food Shelf operations during FY2021 adapted to changing pandemic circumstances. From July to December 2020, we offered an innovative personalized distribution service. Twice a month, based upon shoppers’ selections on a computerized shopping survey that we developed, Board members packed individual bags of groceries reflecting the choices made by each shopper. Dedicated volunteers from the community delivered the packed bags to each shopper’s home.

In December, Food Shelf operations returned to our traditional model, with shoppers coming to the Food Shelf twice each month. We instituted various COVID-19 protocols to promote safety for shoppers, volunteers and members of the public in Town Offices. Although the majority of shoppers returned to in-person shopping, a small number were unable to do so. We continued to deliver to this group of shoppers and to make emergency food deliveries as requested.

We also coordinated with the Shelburne Community School and Champlain Valley School District through our “Food That’s in When School is Out” Program to provide supplemental food to children when school is out of session (summer and all school breaks). In addition, we provided SCS with a grant to purchase snacks for children throughout the school year.

Our Non-Food Aid Program, which provides assistance for emergency fuel, housing, and utilities, was impacted heavily by the pandemic. The community reaction to the increased needs of Shelburne Food Shelf participants included a significant increase in financial donations. These funds allowed us to assist many more families and

were much appreciated.

Thanks to the continued support of the Shelburne community, we are well poised to face the on-going challenges and future needs of the food insecure community. Our services are entirely dependent on volunteers, donations, grants, and space provided by the Town of Shelburne. If you would like to help, you can find information here (<https://www.shelburnefoodshelf.org/>).

We particularly want to thank the Town of Shelburne and the Recreation Department for graciously providing us with the extra space needed to allow for social distancing requirements.

**Expressions of gratitude from those we serve:**

*“I so appreciate all that you do to help others, including your efforts to make people feel welcome.”*

*“I wish to express gratitude and thanks to the Shelburne community, all members of the Food Shelf, the board of directors, those who contribute food, sundries, monetarily, and deliveries. Peace and blessings to you and your loved ones.”*

*“This assistance is real -- in more ways than you know.”*

**REPORTS OF OUTSIDE AGENCIES**

Due to space limitations, we are unable to include reports from other outside agencies that have been part of this Town Report in previous years. The following links contain information from these agencies:

Champlain Water District: <http://www.champlainwater.org>

Chittenden County Regional Planning Commission: <http://www.ccrpcvt.org>

Chittenden Solid Waste District: <http://cswd.net>

Green Mountain Transit: <https://ridegmt.com/>

Vermont Department of Health: <https://www.healthvermont.gov/local>

Vermont League of Cities & Towns: <http://www.vlct.org>



## GENERAL INFORMATION

**TOWN WEB SITE: <http://www.shelburnevt.org>**

Check the web site for helpful information, including calendar of events and meetings, meeting agendas and minutes, contacts, forms, employment opportunities, Recreation Dept. and Pierson Library events and programs, other Town Departments' information and much more.

### TOWN PHONE NUMBERS

**EMERGENCY: DIAL 911**

### NON-EMERGENCY PHONE NUMBERS

ANIMAL CONTROL.....	802-985-8051	RECREATION .....	802-985-9551
ASSESSING .....	802-985-5115	RESCUE .....	802-985-5125
CVSD OFFICES.....	802-383-1234	SEWER DEPT .....	802-985-3700
CVU HIGH SCHOOL .....	802-482-7100	TAX PAYMENT INFO.....	802-985-5120
COMMUNITY SCHOOL .....	802-985-3331	TOWN CLERK .....	802-985-5116
FIRE.....	802-985-2366	TOWN MANAGER .....	802-985-5111
HIGHWAY .....	802-985-5123	TOWN OFFICE FAX.....	802-985-9550
PIERSON LIBRARY .....	802-985-5124	WATER – SHOP .....	802-985-5122
PLANNING .....	802-264-5033	WATER – OFFICE.....	802-985-5120
POLICE .....	802-985-8051	ZONING .....	802-264-5032

GENERAL INQUIRIES..... 802-985-5110

### COMMITTEE, BOARD, & COMMISSION MEETINGS

**Selectboard** – 2<sup>nd</sup> & 4<sup>th</sup> Tues. of the month; 7:00 P.M.

**Planning Commission** – 2<sup>nd</sup> & 4<sup>th</sup> Thursday of the month, 7:00 P.M.

**Development Review Board** – 1<sup>st</sup> & 3<sup>rd</sup> Wednesdays of the month, 7:00 P.M.

**Pierson Library Trustees** – 3<sup>rd</sup> Thursday of the month, 6:30 P.M.

**CVSD School Board** – 3<sup>rd</sup> Tuesday of the month, 6:00 P.M.

**CVSD Committee Meetings** - 1st Tuesday of the month, 6:00 P.M.

\*All CBC meeting days and times are on the Town website <https://www.shelburnevt.org/167/Boards-Commissions-Committees-Representa>

### CAT and DOG LICENSES

Cat and Dog Licenses are due on or before April 1. New registrations and renewals can be done by mail. A copy of a current certificate of rabies vaccination must be filed with the Town Clerk. After April 1 a 50% additional fee is charged. Fees are as follows:

Unneutered dog, cat, or wolf-hybrid: \$16.00

Neutered dog, cat, or wolf-hybrid: \$12.00

Shelburne has an Animal Control Ordinance. Copies are available in the Town Clerk's Office or on the Town website.

### SHELBURNE LEGISLATORS CONTACT

Rep. Kate Webb

[kwebb@leg.state.vt.us](mailto:kwebb@leg.state.vt.us)

Phone: (802) 233-7798

Rep. Jessica Brumsted

[jbrumsted@leg.state.vt.us](mailto:jbrumsted@leg.state.vt.us)

Phone: (802) 985-9588

The Legislative web site at [www.leg.state.vt.us](http://www.leg.state.vt.us) has up to date information on what is taking place in the legislature.

**TOWN OF SHELBURNE  
PO BOX 88  
SHELBURNE, VERMONT  
05482**

Presorted Std.  
U.S. Postage  
**PAID**  
Shelburne, VT  
Permit No. 8